

# AGENDA

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** Westwood Social Club, Lower Westwood, Wiltshire BA15 2AP  
**Date:** Wednesday 20 July 2011  
**Time:** 6.30pm for a 7.00 pm start

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Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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**The press and public are invited to attend the meeting**

**PRE-MEETING SITE VISIT at 6pm – walking tour of Lower Westwood Road –  
hosted by Westwood Parish Council**

**ARRIVE EARLY! Refreshments will be available**

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Please direct any enquiries on this Agenda to Kevin Fielding , on 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@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 Malcolm Hewson, Bradford on Avon  
South (Chairman)  
Cllr Rosemary Brown, Bradford-on-Avon  
North (Vice Chairman)

Cllr Trevor Carbin, Holt & Staverton  
Cllr Linda Conley, Winsley &  
Westwood

<b>Items to be considered</b>	<b>Time</b>
<u><b>Items to be considered</b></u>	
<p>1. <b>Election of Chairman of the Bradford on Avon Area Board for the Municipal Year 2011/12</b></p> <p>To elect a Chairman for the forthcoming year.</p>	<b>(7.00pm)</b>
<p>2. <b>Election of Vice-Chairman of the Bradford on Avon Area Board for the Municipal Year 2011/12</b></p> <p>To elect a Vice Chairman for the forthcoming year.</p>	
<p>3. <b>Apologies for Absence</b></p>	
<p>4. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>5. <b>Minutes</b> (<i>Pages 3 - 12</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 11 May 2011.</p>	
<p>6. <b>Chairman's Announcements and Updates</b> (<i>Pages 13 - 30</i>)</p> <ul style="list-style-type: none"> <li>i) Transfer of Assets, Bradford on Avon – report of roundtable meeting held between the Town Council and Wiltshire Council on 31 May 2011 (minutes in pack).</li> <li>ii) Section 106 contributions to Play Parks in Bradford on Avon – report of roundtable meeting held between Wiltshire Council, Bradford on Avon Town Council and the Friends of Barton Farm on 6 June 2011 (minutes in pack).</li> <li>iii) Nomination to the Voluntary and Community Sector Awards 2011 in the category 'Best Community Initiative Nominated by an Area Board'.</li> <li>iv) Nominations to the Queen Elizabeth II Fields Challenge.</li> </ul>	<b>(7.10pm)</b>

- v) Partner updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire.
- vi) Bradford on Avon Young Peoples' Issues Group – report of CAYPIG meeting held on 7 June (minutes in pack).

7. **13-19 Commissioning Strategy** (Pages 31 - 32) **(7.20pm)**

Julia Cramp - Service Director for Commissioning and Performance in the Department for Children and Education at Wiltshire Council, will introduce the new strategy which will affect the delivery of youth services in Bradford on Avon

8. **Community Area Grants** (Pages 33 - 50) **(7.40pm)**

Wiltshire Councillors will consider the following applications to the Community Area Grant Scheme 2011/12:

- i) Saxon Church and St Mary Tory Trusteeship have applied for £600 to remove/ renovate/ renew 3 directional signs.
- ii) 1<sup>st</sup> Winsley Scout Group have applied for £924 for a district patrol camping competition.
- iii) Limpley Stoke K6 Telephone Kiosk Refurbishment Group have applied for £520 for the mini-library project.

The report of the Grants Advisory Group is appended. Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at:

<http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

9. **Traffic and Transport Issues and Updates** **(8.00pm)**

- i) Report of Community Area Transport Group meeting held on 8 July to consider priorities and progress with minor capital improvement works.
- ii) Westwood Parish Council to report on the 20 mph zone trial and the proposal for virtual pavements in Westwood.
- iii) Potential impact on the Bradford on Avon community area of a possible Experimental Traffic Regulation Order at Cleveland Bridge, Bath to reduce the weight limit on HGV vehicles.

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|-----|---|-----------------|
| 10. | <b>BOA 2026 - Roadmap for a Sustainable Future</b> ( <i>Pages 51 - 58</i> )   | <b>(8.30pm)</b> |
|     | Gerald Milward-Oliver to outline a programme of community engagement to develop a vision and roadmap for the sustainable future of the town.  |                 |
| 11. | <b>Cabinet Portfolio Holder for Planning, Minerals and Waste, Economic Development and Tourism</b>  | <b>(8.40pm)</b> |
|     | Cllr Fleur de Rhe-Philippe will give an update on her portfolio of responsibility as it relates to the Bradford on Avon community area.   |                 |
| 12. | <b>Bradford on Avon Community Area Partnership</b> ( <i>Pages 59 - 72</i> )   | <b>(8.50pm)</b> |
|     | David Gregory and Jim Lynch to present the BOA CAP Work plan and their application for core funding support for 2011/12.  |                 |
| 13. | <b>Nominations of Representatives to Outside Bodies</b>   | <b>(9.00pm)</b> |
|     | Bradford on Avon Community Area Young Persons Issues Group – currently Rosemary Brown & Trevor Carbin.  |                 |
|     | Bradford on Avon Community Area Partnership – currently Rosemary Brown.   |                 |
|     | Bradford on Avon Historic Core Zone Project Board – currently Malcolm Hewson.   |                 |
|     | Bradford on Avon Area Board Grants Advisory Group – currently Terry Biles (Westwood PC), Bil Bailey (Limpley Stoke PC), Matthew Midlane (Monkton Farleigh PC), Alan Mines (Wingfield PC). |                 |
| 14. | <b>Future Meeting Dates</b>   |                 |
|     | Wednesday 21st September – St Margaret’s Hall, Bradford on Avon.  |                 |
|     | Wednesday 23rd November – Holt Village Hall.  |                 |
| 15. | <b>Evaluation and Close</b>   |                 |

## **Area Board Issues Process**

Please see our online issues tracker for progress on all issues submitted to the Bradford on Avon Area Board

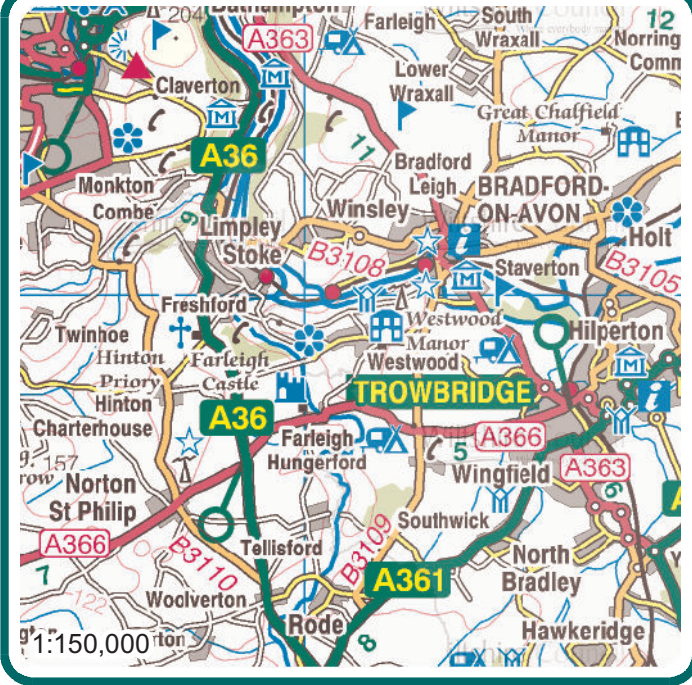
<http://www.wiltshire.gov.uk/communityandliving/areaboards/areboardsissuestracking.htm>

You can also submit issues online for the area board to consider or fill in an issues sheet by hand

[http://forms.wiltshire.gov.uk/area\\_board/areaboards.php](http://forms.wiltshire.gov.uk/area_board/areaboards.php)







**Westwood Social Club**  
 Lower Westwood  
 Bradford on Avon  
 BA15 2AP

**Wiltshire Council**  
 Where everybody matters







# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** Cereal Partners UK, Conference Facility, Staverton, BA14 6PG  
**Date:** 11 May 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.40 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 012225 776655 ext: 115 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@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 Malcolm Hewson (Chairman), Cllr Rosemary Brown (Vice Chairman),  
Cllr Trevor Carbin and Cllr Linda Conley  
Cllr Chris Cochrane (Portfolio Holder for ICT, Information Management and Business Transformation)

### **Wiltshire Council Officers**

Peter Dunford – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Sharon Davies – Service Director, Children and Families  
Ian Baker – Digital Inclusion Programme Manager

### **Town and Parish Councillor**

Bradford on Avon Town Council – Vicky Landell Mills & Isabel Martindale  
Holt Parish Council – Martin Moyes  
Limpley Stoke Parish Council – Simon Coombe & Bill Bailey  
Monkton Farleigh Parish Council – Matthew Midlane  
Staverton Parish Council – Trevor Heeks  
Wingfield Parish Council – Alan Mines & Allan Spreadbury  
Winsley Parish Council – Pamela Bennett

**Partners**

Wiltshire Police – Insp David Cullop

Bradford on Avon Community Area Partnership – David Gregory

**Members of Public in Attendance: 11****Total in attendance: 41**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introduction</u></p> <p>The Chairman welcomed everyone to the Cereal Partners UK, Conference facility, and introduced the Wiltshire councillors who made up the board, as well as Sharon Davies, (Service Director), the Community Area Manager and the Democratic Services Officer.</p> <p>All town, parish and partner representatives in attendance were welcomed by the Chairman.</p> <p>Steve Ford (Factory manager, Cereal Partners UK, Staverton) welcomed everybody and gave a brief overview of the History of production at the Staverton site, how the site worked and how Cereal Partners UK contributed to the local economy.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Jo Howes (NHS Wiltshire) and Mike Franklin (Wiltshire Fire &amp; Rescue Service).</p>
3.	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.7 Digital Inclusion. Cllr Malcolm Hewson – Personal interest, employed by British Telecom.</p>
4.	<p><u>Minutes</u></p> <p>A question was raised by Andrew Nicholson concerning the chairmanship of the discussion around the application for Performance Reward Grant funding for the Kingston Foot Bridge.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on the 16 March 2011 were approved and signed as the correct record.</b></li> </ul>
5.	<p><u>Chairman's Announcements and Updates</u></p> <p>The following announcements contained in the pack were mentioned briefly:</p> <p>i) Community Area Transport Working Group – summary report given of meeting held on 18 April to consider priorities and progress with minor capital</p>

improvement works.

Alan Mines, Wingfield Parish council asked if the Area Board could speed up funding and contract placing for extra grit bins before next winter. Bill Parks, Head of Service Local Highways and Streetscene (Central) advised that there would be no funding of new grit bins during the current financial year.

The Chairman suggested that it would be useful to have a Community Area Transport Working Group presentation at a future Area Board meeting.

ii) Big Society, Localism and What it Means for You – report of seminar held on 6 April.

The Chairman reported briefly on the event which had discussed the Localism Bill, in general, and greater public involvement in spatial planning processes, in particular. Consultations with parents at primary school 'cake sales' was one initiative which would be trialed in order to reach parents and therefore a wider cross-section of the community.

iii) Possible transfer of asset: Culver Close, Bradford on Avon – roundtable meeting to be held between the Town Council and Wiltshire Council on 31 May 2011.

iv) Section 106 contributions to Play Parks in Bradford on Avon – roundtable meeting to be held between Wiltshire Council, Bradford on Avon Town Council and the Friends of Barton Farm on 6 June 2011

These two roundtable meetings had been arranged subsequent to concerns expressed at the previous area board meeting.

v) Partner updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire were noted. Insp David Cullop advised that a representative of the Wiltshire Police Authority would be happy to attend a future Area Board meeting to give an update on the results of consultation. The Chairman advised that this would be update would be included in a future meeting.

vi) Kath Brownlee – Youth Update.

Kath Brownlee and some young people from the Youth Centre presented their ideas for improvements to the Integrated Youth Service and the Bradford on Avon Youth Centre.

