

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margaret's Hall, St Margaret's Street, Bradford on Avon, BA15 1DE
Date: Wednesday 11 January 2012
Time: 7.00 pm

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

The press and public are invited to attend the meeting

The Area Board welcomes and invites contributions from members of the public

ARRIVE EARLY! Refreshments will be available and a DVD will be shown, aimed at encouraging people to consider becoming councillors or getting more involved in the democratic process

Please direct any enquiries on this Agenda to Kevin Fielding, on 01249 706612 or email 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

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

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

Wiltshire Councillors

Cllr 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

Items to be considered	Time
<p><u>Items to be considered</u></p>	
<p>DVD - "Do you have the X Factor?"</p> <p>The Councillor Development Group has produced a DVD aimed at encouraging people to consider becoming councillors or getting more involved in the democratic process.</p>	<p>6.30pm</p>
<p>1. Chairman's Welcome and Introductions</p> <p>John Noeken, Cabinet Portfolio Holder for Resources at Wiltshire Council, will be in attendance.</p>	<p>7.00pm</p>
<p>2. Apologies for Absence</p>	
<p>3. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>4. Minutes (Pages 3 - 12)</p> <p>To approve and sign as a correct record the minutes of the Bradford on Avon Area Board meeting held on 23 November 2011.</p>	
<p>5. Chairman's Announcements and Updates (Pages 13 - 22)</p> <p>i) Updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire.</p> <p>ii) CAT-G report back from the meeting on 9 January – Councillor Malcolm Hewson.</p>	<p>7.05pm</p>
<p>6. HGV Issues Update (Pages 23 - 24)</p> <p>i) Lorry Watch Bradford on Avon – report in pack.</p> <p>ii) A36 Cleveland Bridge, Bath – Allan Creedy, Head of Sustainable Transport, Wiltshire Council.</p>	<p>7.25pm</p>

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|---|---------------|
| <p>7. 2012 - A Year of Celebration - Involving your Communities</p> <p>i) To explain how the Area Board can support communities in organising local events and reduce form-filling and red tape, including a toolkit has been produced on how to hold a community event – Jo Middleton, Communications Officer, Wiltshire Council.</p> <p>ii) To discuss plans to celebrate the Olympic Torch Relay, Olympics and Diamond Jubilee in the Bradford on Avon Community Area – Jim Lynch, Bradford on Avon Community Area Network.</p> | <p>7.40pm</p> |
| <p>8. BOA 2026</p> <p>Update on the BOA2026 'Town Plan' and launch of the Momentum Group – Gerald Milward-Oliver, Bradford on Avon Development Trust.</p> | <p>8.10pm</p> |
| <p>9. Local Knowledge - Local Action - Bradford on Avon Community Area (<i>Pages 25 - 26</i>)</p> <p>Proposal for event on Thursday 23 February at St Laurence School to bring together a wide range of stakeholders to discuss the latest socio-economic data sets published in the Joint Strategic Assessment for the Bradford on Avon community area and to agree priorities for action arising – Peter Dunford, Community Area Manager.</p> | <p>8.20pm</p> |
| <p>10. Community Area Grants (<i>Pages 27 - 64</i>)</p> <p>a) Councillors to consider three applications to the Community Area Grant budget, of which £11,558 remains unallocated in 2011/12:</p> <p>i) Wiltshire Music Centre requesting £4, 987 to present 6 live family music concerts to engage young people in a wide variety of music.</p> <p>ii) Bradford On Avon Community Area Network – Sports Festival Group – requesting £5,450 for the Bradford on Avon Community Sports Festival and Olympic Torch Event - 10 days of sporting events linked to the 2012 Olympic Games.</p> <p>iii) Monkton Farleigh Parish Council requesting £850 for Diamond Jubilee celebrations on 4 June 2012.</p> <p>b) Bradford on Avon Community Network requesting release of the balance of core funding of £4,701 in 2011/12 (previously agreed in principle).</p> | <p>8.30pm</p> |

Copies of the completed application forms and grant application packs here:

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

11. **Future Meeting Dates**

Wednesday 14 March – Wiltshire Music Centre, Bradford on Avon.

Wednesday 16 May – St Margaret’s Hall, Bradford on Avon.

Wednesday 18 July – Winsley, venue TBC.

12. **Evaluation and Close**

9.00pm

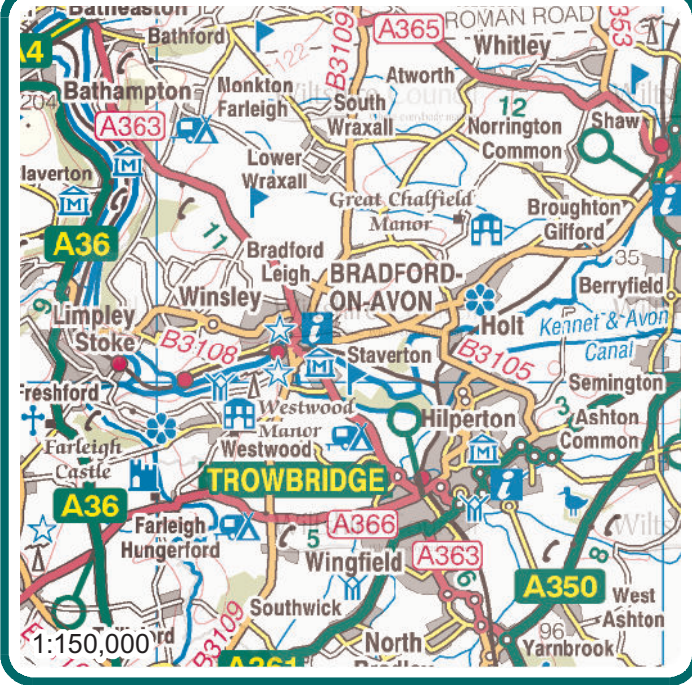
Area Board Issues Process:

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

<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

https://forms.wiltshire.gov.uk/area_board/areaboards.php



St Margarets Hall
St Margarets Street
Bradford on Avon
BA15 1DE


 Wiltshire Council
 Where everybody matters



MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: Holt Village Hall, 35 The Street, Holt BA14 6QH
Date: 23 November 2011
Start Time: 7.00 pm
Finish Time: 9.15 pm

Please direct any enquiries on these minutes to:

Penny Bell, Tel: 01249 706613 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Malcolm Hewson (Chairman), Cllr Rosemary Brown (Vice Chairman),
Cllr Trevor Carbin and Cllr Linda Conley

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding, Officer
Sharon Davies, Service Director, Children and Families

Town and Parish Councillor

Bradford on Avon Town Council – Gwen Allison & Isabel Martindale
Holt Parish Council – Andrew Pearce, Steve Siddall & Bob Mizen
Limpley Stoke Parish Council – Simon Coombe
Monkton Farleigh Parish Council – Matthew Midlane
Staverton Parish Council – Steve Figures & Justin Hughes
Westwood Parish Council – Terry Biles
Wingfield Parish Council – Alan Mines & Keith Brendish

Partners

Wiltshire Police – Inspector Dave Cullop
Wiltshire Fire and Rescue – Mike Franklin
Community Area Partnership – David Gregory, Jim Lynch & Tony Haffenden
Integrated Youth Service – Kath Brownlee
Bradford on Avon Youth Council – James Davies

Total in attendance: 75

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Malcolm Hewson, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor John Brady, Cabinet member for Finance, Performance and Risk.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Minutes</u></p> <p><u>Decision</u></p> <ul style="list-style-type: none"> <li data-bbox="363 1111 1495 1218">i. The minutes of the Bradford on Avon Area Board meeting held on Wednesday 21 September 2011 were agreed a correct record and signed by the Chairman. <li data-bbox="363 1256 1495 1364">ii. The minutes of the Community Area Transport Group meeting held on Friday 7 October 2011, and the associated recommendations, were approved and signed by the Chairman.
5.	<p><u>Chairman's Announcements and Updates</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li data-bbox="363 1576 1495 1796">i. <u>Jonah Wright Trust</u> – an appeal for funding was made for Jonah Wright, who is a quadriplegic. Jonah was raising money to purchase a new ramp and set of boccia balls so that he could work towards representing Great Britain in the 2016 Paralympics. Further information could be obtained by emailing trevor.wright442@btinternet.com, or on the Facebook page 'Jonah Wright (Team Wright)'. <li data-bbox="363 1834 1495 2013">ii. <u>CATG priorities 2011/12</u> – priorities for funding in 2011/12 from the budget of £13,625 were confirmed as: <ul style="list-style-type: none"> <li data-bbox="480 1944 1374 1977">a. Wingfield – footways at Magdalen Lane, Phase 2 - £11,500 <li data-bbox="480 1980 1495 2013">b. Westwood – on carriageway footway and protection bollard –

£2,500.

- iii. Olympic Torch Relay – it was noted that the Olympic Torch would be passing through Bradford on Avon on 22 May 2012, and it was hoped that as many local residents, groups and schools as possible would participate in local events. A toolkit was available from Wiltshire Council for anyone requiring information on how to set-up community events in celebration of the Olympics or the Diamond Jubilee.
- iv. Historic Core Zone – governance arrangements are being put in place and will be agreed by Bradford on Avon Town Council.
- v. 11 to 19 Strategy – a short summary of the outcome of the consultation was circulated and Sharon Davies for Children and Families, provided an overview of 7 main priorities, these being employment and training; educational attainment; housing; transport for young people; involving young people; volunteering; and improving integrated youth services.
- vi. Household Survey – Wiltshire Council and its partners are carrying out this survey in order to understand the needs and priorities of local people. The survey was available in hard copy at the meeting, or online at www.wiltshire.gov.uk/whatmatterstoyou . Topics covered in the survey include what it's like to live in the area; spending priorities; community safety issues; and the natural environment
- vii. Updates from Partners – written reports from Wiltshire Police, Wiltshire Fire & Rescue Service and NHS Wiltshire were received and noted. Further updates were made as follows:

Wiltshire Police - Inspector Dave Cullop encouraged people to complete the household survey, which for the first time included sections on key partners such as the Police, Fire & Rescue and NHS. Inspector Cullop also outlined the ongoing efforts to achieve required savings of 20% within the police budget; much of which was front-loaded savings.

