

AGENDA

Meeting: CALNE AREA BOARD
Place: Calne Town Hall, Bank House, The Strand, Calne, Wiltshire, SN11 0EN
Date: Tuesday 28 June 2011
Time: 7.00 pm

Including the Parishes of Calne Without, Bremhill, Hilmarton, Heddington, Cherhill, Compton Bassett and Calne.

The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunities will be available from 6.30 pm.

Please direct any enquiries on this agenda to Alexa Smith (Democratic Services Officer), on 01249 706612 or alexa.smith@wiltshire.gov.uk

or Jane Vaughan (Calne Community Area Manager), on 01247 721447 or jane.vaughan@wiltshire.gov.uk

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 Alan Hill, Calne South and Cherhill
(Chairman)
Cllr Christine Crisp, Calne Rural (Vice
Chairman)
Cllr Chuck Berry, Calne North

Cllr Howard Marshall, Calne Central
Cllr Anthony Trotman, Calne Chilvester
and Abberd

Items to be considered	Time
<p>1. Appointment of Area Board Chairman (<i>Pages 1 - 2</i>) To elect a Chairman for the forthcoming year.</p> <p>2. Appointment of Area Board Vice Chairman To elect a Vice Chairman for the forthcoming year.</p> <p>3. Appointments to Outside Bodies To appoint Councillors to the outside bodies related to Calne Area Board:</p> <p>Calne Community Area Partnership Calne Heritage Centre Trust Calne Leisure Centre Calne Youth Issues Group Coleman's Farm Learning and Community Association Fairtrade Marden House</p>	7.00 pm
<p>4. Chairman's Welcome and Introductions The Chairman will welcome Councillor Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services.</p> <p>5. Apologies for Absence</p> <p>6. Minutes (<i>Pages 3 - 18</i>) To approve and sign as a correct record the minutes of the meetings held on 19 April and 3 May 2011.</p> <p>7. Declarations of Interest Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p> <p>8. Chairman's Announcements (<i>Pages 19 - 38</i>) The Chairman will provide information about Lyneham, the Community Services Contract, Wiltshire and Swindon Aggregate Minerals Site Allocations, the Queen Elizabeth II Fields Challenge, the Older People's Accommodation Strategy and the Core Strategy consultation, as in the agenda pack.</p>	7.10 pm

9.	<p>Partner Updates (<i>Pages 39 - 62</i>)</p> <p>To receive an update from the partners listed below:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. NHS Wiltshire d. Calne Community Area Partnership e. Calne CAYPIG (Community Area Young People's Issues Group) f. Town and Parish Councils. 	7.15 pm
10.	<p>Changes to Wiltshire's Waste Contract</p> <p>The Area Board will receive information on the planning proposals arising from changes to Wiltshire's Waste Contract.</p> <p>Andy Conn, Head of Waste Management, will provide information about Wiltshire Council's Waste Strategy.</p> <p>Andrea Pellegram from Hills Waste Solutions will introduce proposals for:</p> <ol style="list-style-type: none"> a) Temporary change of use of an existing warehousing building on the Porte Marsh Industrial Estate for a waste transfer station and recycling centre b) Materials recovery facilities for domestic and commercial/industrial waste, transport and redesigned access at the Lower Compton waste site. 	7.30 pm
11.	<p>13-19 Commissioning Strategy</p> <p>A presentation to inform the meeting of the new strategy which will affect youth services in the area.</p>	7.45 pm
12.	<p>Use of Developer Contributions from Sandpit Road Development</p> <p>Roger Witt, Senior Development Control Officer, will provide an update on the use of developer contributions from Sandpit Road Development.</p>	8.00 pm
13.	<p>Your Local Issues</p> <p>Councillors will provide an update on community issues and progress on Area Board working groups. This will include:</p> <ol style="list-style-type: none"> a. Skate board park working group b. Cycle network working group c. Highways working group d. Turn off the lights e. Calne campus working group. f. 	8.15 pm

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| 14. Area Board Funding (<i>Pages 63 - 70</i>) | 8.30 pm |
| To consider two applications to the Community Area Grants Scheme, as follows: | |
| Summer Fun in Calne Playscheme – requesting £1,354 towards a four week programme of inclusive activities for young people and children during the summer holidays. | |
| Calne Food and Drink Festival – requesting £733 towards the promotion of a new community festival celebrating local produce and producers. | |
| 15. Cabinet Representative | 8.45 pm |
| Councillor Toby Sturgis will give a short overview of his role as Cabinet Member for Waste, Property, Environment and Development Control Services. | |
| 16. Close (<i>Pages 71 - 72</i>) | 9.00 pm |
| The Chairman will set out arrangements for the next meeting. | |