	<p>Points made included:</p> <ul style="list-style-type: none"> <li>• A plan of improvements for the youth centre had been drawn up, these included, a collage to brighten up the building, better IT resources and redecoration.</li> <li>• Further development of the Young Parents and Babies and Bumps group.</li> <li>• Further development of the Lesbian, Gay and Transgender young peoples group.</li> <li>• Looking to plan more trips with young people from the surrounding villages as well as Melksham and Trowbridge.</li> <li>• Developing a plan to keep a youth worker at St Laurence School.</li> </ul> <p>The Chairman thanked Kath Brownlee and the young people for their update.</p>
6.	<p><u>Focus on Staverton</u></p> <p>Trevor Heeks, Staverton Parish Council, gave a presentation that highlighted Staverton's past, present and future and outlined the relationship between Cereal Partners UK and the village of Staverton.</p>
7.	<p><u>Digital Inclusion - superfast broadband survey</u></p> <p>Ian Baker, Digital Inclusion Programme Manager, Wiltshire Council and Cllr Christopher Cochrane, advised that Wiltshire Council was investing in digital inclusion and access to super-fast broadband to support homes and business throughout the county.</p> <p>The Council had decided to invest £16m in improving access to digital services in areas which would otherwise miss out. This investment along with government grant and additional investment from the telecoms industry would generate over £30m of funds. The council had set a target of 85% and possibly rising to 95% (pending government funding) of all premises to have superfast broadband availability by 2015.</p> <p>Online surveys of business and the community were available through the Wiltshire Council website.</p> <p>Superfast broadband was already available in certain towns in Wiltshire, such as Melksham, and was being rolled out on a case-by-case basis. Any lobbying that could help strengthen the business case was welcome would help accelerate</p>

	<p>the arrival of superfast broadband in the Bradford on Avon community area.</p> <p>The Community Partnership and Chamber of Commerce had carried out a piece of rapid consultation through members and the community website at <a href="http://www.bradfordonavon.com">www.bradfordonavon.com</a> There was not time to receive this feedback but the results would be shared with the Council and more widely.</p> <p>Questions raised from the floor included:</p> <p>Why can't the telecoms companies cover all areas?  <i>a) These companies will only cover areas that are economically viable to them.</i></p> <p>Roads throughout Holt were dug up to provide Trowbridge with broad band, could this existing infrastructure be build on?  <i>a) Probably not, some telecoms companies are reluctant to share infrastructures with each other, e.g. Virgin Media.</i></p> <p>Would Wiltshire Council fund this broad band?  <i>a) The broad band would not be operated by Wiltshire Council, it would be sub-contacted to a suitable provider.</i></p> <p>The Chairman thanked Ian Baker and Cllr Cochrane for their presentation.</p>
8.	<p><u>Royal United Hospital NHS Trust - Foundation Trust application</u></p> <p>Brian Stables and James Scott, RUH Bath, gave a presentation that outlined the implications of the application for trust status.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• The RUH is in the top 20% of acute hospitals in England and Wales for stroke care.</li> <li>• The trust is improving the ways in which it cares for people with dementia and setting local standards.</li> <li>• The RUH is expanding its role as a regional provider of specialised treatment for patients with prostate cancer.</li> <li>• To continue to provide comprehensive acute care.</li> </ul> <p>Questions from the floor included:</p> <p>It can be difficult to get to the RUH both by car and public transport, have you any plans to improve accessibility?  <i>a) The RUH is looking to engage in more local consultations, with staff coming</i></p>



	<p><i>out to local areas to see patients.</i></p> <p>It can be frustrating to visit the RUH when it looks like a building site.  <i>a)The building work is a sign of investment in the hospital infrastructure.</i></p> <p>It is good to know that cases of super bugs are now much lower at the RUH.  <i>a)Yes, good focus, with both staff and patients playing their part.</i></p> <p>The Chairman thanked Brian Stables and James Scott for their presentation.</p>
9.	<p><u>Bradford on Avon Community Sports Festival, 15-22 May</u></p> <p>Cllr Isabel Martindale Briefly updated the meeting on the forthcoming Bradford on Avon Community Sports Festival which was to be held from the 15 – 22 May and which had been organised under the banner of the Community Partnership.</p> <p>A programme of activities was circulated along with posters for the event. The week-long festival of sports and wellbeing activities has been awarded the much coveted Inspire mark from the IOC as a taster event to the London Olympics.</p> <p>Cllr Martindale also thanked the Area Board for the grant funding the organising committee had received and hoped that people would be inspired by the 2012 London Olympic games.</p> <p>The Chairman thanked Cllr Martindale for her presentation.</p>
10.	<p><u>Issues Update</u></p> <p>The Community Area Manager highlighted the broad range of issues being addressed from across the community area. Issues were being addressed and resolved on a case by case basis or through specialist forums, such as the Transport Group.</p> <p>Details would be brought to public awareness through publicity, future board meetings and through updates to the online issues system.</p>
11.	<p><u>Community Area Grants</u></p> <p>End of Year Summary 2010/11 and Review of Community Area Grants Scheme for 2011/12.</p> <p>The Community Area Manager outlined the nature and geographical distribution of support in 2010/11 and proposed changes to the grants criteria for 2011/12 which would restrict the eligibility of applications from town and parish councils for projects considered to be within parish council powers and responsibilities.</p>

	<p>The Area Board was unhappy with the changes to the Scheme Review for 2011/12 and requested the Community Area Manager to write a letter to the Cabinet of Wiltshire Council highlighting the Area Board's concerns.</p> <p>The Wiltshire Councillors considered two applications to the Community Area Grants Scheme 2011/12 as follows:</p> <p>Cllr Alan Mines, (Wingfield PC) commented on behalf of the Bradford on Avon Community Area Grants Advisory Group for each application.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>Play Area Footpath, School Lane, Staverton – Staverton Parish Council – awarded £980.</b></li> </ul> <p><b>Reason:</b></p> <ul style="list-style-type: none"> <li>• <b><i>The above application met the Community Area Grant criteria for 2010/11 (although not for 2011/12) and demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its aim to provide access to modern play facilities for all, including the disabled and low income families. The funding should be awarded from the underspend and carry-over of funds from 2010/11 financial year.</i></b></li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>Bradford on Avon Arts Festival 2011 – awarded £ 1,175.</b></li> </ul> <p><b>Reason:</b></p> <ul style="list-style-type: none"> <li>• <b><i>The above application met the Community Area Grant criteria for 2011/12, and demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to community cohesion; to cultural development; to tourism development; to activities for young people; and to community volunteering. The grant was awarded at a reduced level due to some aspects of the proposal being deemed to be ineligible for funding.</i></b></li> </ul>
12.	<p><u>Meeting Evaluation</u></p> <p>Attendees were invited to give feedback using electronic voting.</p> <p>Points made from the floor included:</p>

	<ul style="list-style-type: none"> <li>• The agenda was too long, would like less corporate presentations and more local related topics.</li> <li>• More time given to village/parish news at each meeting.</li> </ul> <p>The Chairman thanked the floor for the points raised.</p>
13.	<p><u>Future Area Board Meetings</u></p> <p>Wednesday 20th July – Westwood Social Club.</p> <p>Wednesday 21st September – St Margaret’s Hall, Bradford on Avon.</p> <p>Wednesday 23rd November – Holt Village Hall.</p>



Roundtable Meeting between Wiltshire Council and Bradford on Avon Town Council

Re: Culver Close, Bradford on Avon

Tuesday 31 May 2011, Town Council Offices

1. Introductions:

Representing Bradford on Avon Town Council - Cllr Peter Leach, Cllr John Potter, Cllr Paul Skidmore, Cllr Simon Fisher, Cllr Vicky Landell-Mills, Cllr Jonathan Brown, Cllr Alison Craddock, Cllr Janet Repton, Val Baker (Administrator)

Representing Wiltshire Council - Cllr Malcolm Hewson, Cllr Rosemary Brown, Steve Ibbetson (Technical Manager), Richard Mortimer (Technical Team Leader - Open Spaces), Colin Brown (Play and Leisure Strategy Officer), Peter Dunford (Community Area Manager)

2. Background

The meeting had been called to discuss the better strategic management of recreation assets in Bradford on Avon where the unitary council and the town councils currently both own and manage fields and sporting activities on behalf of the community. Discussions had previously been held with both West Wiltshire District Council and Wiltshire County Council regarding the opportunity.

Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthening local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.

Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.

A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.

Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

3. The Asset

A map was circulated showing the land in the vicinity of Culver Close under the ownership of Wiltshire Council. This included Culver Close itself, the Barton Farm Country Park, associated buildings and other land such as car parks. It was noted that the Barton Farm Play Area is owned by WC but is designated as 'unregistered land' by the Land Registry.

The Town Council expressed an interest in taking on ownership with full management and maintenance responsibilities for these public assets. Alternatively they could just take on the maintenance without the asset being transferred. The asset transfer could be freehold or leasehold ownership and might include delegated staff. Wiltshire Council has recently transferred the freehold of a recreation field to Calne Town Council supplemented by Section 106 monies for its development/improvement (**ACTION: Town Clerk to seek further information from Calne TC**)

Land elsewhere was also discussed, including Poulton Recreation Field and The Strips. A request was made for an asset map of the whole town to show the full portfolio of Wiltshire Council assets which could potentially be subject to local transfer. (**ACTION: Colin Brown to source and circulate a map**)

#### 4. Community Asset Transfer Process

CAT has been a policy of Wiltshire Council since its inception in 2009 and is now supported nationally by Government through the proposals contained within the Localism Bill, likely to be enacted by the end of 2011.

Applications forms and guidance notes were circulated. The process is that the applicant expresses its interest in taking on the asset; in return a proposal is made to the applicant by Wiltshire Council; if acceptable to the applicant this proposal is then discussed by the Bradford on Avon Area Board and the transfer is approved, referred to Cabinet with conditions attached or refused with reasons given.

Delegation of services that maintain the asset is a separate process and this is triggered by the application for the Asset Transfer.

#### 5. Appetite for Transfer

In principle, the Town Council supports the 'return' of these assets to the town.

It was considered to be appropriate that the applicant should be a third party community group or trust, suitably constituted to take on these responsibilities. The Bradford on Avon Sports Association and the Bradford on Avon Development Trust were mentioned as suitable organisations.

#### 6. Issues for Clarification

Some of the buildings in the WC estate were considered to require investment to bring them up to a sound standard before any transfer could be considered e.g. the pavilion changing rooms and toilets at Culver Close.

The house at Culver Close is used by an employee of English Landscapes. The EL contract presently runs until November 2012.



A meeting is required with Mark Hunnybun to discuss the details of the property estate  
**(ACTION: Mark Hunnybun to contact the Town Clerk to arrange a further scoping meeting)**

The next step will be to fill out the application forms and submit to WC. This investigative work could be done without formal approval, although any resulting actions would need to be agreed by the Full Council. **(ACTION: Town Clerk with support from Community Area Manager)**

#### 7. Management of competing sporting uses at Culver Close

Colin Brown outlined the issue posed by the dual use of Culver Close by the cricket and football clubs. Papers were circulated containing responses from the sports clubs to a piece of rapid consultation carried out by the Bradford on Avon Community Area Partnership into the issues caused by this dual use.

Bradford on Avon Cricket Club is a successful club with a strong youth development programme and with aspirations of promotion to the regional cricket league. They maintain their cricket square at their own cost but the quality of the wicket and the chances of their promotion are being affected by the use of the field as a football pitch.

Bradford United Football Club runs teams in the local football leagues and is a feeder club to the Bradford Town Football Club based at Avon Sports Field on Trowbridge Road.

The football pitch is sited directly over the cricket square and, with poor weather, has resulted in the field becoming muddy and churned up at the time that the cricket wicket needs to be prepared for the new season.

Alternative sites for football at Poulton Recreation Field and at St Laurence School have been mooted by the Council but resisted by the Football Club as a long term option.

Wiltshire Council officers have expressed a desire to protect the future of the cricket use of Culver Close above that of the football use.

The Football Club are keen to resolve their future urgently. Councillor Malcolm Hewson, the local Wiltshire Councillor, has asked that the matter be discussed at the next meeting of the Bradford on Avon Sports Association and the Leisure Youth and Arts Committee on 5 July 2011. Colin Brown will write to both parties setting out the Council's preferred position on the matter. **(ACTION: Colin Brown/ Town Clerk)**

The Bradford on Avon Community Area Partnership, the co-ordinator of the recent Sports Festival in the town, has asked to have an independent role in community consultation to help resolve this matter.