It was noted that crime figures for criminal damage and theft in the community area had risen over the past 12 months, and Inspector Cullop reported that his officers were currently looking into this as the exact reasons were unknown. It was suspected, however, that the rise in such crimes could potentially be linked to the new developments and growing population in Bradford on Avon town centre.

Wiltshire Fire & Rescue Service – Mike Franklin presented the statistics in his report and highlighted that Bradford on Avon was one of the safest places in the county in respect of fires, with four incidents in the past two months. One of the main activities of the Fire & Rescue Service in the area was co-responding to incidents with the ambulance service.

	<p>Caution was advised with regards to the use of candles over the festive period, and Mike also strongly encouraged people with open fires and wood-burning stoves to have their chimneys swept in order to prevent fires and carbon dioxide poisoning.</p>
6.	<p><u>Youth Funding</u></p> <p>The Area Board considered one application for youth funding from the allocated youth budget of £4,707 for 2011/12.</p> <p>The application was from Holt Youth Club, and the sum of £2,267 was requested for running costs in 2012/13. A presentation was made by the young people of Holt Youth Club, outlining their proposal, and the Chairman of the youth club, Alan Fox, also spoke in support of the application.</p> <p>It was proposed that the balance of the youth budget be distributed through a Participatory Budgeting process culminating in an event in March 2012 at which projects would be presented as part of a competitive funding allocation process.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> i. The Area Board awarded the sum of £2,267 to Holt Youth Club for running costs in 2012/13. ii. The Area Board agreed that the balance of funding from the 2011/12 youth budget of £2,440 would be allocated through a Participatory Budgeting event in March 2012, and invited the Integrated Youth Service to help co-ordinate this.
7.	<p><u>Focus on Holt</u></p> <p>The Chairman welcomed representatives of Holt Parish Council to lead a discussion on the local issues, aspirations and activities in the village. Discussion centred on:</p> <ul style="list-style-type: none"> • Holt Village Plan – the Steering Group’s recent survey had identified the main priorities for the village, which included traffic volume (particularly HGVs), traffic speed, pavements, parking, pedestrian crossings, youth provisions, cycle ways, skate and bike ramps, energy efficient homes, more trees, improved public transport and maintaining the character and spirit of the village. • The heavy traffic through the village, particularly in relation to HGVs, was one of the main concerns, and a recent traffic count conducted by volunteers had indicated more than 10,000 movements in the centre of the village within a 24-hour period. The parish urged Wiltshire Council to consider development of the Hilperton relief road, and to impose a weight restriction on the B3107.

	<ul style="list-style-type: none"> • The Parish Council was aware of development proposals for the Tannery site and was working closely with the developer and local residents regarding the aspirations of local people for the site. • The Parish Council Facilities Committee was tasked with keeping Holt tidy and functional. Urgent building works were required for the Sports Pavilion, as well as other village facilities, and funding options were being explored. • The Traffic Committee was currently working on a number of highways-related priorities for the village, which included traffic volume through the village, aspirations for a HGV ban, a rural road speed review, parking concerns and the desire for a 20mph speed restriction through the village. <p>Following the presentation from the Parish Council, a discussion ensued with regards to plans for a pedestrian crossing near the school, which was much needed to assist children to cross the busy road.</p> <p>Plans for a pedestrian crossing had been delayed due to a condition that had been placed upon the school which dictated that the school and its local residents had to agree on a travel plan. However, the three options that had been presented by Wiltshire Council were not considered appropriate or enforceable and so the two parties had not been able to reach an agreement.</p> <p>The Chairman requested that an urgent meeting be set-up between officers from Wiltshire Council Highways and the Parish Council in order to resolve the issues as soon as possible.</p> <p><i>Action: Peter Dunford to arrange a meeting between Wiltshire Council Highways officer and Holt Parish Council.</i></p> <p>Finally, Councillor Trevor Carbin announced that a Question Time event was being held on Friday 2 December at 7pm in the United Reformed Church in Holt. Duncan Hames MP, Andrew Murrison MP, Rt Rev Nicholas Holtam, (Bishop of Salisbury) and Sarah Cardy of Wiltshire Citizens Advice would all be in attendance, and proceeds raised from ticket sales would go towards the pedestrian crossing project.</p>
8.	<p><u>Good Neighbours Holt</u></p> <p>Helen Lines and Jo Ecclestone from the Wiltshire Good Neighbour Scheme gave a presentation on this new service, which was being funded in targeted communities by Wiltshire Council, and was being delivered by Community First in partnership with Age UK Wiltshire.</p> <p>The service had been set-up to respond to a recognised need that many people living in rural communities were unable to connect with the key services that helped to maintain well-being and support quality of life and to help overcome feelings of isolation.</p>

	<p>A series of 23 locally based Good Neighbour Coordinators visited clients in their own homes and were able to talk through any issues or concerns that the clients had.</p> <p>Jo Ecclestone, the Good Neighbour Coordinator for Atworth, Shaw, Whitley, Holt and Broughton Gifford, outlined her role and explained how she was able to assist people in need from within the community. Jo had dealt with 50 clients and made 70 referrals to service providers in her area. A second Good Neighbour Coordinator was currently being recruited to cover the Winsley, Limpley Stoke and Wingfield area.</p> <p>Further information could be obtained from Jo on 07541 353430, or gncarea01@communityfirst.org.uk, or by calling the Good Neighbours team on 01380 732828.</p>
9.	<p><u>HGV Issues Update</u></p> <p>Updates were received as follows:</p> <p>Lorry Watch Bradford on Avon</p> <p>A report on the Bradford on Avon Lorry Watch Scheme from Thomas Hutchinson, Senior Trading Standards Officer, was received and noted. The coordinator of the Lorry Watch Scheme was applauded for having achieved in excess of 40 volunteers to assist with observations.</p> <p>Since the Scheme had been in place a total of 283 reports had been received, and Wiltshire Council would be following up every report with a letter, warning or even prosecution where possible.</p> <p>Of the 283 reports that had been made, approximately 20% of these were foreign-registered vehicles and Trading Standards were currently investigating the most appropriate way of dealing with these reports, although powers are very limited in dealing with non-EU vehicles and drivers.</p> <p>Although the process of counting the vehicles was considered a 'waste of time' by one Holt Parish Councillor, it was agreed by others that this action would provide much needed evidence to be able to take matters forward through the legal system.</p> <p>Some concern was raised that the outcomes of the Lorry Watch Scheme could potentially have an adverse affect on the Staverton Bridge, which was also a very old and single-track bridge, and it was asked that this matter be considered.</p> <p>The Chairman requested that appropriate officers from Highways be invited to the next meeting of the Area Board in order to address the issues of concern.</p> <p><i>Action: Wiltshire Council Highways Officers to be invited to the January meeting of the Area Board.</i></p>

	<p>HGV monitoring</p> <p>An update report concerning Bath and North East Somerset Council's proposal to investigate an experimental weight restriction on Cleveland Bridge in Bath was distributed at the meeting.</p> <p>Wiltshire Council was concerned as to the legality of placing such a restriction on a National Primary Route. However, attempts by both Wiltshire Council and Dr Andrew Murrison MP to obtain information from Bath and North East Somerset Council on this matter had been refused on the basis that it was legally privileged.</p> <p>It was noted that Dr Murrison intended to take this matter further, potentially by referring the matter to the Information Commissioner, and the Chairman agreed to also support this action by doing likewise.</p> <p><i>Action: The Chairman of the Area Board to write a letter to the Information Commissioner on behalf of the Area Board, to dispute Bath and North East Somerset Council's refusal to release the required information.</i></p>
10.	<p><u>Neighbourhood Plan for Limpley Stoke and Freshford</u></p> <p>The Area Board was asked to consider and endorse the submission of a joint bid between Bath & North East Somerset Council and Wiltshire Council to Communities and Local Government for funding to support a pilot Neighbourhood Planning project for Limpley Stoke and Freshford.</p> <p>The Chairman thanked Limpley Stoke for its 'pioneering' work ahead of the launch of the Localism Act and suggested that other parishes would be watching the process with interest.</p> <p><u>Decision</u> The Area Board strongly endorsed the joint bid for funding to support a pilot Neighbourhood Planning project for Limpley Stoke and Freshford, and requested that the Area Board be kept informed of progress.</p>
11.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications to the Community Area Grant Scheme, as follows:</p> <p>i. <u>West Wiltshire Young Musicians Project</u> The sum of £995 was requested for re-designing the website.</p> <p><u>Decision</u> The Area Board awarded the sum of £995 to the West Wiltshire Young Musicians Project. <u>Reason: the application met the Community Area Grant Criteria</u></p>