Future Meeting Dates

Tuesday, 23 August 2011

7.00 pm

Cherhill Village Hall

Tuesday, 18 October 2011

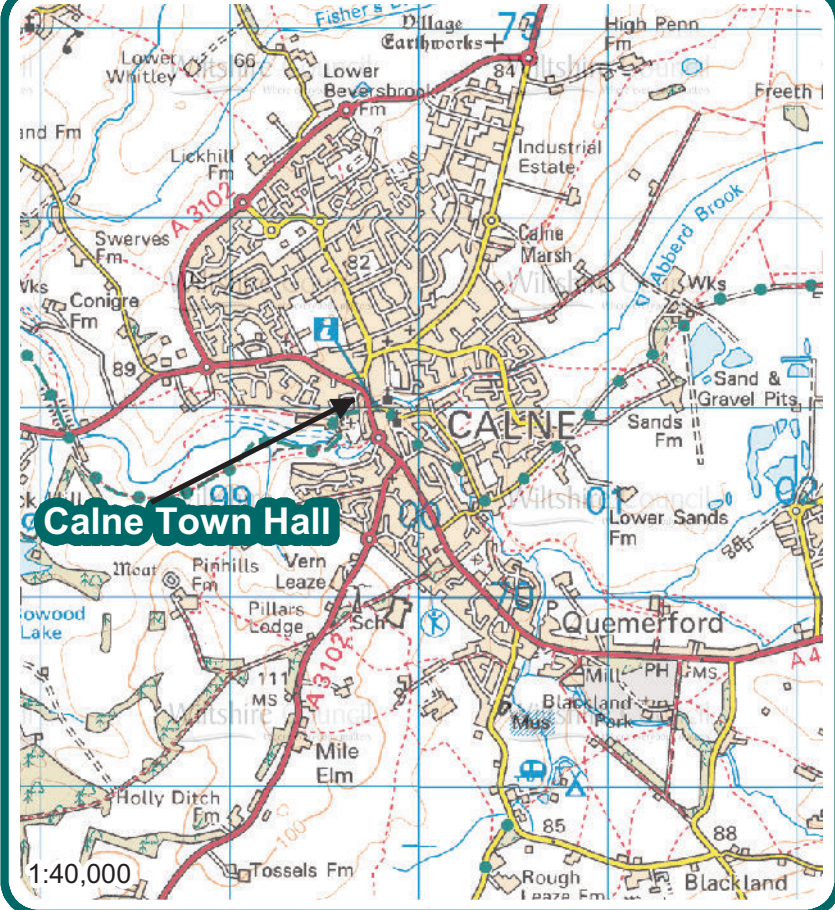
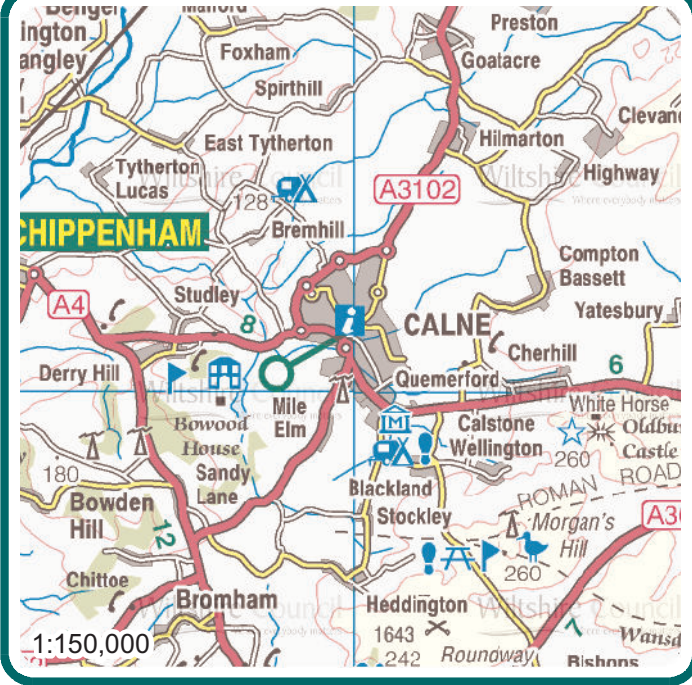
7.00 pm

John Bentley School

Tuesday, 6 December

7.00 pm

Hilmarton Community Centre



Calne Town Hall
The Strand
Calne
SN11 0EN



 Wiltshire Council
 Where everybody matters



MINUTES

Meeting: CALNE AREA BOARD
Place: Beversbrook Sports Facility, Beversbrook Road, Calne, Wiltshire
SN11 9FL
Date: 19 April 2011
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Alexa Smith (Democratic Services Officer), on 01249 706610 or alexa.smith@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Alan Hill (Chairman), Cllr Christine Crisp (Vice Chairman), Cllr Chuck Berry,
Cllr Howard Marshall and Cllr Anthony Trotman

Wiltshire Council Officers

Brad Fleet (Service Director), John Salen (Project Manager), Alexa Smith (Democratic Services Officer) and Jane Vaughan (Community Area Manager)

Town and Parish Councillors

Calne Town Council – Roy Golding*
Calne Without Parish Council – Ed Jones*
Cherhill Parish Council – Shauna Bodman*

* = nominated representative

Partners

Wiltshire Police – Inspector Steve Cox
Wiltshire Fire and Rescue – Mike Franklin

CAYPIG – Amy Hammond

Calne Area Transport – Y Gray and Anne Henshaw
Calne Community Area Partnership – David Evans*

Calne Community Area Safety Forum – Ross Henning
Calne Community Hub – JR Dawson and S Dawson
Friends of Abberd Brook – John Keller and Frank Rumble
Northlands Surgery – Alison Ingham

Total in attendance: 38

<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 welcomed everyone to Calne Area Board and introduced the Councillors and Officers present. This included a welcome to the new Service Director for Calne Area Board, Brad Fleet. He explained this was the first time the Area Board had used Beversbrook Sports Facility as a venue and he looked forward to using the facility again in the future.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Sergeant Phil Connor and Richard Broadhead (Hilmarton Parish Council).</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 8 February 2011 were approved and signed as a correct record.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements included in the agenda pack. This included information on end of life care and digital inclusion.</p> <p>The Chairman explained the community hub had highlighted the work of the Area Board and there had been a successful trailer in Calne High Street regarding the Area Board on Friday 15 April.</p> <p>The Chairman had also received positive feedback on a presentation made by Steve Milton, Head of Community Governance, at the recent localism event held in Calne on 5 April 2011.</p>
6.	<p><u>Partner Updates</u></p> <ul style="list-style-type: none"> a. Inspector Steve Cox drew attention to the written update included in the agenda pack. He highlighted there was now a single Calne Neighbourhood Policing Team rather than separate rural and town teams. This would not involve a change in the number of staff. b. The written update from Wiltshire Fire and Rescue Service was noted. The Chairman thanked Mike Franklin for his ongoing support. c. The written update from NHS Wiltshire was noted.