#### 8. Any other Business

None.



Roundtable Meeting between Wiltshire Council, Bradford on Avon Town Council and the Friends of Barton Farm

Re: Section 106 funding for Play Parks, Bradford on Avon

Monday 6 June 2011, Town Council Offices

1. Introductions:

Representing Bradford on Avon Town Council - Cllr Peter Leach, Cllr John Potter, Cllr Paul Skidmore, Cllr Vicky Landell-Mills, Sandra Bartlett (Assistant Town Clerk)

Representing Wiltshire Council - Cllr Malcolm Hewson, Cllr Rosemary Brown, Steve Ibbetson (Technical Manager), Colin Brown (Play and Leisure Strategy Officer), Peter Dunford (Community Area Manager)

Representing the Friends of Barton Farm – Alison Brown, Louise Weissel

2. Background

The meeting had been called following presentations and debate at the Bradford on Avon Area Board regarding two proposed schemes for play park improvements in the town at Victory Field and at Barton Farm, there being a perception that the schemes were in competition with each other for resources. It was agreed that a strategic approach was needed to issues of play provision and that the Section 106 contributions from the Kingston Mill development for public recreational uses should be seen to be allocated transparently to the benefit of the whole community.

Councillor Leach commented that the Town Council had developed the plans and consulted independently on the Victory Field proposals because it was the landowner there. The proposals by the Friends of Barton Farm concerned land in the ownership of Wiltshire Council which was beyond the jurisdiction of the Town Council. He was happy to twin track any future public consultations given that the public were mostly unaware and probably unconcerned about the complexities of the land ownership of recreation facilities in the town.

3. What is Section 106 money ?

Steve Ibbetson explained that developer obligations under the Town and Country Planning Act include contributions towards public amenities such as highways, education and other community infrastructure, including the provision of public open space, play parks and sporting facilities as appropriate. The Kingston Mill development did not include recreational facilities within the curtilage of the scheme but will instead provide commuted payments towards off-site projects in the vicinity (defined as 5-10 minutes walking distance) to achieve these same aims.

As the Council's Technical Manager responsible for the disbursement of S106 contributions, Steve explained that he would be looking to support recreational investment which could demonstrate benefit to a full range of ages – from pre-school, primary, teenage to adult –

and that eligible locations would include Barton Farm, Culver Close and Victory Field sites. This funding could support 'additional' play provision but not the maintenance of 'existing' facilities.

Critical factors are whether a project meets community needs, whether its construction is feasible, whether it represents good value for money and whether it is sustainable in the longer term.

4. What money is available now and in the future ?

Steve confirmed that monies currently available for amenity land and play equipment are:

Bradford South

Kingston Mills – for the provision and maintenance of Public Open Space in the vicinity of the development within 5 years - £ 104, 705.69 – monies not yet available

St Margaret's Street - £ 9, 039.04 – not started – monies not yet available

Bradford North

Berryfield Road – towards offsite open space in the locality of the development –

£ 16, 500 – monies now available

The estimated cost of the schemes at Victory Field and at Barton Farm are both of the order of £ 100,000 a piece, as currently specified. Therefore there are insufficient funds to wholly fund both projects. It was suggested that the available funding could help lever in additional funds from external sources and that local fundraising or sponsorship could supplement this. Landfill Tax Credits and the Cotswolds AONB were mentioned as possible local sources of finance.

5. Play Strategy and Provision in Bradford on Avon

Colin Brown confirmed that there is no agreed play area strategy, per se, and that proposals would be judged on their own merits. It is proposed to carry out an audit of Open Space, Sports Pitches and Play Areas across Wiltshire later this year.

6. Discussion about what is needed and the proposals for Victory Field and Barton Farm Play Areas

Alison Brown reported that the FOBF had had a meeting on site with the Environment Agency who had not raised objection to the proposals. The project would provide for a range of ages - from toddlers to teenagers and families – with elements which included seating and a climbing fence.

Sandra Bartlett reported that the Victory Field Play Area would be upgraded for use primarily by toddlers and the basketball court would be converted to a multi-use games area (MUGA)

for older children. Further consultation was planned, including with the children at Fitzmaurice Primary School.

Councillor Hewson considered that the projects were complementary and not duplicating provision. He wanted to see both projects come to fruition.

Councillor Leach also expressed support for both schemes and suggested that the Town Council would be prepared to combine further consultation required on the Victory Field proposals with further consultation for the Barton Farm Play Area in order to twin-track the projects and to facilitate a more strategic consultation with the community.

The suggestion was raised that elements of one project could become adopted as elements of the other project e.g. the outdoor gym proposed at the basketball court at Victory Field might better be provided as a trim trail at Barton Farm.

#### 7. Agreement on a Way Forward

Councillor Leach stated that the Town Council would be prepared to 'slow down' progress with the Victory Field scheme slightly in order to let the Barton Farm scheme 'catch up'.

It was agreed that the FOBF should write to the landowner, Wiltshire Council, to gain consent to build on their land. The letter should also ascertain whether Wiltshire Council would be prepared to take on project management and seek permitted development on its own land, or whether it would require the FOBF to apply for planning permission as a third party. Advice via Elly Townsend, previously, had suggested that the project would not need planning permission. **ACTION: Alison Brown/ Louise Weissel**

Steve Ibbetson offered to support this process and to direct the letter to the relevant manager/s responsible for these decisions at Wiltshire Council. **ACTION: Steve Ibbetson**

Councillor Leach stated that the Town Council would be prepared to write a letter to the FOBF to be submitted in support of the application. **ACTION: Town Clerk**

To cement this new collaboration the FOBF would be invited to join the Project Board overseeing the Victory Field improvements. **ACTION: Town Clerk**

Further consultation on these proposals is planned as part of the St Laurence Street Party on 24 September. A joint consultation stand at the event would be appropriate. **ACTION: Town Clerk / FOBF**

#### 8. Next Meeting

Monday 4 July, Town Council Offices at 9.30am





# Bradford on Avon Area Board

## Nomination for Voluntary & Community Sector Awards 2011

### Graffiti Art Mural at Heaven Scent Building

In response to Police reports of youths congregating and offensive graffiti being sprayed on the wall of a local business, Heaven Scent, the Young Peoples' Issues Group decided that an art mural, depicting life in the town, would both cover up the graffiti and brighten up the local area where their peers 'hang out'. An Area Board grant and significant partnership effort enabled 15 young people to participate in this highly successful community art project.

**Organisation:** Development Service for Young People

**Contact Name:** Katherine Brownlee, Youth Development Co-ordinator

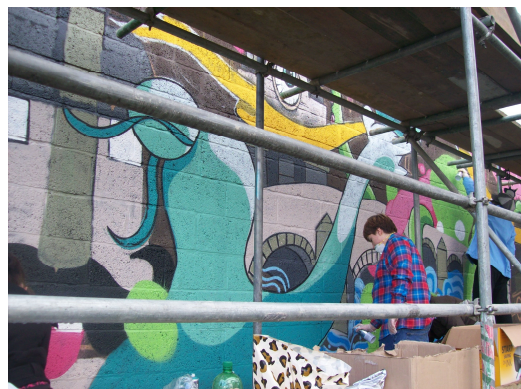
**Contact tel:** 01225 868115

**Email:** [Katherine.brownlee@wiltshire.gov.uk](mailto:Katherine.brownlee@wiltshire.gov.uk)



### What makes this project special:

The CAYPIG insisted that by having young people create the artwork, that those involved would have ownership of the project and would protect the site from future vandalism. The young people successfully presented their idea to the Area Board in January 2011 to secure a grant of £ 2,340 and also reported back to the Area Board in March 2011, describing the project and showing photographs and video footage of the process. To this day, the mural remains untouched by illegal graffiti and the mural has gained much positive feedback from members of the public and tourists alike. The project is the fruit of a significant partnership effort from a range of local stakeholders and community members. Following this success, a re-sprayable graffiti wall is also being investigated at another location in the town so that the young people still have somewhere to go to demonstrate their artistic talents !



### Community involvement:

Young people carried out public consultation in the town centre one afternoon and at lunchtimes. Questionnaires were sent to local businesses and left at the library. The young people supported their peers to complete the consultation through youth club sessions and at school. As well as the CAYPIG, the project was promoted through the Bradford on Avon Youth Council and the St Laurence School Council. It was discussed and supported by the Area Board, the Town Council and the Community Safety Partnership. The results of the public consultation showed overwhelming support for the project idea.

### Partnership working:

The Community Area Manager helped to design and distribute the consultation questionnaires; The property owner was involved in creating and approving the design; St Laurence School allowed their students to canvass local opinion during school hours and to use their logo on the art work; The Neighbourhood Policing Team secured the support of the developer of the Kingston Mills site who pledged free materials, labour and scaffolding; Youth Workers, with 2 local artists, trained and supervised the young people to create their artwork; Bradford on Avon Town Council agreed to plant prickly bushes to discourage youths from congregating at the site.

### Nomination:

**Area Board Chairman:** Malcolm Hewson

**Community Area Manager:** Peter Dunford

**Contact tel:** 01225 713060

**Email:** [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)





## Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 20<sup>th</sup> July 2011

### 1. Neighbourhood Policing

#### Current Priorities:


Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

 Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

#### Team News:

There have been no team changes since the last Area Board.

**Cllr Paul Sample** is a Member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. He can be contacted via Wiltshire Police Authority:

 01380 734022

 <http://www.wiltshire-pa.gov.uk/feedback.asp>

## 2. Vision Wiltshire

Vision Wiltshire has been set-up to deliver a new policing model to meet the projected funding cuts over the next 4-years. Wiltshire Police Authority (WPA) must reduce its budget from £108million in 2009-10 by £15million over the next four years. Work is ongoing to achieve this and news of changes to frontline policing delivery will be reported over the next couple of months. As I have previously reported there are unlikely to be any significant changes that impact on policing in the Bradford-on-Avon Community Area.

## 3. Performance

Performance continues to be good. There is an overall reduction in crime levels in the Community Area.

Due to changes in how Anti-Social Behaviour is nationally categorised current comparison figures are not available for this report.