	<p>2011/12 and demonstrated a link to the Bradford on Avon Community Plan.</p> <p>ii. <u>Climate Friendly Bradford on Avon</u> The sum of £1,000 was requested for a walking, cycling and bus map of Bradford on Avon.</p> <p><u>Decision</u> The Area Board awarded the sum of £1,000 to Climate Friendly Bradford on Avon. <i>Reason: the application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Bradford on Avon Community Plan.</i></p> <p>iii. <u>Community Area Grant Budget 2011/12</u> The Area Board considered options for the allocation of the balance of the Community Area Grant budget for 2011/12 which stood at in excess of £40,000 and would be lost if not spent before 31 March 2012.</p> <p><u>Decision</u> The Area Board agreed that the balance of Community Area Grant funding for 2011/12 should be used as follows:</p> <p style="padding-left: 40px;">a. The sum of £25,000 to be transferred to the Community Area Transport Group budget for small-scale local highways improvements, with a presentation to be made at the January Area Board.</p> <p style="padding-left: 40px;">b. The remainder to be reserved for Community Area Grant applications.</p> <p>The Chairman announced that Community Area Grant applications were still welcomed in the normal way, and it was agreed that applications relating to the Olympics and Diamond Jubilee would be considered alongside Community Area Grant applications following the normal process.</p>
12.	<p><u>Future Meeting Dates</u></p> <p>Future meeting dates of the Area Board were advised as follows:</p> <ul style="list-style-type: none"> • Wednesday 11 January 2012 – St Margaret’s Hall, Bradford on Avon. • Wednesday 14 March 2012 – St Laurence School, Bradford on Avon.
13.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for their attendance and closed the meeting.</p>



Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 11th January 2012

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

Team News:

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

Many of you will by now have heard that Sergeant Chris Hams has suffered from a heart attack. I am pleased to be able to report that he is on the road to a full recovery and hopes to return back to work as soon as he is declared fit enough to do so by his doctor. In the interim, Sergeant Dave Hobman will oversee the team.

Chris has received many messages of support from well wishers in the community and has asked that I pass on his thanks.

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 or

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

2. Performance

The Team is currently working to reduce Theft from Motor Vehicles and Criminal Damage.

A common factor with the vehicle crime has been identified. Many car owners are either forgetting or choosing not to lock their vehicles and are also leaving valuable items on full view providing easy access to the opportunist thief. Police need your support to prevent crime and I urge you to not only take responsibility for your own vehicles but to pass on the advice to friends and neighbours.

Criminal damage in the form of mindless petty vandalism is mainly occurring Bradford town centre on Friday and Saturday evenings. Patrols have been increased to combat the problem.

There have been an increased number of reports related to young person's gathering in the new Kingston Mill development, particularly in a covered car park and acting anti-socially. The Team are meeting with the developer to identify ways of preventing this becoming an ongoing problem.

The table below provides further statistical information.

Table 1 – Reported Crime Figures
1st December 2009 – 30th November 2011

Bradford-on-Avon	Crime				Detections	
	December 2009 - November 2010	December 2010 - November 2011	Volume Change	% Change	December 2009 - November 2010	December 2010 - November 2011
Violence Against the Person	86	78	-8	-9%	52%	32%
Dwelling Burglary	46	25	-21	-46%	39%	4%
Criminal Damage	104	153	49	47%	8%	11%
Non Dwelling Burglary	69	82	13	19%	7%	2%
Theft from Motor Vehicle	44	73	29	66%	20%	1%
Theft of Motor Vehicle	10	12	2	20%	40%	0%
Total Crime	571	602	31	5%	24%	13%
Total ASB	416	448	32	8%		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers for All Crime and for Violent Crime in the previous 12 month period (Nov 2010 - Oct 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



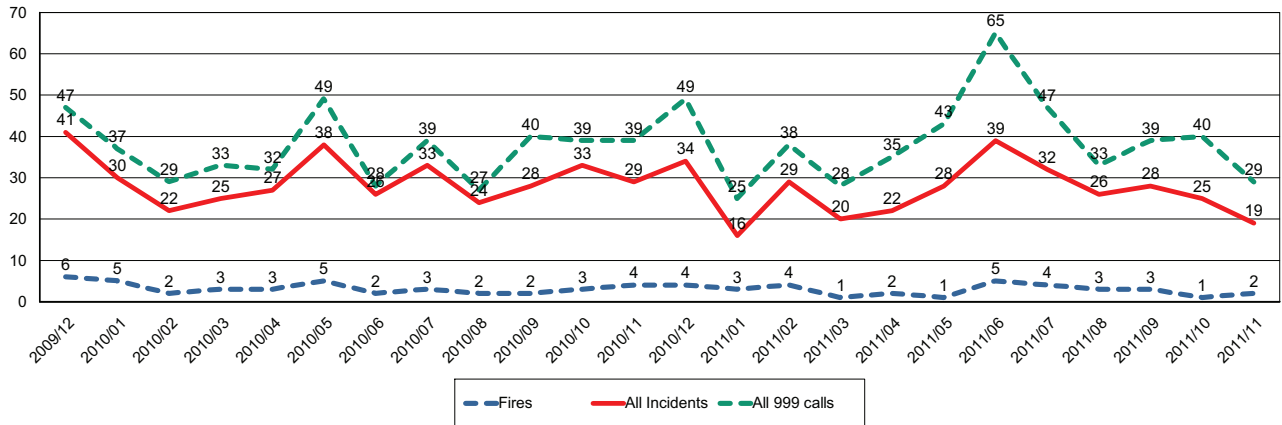
David W Cullop
Sector Inspector
 21/12/11



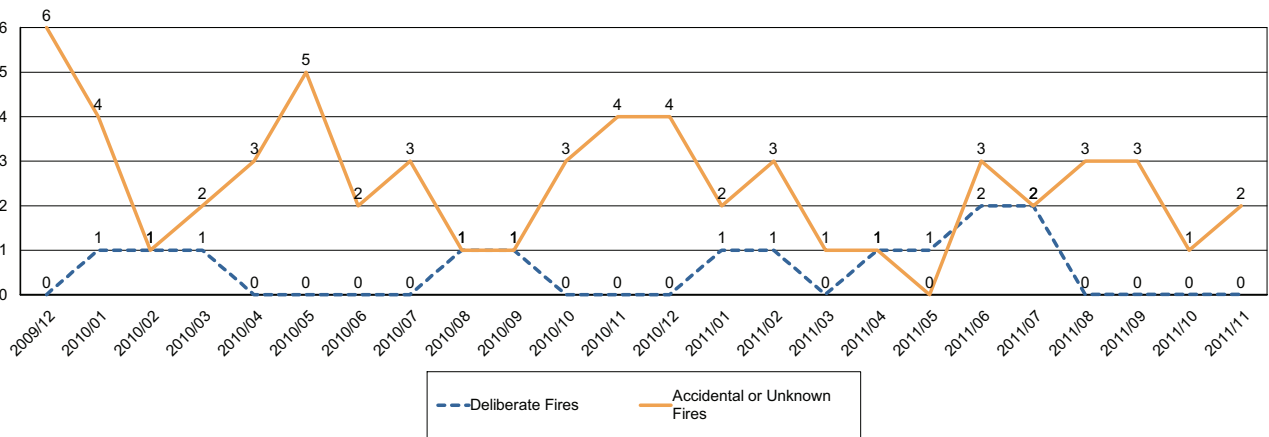
Report for Bradford on Avon Area Board

The following is an update of Fire and Rescue Service activity up to and including November. It has been prepared using the latest information and is subject to change.