	<p>Alison Ingham from Northlands Surgery provided a pharmacy update. A pharmacist had applied to NHS Wiltshire for a one hundred hour license at the existing surgery site. This would involve long opening hours and the pharmacy, run by two pharmacists, being open for seven days a week.</p> <p>d. The written update from Calne Community Area Partnership was noted. David Evans then requested the Area Board's approval to core funding to Calne Community Area Partnership covering the financial year 2011/12.</p> <p><u>Decision</u> The Area Board approved core funding of £8,466 to Calne Community Area Partnership covering the financial year 2011/12.</p> <p>The second part of the update from the Partnership was a presentation by Frank Rumble from Friends of Abberd Brook. The presentation covered the following main points:</p> <ul style="list-style-type: none"> • The location of Abberd Brook • Prince Charles Drive underpass, which had been identified as an area to improve • The 2011 major project to work with local schoolchildren to create mosaics on the walls of the underpass • Designs considered for the mosaics and the final design, to be started in the summer months. <p>The Chairman thanked Frank and Friends of Abberd Brook for all their hard work.</p> <p>e. Amy Hammond, a sixth former from John Bentley School, provided an update on the Community Area Young People's Issues Group. The group had met and were planning a series of events, including camping, fundraising and a family day. Amy thanked Jane Vaughan, Community Area Manager, for her help with the youth group.</p> <p>f. Shauna Bodman from Cherhill Parish Council thanked Simon Tomlinson and Alan Moore for a successful energy forum meeting. The group had agreed to try and install energy efficient panels in the village hall. Shauna also thanked the Area Board for its funding contribution, as the Tommy Croker playing field had now been completed.</p>
7.	<p><u>Fairtrade Presentation</u></p> <p>Collette Som spoke briefly about Fairtrade in the Calne Community Area. Traidcraft were a group of volunteers who sell Fairtrade products and work to raise awareness.</p>

	<p>Collette explained that her goals were five-fold:</p> <ul style="list-style-type: none"> • For the Area Board to pass the recommended resolution • For a range of Fairtrade products to be readily available in the Community Area • For products to be used by local work places and community groups • To improve media coverage and popular support for Fairtrade • To set up a steering group who were responsible for an annual assessment. <p>Resolution</p> <p>That Calne Area Board supports Fairtrade in the Calne Community Area and will use Fairtrade products wherever possible for meetings and in offices and the Area Board elect Howard Marshall as the Area Board representative on the emerging Calne Community Area Fairtrade steering group.</p>
8.	<p><u>Your Local Issues</u></p> <p>Councillors provided an update on community issues and progress on Calne Area Board working groups.</p> <p>a. Councillor Marshall explained plans for the skate board park had been made and costed and these would be considered at the next meeting of the working group. He expressed disappointment that the existing park had been damaged as a segment of concrete had been removed and there had been a fire at the site.</p> <p>b. Councillor Berry reported a second community cycle event would be held on 18 June 2011. Anne Henshaw then gave a short presentation about the work of the Calne Area Transport group. A new map was being produced to encourage walking and cycling in and around the town. The condition of existing routes has been assessed by a team of volunteers and areas in need of work had been identified. Lack of dropped kerbs had been highlighted as a common problem. Anne Henshaw was pleased to be able to return an under spend of £407, awarded to the group for the project, to the Area Board budget. The Chairman noted how unusual this return of funding was and thanked the volunteers for all their hard work.</p> <p>c. Councillor Crisp provided an update about the highways working group. The group had met and considered road safety priorities and traffic issues in the Community Area. A pedestrian crossing on the A3102 at Hilmarton would be overly expensive. Having a refuge was being investigated and a topographical survey had been undertaken with results that should be available mid May. Officers had devised a signage scheme to improve traffic at Curzon Street/The Square. The scheme should be in place by the end of May 2011. New signage should be in place on the A4 at Studley Crossroads by the end of June 2011. The consultant Mouchel had been commissioned for a lighting scheme and work</p>

	<p>at this site would be carried out at no cost to the Area Board. A pedestrian count was to be undertaken on the A3102 at Goatacre by HAGGIS on behalf of the highways working group. At the Lake View site in Quemerford a vehicle count had been completed and a pedestrian count and analysis was due to be completed with results available by the end of April. A new project for the next year had also been identified in an overused shortcut with an accident history at Sandy Lane.</p> <p>d. Jane Vaughan, the Community Area Manager, gave an update on the turn out the lights project. The Area Board had put forward two sites to have their lights turned out. Several sites had since expressed interest in the project. With the help of the Parish Council, a survey had been sent to every household in Yatesbury, to collect views on turning off the lights from 12 pm until 5 am. The majority of surveys which had been returned were in favour of the project.</p> <p><u>Resolution</u> Yatesbury would go ahead with the turn out the lights project.</p> <p><u>Resolution</u> The Area Board agreed to continue funding for the turn out the lights project for the financial year 2011/12.</p> <p>The Chairman also provided information about the development of Sandpit Road, as in the agenda pack. The Area Board would include an agenda item on this issue for the meeting to be held on 28 June 2011. An officer from the highways department would be present at this meeting to discuss the development and what could be achieved with developer's contributions funding. In order to receive an informed response, if you have any questions or concerns that you would like to raise regarding the Sandpit Road development at the next full Area Board meeting, please contact Jane Vaughan, the Community Area Manager, on 01247 721447 or jane.vaughan@wiltshire.gov.uk.</p>
9.	<p><u>Library Service Review</u></p> <p>John Salen, Project Manager, gave a presentation about the library service review. This included the following main points:</p> <ul style="list-style-type: none"> • The library service review had been started in December 2009 • A saving of 12% (£505,000) was required over the next two year period • The review involved all Area Boards, the web, focus groups, feedback from library staff and consideration of statutory requirements • The strategic vision for libraries – to include a strong online service offer, greater community involvement through use of volunteers and investment in self service terminals • The Wiltshire library offer from 1 September 2011 – the library service would keep all libraries open and all mobile libraries would continue to operate • The position in Calne – all mobile library stops would continue to operate, Calne library hours would be reduced from 45.5 to 40 hours per week and