**Table 1 – Reported Crime Figures**  
**1<sup>st</sup> June 2009 – 31<sup>st</sup> May 2011**

Bradford-on-Avon	Crime				Detections	
	June 2009 - May 2010	June 2010 - May 2011	Volume Change	% Change	June 2009 - May 2010	June 2010 - May 2011
Violence Against the Person	83	89	6	7%	46%	52%
Dwelling Burglary	44	28	-16	-36%	30%	18%
Criminal Damage	117	121	4	3%	9%	12%
Non Dwelling Burglary	71	68	-3	-4%	8%	1%
Theft from Motor Vehicle	41	34	-7	-17%	22%	3%
Theft of Motor Vehicle	16	8	-8	-50%	25%	13%
<b>Total Crime</b>	<b>561</b>	<b>531</b>	<b>-30</b>	<b>-5%</b>	<b>23%</b>	<b>21%</b>
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers in All Recorded Crime and Violent Crime for the most recently reported 3 month period (Feb - Apr 2011)						
*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences						
** Detections include both Sanction Detections and Local Resolution						



**David W Cullop**  
**Sector Inspector**  
27/06/11



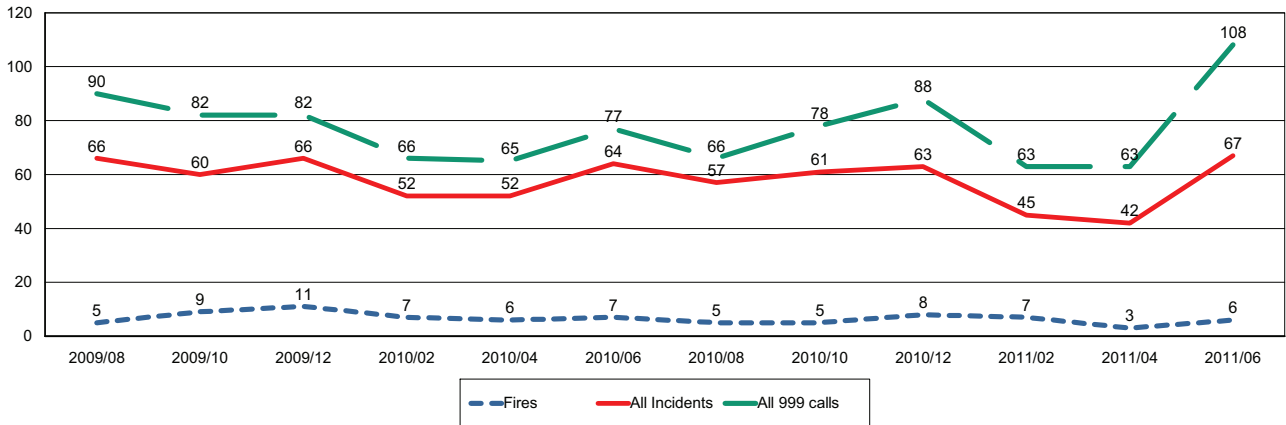
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

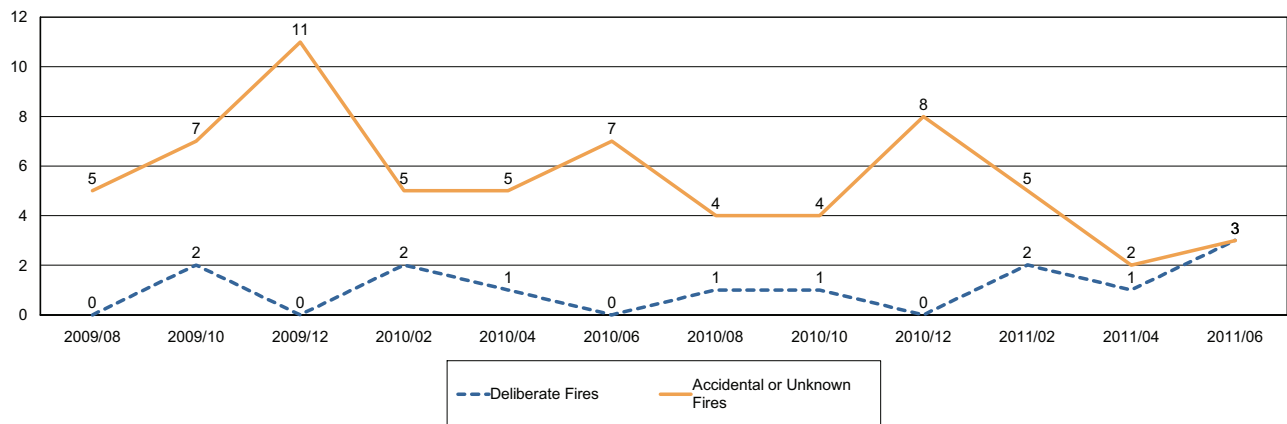
## Report for Bradford on Avon Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including June 2011. It has been prepared by the Group Manager for the Board's area.

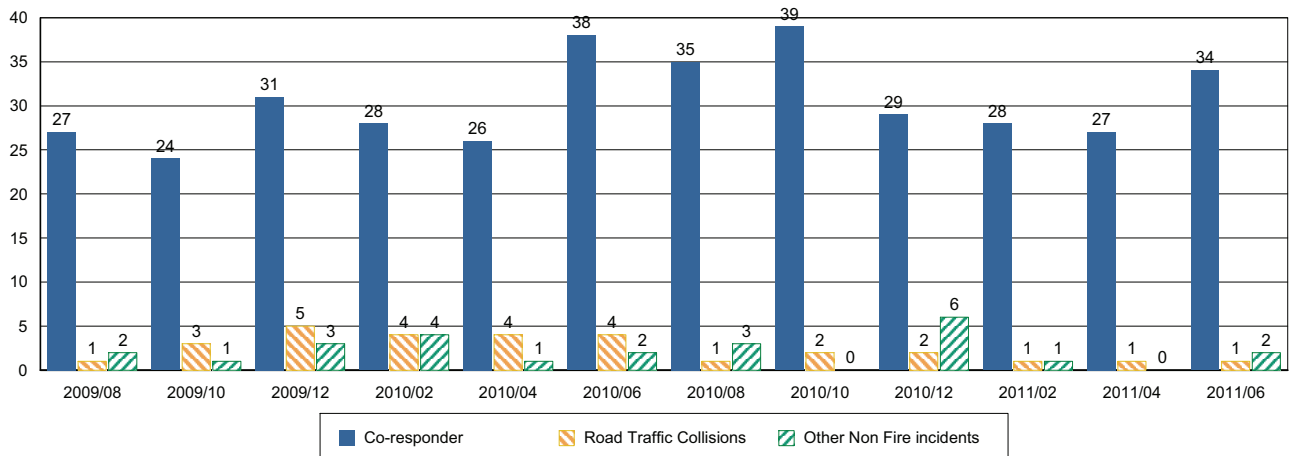
### Incidents and Calls



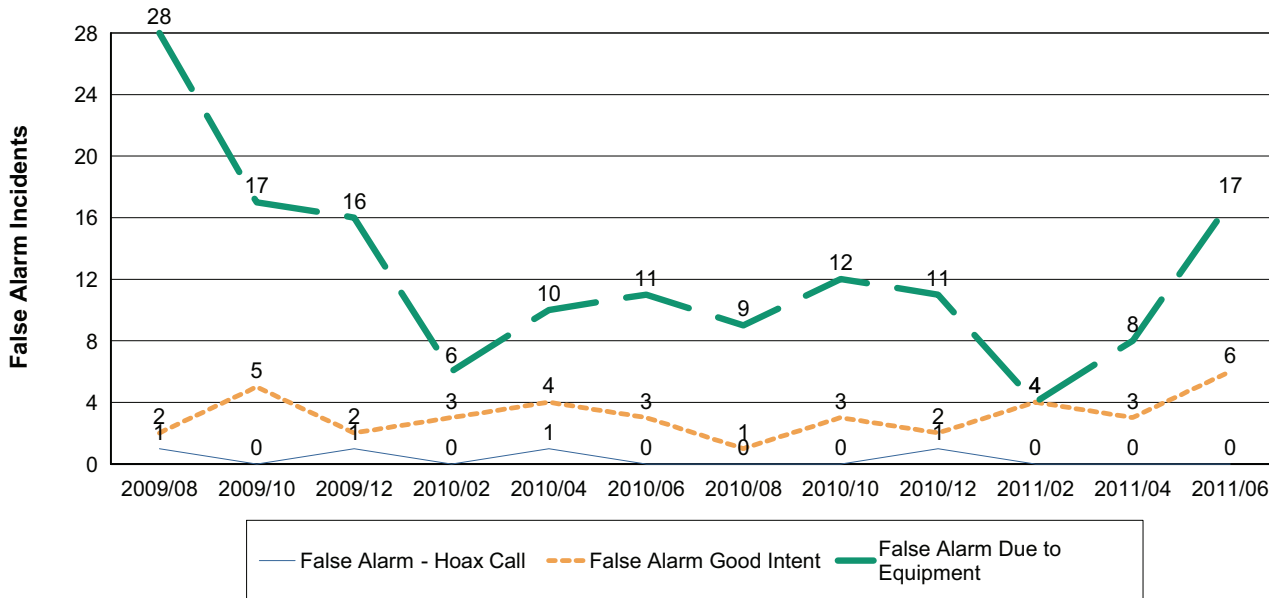
### Fires by Cause



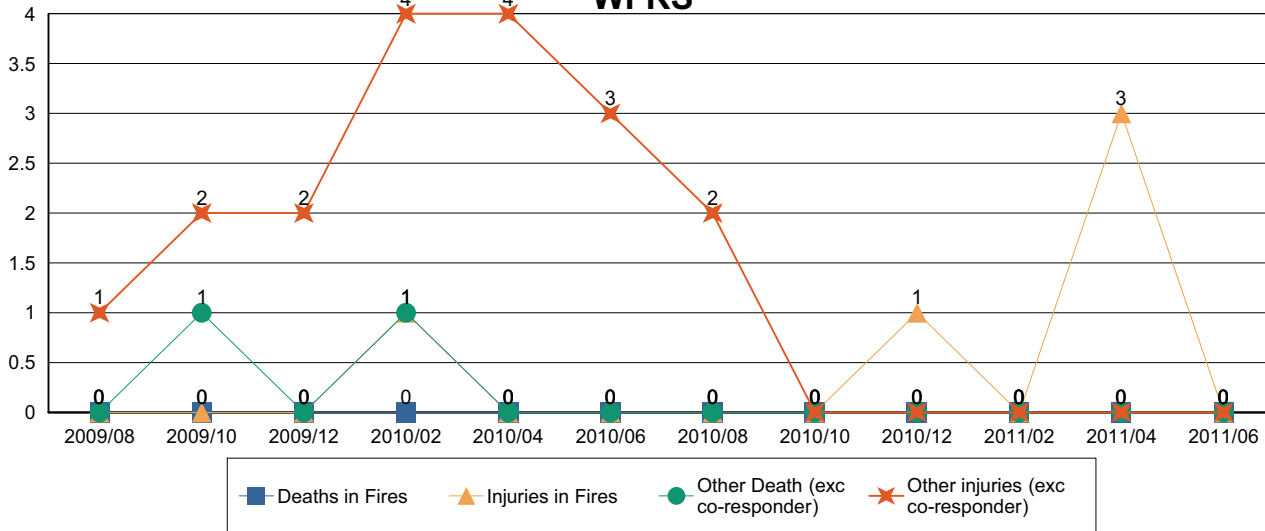
### Non-Fire incidents attended by WFRS



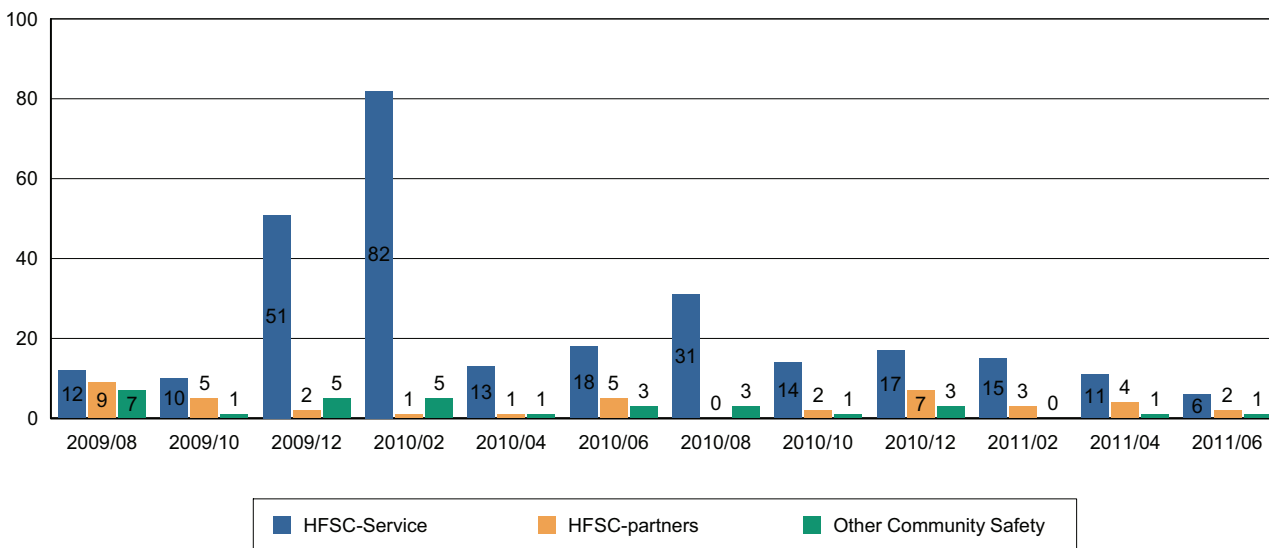
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## NHS Update – July 2011

### NHS Reforms – the Health and Social Care Bill 2011

Following the publication of the report of the NHS Future Forum in June 2011, the Government has set out a detailed policy response which announces important changes to the government's plans for modernisation of the NHS. The changes include:

- Change from GP Commissioning Consortia to Clinical Commissioning Groups with Board members and wider duties to involve patients and public
- Stronger safeguards against competition
- Additional safeguards against privatisation
- More choice and involvement for patients
- Increased emphasis on joint commissioning
- Strong messages about integration of health and social care
- Revised timetable

NHS Wiltshire will continue working closely with local GPs to establish the structures and organisation of the Wiltshire Clinical Commissioning Groups to ensure a smooth transfer of services and commissioning duties in April 2013. The emerging Clinical Commissioning Groups will become sub-committees of their respective NHS Boards, which for Wiltshire currently means three Clinical Commissioning Groups - North and Kennet, West Wiltshire Yatton Keynell and Devizes (WWYKD) and the Sarum NHS Alliance.