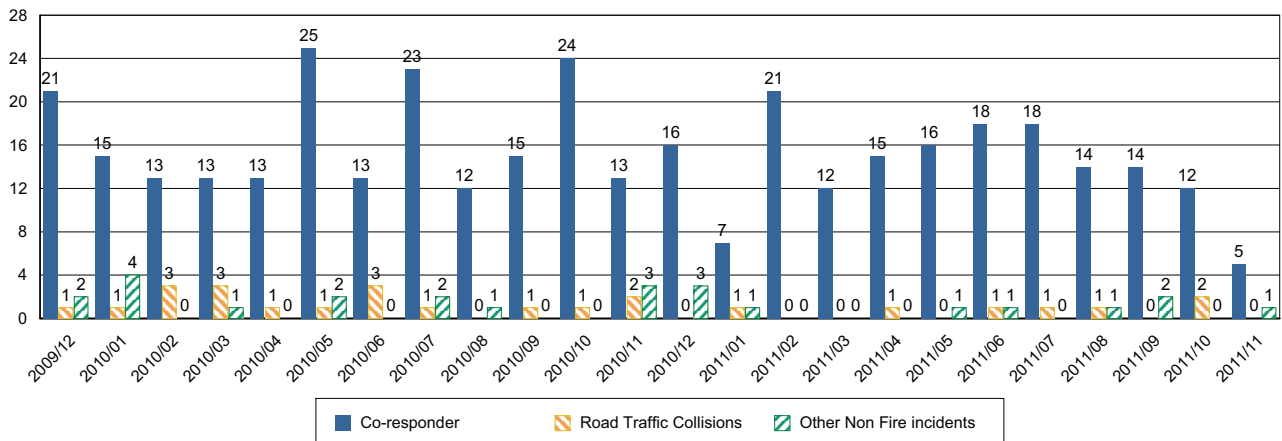
Incidents and Calls



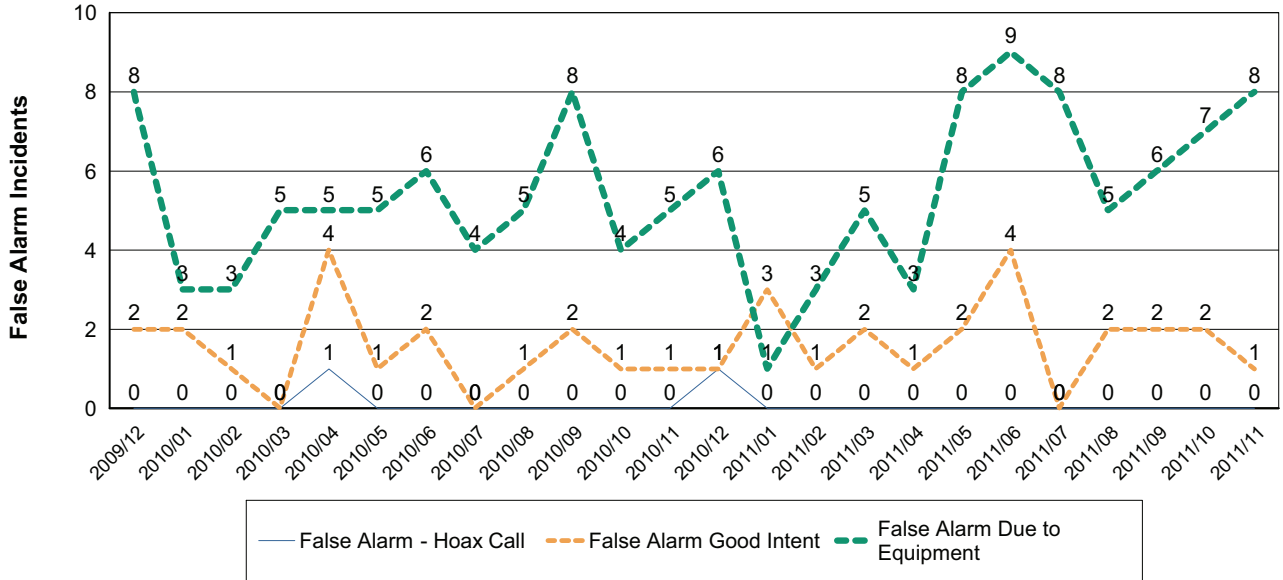
Fires by Cause



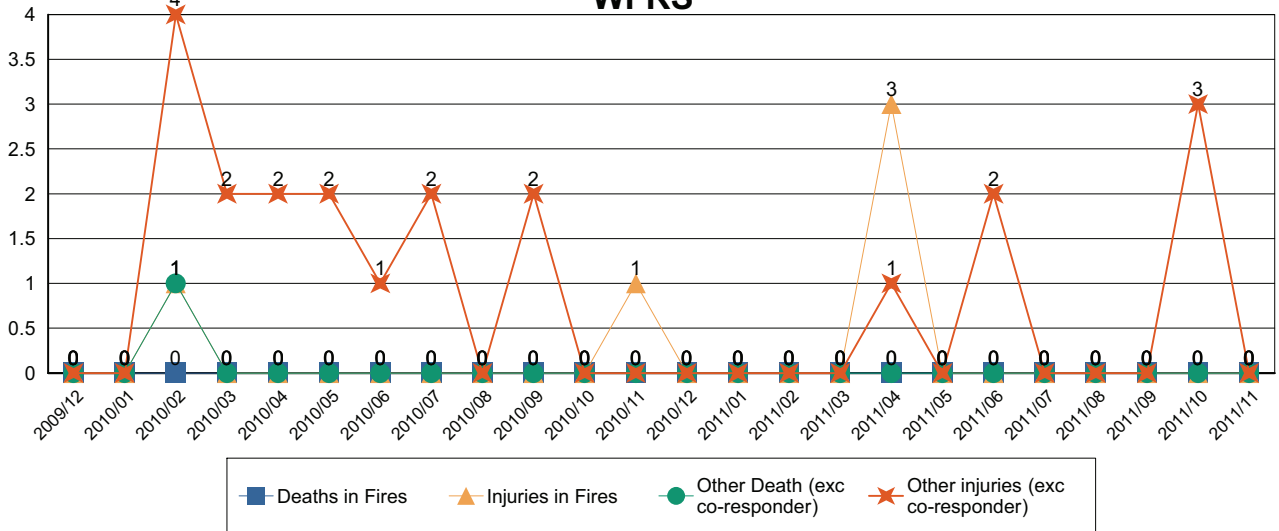
Non-Fire incidents attended by WFRS



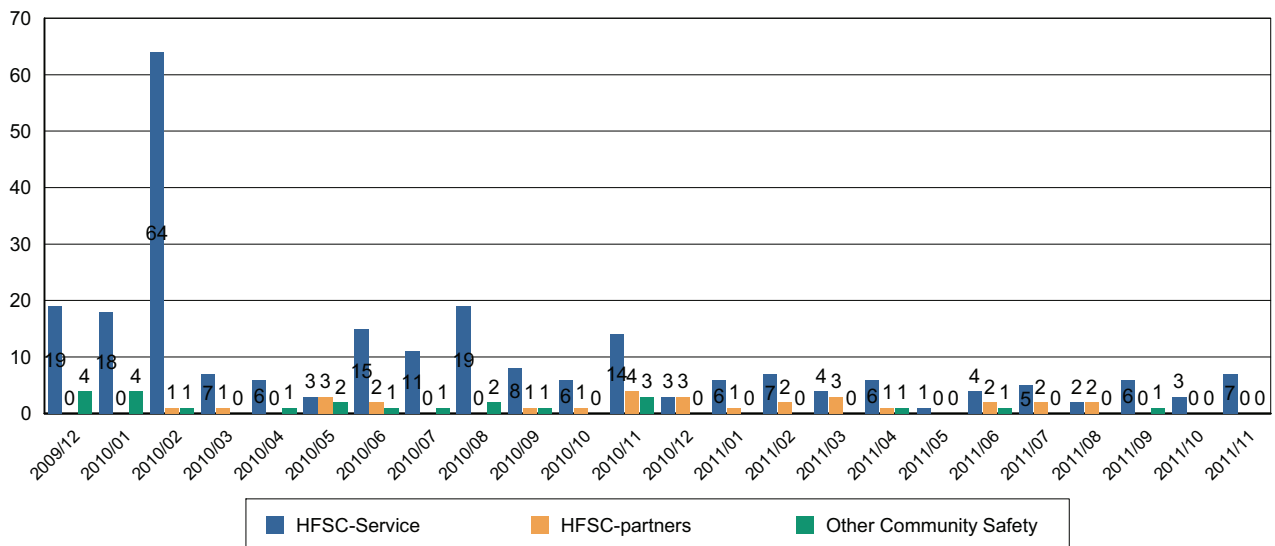
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

NHS Wiltshire Update– December 2011

1. Free NHS Health Checks

Everyone between the ages of 40 and 74 will be invited for a NHS health check once every five years.

The check will take about 20 minutes and individuals will be asked some simple questions, for example about family history, diet and medication currently being taken. Height, weight, age, blood pressure, sex and ethnicity will be recorded and individuals will also have a simple blood test to check cholesterol levels.

This information will assist in highlighting whether someone is at risk of a heart attack, stroke, kidney disease or diabetes.

Individuals will be taken through their results and discussion will take place, if necessary, on support needed to reduce risks and improve and maintain a healthy lifestyle.

2. New campaign launched to raise awareness of illegal tobacco

A campaign has been launched to raise awareness of the dangers of illegal tobacco and the associated crime it brings into communities across the South West.

The campaign is part of the South of England Tackling Illegal Tobacco for Better Health programme, which is a joint initiative between Smokefree South West, HM Revenue & Customs (HMRC), Trading Standards departments, Police forces and other enforcement and community safety partners.

Illegal tobacco brings increased harm into some of our poorest areas and as no taxes or duty are paid on the tobacco it is offered to children at pocket money prices, making it easier for them to become addicted to smoking.

Figures from a survey undertaken by NEMS Market Research shows:

- Three in five agree that illegal tobacco is a danger to kids
- Nearly four in five think that it brings crime into the community
- Over two thirds who buy illegal tobacco do so from friends, family or colleagues

As part of this awareness, NHS Wiltshire is promoting its Stop Smoking Service in newspapers from January 2012. Stopping smoking provides significant benefits, as the risk from most smoked related illnesses decrease after quitting.

NHS Wiltshire Stop Smoking Service offers free support and advice. Medication is available on prescription and is free for those who do not pay prescription charges. The service provides support in over 100 venues across Wiltshire including GP surgeries, pharmacies and walk-in clinics.

3. Breastfeeding Peer Supporters Training

Volunteers, who passed their breastfeeding training course, supported by NHS Wiltshire are now based at Children's centre in the South West of Wiltshire.

Having trained breastfeeding peer supporters offer new mums advice and support in breastfeeding. Peer supporters play a key role in NHS Wiltshire's strategy to promote and sustain breastfeeding in the county.

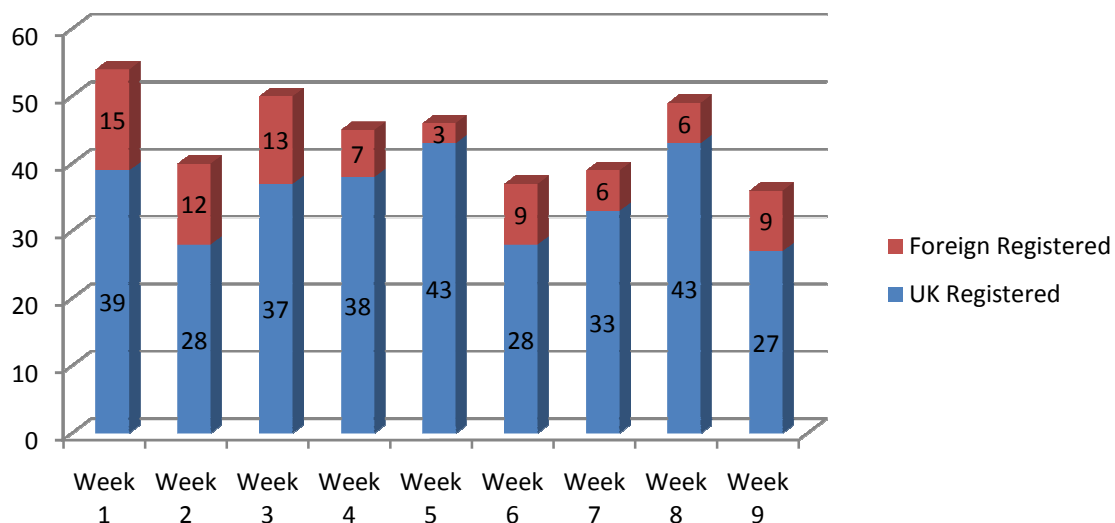
Areas are being identified, where breastfeeding rates amongst young mothers is traditionally lower than average, and to encourage breastfeeding further training has been arranged to provide more breastfeeding peer supporters.