	<p>new self service terminals would be introduced to the library.</p> <p>Mark Salen welcomed feedback on the proposals for future service planning through comment forms that were available on the Wiltshire Council website. If you would be interested in volunteering at the library, please contact Joan Davis, Head of Libraries, on 01225 718518 or joan.davis@wiltshire.gov.uk, or call into the Calne community hub.</p>
10.	<p><u>Consultation on Waste Sites</u></p> <p>Wiltshire Council was updating its policy framework to ensure that future proposals for waste development in Wiltshire were for the right types of facilities in the right locations. Consultation would commence in June 2011 for 8 weeks on a draft Waste Site Allocations Development Plan Document (DPD) (starting 13 June 2011 and closing at 5 pm on 5 August 2011).</p> <p>The consultation document allocates a range of sites for a variety of potential waste uses to provide a flexible and responsive framework that would enable waste to be driven up the waste hierarchy - i.e. reducing our dependence on landfill, with a greater focus on recycling and composting of waste. The majority of sites identified were on land currently in use by existing waste management facilities or current/proposed industrial areas.</p> <p>Once the consultation period had closed, the draft Sites DPD, the supporting evidence base and all comments received during the consultation would be submitted to the Secretary of State (following Full Council approval) for independent examination.</p> <p>This DPD forms the final key document in the policy framework for the provision of waste sites within Wiltshire and Swindon, which includes:</p> <ul style="list-style-type: none"> • Wiltshire and Swindon Waste Core Strategy (adopted July 2009) • Wiltshire and Swindon Waste Development Control Policies Development Plan Document (adopted September 2009) <p>The draft Sites DPD would be available from the start of the consultation period. The Council encourages anyone wishing to view and comment on the consultation document to use the consultation website: http://consult.wiltshire.gov.uk/portal.</p> <p>Hard copies of the documents would also be available for inspection at Wiltshire Council and Swindon Borough Council main offices as well as all libraries throughout the County and Borough. For further information, please contact the Minerals and Waste Policy Team at Wiltshire Council, on 01225 713429 or mineralsandwastepolicy@wiltshire.gov.uk.</p> <p>A question was asked regarding recycling large items, such as bicycles, at the Hills site. This was separate at present due to a lack of space, however it was</p>

	<p>an aspiration for the future. Andy Conn, Head of Waste Management, would attend the Area Board meeting on 28 June and this would be an excellent opportunity to discuss the issue in more depth.</p>
11.	<p><u>Area Board Funding</u></p> <p>Consideration was given to the following application made to the Community Area Grants Scheme.</p> <p><u>Decision</u> Calne Archers were awarded £461.24 towards setting up an Archery club for all ages and abilities.</p> <p><u>Reason</u> <i>The application meets the 2010/11 grant criteria and it provides activities and opportunities for young people.</i></p>
12.	<p><u>Calne Service Station, Oxford Road - Safe Delivery of Fuel</u></p> <p>The Murco company had been in conversation with Wiltshire Council officers and with Area Board councillors and the Calne Town Clerk about concerns over the safe delivery of fuel to their service station on the Oxford Road, Calne. In order to progress this matter in a way that is both safe and which avoids a loss of fuel for local people, it was proposed that the Area Board requests that a temporary, experimental and restricted permit is given to the company to enable them to leave Calne via Oxford Road/Wood Street/Curzon Street in contravention of the normal weight restriction on the highway at that point, approximately once a week between the hours of 5.30 am and 7.30 am, but not on weekends or public holidays.</p> <p>This arrangement would be monitored and local residents would be contacted in order to assess the impact of this arrangement throughout the period of the temporary permit. The arrangement would last only until a permanent solution was identified.</p> <p><u>Decision</u> The Area Board would arrange that a temporary, experimental and restricted permit was given to Murco to enable them to leave Calne via Oxford Road/Wood Street/Curzon Street, approximately once a week between the hours of 5.30 am and 7.30 am, but not on weekends or public holidays.</p>
13.	<p><u>Close</u></p> <p>The Chairman explained that the next meeting would be an Extraordinary Area Board meeting with a single item agenda, regarding proposals for a community campus. This meeting would be held at 7.00 pm on Tuesday 3 May at Calne Town Hall, with refreshments available from 6.30 pm. The next full Area Board meeting would be held at 7.00 pm on Tuesday 28 June at Calne Town Hall, with</p>

refreshments available from 6.30 pm.

The Chairman asked those present to evaluate the meeting using the electronic voting handsets that were available. The evaluation exercise showed that the meeting overall was very good.