#### PCT clustering

Jeff James and Jenny Howells have been appointed Chief Executive and Director of Finance respectively, across PCT cluster which comprises NHS Wiltshire and NHS Bath and North East Somerset. The Chief Executive is accountable for the quality, finance, performance and the development of commissioning functions across the whole cluster area, supported by a single executive team. Clustering also helps to deliver the national ambition of a 43% decrease in management costs across the NHS by 2013, as set by the Department of Health.

Jeff James will lead a single Executive Team drawn from existing staff in the South West region. Recruitment to other posts within the Executive Team is underway, with positions advertised nationally and expressions of interest received. Interviews are to be held in early July.

NHS Wiltshire and NHS BANES will continue to exist as legal entities and their Boards will continue to meet separately to carry out their strategic duties led by their existing respective Chairmen.

#### Next NHS Wiltshire Board Meeting

The next Board meeting of NHS Wiltshire will be held on **Wednesday 20 July at 10am - 2011 at Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please email [communications@wiltshire.nhs.uk](mailto:communications@wiltshire.nhs.uk)





# BRADFORD ON AVON CAYPIG

TUESDAY 7 June 2011

**Present:** Kath Brownlee (KB), Ali Dewsbury (AD), Trevor Carbin (TC), Bradford On Avon Young People (BYP), Phyllis Thorne (PT), Peter Dunford (PD), Rosemary Brown (RB), Kevin Sweeney (KS), Kurt Paulus (KP )

**Apologies:** Barry Reeve, Peter Leach, Michael Collins

<p><b><u>Welcome</u></b> KB welcomed all to CAYPIG</p>	
<p><b><u>Youth Council Update - Poulton</u></b></p> <ul style="list-style-type: none"> <li>• PD advised Town Council has £3300 fund to build the Grafitti Wall.</li> <li>• Wiltshire Council do not want the liability of maintenance or insurance</li> <li>• <b>PD to investigate costs and get formal resolution through Area Board</b></li> </ul>	<b>PD</b>
<p><b><u>Woolley Festival 15-17 July</u></b></p> <ul style="list-style-type: none"> <li>• KP would like young people to plan and run young children’s aspect of the festival. Help needed in the following areas: <ul style="list-style-type: none"> <li>○ Young people needed to assist and help run childrens activites</li> </ul> </li> <li>• <b>KP to email KB a list of festival equipment</b></li> <li>• <b>KB to meet young people to arrange ways they can assist</b></li> </ul>	<b>KP KB/BYP</b>
<p><b><u>Summer Events</u></b></p> <ul style="list-style-type: none"> <li>• KB asked young people to advise her of any events/activities they would like</li> </ul>	<b>BYP</b>
<p><b><u>Street Lighting</u></b></p> <ul style="list-style-type: none"> <li>• PD advised lighting on alleyway between Kennet Gardens and Poulton will cost £5000 and there is no budget for that. If the CAYPIG feel this is urgent then PD would take to Area Board.</li> <li>• CAYPIG agreed this should go to Area Board</li> <li>• Lighting at basketball court – Town council have plans to develop the area with a Multi Use Games Area (MUGA) and as land owners they will be responsible for lighting. PD has passed the CAYPIG request to the Town Clerk</li> </ul>	<b>PD</b>
<p><b><u>Youth Service Consultation</u></b></p> <ul style="list-style-type: none"> <li>• KS advised that Wiltshire Council are reviewing Service delivery to 13-19 year olds</li> <li>• £3 million is currently spent on youth work. From 1/4/2012 this will be</li> </ul>	

<p>cut by £600,000.</p> <ul style="list-style-type: none"> <li>• The Consultation, which formally continues until 5/8/2011, has been set up to investigate how best to spend the £2.4 million             <ul style="list-style-type: none"> <li>○ Commission the service out?</li> <li>○ Work with Voluntary Sector/schools</li> <li>○ Make closer links with Area Board so they manage some youth work. Campus Development?</li> <li>○ Reduce the number of buildings</li> </ul> </li> <li>• Young people were invited to feedback views and questions to KS</li> <li>• KS advised there is a full CAYPIG on 28/7/2011 at Centre Parcs and encouraged young people to attend.</li> </ul>	
<p><b>Next Meeting:- 6<sup>th</sup> September 2011 Bradford On Avon Youth Centre</b>  <b>6:00-7:00pm</b></p>	



**WILTSHIRE CHILDREN AND YOUNG PEOPLE'S TRUST  
DRAFT COMMISSIONING STRATEGY FOR YOUNG PEOPLE AGED 13 TO 19**

**BRIEFING NOTE FOR AREA BOARDS**

**1. Introduction**

Wiltshire Children's Trust draft commissioning strategy for services for young people aged 13 to 19 has been issued for consultation. This is an important strategy which outlines plans for improving services for the 13 to 19 age range. The draft has sections on:

- An introduction including the purpose and scope.
- The national and local context for work with 13 to 19 year olds.
- Local needs and services.
- An analysis of the current position from the points of view of young people and staff and managers who work with the 13 to 19 age range.
- The commissioning priorities including some suggestions for the future delivery of youth work services in Wiltshire. These suggestions were developed with a range of stakeholders and wider views are now being sought.

If you would like a copy of the draft please email [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk). The draft strategy is also available at [www.wiltshirepathways.org](http://www.wiltshirepathways.org) on the home page and under "Latest News".

**2. Developing the Strategy**

Young people and representatives from a range of agencies working with 13 to 19 year olds have been involved right from the start and their views have informed the draft including the commissioning priorities and youth work suggestions.

**3. Consultation**

Consultation is taking place for 12 weeks from 13<sup>th</sup> May to 5<sup>th</sup> August 2011. The final strategy will be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work. The draft includes key consultation questions. Written responses to the consultation should be sent to [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk).

**4. Purpose of the 13 to 19 Commissioning strategy**

The purpose of the commissioning strategy is to achieve better outcomes for young people aged 13-19 by:

- Ensuring a good range of high quality services for all young people.
- Providing an early integrated response when young people are vulnerable or at risk, as soon as problems or issues arise.

- Ensuring cost effective services by improved co-ordination and reducing any overlaps and duplication.

## 5. Priorities

### 5.1 Campus Developments

The draft commissioning strategy notes that there are plans for developing a campus in each of the 18 community areas. Each campus would bring together a number of local services provided by the Council and other agencies in a building or collection of buildings.

It is envisaged that each campus will contain some space which will be used by the 13 to 19 age range. The draft includes a specific consultation question on space for young people in each campus.

### 5.2 Commissioning Priorities for Services for 13 to 19 Year Olds

The draft includes a number of suggested commissioning priorities outlined in the table below. The final strategy will include specific actions planned.

1	Maximising the participation and involvement of young people
2	Improving educational attainment
3	Supporting young people to move into employment and training
4	Improving access to information, advice and guidance
5	Increasing the availability of affordable housing
6	Reducing the number of young people who are unable to live with their families
7	Improving services available for young people who are engaged in risky behaviour
8	Improving services for young people with disabilities
9	Exploring options to improve transport for young people
10	Encouraging and increasing volunteering opportunities for young people.
11	Making sure information is available on services and activities for 13 to 19 year olds

During the consultation feedback is being sought on whether these are the right priorities and which, if any, should have higher priority.

### 5.3 Future Youth Work Services and Savings

The draft strategy also outlines 4 suggestions for future youth work services including some initial thoughts on making the savings from youth work budgets noted in the Council's financial plan. The suggestions are put forward in order to promote discussion and debate and there is not a favoured suggestion. Some of the suggestions could be combined and through discussions during the consultation period new ideas are likely to emerge.

More information on the draft 13 to 19 commissioning strategy and the suggestions for future youth work services will be provided at the Area Board meeting.

<b>Report to</b>	<b>Bradford on Avon Area Board</b>	<b>Agenda Item No.8</b>
<b>Date of Meeting</b>	<b>20 July 2011</b>	
<b>Title of Report</b>	<b>Community Area Grants</b>	

## Purpose of Report

- a) To ask Councillors to consider three applications seeking 2011/12 Community Area Grant Funding:

1. Saxon Church and St Mary Tory Trusteeship, Bradford on Avon

The officer recommendation is that £ 600 is awarded to the Saxon Church and St Mary Tory Trusteeship to remove and renovate or renew 3 directive signs to both churches

2. 1<sup>st</sup> Winsley Scout Group

The officer recommendation is that a reduced sum of £ 462 is awarded to the 1<sup>st</sup> Winsley Scout Group for the District Patrol Camping Competition

3. Limpley Stoke K6 Telephone Kiosk Refurbishment Group

The officer recommendation is that £ 560 is awarded to the Limpley Stoke K6 Telephone Kiosk Refurbishment Group for the Community telephone kiosk mini-library project

- b) To ask councillors to consider the withdrawal of funding granted at the Area Board meeting on 11 May for the following application:

Bradford on Avon Arts Festival - grant award of £ 1,175

in the light of the decision of the organisers to cancel the 2011 event and hold it over until June 2012. The officer recommendation, supported by the Grants Advisory Group, is that the application be withdrawn and re-submitted in the next financial year, closer to the date when more details are known of the exact nature and costs of the 2012 event.

## 1. Background

- 1.1 Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3 In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4 Bradford on Avon Area Board has been allocated a budget in 2011/2012 of £47,110 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £12,142. This gives a total budget of £59,252 for the 2011/2012 financial year. It will not be possible for unspent monies at 31/03/12 to be rolled forward into the budget for the 2012/13 financial year.
- 1.5 It has been decided that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council website and hard copies will be available upon request.
- 1.6 The 2011/2012 funding criteria and application forms are available on the Council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) and paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• <b>Community Area Grant Application Pack 2011/12</b></li><li>• <b>Bradford on Avon Community Area Plan</b></li><li>• <b>Wiltshire Local Area Agreement</b></li><li>• <b>Report of Grant Advisory Group</b></li><li>• <b>Technical Officer reports</b></li></ul>
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## 2 Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There will be 6 rounds of funding during 2011/12, this being the second round.

### 3 Environmental & Community Implications

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

### 4 Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

4.2 If grants are awarded in line with officer recommendations, Bradford on Avon Area Board will have a balance of £ 56, 100 remaining in the grants budget for the 2011/12 financial year.

### 5 Legal Implications

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

### 6 HR Implications

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

### 7 Equality and Inclusion Implications

7.1 Community Area Grants give all local community and voluntary groups an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

## 8 Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	<b>Saxon Church and St Mary Tory Trusteeship</b>	<b>Remove and renovate or renew 3 directive signs to both churches</b>	<b>£ 600</b>

8.1.1 The application meets the Community Area Grant Scheme criteria for 2011/12. Highways Officers comment that the ownership of the current signs at Barton Farm is unclear, but likely to be in the ownership of the Bradford on Avon Preservation Trust, English Heritage or British Waterways. The Council is not in a position to undertake the renewal of these signs anytime soon and because the signs are not on the highway the Council does not need to be involved in erecting the refurbished signs.

8.1.3 The application demonstrates a link to the Bradford on Avon Community Plan and to the Wiltshire Local Area Agreement through its aim to protect local heritage and to stimulate tourism and spending in the local economy.