Report on Bradford-on-Avon Lorry Watch Scheme up to 18th December 2011

Since the scheme commenced on Monday 17th October 2011 Trading Standards have received 425 unique reports of vehicles infringing the weight restriction. Of these 32 have been identified as weighing less than 18 tonnes or were unable to trace. Discarding these vehicles the figures can be broken down as follows:

U.K. registered vehicles: 316 reports approx 80%
 Non - U.K. registered vehicles: 77 reports approx 20%
 Repeated registrations: 61 instances relating to 29 different registrations.

17th October – 23rd October: 54 reports
 24th October – 30th October: 40 reports
 31st October – 6th November: 50 reports
 7th November- 13th November: 45 reports
 14th November- 20th November: 46 reports
 21st November- 27th November: 37 reports
 28th November- 4th December: 36 reports
 5th December – 11th December: 49 reports
 12th December – 18th December: 36 reports



To date Trading Standards have identified and contacted 123 vehicle operators and 37 drivers in relation to 147 reports. All of the registrations relating to the remaining reports have been submitted to the DVLA and we await a response. It takes up to 4 weeks to receive the keeper information from the DVLA and the operators are given two weeks in which to return an interview form identifying the driver. We are also in the process of contacting the operators of the 77 foreign registered vehicles reported and these will be investigated in the same manner as the UK registered vehicles.

Thomas Hutchinson

Senior Trading Standards Officer

Public Protection Service

Wiltshire Council

The Chestnuts, Bythesea Road, Trowbridge BA14 8JN

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WILTSHIRE COUNCIL

ITEM 7

BRADFORD ON AVON AREA BOARD
11 JANUARY 2012

HER MAJESTY THE QUEEN'S DIAMOND JUBILEE

WILTSHIRE CELEBRATION EVENT

1. Purpose of the Report

- 1.1. To provide the Area Board with an update on the current position and arrangements for the Wiltshire Celebration Event being organised by the Lord-Lieutenant for Wiltshire.

2. Background

- 2.1. Lord-Lieutenants across the country have been asked to organise an event in their County to enable citizens – young and old – to be able to come together to celebrate Her Majesty The Queen's Diamond Jubilee in 2012. The Lord-Lieutenant of Wiltshire, Mr. John Bush, wrote to the Chairmen of all Wiltshire Area Boards last August to invite them to participate in the unique event he was planning to organise in Salisbury Cathedral and Close focussed around the Magna Carta. He felt that the Magna Carta would provide a good focus for the celebration, as it linked to the history of the English democratic monarchy.
- 2.2. The Chairs of Area Boards in Wiltshire met in September 2011 and indicated their full support for this event in Wiltshire.

3. Main Considerations

- 3.1. A press release has been issued from Buckingham Palace announcing the dates of the Diamond Jubilee Tour in 2012. Her Majesty The Queen, accompanied by His Royal Highness The Duke of Edinburgh, and supported by other members of the Royal Family, will be travelling as widely as possible across the whole country. The visit to the South West region will be held over the 1st and 2nd May. The Lord-Lieutenant is hopeful that the Wiltshire event will attract the attendance of a senior member of the Royal Family but he is awaiting confirmation that Wiltshire will be included within the South West visit.
- 3.2. It is intended that the Wiltshire event will therefore be held on either the 1st or 2nd May in the Salisbury Cathedral and Close. It is hoped to have a confirmed date by the end of January.

- 3.3. Irrespective of the decision as to whether the Wiltshire event will feature in the South West tour, the event will still go ahead to mark Her Majesty The Queen's Diamond Jubilee in the County. It is therefore important to progress arrangements. As previously indicated in the Lord Lieutenant's letter, it is intended that each Area Board would have a jousting tent in the Cathedral Close in which they can 'showcase' their history and provide examples of community initiatives which makes their area unique.
- 3.4. To assist in the organisation of this Wiltshire event, the following is being put in place:
- i. 'Jousting style' tents will be sourced collectively through the Lieutenancy Office to obtain a competitive price. These will be erected in time to enable items to be exhibited within the tent prior to the date chosen for the event. The document at Appendix A provides details of the estimated size and cost of tents which can be made available. If the Area Board wished to identify a particular tent which would suit their needs, it would be helpful if this could be notified to the Lieutenancy Office. Alternatively, if it was judged more practical, neighbouring Area Boards might wish to consider joining together rather than having separate tents. The wide range of tent sizes provides this flexibility. It is hoped that by providing an estimation of cost it will be helpful in enabling the Area Board to consider seeking some form of sponsorship towards the cost. An application has been made to the Community Covenant Grant Scheme for a grant to assist with the cost of staging this event.
 - ii. Items to be displayed inside the tent will be at the discretion of each Area Board, but should include items to celebrate Wiltshire's history and all that is good in their area of the County today through the work of local citizens.
 - iii. In addition to Area Boards, it is intended that voluntary organisations, the judiciary and others will also have jousting tents to enable them to showcase their contribution to the life of Wiltshire.
 - iv. An event manager is to be appointed in January. Appropriate contact details will be provided to Area Board Chairmen as soon as possible.
 - v. An electricity supply will be made available to tents. It would be helpful if precise requirements could be notified to the Lieutenancy Office as soon as they are known so that these can be included within overall requirements.
 - vi. It is hoped that in addition to the tents, there will be a medieval theme created in the Close through the addition of individuals in period costume, musical contributions, etc. These elements will be provided through a professional company. Information is currently being compiled around this aspect of the event.

- vii. It is intended that Armed Services personnel will also be involved in the event, including some form of display.
- viii. Inside the Cathedral, there will be groups of children undertaking practical work around elements of the Magna Carta, as well as some musical contributions from young musicians.
- ix. Security and safety aspects around the event are currently under discussion, including appropriate car parking arrangements.

4. Implications

4.1. Environmental Impact of the Proposals

There is no environmental impact around the event as arrangements will be agreed within set requirements by Cathedral staff.

4.2. Financial Implications

There will be financial implications for staging such a large scale event. An application has been made to the Community Covenant Grant Scheme to assist with these financial costs. A decision will be received in March and Area Board Chairmen will be advised in due course if the application has been successful.

4.3. Legal Implications

There are no specific Legal implications related to this report

4.4. HR Implications

There are no specific HR implications related to this report

4.5. Equality and Diversity Implications

It is not envisaged that this event will have any equality and diversity implications as all residents and visitors to Wiltshire will be encouraged to participate in this event.

5. Recommendation

It is recommended that the Area Board consider:

- i. the size of the jousting tent which would best suit their needs
- ii. the items which they would wish to include within their tent
- iii. the electricity requirements for their tent

- iv. the possibility of securing some local sponsorship towards their costs if the grant application is not successful

Report Author: Jean Potter, Assistant Clerk to the Lieutenancy
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E-Mail: jean.potter@wiltshire.gov.uk

Appendices: Appendix A – Estimated Size and Cost of ‘Jousting Tents’

Background papers:

QUEEN'S DIAMOND JUBILEE

Wiltshire Event

Jousting Tents/Marquees

Estimated cost based on a four day duration (erected 30th April; taken down on 3rd May, 2012)

Tent Hire Costs

Tent Type	Size	Cost
Triple Tent (allows 5 displayers with middle corridors sectioned off) OR 3 separate Grand Rounds	3 separate rounds + 2 corridors 24 foot round	£2,600 (breaks down to £520 per displayer) £600 per Grand Round
Double Blue and White Pavilion (would accommodate three displayers) OR 2 separate Grand Rounds	2 separate rounds + 1 corridor 24 foot round	£1,700 (breaks down to approx £570) £600 per Grand Round
Oblong Medieval Tent (would accommodate three displayers)	30 foot x 15 foot (separated into three sections)	£1,400 (breaks down to £470 per displayer)
Oblong Medieval Tent (would accommodate two displayers)	20 foot x 12 foot	£1,000 (£500 per displayer)
1 x Grand Round	24 foot round	£600
1 x Large Round	80 foot round	£600
5 x Medium Round	15 foot round	£400 per Medium Round Tent
1 x Trader's Tent	12 foot x 5 foot	£600
5 x Round Tent	15 foot square	£500 per Round Tent
5 x Round Tent	18 foot square	£550 per Round Tent

Additional Considerations/Costs:

1. Staffing costs: £1,000 for each company supplying = £3,000
 £500 transport costs for each company supplying = £1,500
 TOTAL to be divided across tents: £4,500
 (assuming 25 displayers = £180 each, to be added to tent cost)
2. Security aspect: £250 per day: required overnight 30th April, 1st and 2nd May to 'protect' tents. Two security people needed paid by hourly rate estimated at £10-12 per hour.
3. Bed and breakfast accommodation costs may be required for night before set up.
4. Carpeting will incur additional cost but is unlikely to be required.
5. VAT is additional to quotation.