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MINUTES

Meeting: CALNE AREA BOARD
Place: Calne Town Hall, Bank House, The Strand, Calne, Wiltshire, SN11
0EN
Date: 3 May 2011
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Alexa Smith (Democratic Services Officer), on 01249 706610 or alexa.smith@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Alan Hill (Chairman), Cllr Chuck Berry and Cllr Howard Marshall

Wiltshire Council Officers

Brad Fleet (Service Director), Lucy Murray-Brown (Campus and Operational Estate Management Lead), Alexa Smith (Democratic Services Officer) and Jane Vaughan (Community Area Manager)

Town and Parish Councillors

Calne Town Council – Glenis Ansell, Mercy Baggs, Charles Boase, Roy Golding*, Emma Hatton, Caroline Ramsey, Amanda Venton, P Venton and Colin Viner
Calne Without Parish Council – Richard Aylen and Ed Jones*

* = nominated representative

Partners

Wiltshire Police – Brian Moore (Chief Constable of Wiltshire Police)
CAYPIG – Amy Hammond

Calne Area Transport – Anne Henshaw
Calne Community Area Partnership – Malcolm Gull
Calne Community Safety Forum – Ross Henning
Community Hub – JR Dawson and Sally Dawson

Friends of Abberd Brook – Francis Bosworth and Frank Rumble

Total in attendance: 39

<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 welcomed everyone to the Extraordinary meeting for Calne Area Board. He explained the purpose of the meeting was to discuss the development of community campus facilities and introduced the Councillors and Officers present.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Councillor Christine Crisp, Councillor Tony Trotman and Councillor David Evans.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Presentation</u></p> <p>Lucy Murray-Brown, Campus and Operational Estate Management Lead, delivered a presentation about the development of a community campus proposal within the Calne Community Area.</p> <p>The presentation included the following:</p> <ul style="list-style-type: none"> • Background to the proposal – a campus is a building, or buildings, in a Community Area that will provide the services the local community needs in an accessible location • Developing a campus proposal for Calne and an indicative sequence of events • Preliminary management project – testing the principles of community led management of local services • The role of the Shadow Community Operations Board (SCOB) and representation on the Board.
5.	<p><u>Question and Answer Session</u></p> <p>There was the opportunity to ask questions regarding the presentation received. Questions raised covered the following main issues:</p> <ul style="list-style-type: none"> • SCOB would be able to recommend to Calne Area Board a single consolidated site or a dispersed site campus if they felt this option was best for the Community Area • If the community would prefer to improve existing facilities rather than develop a single site or dispersed campus, SCOB would have to put forward an appropriate recommendation and business plan to Calne Area Board • Based on the recommendations made by SCOB, the Calne Area Board

	<p>would decide on the proposal that it would forward to Cabinet who would be responsible for the decision</p> <ul style="list-style-type: none"> • The term ‘campus’ was considered to be misleading, however the meeting was unable to suggest an appropriate alternative • The proposal was a genuine move to collect the views of local people about how Wiltshire Council services should be delivered • It was commented from the floor this was an opportunity for Wiltshire Council to sell property and buy new. A list of existing property and land owned by Wiltshire Council should be taken into account in the process • Bank House was identified as an existing good facility in Calne • Existing groups in the Community Area, such as the Partnership, should not be overlooked • There were financial benefits to the co-location of services • Concern was raised over the relevance of the proposal in these difficult economic times • The level of involvement from young people was questioned. There was a place on SCOB for a representative of young people. • Community led management could put a burden on those people with the skills and time available to help • Historic buildings were important to the town.
6.	<p><u>Break</u></p> <p>There was a short break in the meeting.</p>
7.	<p><u>Community Round Table Discussion</u></p> <p>There was the opportunity for the meeting to break into smaller groups and discuss issues related to the proposed campus project. Each smaller group was given three questions to consider as a starting point for discussion:</p> <ol style="list-style-type: none"> 1. Is a community campus relevant for people in the Calne Community Area? 2. How can we make sure that everyone in the Community Area knows about and feels included in the development of a community campus? 3. What things would local people want included in a community campus?
8.	<p><u>Feedback from Community Round Table Discussion</u></p> <p>The smaller groups provided feedback to the meeting regarding their discussions.</p> <p>In relation to the relevance of a community campus, it was commented the proposal should be seen as an opportunity rather than a threat. Reservations were expressed about how the proposal would pan out in practice. The need to involve the community and young people in particular in the project from the earliest stage of planning and design was highlighted.</p>

	<p>Many ideas to make sure that as many people as possible know about and feel included in the development of a community campus were recognised. The community hub was seen as an excellent vehicle for communication with local people. Other suggestions made at the meeting were use of posters, flyers, websites, newsletters, twitter, Facebook and working with the Community Area Partnership. It was important to consider people who come into the town to use the facilities as well as the people living in the town.</p> <p>A great range of things were wanted if a community campus was to go ahead. A recycling centre, post office, social venue, leisure centre, stadium for sports, transport hub, meeting room, job centre, crèche, further education facility, tourist centre, point of contact for Wiltshire Council and Town and Parish Councils and space for a library service, Wiltshire Police, Wiltshire Fire and Rescue Service and health services were among the things put forward. The idea of a purpose built central main building with outlying facilities with good transport links was proposed.</p> <p>The Chairman asked for a show of hands for those keen to take the proposal forward. A large majority of the room were in favour of doing so.</p> <p><u>Resolution</u> Calne Area Board welcomes the opportunity to be part of the Wiltshire Council pilot campus project and accepts the task on behalf of the Calne Community Area.</p> <p><u>Resolution</u> In order to progress the project, Calne Area Board will establish a Shadow Community Operations Board. The Board will operate in accordance with the Terms of Reference. Responsibility for acceptance of the Terms of Reference is delegated to Mark Stone, Interim Programme Director, in consultation with the Area Board.</p> <p><u>Resolution</u> Councillor Hill was nominated to sit on the Shadow Community Operations Board as the elected representative from Calne Area Board.</p>
9.	<p><u>What Happens Next and Close</u></p> <p>The Chairman drew peoples' attention to the expressions of interest forms on the tables around the room and urged anyone who wished be considered for a place on the Shadow Community Operations Board (SCOB) to complete one. If people wished to take forms away with them to complete later, or for other people who might be interested, they could be returned to the Community Hub where blank forms would also be available.</p> <p>Lucy Murray-Brown explained that expression of interest forms for the SCOB would be collected and passed to Area Board Councillors for their decision. Two weeks would be allowed for people to submit forms, the deadline therefore being</p>

the end of 17 May 2011. The make-up of SCOB would be notified to applicants as soon as possible and confirmed at the next Area Board meeting. The first step for the project was likely to be consultation with the community.