8.1.4 Members of the Grants Advisory Group consider that the project is ineligible for support because they take the view that the renewal of signage is the responsibility of the local authorities. The financial reserves of the applicant body are healthy. The GAG recommend refusal of this application, their full comments are available in an appendix to this report.

8.1.5 The signs are currently in a poor state and need attention either because they are unreadable or because of disintegration. Clear signage is important as these two churches are of great value to the town and bring in hundreds of tourists and visitors. The maintenance costs of the churches are high and although the trust has reserves it does rely on donations for the upkeep.

**The officer recommendation is that £ 600 is awarded to the Saxon Church and St Mary Tory Trusteeship to remove and renovate or renew 3 directive signs to both churches**



<b>Ref</b>	<b>Applicant</b>	<b>Project proposal</b>	<b>Funding requested</b>
<b>8.2</b>	<b>1st Winsley Scout Group</b>	<b>District Patrol Camping Competition</b>	<b>£ 924</b>

8.2.1 This application meets the community area grant criteria for 2011/12.

8.2.3 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to activities for young people and to community volunteering.

8.2.4 Members of the Grants Advisory Group are supportive of the initiative but given the resources available to the applicant recommend that 50 % of the grant be awarded, being a total of £ 462. Their full comments are available in an appendix to this report.

8.2.5 The camping competition involves using traditional camping equipment in the style of Baden-Powell, the founder of the scout movement. To group wishes to buy a canvass patrol tent, flysheet and traditional dining shelter to competition standards. The aim of the project is to give young people from Winsley Scout Group the opportunity to learn and improve their co-operation, team work, leadership and communication skills. Up to 40 children will benefit this year and in future years. The equipment will be available to use for other community events and regular scout camps.

**The officer recommendation is that a reduced sum of £ 462 is awarded to the 1<sup>st</sup> Winsley Scout Group for the District Patrol Camping Competition**

<b>Ref</b>	<b>Applicant</b>	<b>Project Proposal</b>	<b>Funding Requested</b>
<b>8.3</b>	<b>Limpley Stoke K6 Telephone Kiosk Refurbishment Group</b>	<b>Community telephone kiosk mini-library project</b>	<b>£ 560</b>

8.3.1 The application meets the community grant criteria for 2011/12.

8.3.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to village services and community volunteering.

8.3.3 The Grants Advisory Group is supportive and recommends approval of the application in full.

8.3.4 The phone box was purchased from BT by the Parish Council some years ago but has remained disconnected and disused. The community agreed to turn the kiosk into a mini-library and local information point. Books will be offered for free exchange. Maps showing local footpaths, events, announcements and points of interest will be displayed. The physical work- stripping, repair and painting of the door; scraping, priming and repainting of the kiosk structure; replacement and fitting of glazing units - is being carried out by community volunteers. New steel frames, toughened glass units and genuine leather door straps need to be acquired and this is the specific purpose of the grant requested.

**The officer recommendation is that £ 560 is awarded to the Limpley Stoke K6 Telephone Kiosk Refurbishment Group for the Community telephone kiosk mini-library project**

<b>Appendices:</b>	<b>Grant applications from:</b>  <b>Saxon Church and St Mary Tory Trusteeship</b> <b>1st Winsley Scout Group</b> <b>Limpley Stoke K6 Telephone Kiosk Refurbishment Group</b>  <b>Report from the Grants Advisory Group</b>
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**No unpublished documents have been relied upon in the preparation of this report.**

<b>Report Author</b>	<b>Peter Dunford, Community Area Manager</b> <b>Tel: 01225 713060</b> <b>E-mail <a href="mailto:peter.dunford@wiltshire.gov.uk">peter.dunford@wiltshire.gov.uk</a></b>
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**Note of Bradford on Avon Area Board - Grants Advisory Group - held on 17 June 2011**

Present: Bil Bailey, Limpley Stoke Parish Council  
Alan Mines, Wingfield Parish Council  
Peter Dunford, Bradford on Avon Community Area Manager (secretary)

Apologies: Terry Biles, Westwood Parish Council  
Matthew Midlane, Monkton Farleigh Parish Council

**New applications to the Community Area Grants Scheme:**

- i) Saxon Church and St Mary Tory Trusteeship, Bradford on Avon
  - No detail provided of assets or reserves or of fundraising carried out by the trust.
  - Concern it does not fit the criteria - signage is the responsibility of the town council and this is supporting a private tourist attraction
  - Requested to chase further information
  
- ii) 1<sup>st</sup> Winsley Scout Group
  - Reserves identified as over £ 5,000 but with a deficit showing in 2010/11 and no evidence of fundraising
  - The application form is incomplete
  - Requested to chase further information
  
- iii) Limpley Stoke K6 Telephone Kiosk Refurbishment Group
  - Application tabled
  - Details of beneficiaries requested
  - All to consider and comment

**A further GAG meeting will be needed to consider the further information requested, to be held by mid July.**

**Bradford on Avon Arts Festival**

Email received from applicant to explain that the festival will not go forward as planned in September 2011 – instead will be deferred to June 2012 to allow greater flexibility as

to timing of events; greater choice as to content of events; a better fit with schools and performers' schedules; and most importantly, a continued judicious use of funds by aligning with dates of notification of funding outcome. Events such as the Tithe Barn feast have in the past been curtailed as a result of creeping chill; they would benefit from expansion into the evening.

**The Grants Advisory Group agreed that it would not be appropriate to carry the project forward across financial years and that the applicant should be advised to withdraw and re-submit.**

The details of the application may need to change, although the principle of support has been established. No monies have been paid out towards the project.

#### Voluntary and Community Sector Awards 2011

Nominations have been invited in the category 'Best Community Initiative nominated by an Area Board 2011/12'.

Last year the overall Wiltshire winner was the Bradford on Avon Community Agriculture Co-operative.

**This year the project recommended to go forward by the Grants Advisory Group is the Heaven Scent Graffiti Art project at Victory Fields, Bradford on Avon.**

#### Representations to be made to Wiltshire Councillors regarding the grants decision-making processes

Points raised include:

- Some of the grant awards show a lack of value for money to the public purse
- The Community Area Grant Scheme is seen as an 'easy touch' by applicants
- Councillors are ignoring the grant scheme criteria when it suits them and on a regular basis
- Some Councillors are not declaring interests in applications with which they have had some involvement
- No good reasons are being given by members for overturning officer or Grant Advisory Group recommendations
- There has been no local input to the grant scheme which has recently been reviewed by the Cabinet
- The guidelines need to be more clearly interpreted at a local level, the terminology is too woolly
- Members of the Grants Advisory Group should be appointed for a 2 year term in order to build up grant appraisal skills
- The Grants Advisory Group needs to have clearly agreed terms of reference

**Representations from the GAG should be made to the Bradford on Avon Board members and also directly to Councillor John Thomson, the Cabinet member with responsibility for the area boards and communities portfolio.**





**Note of Bradford on Avon Area Board - Grants Advisory Group - held on 7 July 2011**

Present:        Bil Bailey, Limpley Stoke Parish Council  
                  Terry Biles, Westwood Parish Council  
                  Matthew Midlane, Monkton Farleigh Parish Council  
                  Alan Mines, Wingfield Parish Council  
                  Peter Dunford, Bradford on Avon Community Area Manager (secretary)

**New applications to the Community Area Grants Scheme:**

- i) **1<sup>st</sup> Winsley Scout Group**
  - TB declared an interest and took no part in the debate
  - The further financial information showed that the proposed account deficit of £ 1, 291.88 would be recovered when the gift aid is reclaimed
  - Free reserves of £ 4, 806.13 are also available
  - The project is a good one and deemed to be eligible
  - **Given the resources available to the applicant the Grants Advisory Group recommended that 50 % of the grant should be awarded, being a total of £ 462**
  
- ii) **Saxon Church and St Mary Tory Trusteeship, Bradford on Avon**
  - TB declared an interest and took no part in the debate
  - Further financial information from the applicant showed that their reserves are healthy
  - Concern remains that the project does not fit the criteria - signage is the responsibility of the local authorities and this bid is also supporting a private tourist attraction
  - **The Grants Advisory Group considered that the project was ineligible for support and should be recommended for refusal.**
  
- iii) **Limpley Stoke K6 Telephone Kiosk Refurbishment Group**
  - BB declared an interest as a volunteer member of the applicant group
  - As this is a new community initiative, no accounts are available
  - The project is volunteer-led and will provide a useful service to the community; there are successful examples elsewhere of the similar use of redundant phone boxes
  - **The Grants Advisory Group recommended approval of the requested sum of £ 560**

Bradford on Avon Arts Festival

It was reported that the applicant was content with the recommendation of the GAG that the application should be withdrawn and resubmitted in the next financial year, closer to the date and when more details are known of the exact costs of the proposed event in June 2012.

Voluntary and Community Sector Awards 2011

PD circulated the nomination on behalf of the Graffiti Art Mural at the Heaven Scent building in Bradford on Avon - in the category 'Best Community Initiative nominated by an Area Board 2011/12' – submitted in time for the deadline of 15 July.

Feedback on meeting with Wiltshire Councillors regarding the grants decision-making processes

It remains the intention that the representations made by the GAG to the Bradford on Avon Board members at the meeting on 17 June be copied to Councillor John Thomson, the Cabinet member with responsibility for the area boards and communities portfolio. **It was agreed that AM would suggest revised grant eligibility criteria for incorporation in any future revisions to the grant scheme.**

**It was re-iterated that if the Area Board is to take an opposing view to any of the recommendations made by the GAG, that reasons should be given to aid understanding, as agreed at the ABC meeting on 17 June**

A further meeting with the Chairman/ Vice Chairman was requested ahead of the Area Board meeting on 20 July. Possible dates to meet were Thursday 14 July, Monday 18 July, Tuesday 19 July PM.



# BoA2026

## ROADMAP FOR A SUSTAINABLE FUTURE

**BoA2026** is the first step in agreeing a shared plan for the sustainable development of our town over the next 15 years.

We want people of all ages to help shape how Bradford on Avon works, looks and feels in the years ahead.

What do you like about the town – and what do you dislike? What improvements would you like to see? What would you like to change? And not change? How can we reduce our impact on the environment?

Please put your thoughts on the back of this card and place it in one of the special BoA2026 boxes around town.

Make a note of the open day on **Saturday 16 July** in St Margaret's Hall, when you can discuss your ideas with others – and hear what they have to say!

You can find more information at [www.boa2026.net](http://www.boa2026.net), in the Town Library, the TIC or at the Town Council offices.

Join the discussion on **Facebook** (boa2026) or **Twitter** (#boa2026).

However you do it, be sure to have your say. **It's your town and your future!**

It's your  
**TOWN** your  
**FUTURE**  
your  
**SAY!**

[www.boa2026.net](http://www.boa2026.net)

Programme outline June-July 2011

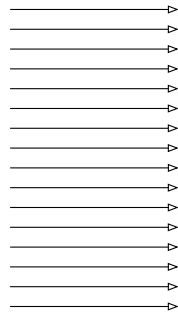
**EXTERNAL PRESSURES**

WC Core Strategy

WC & HMG climate change strategies

Localism Act

Traffic / developers / regional economy etc

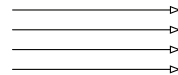


**BoA CHALLENGES**

**2011-2016**  
**A working town again**  
350 new homes / 500 new jobs / 150,000sqft new employment space.  
Kingston Mills / Kingston Farm / Frome Road + others

**2011-2016**  
**Historic Core Zone**  
Redefining the relationship between people & traffic / enhancing the built environment in the town centre

**2011-2016**  
**Climate change**  
Defining actions and a timetable to make the town carbon neutral by 2050



**OUR RESPONSES**

How we enhance the town's character

How we help BoA people shape their own future

How we help the town be master of its own destiny



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## OUTCOME

- 🔊 provide a vision and road map for future planning work within the town
- 🔊 inform a robust response to the latest iteration of the Core Strategy
- 🔊 define Stage 2 – Supplementary Planning Document? Neighbourhood Plan? other planning process?