The Grand Round Pavilions can be erected and joined with a corridor.

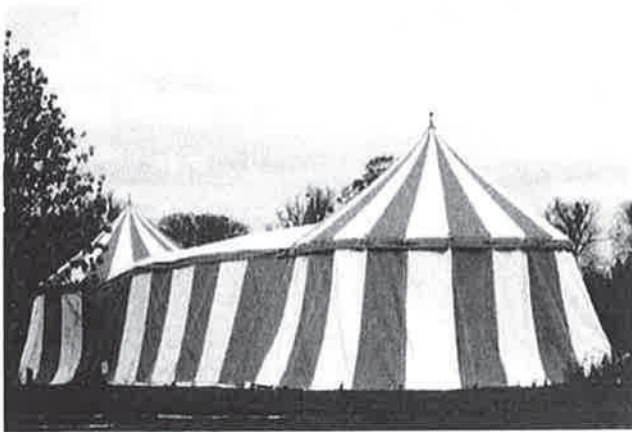


Pavilion Dimensions

Diagram above shows the Historic Grand Round Pavilion dimensions

Specification

Grand Round

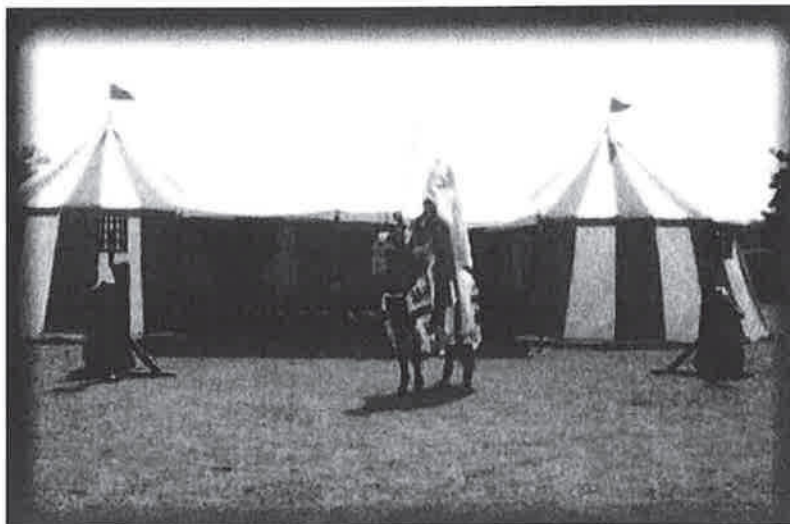
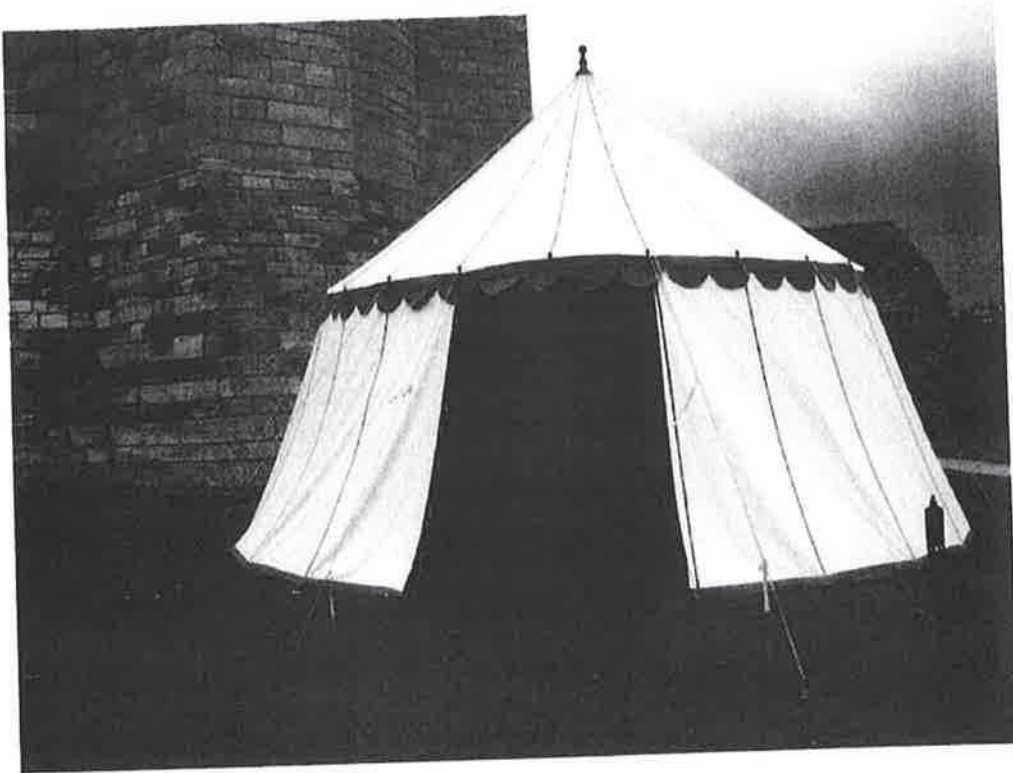


Two Grand Round Pavilion Tents with corrdior



Grand Round Pavilion on its own

[images/medieval_head.htm]



Medieval Tournament Tents

If you are looking for the ultimate setting for a medieval wedding or corporate event then nothing compares to the largest selection of medieval tents to hire available from the kingdom of Fantaysia. The largest seating 140 in banquet style. Others sized tents are available to hire also. With their wonderful wooden cartwheel ceilings they are stunning in appearance and add something special to any event.

Local Knowledge - Local Action – Bradford on Avon Community Area Thursday 23 February 2012 at St Laurence School, Bradford on Avon

Purpose:

Jointly hosted by the Area Board and the Community Area Network, this high profile event will bring together all key stakeholders for discussion and decisions about community priorities. Focusing on local data and agreeing a clear action plan for stakeholders that is 'evidence based'. Informing the review of the community area plan, the work of the BOA2026 Momentum Group and other strategic initiatives.

Information:

Event to be shaped around the knowledge we have about the area - drawing upon all available information from the JSNA, JSA+, community profile, community plan, the results of household and public surveys and other local data sources.

Process:

1. Invited audience of service managers and stakeholders from the community area relevant to each thematic area of discussion.
2. Each participant will receive a personalised invitation jointly from the Chair of the Area Board and the Chair of the Community Area Network.
3. The event will feature a number of simultaneous roundtable themed discussions.
4. Each table will be provided with area-specific data relating to the theme under discussion.
5. Each group will discuss the data and identify the key areas of concern and priorities for action.
6. A community reporter at each table will make a note of the points as they emerge.
7. After 45 minutes, each group will rotate to an adjoining table (the community reporters will remain) and examine each other groups' conclusions – adding more comments from their group perspective.
8. Once complete – reporters will feedback to the audience and this will be captured on film.
9. Finally, participants will be invited to sign up to be involved in taking these issues forward into the future.
10. The outcomes will be reported back to the Area Board to help establish agreed priorities to be taken forward by the Council and other public agencies.

Resources:

Funds available from this years' investment fund, if needed. The aim is to make these events as engaging, interesting and relevant to each community area as possible, using high quality materials and innovative approaches to capture and disseminate information. WC central coordination team will commission various elements - pay for venues, refreshments, equipment and filming, etc.

Outcomes:

- Community engagement and collaboration with key local services and stakeholders.
- Informed and inclusive debate about JSA+ profile information
- Identification of priorities and agreed actions
- Joining up of local resources and services
- Conversations and agreement about how joint working improves in the future
- Renewed impetus for local community plans and partnerships
- Individuals motivated to get involved

Other Considerations:

The events need to compliment the local community planning process undertaken locally. It is important to get as many services and local organisations together as possible.

Report to	Bradford on Avon Area Board
Date of Meeting	11 January 2012
Title of Report	Community Area Grants

Purpose of Report

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

i) Wiltshire Music Centre requesting £ 4, 987

The Grants Advisory Group recommends that £ 4, 987 is awarded to Wiltshire Music Centre to present 3 live family music concerts to engage young people in a wide variety of music, this to be one-off support for the coming year only.

ii) Bradford on Avon Community Area Network - Sports Festival Group- requesting £ 5, 450

The Grants Advisory Group recommends that £ 4, 000 is awarded to the Bradford on Avon Community Sports Festival and Olympic Torch Event in 2 tranches of £ 2,000 and recommends the balance of costs be raised through commercial sponsorship.

iii) Monkton Farleigh Parish Council requesting £ 850

The Grants Advisory Group recommends that £ 850 is awarded towards a Diamond Jubilee Tea Party and Barn Dance at Monkton Farleigh Manor on 4 June 2012.

If grants are awarded in line with recommendations, Bradford on Avon Area Board will have a balance of £ 1, 721.40 remaining in the grants budget for the 2011/12 financial year.

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) and paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 2011/12• Bradford on Avon Community Area Plan• Wiltshire Local Area Agreement
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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 fifth 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 recommendations, Bradford on Avon Area Board will have a balance of £ 1, 721.40 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	Wiltshire Music Centre	To present 6 family music concerts to engage young people in a wide variety of music	£ 4, 987

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

8.1.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to the promotion of arts, culture, leisure and activities for young people. It contributes to furthering the music curriculum and to out of school learning for 14-19 year olds.

8.1.3 The Grants Advisory Group commented that Wiltshire Music Centre is a large and successful organisation with an income of £ 700,000 per annum and there are some doubts as to whether support to this sort of professional organisation is a priority for the grant scheme. However, any steps to bring the WMC closer and more accessible to the community are to be welcomed in order to overcome some perceptions of elitism. The targeting of activities at under 7's, over 7s, and older children is supported. The funding request for less than 30 % of total costs represents good leverage. The grant scheme does not allow support for recurring costs so this would be a one-off grant.