The Chairman asked for those present to evaluate the meeting using the electronic voting handsets that were available. The meeting overall was deemed to be very good.

The next Area Board meeting would be held at 7.00 pm on Tuesday 28 June at Calne Town Hall, with Fairtrade refreshments available from 6.30 pm.



UPDATE ON WILTSHIRE MILITARY CIVILIAN INTEGRATION PROGRAMME

Issue

The significant military presence in Wiltshire is changing. The development of Britain's first 'Super Garrison' in the Salisbury Plain area, closure of RAF Lyneham, and a number of other planned military changes will have far reaching implications for local communities across the county for the foreseeable future.

Although there is an awareness of these changes¹ taking place in the Defence Community, Wiltshire Council working with HQ 43 (Wessex) Brigade and partners needs to quantify what this means in terms of infrastructure, impact on the economy and delivery of services. Therefore, the Military Civilian Integration (MCI) Programme was set up to shape and positively influence these changes, where possible.

Programme Aim

The aim of the MCI Programme is to optimise the *economic* and *social* benefits of the military presence in the county. The programme has 5 main objectives:

- To identify the changing military 'footprint' in the county
- To quantify the economic contribution of the military to the county and the South West
- To enable the realignment of service provision to meet the changing needs of the military, their families (known as dependants) and veterans
- To spot opportunities for regeneration and building sustainable communities in the Salisbury Plain area
- To ensure the county continues to remain an attractive location for long-term investment by the MoD

Key Facts

- Currently, around 15,000 military personnel and an estimated 16,000 dependants are based in Wiltshire
- The military is the biggest employer in Wiltshire
- Many more jobs are 'Defence dependent'
- The spending power of military personnel is worth over £400m per year
- The development of the Salisbury Plain Super Garrison and other military sites will attract multi-million pound investment into the county
- The RAF will withdraw from Lyneham by 2012
- Military changes are most likely to impact on communities in Amesbury, Bulford, Calne, Chippenham, Corsham, Salisbury, Tidworth, Warminster, Wilton, and Wootton Bassett
- Around 1,000 young people are members of the cadet forces in Wiltshire
- MoD makes a significant contribution towards conservation and environmental protection in Wiltshire
- Military civilian integration has been adopted as one of the underlying themes of the Plain Action rural development programme

¹ Furthermore, the impact of the Strategic Defence and Security Review (October 2010), and follow-on studies, on Wiltshire is being assessed.

Programme Outputs

1. Salisbury Plain Super Garrison: The Salisbury Plain Super Garrison is the 'core' project within the programme and focuses on the plans for the future MoD use of the Salisbury Plain Training Area. There will be significant investment in infrastructure and increases in the numbers of soldiers based in the county. Super Garrisons are also being developed in Aldershot, Catterick and Colchester.

2. Sustainable Communities Study Project: The purpose of this project is to improve understanding of the dynamics of existing communities (specifically Bulford, Larkhill, Ludgershall, Tidworth and Warminster) including the impacts of the proposed changes to these settlements as a result of the Super Garrison development. The project funded by the [Plain Action](#) rural development programme and partners was completed in March 2011.

3. Joining Things Up Project – a co-ordinated approach to services for military families: The purpose of this project is to audit the provision of services to military families, including veterans, by statutory and voluntary agencies. As part of this work Wiltshire Council is supporting the development of the Personnel Recovery and Assessment Centre (PRAC) at Tedworth House - due to open in June - funded by Help for Heroes and The Royal British Legion. The project was completed in March 2011.

4. RAF Lyneham: Wiltshire Council is pressing the MoD for a decision on the future of Lyneham, following the announcement to close RAF Lyneham by the end of 2012. The council is extremely concerned about the future use of the site and the impact its closure will have on the local community and surrounding towns and villages. The withdrawal of troops from Germany could be an opportunity to retain a military presence at Lyneham if the MoD decides this option. Also, the council needs to consider other possible development options should the MoD decide to dispose of the site.

5. Research: The evidence base for the programme was derived from 2 earlier research projects:

- [Military Presence and Economic Significance in the South West Region](#) This report examined the military presence in the South West
- [Envisioning the Future](#) This report provided a comprehensive assessment of the military presence in the county

Armed Forces Covenant

On 16th May 2011 the government published a new tri-Service [Armed Forces Covenant](#). Also, the government announced that, with an amendment to the Armed Forces Bill, the principles of the covenant will be enshrined in law for the first time. The covenant outlines the government's aspiration that the Armed Forces Community should face no disadvantage compared with other citizens in the provision of public and commercial services.

Programme Organisation

A consortium led by Wiltshire Council is delivering the MCI Programme. The Sponsoring Group provides strategic direction to the MCI Programme Manager.