## PROCESS

- 🔊 prepare the evidence base
- 🔊 establish a consensus about the future of the town – where and how we want to be over the next 15 years, and what we need to do
- 🔊 identify constraints that will hinder delivery of the consensus
- 🔊 establish the broad outline of a roadmap.

## TIMETABLE

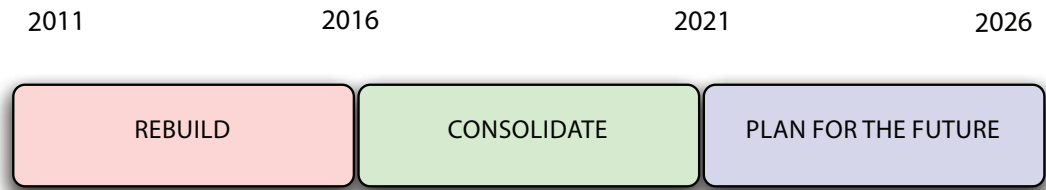
- 🔊 public engagement + consultation event – late June
- 🔊 workshop – mid July
- 🔊 drafting of vision and road map + route for action – mid July
- 🔊 public meeting + call for comment – late July
- 🔊 publication of results – early August
- 🔊 start of journey – September ...



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## PHASING

- BoA2026 covers 15 years
- we start at the end of a period of town centre blight
- we need to change the conversation in the street from negative to positive
- so there might be three phases to the work of the next 15 years:



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## ISSUES TO BE COVERED

- 👤 housing
- 👤 employment
- 👤 Green Belt
- 👤 traffic
- 👤 public transport
- 👤 carbon reduction
- 👤 energy use
- 👤 health
- 👤 leisure
- 👤 arts
- 👤 retail
- 👤 education
- 👤 heritage/public realm
- 👤 waste
- 👤 food security & production
- 👤 tourism
  
- 👤 well being?
- 👤 what do we mean by sustainable?<sup>1</sup>

## STEERING GROUP

- 👤 BoA Town Council
- 👤 BoA Development Trust
- 👤 Climate Friendly BoA
- 👤 BoA Community Area Partnership
- 👤 BoA Preservation Trust
- 👤 BoA Chamber of Commerce
- 👤 Mid Wiltshire Economic Partnership

## PROFESSIONAL RESOURCE

- 👤 White Design

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<sup>1</sup> Likely Localism Bill definition (Brundtland): "Sustainable Development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs".

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## STAKEHOLDERS / CONTRIBUTORS (DRAFT)

- BoA Town Council
- BoA Development Trust
- Climate Friendly BoA
- BoA Community Area Partnership
- BoA Chamber of Commerce
- Mid Wiltshire Economic Partnership
- BoA Preservation Trust
- BoA Tourism Association/TIC
- Senior Citizens Forum
- Bradford & Winsley Community Sports Association
- Christ Church School + PTA
- Fitzmaurice School + PTA
- St Laurence School + PTA
- BoA Youth Council
- The Wiltshire Music Centre
- BoA Arts Festival
- BoA Film Society
- BoA Arts Association
- BoA Library
- BoA Churches Together
- BoA Museum
- BoA Community Agriculture Cooperative Ltd
- BoA Community Children's Centre
- BoA Health Centre
- BoA Historic Core Zone Action Group
- Selwood Housing
- Fair Trade Group
- 'Made in BoA' group
- Kingston Farm/Moulton Bicycles
- Summit Chairs
- The Railway Engineering Company
- Oxfordshire Narrowboats
- Kennet & Avon Canal Trust
- VMH Associates
- Creating Mischief
- K. Firth (transport planning)
- Friends of Woolley
- 'The Gudgeon'
- 'Stay in the Loop'
- Wiltshire Council (spatial planning)
- Wiltshire Council (climate change)
- Wiltshire Council (transport)
- Wiltshire Council (economy & enterprise)
- Wiltshire Council (Area Board)

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## **COMMUNITY WORKSHOP** (DRAFT)

- by invitation to stakeholders (who will receive a background file prior to the event)
- reprise of background to process, key issues, challenges and anticipated outcomes of the process (e.g. projects for stage 2)
- assessment of community responses to engagement process
- assessment of challenges & opportunities
- groups allocated areas for attention (e.g. housing, employment, heritage, arts, leisure, sports etc)
- long-list of vision/key themes/recommendations established
- scoring of long-list to create ranking
- definition of first phase, second phase elements on the roadmap
- graphical representation of the roadmap prepared and endorsed
- draft report published in public domain.

## **PUBLIC MEETING**

- presentation of key themes and draft recommendations
- comments sought & responded to.

## **REPORT TAKEN TO BoA TOWN COUNCIL**

- report presented for endorsement and adoption by BoA Town Council.

## **REPORT DELIVERED TO WILTSHIRE COUNCIL SPATIAL PLANNING/CLIMATE CHANGE TEAMS**

- adopted report delivered to Area Board and to Wiltshire Council spatial planning, climate change, economic development and transport teams.

## TIMETABLE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	30	31	1	2	3 FIRST MEETING	3	5
	6 Confirmation of White Design	7	8	9	10	11	12
	13	14	15	16	17 Media release	18	19
	20 Facebook campaign Twitter Noticeboards / Flyers	21	22	23	24 Suggestion boxes distributed Media release	25	26
	27	28	29	30	1 Media release (3) Radio promotion	2	3
	4	5	6	7	8 Media release	9	10
	11	12	13	14	15 WORKSHOP	16 WORKSHOP / DAYTIME PUBLIC EVENT	17
	18	19 DRAFT CORE STRATEGY CIRCULATED TO TC	20	21	22	23	24
	25	26 PRESENTATION TO BOATC MEETING	27	28 EVENING PUBLIC MEETING	29	30	31
	1	2	3	4 BoA2026 conclusions published	5	6	7



**Bradford on Avon Community Area Partnership (BoACAP) Claim for Core Funding 2011/2012**

**1. Purpose of the Report**

- 1.1. To seek the Board's approval to core funding to BoACAP covering the financial year 2011/12 to be agreed at this meeting, 20 July, 2011 so that it can be paid into BoACAP's bank account immediately.

**2. Background**

- 2.1. Officers are required to provide recommendations in a report, however the decision to support the community partnership and to what level, is made by Wiltshire Councillors on this Area Board.
- 2.2. There will be 2 tranches of funding to community partnerships during 2011/12 (up to 50% of their total projected costs in each tranche). The first is contained within this report, and the Partnership Development Officer will advise BoACAP that the second tranche can be requested at the January, 2012 Board when evidence is received of how the first tranche has been spent.
- 2.3. Bradford on Avon Area Board has been allocated a 2011/2012 budget of £47,075 for community grants, community partnership core funding and councillor led initiatives.
- 2.4. Community Area Partnerships have been invited to apply for up to 20% of the area board budget. 20% of the Bradford on Avon Area Board budget 2011/12 is £9,415.

**3. Main Considerations**

- 3.1. Councillors will need to be satisfied that core costs awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 3.2. BoACAP were awarded £7,932.49 in 2010/2011. The balance of BoACAP funds as at March, 2011 was £11,900.70. BoACAP will be rolling forward all of this £11,900.70 into 2011/12 to be spent on activities in this coming financial year. This figure includes an operational reserve of £5,250. Given

the number of staff that BoACAP employs and the level of activity it will be carrying out, the Partnership Development Officer is satisfied that this is an appropriate level of reserve.

- 3.3. All partnerships funded by Area Boards are required to sign a Community Area Partnership Agreement (CAPA), which will be countersigned by the Chair of the Area Board. The CAPA is to be signed by both parties at this meeting if BoACAP's core funding is awarded.
- 3.4. In order to show how the community area partnership aims to meet the commitments set out in the CAPA, BoACAP are required to complete a work plan. This work plan has been reviewed and endorsed by Wiltshire Council's Partnership Development Officer as a workable document.
- 3.5. BoACAP submitted a 2011/12 claim for £9,403.32 total core costs. 50% of this can be considered in the 1<sup>st</sup> tranche. The area board can therefore award up to £4,702 at this meeting to be paid immediately.

#### **4. Implications**

##### 4.1. Environmental Impact of the Proposals

- 4.1.2 The community partnership contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

##### 4.2. Financial Implications

- 4.2.1 Core costs awarded to the community partnership must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

##### 4.3. Legal Implications

- 4.3.1 There are no specific Legal implications related to this report.

##### 4.4. HR Implications

- 4.4.1 There are no specific HR implications related to this report.

##### 4.5. Equality and Diversity Implications

- 4.5.1 Community partnerships have agreed to the terms of the Community Area Partnership Agreement, which requires them to be fully inclusive. Membership of BoACAP is open to anyone with an interest in the community area.

## 5. Recommendation

The Partnership Development Officer recommends that the area board:

- approve the whole year's core funding of £9,403.32 with an agreement to release the 1<sup>st</sup> tranche of £4,702 immediately
- agree to the release of the 2<sup>nd</sup> tranche in early 2012 as long as conditions set by the Partnership Development Officer and agreed by the Board, have been met

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Report Author: Andrew Jack, Partnership Development Officer

Tel No: 01225 713109

E-Mail: [andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@wiltshire.gov.uk)

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Appendices:

Appendix 1 BoACAP Annual Workplan, 2011/12

Appendix 2 BoACAP Budget Form, 2011/12



**BRADFORD ON AVON COMMUNITY AREA PARTNERSHIP**

**Your Details:**

Name:	D. G. Gregory
Partnership:	Bradford on Avon Community Area Partnership
Address:	c/o 29 High Bannerdown Bath. BA1 7JZ
Phone:	01225 858 548 or 07730 939 892
Email:	david@dg29hb.plus.com

**Bank Account Details:**

Account name:	Bradford on Avon Community Area Partnership
Sort code:	Treasurers Trust Account Stroud & Swindon 36 Market Street Bradford on Avon. BA15 1LL
Account no.	
Balance of funds at beginning of year:	£11,900.70 (inc. £5,000.00 reserve)

**Details of Budget:**

	Cost:
<b>Administrator / Project Officer (inc travel) costs:</b> <ul style="list-style-type: none"> <li>▪ CAP Officer £450.00 per month.....5,400.00</li> <li>▪ CAP Administrator £300.00 per month.....3,600.00</li> <li>▪ Contingency/Reserve.....3,500.00</li> </ul>	a £12,500.00
<b>Consultation activities, public events, analysis, etc:</b> <ul style="list-style-type: none"> <li>▪ Meetings/Venues.....350.00</li> <li>▪ Contingency/Reserve.....500.00</li> </ul>	b £850.00
<b>Advertising &amp; promotion (inc websites):</b> <ul style="list-style-type: none"> <li>▪ Web Site maintenance &amp; development, £300/month.....3,600.00</li> <li>▪ Contingency/Reserve.....500.00</li> </ul>	c £4,100.00
<b>Plans, questionnaires, other printing costs:</b> <ul style="list-style-type: none"> <li>▪ Towards progressing the Austerity Survey.....500.00.</li> <li>▪ Towards development of a Household Survey.....425.00</li> <li>▪ Contingency/Reserve.....500.00</li> </ul>	d £1,425.00
<b>Office expenses, consumables, etc.:</b> <ul style="list-style-type: none"> <li>▪ Chairman's expenses 2010 – 2011.....246.80</li> <li>▪ Contingency/Reserve.....250.00</li> </ul>	e £496.80
<b>Other costs:</b> <ul style="list-style-type: none"> <li>▪ Contribution to 2011 Sports Festival +Sports Network.....932.22</li> <li>▪ For pursuing issues on behalf of the Area Board.....500.00</li> <li>▪ Contribution to progressing communication with existing groups via the network approach .....500.00</li> </ul>	f £1,932.22
<b>Sub-total EXPENDITURE (a+b+c+d+e+f) (inc. £5,250.00 Reserve)</b>	<b>£21,304.02</b>

**Amount of funding rolled forward from 2010/11 to be spent in 2011/12:** g £11,900.70

**Total running costs applied for:** **h £9,403.32**

**Please post your Annual Workplan and Budget Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall, Trowbridge BA14 8JN

(costs a+b+c+d+e+f - g must equal h)

**BRADFORD ON AVON COMMUNITY AREA PARTNERSHIP**

I confirm that the costs detailed here will be incurred by the [insert] Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2011/12.