8.1.4 The Wiltshire Music Centre project will give families a rich musical experience which is fun, dazzling and entertaining as well as developing participants skills and experience. It is a key way for Wiltshire Music Centre to increase its engagement with the local community alongside involvement in pre-Olympic and Cultural Olympiad events and the Arts Festival. It will give young people valuable early experiences through attending concerts and events, developing a relationship between them and the Centre, a cultural facility on their doorstep. Research shows that children engaged in music and creativity are more likely to thrive academically and socially than those denied these opportunities. The Centre has an excellent track record for involving all the local area board schools and since opening we have delivered projects in all of them. In 2012 Winsley and Holt primary schools are taking part in the Small Schools project. In addition we have at least 10 concerts for local schools each year.

8.1.5 Family concerts, promoted to all local schools through bookbag leaflets, give hundreds of young people and their families the opportunity to attend affordable concerts. To make them accessible for all, we need to offer tickets at a substantially reduced price. This means the Centre has to budget them at a loss (£10 adults, £6 children), and subsidize the tickets to sustain the scheme. Plans for family concerts include:

- Six professional informal and interactive family concerts during 2012.
 - Concerts for each age range, two for under 7s, two for age 7+ and two for older children.
- All concerts are an hour without interval. Discovery workshops for up to 90 people prior to

family concert.

8.1.6 Audience feedback will be invited through the website and formal feedback will be gathered through a survey at two concerts during 2012. The success of the scheme will ultimately be established by the audience numbers and their engagement with the musicians in the participation elements of the concerts.

The Grants Advisory Group recommends approval of the application in full, this to be one-off support for the coming year only.

Ref	Applicant	Project proposal	Funding requested
8.2	Bradford on Avon Community Area Network - Sports Festival Group	Bradford on Avon Community Sports Festival and Olympic Torch Event	£ 5, 450

8.2.1 The application meets the Community Area Grant Scheme criteria for 2011/12.

8.2.2 The application demonstrates a link to the Bradford on Avon Community Plan and to the Wiltshire Local Area Agreement through its support to culture, leisure and sport and to supporting community cohesion.

8.2.3 The Grants Advisory Group commented that celebrating the Olympics and the Torch Relay in Bradford on Avon is a once-in-a-generation opportunity, but there is concern as to some of the costs of the event, such as £ 2,250 for a reception for the torch bearers and £ 1,750 to decorate the torch route, which is considered rather profligate. Might this not be better spent on the sports events themselves? The project appears to be reliant on an unsecured grant from Sports England of over £ 5,000. What is the fall-back position if this grant is not forthcoming? The value of time in-kind at £ 3, 880 seems high; fundraising is low at only £ 200. There is no business involvement or sponsorship at present which seems a missed opportunity. The sum requested is in excess of the normal £ 5, 000 grant threshold.

8.2.4 From the 2011 Festival there have been some very positive outcomes including the development of a Sports Clubs Directory and a Bradford Sports website, which will include the directory, a sports network and a rolling calendar of events. Also we hope to include individual sporting star profiles.

8.2.5 This years project will celebrate 10 days of sporting events linked to the 2012 Olympic Games Inspire criteria of: participation, involvement, new challenges, competition, healthy lifestyle and developing an interactive community spirit. The weekend of 19/20 May will run alongside the externally organised Triathlons and 10K runs. There will be Bradford on Avon Community Area Inter-Parish Challenges. There will be a Paralympic element on Sunday 13 May in St Margaret's Hall with a variety of activities for both disabled and the general public. One element will be our own, local Torch Relay – precise details yet to be decided. Inter-Primary School Activities are being planned for Monday 21

May. Pupils from St Laurence School Sports Council and members of the Bradford on Avon Youth Club will be organising some fun events. In 2011 they organised an Old Style Sports Day and Scooterthon and both were very successful and for 2012 we are planning more involvement in the planning by these young people. The 2012 Festival will culminate on Tuesday 22 May with a once-in-a-lifetime Olympic Torch Relay through the town followed by a planned Reception for the Torch Bearers, together with other activities and entertainments during the afternoon and evening.

8.2.7 BOACAN is working alongside The Town Council in leading the organisation of the event. The surrounding Parish Councils, the Sports Clubs, the Chamber of Commerce, the TIC, the Music Centre, Arts and Craft groups, Schools and a variety of other community groups and organisations will all be invited to play a part in the overall organisation. The young local Olympic hopefuls that took part in the Torch Relay announcement and photoshoot in November will also be involved, together with other sports celebrities. We are aiming for the whole Festival and in particular the Torch Relay Event to leave a lasting legacy and inspire the next generation in our community area.

8.2.8 There is a huge potential benefit for businesses, involvement of schools, sports clubs, and a wide variety of groups to showcase themselves. There will be wall-to-wall BBC and press coverage for the Torch Relay, with local, national and International media output. Media coverage will raise the profile of the Bradford on Avon Community Area, with potential for further, longer term increases in tourism, etc. It is important for us to organise and put on a striking and memorable event. It is a real opportunity to bring the town and community properly together and to leave a lasting legacy for future generations.

8.2.9 The success of the project will be measured by the legacy of thriving sports clubs and community engagement in leisure activities in the town. We also hope to encourage fitter, healthier and more-fulfilled members of the community.

Subject to receipt of further details of the costs of the reception event and the decoration of the torch route, the Grants Advisory Group is minded to recommend a reduced sum of £ 4,000 towards this project in 2 tranches of £ 2,000 and recommends the balance of costs be raised through commercial sponsorship.

Ref	Applicant	Project proposal	Funding requested
8.3	Monkton Farleigh Parish Council	Diamond Jubilee Tea Party and Barn Dance at Monkton Farleigh Manor on 4 June 2012	£ 850

8.3.1 This application meets the community area 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 support for social and cultural development and for community cohesion in the village.

8.3.3 The Grants Advisory Group liked the project and considered it was a good

opportunity to bring the community together. The event location at Monkton Farleigh Manor, it seems, is a good choice to unite all sides of the village. A great many fundraising events have or will take place including coffee mornings, wine tastings, whist and bridge drives, a garden party and plant and cake sales. The Parish Council is contributing to costs and the total sought from the Area Board is less than 30 % of total costs.

8.3.3 As part of the nation’s celebrations of the Queen’s Diamond Jubilee, on 4 June 2012 there will be a tea party including a fancy dress parade and children’s sports, followed by an evening barn dance. This will be free for all 400 villagers and will be held in the grounds of Monkton Farleigh Manor. Other activities are planned to create a lasting reminder for the Jubilee, such as tree planting.

8.3.4 The project will enable everyone in Monkton Farleigh to celebrate with the nation and bring together villagers of all ages and backgrounds helping reinforce the sense of belonging to a local community. Strengthening this sense of community will lead to a better quality of life and improve social networks and relationships. Other activities will improve the local environment and village facilities. Exhibitions will provide opportunities for children and adults to learn more about the history of Monkton Farleigh and the nation.

8.3.5 The success of the project will be measured by the number of people attending the village party and their response to it. Fund raising events will generate interest in the event and create further opportunities for community gatherings. It is hoped that the Jubilee celebrations will lead to the demand for further village events and encourage greater participation in all aspects of village life.

The Grants Advisory Group recommends approval of the application in full.

<p>Appendices:</p>	<p>Grant applications from:</p> <p>Wiltshire Music Centre Bradford on Avon Community Area Network – Sports Festival Group Monkton Farleigh Parish Council</p>
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No unpublished documents have been relied upon in the preparation of this report.

<p>Report Author</p>	<p>Peter Dunford, Community Area Manager Tel: 01225 713060 E-mail peter.dunford@wiltshire.gov.uk</p>
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Note of Bradford on Avon Area Board - Grants Advisory Group - held on 16 December 2011

Present: Bil Bailey, resident of Limpley Stoke
Matthew Midlane, resident of Monkton Farleigh
Peter Dunford, Bradford on Avon Community Area Manager (secretary)

Comments received from Steve Figures, resident of Staverton, via email.

New applications to the Community Area Grants Scheme:

- i) Wiltshire Music Centre requesting £ 4, 987 to present 6 family music concerts to engage young people in a wide variety of music

Wiltshire Music Centre is a large and successful organisation with an income of £ 700,000 per annum and there are some doubts as to whether support to this sort of professional organisation is a priority for the grant scheme. However, any steps to bring the WMC closer and more accessible to the community are to be welcomed in order to overcome some perceptions of elitism. The targeting of activities at under 7's, over 7s, and older children is supported. The funding request for less than 30 % of total costs represents good leverage. The grant scheme does not allow support for recurring costs so this would be a one-off grant.

The Grants Advisory Group recommends approval of the application in full, this to be one-off support for the coming year only.

- ii) Bradford on Avon Community Area Network Sports Festival Group requesting £ 5, 450 for the Bradford on Avon Community Sports Festival and Olympic Torch Event

Celebrating the Olympics and the Torch Relay in Bradford on Avon are a once in a generation opportunity, but there is concern as to some of the costs of the event, such as £ 2,250 for a reception for the torch bearers and £ 1,750 to decorate the torch route, which is considered rather profligate. Might this not be better spent on the sports events themselves? The project appears to be reliant on an unsecured grant from Sports England of over £ 5,000. What is the fall-back position if this grant is not forthcoming? The value of time in-kind at £ 3, 880 seems high; fundraising is low at only £ 200. There is no business involvement or sponsorship at present which seems a missed opportunity. The sum requested is in excess of the normal £ 5, 000 grant threshold.

Subject to receipt of further details of the costs of the reception event and the decoration of the torch route, the Grants Advisory Group is minded to recommend a reduced sum of £ 4,000 towards this project in 2 tranches of £ 2,000 and recommends the balance of costs be raised through commercial sponsorship.

iii) Monkton Farleigh Parish Council requesting £ 850 towards a Diamond Jubilee Tea Party and Barn Dance at Monkton Farleigh Manor on 4 June 2012

Matthew Midlane declared an interest in this application and took no part in the discussion other than to answer questions. The project was considered to be a good opportunity to bring the community together and the event location at Monkton Farleigh Manor it seems is a good choice to unite all sides of the village. A great many fundraising events have or will take place including coffee mornings, wine tastings, whist and bridge drives, a garden party and plant and cake sales. The Parish Council is contributing to costs and the total sought from the Area Board is less than 30 % of total costs.

The Grants Advisory Group recommends approval of this application in full.

**Peter Dunford, Community Area Manager for Bradford on Avon
December 2011**

WILTSHIRE COUNCIL

BRADFORD ON AVON AREA BOARD

11 January 2012

Bradford on Avon Community Area Network (BOACAN) Claim for Tranche 2 Core Funding in 2011/2012

1. Purpose of the Report

- 1.1. To seek the Board's approval to the release of the 2nd and final tranche of core funding to BOACAN for the financial year 2011/12.

2. Background

- 2.1. Bradford on Avon Area Board has been allocated a 2011/2012 budget of £47,075 for community grants, Community Area Partnership core funding and councillor led initiatives. Partnerships have been invited to apply for up to 20% of their area board budget to assist participative democracy across Wiltshire. The Bradford on Avon Area Board holds a budget of £ 9, 415 in 2011/12 for this purpose.

3. Main Considerations

- 3.1. 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. Both parties representing the Bradford on Avon community area have signed this agreement.
- 3.2. In order to show how the Community Area Partnership aims to meet the commitments set out in the CAPA, BOACAN is required to complete a workplan which is reviewed and endorsed by Wiltshire Council's Community Partnership Development Officer as a workable document.
- 3.3. BOACAN submitted a claim for £9,403 of total core costs and 50% of this was awarded and paid in July 2011. The Area Board is asked to award the balance of up to £4,701 at this meeting.

4. Implications

- 4.1. Environmental Impact of the Proposals

4.1.2 BOACAN 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 BOACAN 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 BOACAN has agreed to the terms of the Community Area Partnership Agreement, which requires the organisation to be fully inclusive. Membership of BOACAN is open to anyone with an interest in the community area.

5. Evidence against Workplan commitments

Applicant	Condition set at 20 July, 2011 Area Board meeting	Final tranche Funding requested
Bradford on Avon Community Area Network (BOACAN)	Decision: "agree to the release of the 2 nd tranche in early 2012 as long as conditions set by the Partnership Development Officer and agreed by the Board have been met."	£4,701

5.1. BOACAN has provided evidence of their work so far in 2011/12 and what has been achieved against the monitoring criteria:

- **Details of progress towards recruitment of the 12 Theme Champions, either individuals or organisations**

BOACAN has and maintains direct and indirect contacts with major projects and/or organisations which are active within 8 of the 12 theme areas - namely Sport; Tourism; Traffic & Transport; The Local Economy; Community Safety; Culture & Creativity; Heritage & the Built Environment; and The Natural Environment. There is or has been *some* involvement in each of the other theme areas - of Housing;

Education and Skills; Health & Wellbeing; and Social Care & Welfare – and this is being developed further.

Theme Champions have been appointed to lead in a number of these areas.

- **Details of work undertaken to identify gaps in the current “coverage” of local groups and organisations in BoA**

Examples of activities in this category are:

- Sports Festival: adding organisational, project management and treasurer skills
- Broadband and Austerity Survey: setting up the on-line survey and processing the outcomes
- Town Benchmarking Exercise: providing appropriate manpower to complete the project
- The Creative Economy: acting on behalf of the community to investigate research potential
- Newsletter: creating regular newsletter or the equivalent to report and celebrate local projects

- **To have held an AGM to formally agree and launch BOACAN’s new structure**

The AGM, proposed for Summer 2011, was postponed in order to re-brand and re-launch and BOACAN was finally launched on 10 December 2011. Following this successful event the intention is to develop the Steering Group and build capacity organically and on sound foundations. Notice has been given that a formal AGM to elect officers etc. will be held in June 2012 after the Sports / Torch / Jubilee events.

- **Give details of BOACAN’s use of the community website www.bradfordonavon.com as a communication tool, including any surveys, polls or consultation activities it is used for**
- **To continue providing reports showing the usage of the community website that hopefully indicate increasing activity on the site and increasing numbers of hits**

The community website is becoming more popular and useful, especially for publicising and reporting on local events and activities. It has been used by BOACAN for on-line Austerity and Broadband Surveys as well as for event notices, but has not been exploited as fully as possible.

There are issues about whether BOACAN funding should be the sole support for the Community Web Site and about the level of cost which, although relatively high to us, are a concessionary rate for the developers who service it. While in their care, monthly summaries are produced and it is kept up-to-date. The situation is to be reconsidered in the New Year and notice has been given that the current funding will cease or change at the end of December 2011. Ownership of the domain name is in process of being transferred to BOACAN.

Following initial set-up and trial the www.boacan.co.uk website, linked to “Stay In The Loop”, seems the effective way ahead. The intention is to direct funds to support

a shared platform which will serve BOACAN's requirements more fully. We are already starting to benefit from the support of Mark Samouelle, a Graphic Designer, who is working with us to help improve our profile and general marketing drive. We plan to discuss with Kim Samouelle her interest in the role of Operations Co-ordinator. We expect the outcomes of these actions to be better value for money and a considerable improvement in our online and offline competence.

A new Sports web site www.boasport.co.uk is being separately developed to host the Sports Directory and information on all local sporting activities.

- **Provide details of how the 'Austerity Survey' has been re-marketed and the information it provides has been used**

This has been trialled and has been completed by a small sample which has provided helpful feedback particularly through some of the added, qualitative comments. The Survey was "rested" during part of this year, but now Jonathan Sullivan from the Sociology Dept at Goldsmith's College, has volunteered to refine its structure and make it more user-friendly before re-launching it.

- **Give evidence of how BoACAN has worked alongside the BOA2026 project and contributed to it**
- **To identify community priorities as a way of developing and / or building a new form of community plan or delivery of BOA2026 action plan, if this is agreed as the mechanism for coordinated action in the town itself**

The final version of the Report of the BOA2026 Project is awaited, presumably to be circulated and approved before further action takes place. The next stage of BOA2026 is assumed to be the initiation of the Momentum Group, chaired by the Mayor. There are questions about the Momentum Group, such as where the actual work is done, but BOACAN will make whatever contribution possible to the Momentum Group's progress.

We will take a full part in the planning, organisation and hosting of the Community Planning Event on 23 February at St Laurence School when JSA data for the Community Area is launched. It is hoped that the event will stimulate a wealth of information on community requirements, needs and aspirations which can contribute towards an updated community area plan. As part of efforts to be an evidence-based network, we are looking at various ways to complete an economic profile which will provide details of the Creative Economy in Bradford on Avon.

5.2. Further information has been received looking at other future work by BOACAN, as follows:

BOACAN is taking a joint lead with the Town Council in the planning and organisation of the 2012 Community Sports Festival, which now incorporates the Olympic Torch Relay through the town on 22nd May. We are engaged in a programme of visits to Parish Councils to engage them in these events and to promote BOACAN's role and services to them.

A periodic joint newsletter with the Area Board will be instituted to publicise BOACAN and its achievements as well as to celebrate other community initiatives, projects and events.

Following the Town Centre Benchmarking Exercise, the Report from Action For Market Towns is expected towards the end of January 2012 and will give us an opportunity to engage with the Chamber of Commerce, town centre businesses and the Economic Development Working Group of the Town Council.

It is hoped that planned celebrations in 2012 will bring the community together in a way which has not been possible in recent times and that BOACAN can support this capacity building and networking as best it can.

- 5.3. Officers have checked the above activities and found that the grant monitoring criteria have, to a greater or lesser extent, been successfully achieved by BOACAN in the year to date.

6. Recommendation

- It is recommended that the Area Board agrees to the release of the balance of core funding to BOACAN of £4,701, so long as Board Members are satisfied that the workplan commitments as detailed in this report are being met

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Appendices:
Appendix 1 BOACAN Income / Expenditure statement, December 2011

BOACAN SUMMARY OUTLINE ACCOUNTS 15/12/2011

In hand on 07/04/2011 including reserves **11,900.70**

INCOME

April 2011 – Sports Festival Grant from Town Council 1,000.00

May 2011 – Sports Festival Grant from Area Board 2,492.00

July 2011 – revenue from Sports Festival 80.00

September – core funding via Area Board 4,702.00

TOTAL AVAILABLE **20,174.70**

EXPENDITURE

Sports Festival of May 2011 4,514.22

Part-time Development Officer 4,100.00

Part-time Administrator 2,100.00

Community Web Site hosting – 12 months 160.00

Community Web Site management and maintenance 2,500.00

General Admin, travel, meetings, miscellaneous 549.45

EGM expenses 119.90

Contribution to Senior Forum Newsletter production/distribution 137.04

Printing for Benchmarking project 105.00

CAN Launch Event (part) 217.20

TOTAL SPENT **14,502.81**

In hand on 15/12/2011 **£ 5,671.89**