I understand that a first tranche payment of 50% of the funding will be released following Area Board approval. This will be followed by a second tranche of the remaining 50% at a date to be agreed in approx. six months time.

**Signed:** David G. Gregory.....

**Date:** 6<sup>th</sup> July 2011.....



## Bradford on Avon Community Area Partnership

### Annual Workplan 2011/12

In order to show how the Community Area Partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2011/12, please complete the form below.

CAPA commitments	Proposed initiatives and activities
<p><b>Partnership Development</b>  <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p>Please tell us about your Steering Group or Management Committee, how it is appointed and who serves upon it? Please explain how your CAP is supported – do you have an administrator / community agent / project officer and if so, how are they engaged?</p> <p>The formally-composed Community Area Partnership Co-ordinating Group was temporarily suspended in June 2010, with the view of being re-convened later, at an appropriate time. At that stage the tasks involved with progressing the aims of the CAP were delegated to a small Transition Group consisting of the Chairman (David Gregory) and the temporary, part-time Partnership Officer (Jim Lynch). Since then this group has been joined by a temporary, part-time Administrator (Michael Collins).</p> <p>The intention has been to re-consider the structure of the CAP by aiming for an arrangement which better serves the required activities and outcomes. In this respect the move is towards a dynamic and adaptable community area network of networks with the Transition/Steering Group acting in a hub-like capacity along with the leaders of community groups and organisations and various Theme Champions, who are already responsible for their own “sub”-networks.</p> <p>This shift in emphasis is partly related to the changes brought about by Wiltshire Council becoming a unitary authority, with the advent of Community Area Boards, and in an attempt to becoming orientated more precisely to the perceived needs of the Bradford on Avon Community Area, which includes the eight surrounding parishes.</p> <p>Give details of any theme groups within the CAP.</p> <p>The Transition Group has identified twelve Themes which are</p>

considered relevant to the community area, however the list is neither exhaustive nor rigid but convenient for reference purposes. In no particular order, the Themes are:

Housing

Sport

Tourism

Traffic & transport

The Local Economy

Education & Skills

Community Safety

Health & Wellbeing

Culture & Creativity

Heritage & the Built Environment

The Natural Environment

Social Care & Welfare.

In most of these Theme areas there are on-going projects or activities and/or well-established groups or organisations. But a major aim of the CAP is to identify where value can be added to the community area by initiating or supporting actions, by focussing on “gaps” which need to be filled, weaknesses strengthened or deficiencies addressed.

Some groups and organisations with whom we have been in dialogue and with whom networking is progressing, such as Climate Friendly Bradford and the Senior Citizens Forum, have involvement and interests across many of the Themes. This would apply similarly to the Parish and Town Councils.

Recent involvement with members of the Town Council in organising the 2011 Sports Festival has led to the potential to form a Sports Network involving the wide range of clubs and activity groups in the area. There are similar opportunities for working, for instance, with the Tourism Association, the Arts Festival, the Chamber of Commerce, BoA 2026, and Information Technology including Broadband issues.

In each case there are leaders and other individuals with whom we come to work closely and who already have their own effective communication networks in place.

Are you affiliated to WfCAP and do you attend WfCAP meetings and events?

BoA CAP is affiliated to WFCAP, meetings and events are attended when possible, and contributions made. Through WFCAP, Bradford on Avon also has membership of AMT (Action for Market Towns).

Please indicate how you intend to maintain and develop the CAP over the next 12 months.

An Extraordinary General Meeting took place on Thursday 23<sup>rd</sup> June 2011 to which were invited the previous CAP Co-



	<p>ordinating Group, representatives from each of the eight parishes and other key individuals from the community area. Although several were unable to attend, and there were no Parish representatives, it was a very positive event</p> <p>At the meeting, plans for maintaining and developing the CAP over the next months were shared. This will particularly involve inviting others to become involved with the Transition Steering Group, not in an unspecific way but in a way which enables them to pursue interests, expertise or involvement as it suits them. This should provide added momentum for progress over the coming months.</p> <p>After a pre-arranged time an AGM will be called at which the progress of the CAP together with the modus operandi will be reviewed. At that meeting, arrangements will be made for the CAP to proceed, if necessary after revision of the Terms of Reference and relevant elections.</p>
<p><b>Accountability</b>  <i>"To be open to and inclusive of the wider community and to account to and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis."</i></p>	<p>Please explain how you will account to the community during the year? How will you promote your work and engage people? How do you advertise CAP meetings, etc to local people? How can local people influence the work / priorities of your CAP? Can you show that you have the support of the local community?</p> <p>It follows from above that the CAP activities and emphasis will, at any one moment, be related to issues or themes and/or groups or networks of individuals or groups. This way of working then obviously facilitates accountability, promotion of activities, engagement of people and advertising of meetings if and when necessary.</p> <p>It will also be through this means, involving dialogue, partnership, joint activities and the like that local people are able to influence the work and priorities of the CAP, as well as to indicate their support. Such close liaison also enables subtle moderations and adjustments between parties to obvious mutual advantage.</p> <p>How many meetings do you hold per year?</p> <p>Certain things can be achieved at formal meetings better than in other ways, but in general the intention is to keep these to a minimum.</p> <p>The method of working indicated above is more conducive to informal gatherings and discussions and, for many types of requirement, Information Technology will be used to good effect.</p> <p>If and when appropriate, the option is available to organise wider consultative/informative meetings. However, for pragmatic reasons, it is generally thought that each of such events is better orientated to a particular subject or theme.</p>
<p><b>Communication</b>  <i>"To engage and communicate</i></p>	<p>Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP. Do you produce</p>

<p><i>systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers.”</i></p>	<p>newsletters, press releases, etc to let the public know what you are up to?</p> <p>Most communication will be of a specific or themed nature and therefore communication via established networks will work well. Where wider publicity is required other options are available. For instance press releases were successfully used to advertise the recent Sports Festival.</p> <p>Hopefully the BoACAP logo which has been developed (see top of document) will begin to be associated with positive community-based action</p> <p><i>Do you have a website where local people can contact the CAP and take part in polls / surveys or contribute in other ways?</i></p> <p>Development and maintenance of the community web site (bradfordonavon.com) is under the control of the CAP through employment of temporary part-time professional assistance. The intention is that the web site should serve the whole community area and not solely the purposes of the CAP, and this seems to be working well.</p> <p>The monthly reports produced for us show increased use – and last month there were visits to the site from 54 different countries!</p> <p>The site has already been used for Surveying, eg SOS Broadband and The Big Squeeze. As necessary, eg. when community area priorities (ie. Community Area Plan) are publicised, it will be suitably interactive to individuals.</p> <p><i>How many organisations are affiliated to the CAP and how many names are on your communications database?</i></p> <p>Systematic lists of contacts are obviously kept, being the basis of network communications.</p>
<p><b>Consultation</b>  <i>”To consult widely on a range of community issues and hold public engagement events and activities.”</i></p>	<p><i>Please explain how you intend to consult the community in the coming year. Will this be through surveys, public meetings, on-line questionnaires, etc? Will this work be towards an updated community plan?</i></p> <p>There were immediate plans, following the E.G.M. on 23<sup>rd</sup> June, to refine and re-market the Austerity Survey and to proceed with investigating priorities, in depth, with certain Theme areas.</p> <p>However, the recent BoA2026 Initiative, with tight deadlines linking with consultation over the Wiltshire Council Core Strategy, the varied intensive consultations being planned, together with the agreed Consultancy engagement and Public Workshop towards the “Roadmap for a Sustainable Future”, have necessitated rethinking.</p> <p>Rather than risk “over-surveying” and “over-consultation” of the community in the next two months, the intention is to find</p>

	<p>means of assisting with the BoA2026 project if possible for the time being, and then to reassess potential progress after an appropriate interval.</p> <p>Where practical, gradual development of networks and contacts will continue alongside other events and obviously, when opportunities arise, working with the Area Board on topical issues.</p>
<p><b>Community Planning</b>  <i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations".</i></p>	<p>Please explain how you intend to develop, review or implement your community plan over the next 12 months. What activities will you undertake in order to consult with local people?</p> <p>The previous Community Area Plan was published in 2005 and served a valuable purpose at that time. Following a systematic review, the Co-ordinating Group, in early 2009, concluded that a majority of aspirations in the Plan had led to ongoing action or satisfactory conclusion and a few were no longer relevant.</p> <p>However there was a small number of outstanding priorities, which have been or are now being addressed, such as Traffic issues, the retention of Employment opportunities and the development of Locally-grown Food.</p> <p>Rather than revise the previous Community Area Plan, the current intention is to investigate, agree, compile and publicise a dynamic set of community priorities. This process will particularly relate to the requirements of the Community Area Board. The community web site (<a href="http://bradfordonavon.com">bradfordonavon.com</a>) will be use as a major publicity medium.</p> <p>The first priority is to react to issues or themes which become relevant or important to the focus of the Community Area Board. Recent examples being the local concerns about Broadband and issues concerning Sports Fields.</p> <p>Secondly will be concerns which otherwise arise. Examples here being the identified benefits to be gained by working closely with the range of very successful Sports Clubs and organisations, and the perceived need to address potential problems associated with current Austerity measures.</p> <p>Thirdly, over time, to use the identified Theme areas to investigate priorities more generally – of major interest here will be finding means of resolving situations where priorities from differing facets of the community appear contradictory.</p> <p>Arrangements are currently being made to look closely at priorities relating to Tourism, the Natural Environment and the Elderly.</p> <p>Once the priorities are identified and collated, the intention under normal circumstances will be to review them on a rolling basis, but always with potential for special emphasis</p>

	<p>as and when a particular profile is raised, for instance by the Area Board business.</p> <p>How will you ensure this is representative of the whole population locally?</p> <p>There may be occasions where it is thought valuable to consult the whole community, depending on the issue and the required outcome.</p> <p>However, the rationale of the process indicated previously is that, in the majority of cases, to consult those with the relevant knowledge, experience, expertise and/or interest and involvement is more likely to achieve more “meaningful” results – at least in the first instance.</p>
<p><b>Local action</b>  <i>”To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where these meet the priorities of the community plan.”</i></p>	<p>Please tell us about your plans to encourage local action to address the community plan priorities.</p> <p>The network[s] in place which enable identification and verification of community area priorities will also serve as a means through which to encourage local action.</p> <p>What do you expect to achieve during the year ahead?</p> <p>The basic achievements expected for the year ahead are:</p> <ul style="list-style-type: none"> <li>➤ Continued progress of the CAP in general, particularly wider recognition by the community area as a whole</li> <li>➤ Widening the membership, and therefore increasing the capacity, of the Transition/Steering Group</li> <li>➤ Continued development of networks and working with Theme Champions and groups/organisations</li> <li>➤ Identification of community priorities as contribution towards a dynamic form of Community Area Plan</li> <li>➤ Continued close working with and supporting the Community Area Board</li> <li>➤ Where positive opportunities are presented, working closely with Parishes and/or Parish Councils – including the Bradford on Avon Town Council</li> <li>➤ Continued refinement of the Community Web Site</li> <li>➤ Wider recognition of the BoACAP logo</li> <li>➤ Satisfactory outcome such that after the proposed AGM the way ahead for the CAP is well-founded</li> </ul> <p>How will you secure funding for these projects?</p> <p>Where funding may assist activities or projects, sources will be investigated. For instance we already have information about a possible grant from “Sport England” towards the Sports Festival next year, the Olympic year.</p> <p>Special provision has been made in the Budget proposal, submitted to Wiltshire Council, for funds towards pursuing topical issues within the community on behalf of the Area</p>

	<p>Board. At the moment this will apply to working with the Senior Citizens Forum in dealing with matters concerning the elderly as requested by and on behalf of the Area Board. Other impending issues are the interests of young people and the asset transfer of sports facilities.</p>
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