Wiltshire Council is the 'Senior Responsible Owner' on the Sponsoring Group which includes: council representatives at Cabinet Member and Chief Executive level, HQ 43 (Wessex) Brigade, Defence Infrastructure Organisation (formerly Defence Estates), and representatives from Community First (voluntary sector) and the Wessex Association of Chambers of Commerce (private sector) in Wiltshire.

Further Information

For further information, please contact: Ian Cambrook, MCI Programme Manager, Pidela Consulting, tel: 07866 360334/email: ian.cambrook@googlemail.com or go to the [MCI pages](#) on the Wiltshire Council website.

To view the MCI DVD see www.wiltshire.gov.uk/mci

PC/MCI/June 2011

Briefing for Wiltshire Local Area Boards

About Great Western Hospitals NHS Foundation Trust (GWH)

Great Western Hospitals NHS Foundation Trust (GWH) currently provides hospital services to approximately 340,000 people in Swindon, parts of Wiltshire, Oxfordshire, Gloucestershire and West Berkshire.

The Trust employs 3,300 staff and has an annual turnover of £200m per annum. Each year over 400,000 people are seen or treated at the hospital and in clinics in the local community.

The services provided by GWH are commissioned primarily by NHS Swindon and NHS Wiltshire.

- NHS Swindon has a budget of £309m per annum and spends £103.5m of that with GWH.
- NHS Wiltshire has a budget of £664m per annum and spends £48.3m of that with GWH.

As a Foundation Trust the Trust is a membership organisation accountable to local people who influence the direction of the organisation through a Council of Governors. The Council of Governors also act as the link with the 10,000 plus members (including many from across Wiltshire).

Background to the merger of Wiltshire Community Health Services (WCHS) with Great Western Hospitals NHS Foundation Trust (GWH)

Last summer the Government issued a White Paper making many changes to the way the NHS is organised. Amongst these changes was the abolition of PCTs (by 2013) and putting responsibility for commissioning health services with GPs through GP Consortia.

Another change was an initiative called Transforming Community Services (TCS). As part of the TCS programme, in preparation for the PCTs abolition, by 1st April 2011 PCTs will no longer be able to provide community services. Across the country this has led to PCTs to begin looking at different approaches to commissioning community health services.

Some PCTs are transferring their provider arm into a Social Enterprise (such as NHS Swindon), whilst others like NHS Wiltshire, through a managed process, invited existing NHS providers to submit proposals to run these services.

As an existing provider GWH chose to bid to run all of the services currently provided by Wiltshire Community Health Services (WCHS) – the provider arm of NHS Wiltshire.

Following a competitive process, in November 2010 the Trust was selected as the preferred bidder for the following services:

- Maternity – which includes community maternity services across Wiltshire and parts of Bath and North East Somerset plus hospital maternity services at the Royal United Hospital in Bath.
- Children's & Young Peoples services
- Adult services (which includes primary health care teams and community hospitals)

In general the contract to manage these services is for three years, after which time the newly established GP Consortia could decide to retender these services (*a more detailed list is provided in the appendix*).

The Trust felt there were real benefits to patients in providing community and acute care. It is one of the things the Council of Governors and Trust members have sought – they want patients to be able to access seamless care regardless of organisational boundaries.

The Trust was also keen to take this unique opportunity to work more closely with community colleagues, building much stronger links with GPs and colleagues in social care which is absolutely essential to the success of the changes being made in the NHS.

Subject to the approval of Monitor, the Independent Regulator of Foundation Trusts these services will become the responsibility of GWH from June 2011.

Following the merger:

- The partnership between GWH and WCHS will provide NHS care to 750,000 people.
- Patients and services users of the combined organisation will come from an area spreading from Somerset to Oxfordshire
- Between the acute hospital and the community the Trust will be responsible for around 9,000 births a year. 4,000 births at GWH and 5,000 births in the community and at RUH in Bath. This will make GWH NHS FT one of the largest maternity providers in the country.

Next steps

Our main focus is ensuring the safe transfer of these services and to ensure staff are transferred smoothly under the management of the GWH.

Patients will not notice changes to services when the merger takes place as there is no intention to move services or change where staff work – patients will still receive treatment in the current locations.

However, like every other public sector organisation, the Trust will need to change how services are delivered over time to keep up with changing technology, cope with rising drug costs, an ageing population and rising expectations. The national policy also is for more care to be provided outside hospital in convenient locations. In the future some of the services currently provided in acute hospitals will move into the community over time and services in the community will also need to adapt to meet changing needs.

During the summer the Trust will be talking to stakeholders about how services should look in the future so that local people continue to receive the best possible service within the funding available.

Ends

Should you require any further information on the merger please contact:
Kevin McNamara, Head of Marketing and Communications, on 01793 604676
Kevin.mcnamara@gwh.nhs.uk

Appendix

A contract will be agreed between NHS Wiltshire and GWH for the provision of community services with differing contract lengths depending on the services:

Three-year contract:

- Maternity services currently provided by WCHS, which includes provision of maternity care in Bath and North East Somerset, parts of Somerset, South Gloucestershire and large parts of Wiltshire. *It **does not include** maternity services which are commissioned by NHS Wiltshire from Salisbury NHS Foundation Trust.*
- Neighbourhood teams covering the whole of Wiltshire
- General medical inpatient services at Chippenham, Warminster and Savernake Community Hospitals
- Stroke Unit at Chippenham Hospital
- Minor Injury Units in Trowbridge and Chippenham
- Continence services
- Podiatry services
- Dietetics
- Tissue viability service
- Orthotics
- Musculo-skeletal physiotherapy
- Outpatient services
- Diabetes
- Respiratory Services including Post-Acute Care Enablement (PACE) and Chronic obstructive pulmonary disease (COPD)

Two-year contract:

- Services for Children and Young People, including Health Visitors
- Children's Continuing Health Care
- Prison health
- Wheelchair service
- Community Dental Service including Dental Access service provided across Wiltshire and Swindon
- Community Team for People with Learning Disabilities

Briefing Note: Calne Area Board Meeting

Wiltshire & Swindon Aggregate Minerals Site Allocations DPD – Outcomes from the appraisal of draft site options

Context

1. 62 site options for sand and gravel quarries were originally consulted upon. As a result of the consultation exercise, a number of these were withdrawn by landowners. The consultation exercise generated in the order of 4000 comments from about 1300 respondents. The individual comments received were acknowledged and the points made were considered in detail as part of the process of determining which of the site options should be taken forward for further investigation. In total, 22 draft site options were identified as warranting further detailed investigation to help inform the process of plan making.
2. At the Cabinet meeting in March 2011, Councillors were presented with a paper outlining the results of the consultation undertaken during the period between August 5 to 31 October 2010; and the next steps in terms of appraising site options.

Outcomes from the appraisal process

3. Cabinet considered the outcome of the appraisal process on 14 June 2011. The papers presented set out a series of recommendations for Councillors to consider. These recommendations related to:
 - The outcomes of the detailed appraisals undertaken on the 22 remaining potential site options;
 - In light of the appraisal results, which site options officers believe should be removed or carried forward into the draft plan; and
 - That the central government based forecast need for sand and gravel from within Wiltshire and Swindon be reduced from 1.85 million tonnes per annum to a locally derived forecast of 1.2 million tonnes per annum.
4. Of the various site options originally promoted in the Calne area, only site option - C3 (land to north of the Sands Farm quarry at Calne) has been recommended for inclusion in the draft plan. This site in effect represents an extension to the existing mineral operations in the area.
5. Copies of the Cabinet paper, along with details of all the site options proposed for inclusion within the draft plan can be viewed at:

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=5648&Ver=4>

Next steps

6. Following the resolution of Cabinet, work will now be progressed to prepare the Proposed Submission Draft Aggregate Minerals Site Allocations Development Plan Document (DPD). This document will incorporate the list of options that Cabinet have approved for inclusion and be supported by the appraisals undertaken to date. As the

draft DPD is prepared it will continue to be fully appraised¹ to ensure that the evidence used to support the proposals is robust, sound and legally compliant.

7. In addition, the evidence used to justify the development of the locally derived forecast for aggregate provision will be presented to central government² in accordance with the provisions of national policy³.

8. The key milestones in the preparation of the DPD are as follows:

Stage	Date
Prepare the proposed submission draft DPD and finalise evidence	June - August 2011
Present the draft DPD and all supporting evidence to Cabinet for approval	September 2011
Finalise consultation materials and publish draft DPD (plus evidence) for formal consultation	October 2011
Collate consultation responses, prepare a report on consultation feedback, prepare submission draft DPD and all submission materials	December 2011 - January 2012
Present the submission draft DPD and all supporting evidence to Cabinet and Council	February 2012
Submit DPD and evidence to the Secretary of State / commencement of the examination process by Inspector	February 2012
The remaining elements of the work programme - hearing sessions, receipt of Inspector's Report will be determined by the Secretary of State. The plan can only be adopted once the Council has considered the findings of the Inspector's report.	

¹ The techniques used will include the Sustainability Appraisal (incorporating the requirements of the Strategic Environmental Assessment Directive); and the Habitats Regulations Assessment (HRA).

² Department for Communities and Local Government (CLG).

³ Minerals Policy Statement 1.

How Can Local Authorities Get Involved?

We would like Local Authorities across the country to nominate a number of outdoor recreational spaces in their area that they would be happy to protect as a Queen Elizabeth II Field which can then be put to a public vote later this year. The eventual winner will be protected and designated a Queen Elizabeth II Field.

Local Authorities can submit their nominations to the Challenge by contacting Fields in Trust on info@fieldsintrust.org or on 020 7427 2110.

What Do Local Authorities Gain?

The Queen Elizabeth II Fields Challenge is a fantastic opportunity to be part of a high profile national campaign that has a real impact and benefit on local communities. It represents an excellent and cost effective way for Local Authorities to mark both the Diamond Jubilee and the London 2012 Olympics in their area whilst also securing a platform to help achieve key targets around increasing physical activity and promoting the sustainability agenda.

What Are the Benefits of Protecting Fields?

The Challenge aims to protect outdoor recreational spaces and facilities for communities now and for generations to come whilst providing a focal point for celebrations in 2012. It is not a grant aid programme though some funding will be available and Fields in Trust will ensure that it is distributed according to the wishes of the donors.

In brief, the benefits of protection are:

- Making an express and recognizable commitment to local people to safeguard land, facilities and opportunities for sport, play and outdoor recreation both now and forever
- Protecting public access to outdoor space
- Providing reassurance to potential investors regarding viability and sustainability
- Ensuring that in the case of sale proceeds are reapplied to replacement facilities, with a priority on new outdoor facilities
- Raising awareness of the importance of such facilities in the context of quality of life, health, the environment and amenity

What Flexibility is Built Into Protection?

Fields in Trust has developed a range of options for long-term protection. Flexibility allows for measures to be put in place which are:

- Charitable or non-charitable
- In the case of freehold land, protection in perpetuity
- In the case of leasehold land, protection will of necessity be time limited to the length of the lease preferably not less than 99 years
- Specific to safeguarding the actual or foreseeable type of sport, play or recreational or usage involved including indoor facilities where appropriate

What is the Minimum Criteria for Queen Elizabeth II Fields?

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

FREQUENTLY ASKED QUESTIONS

1 What is the initiative all about?

The QEII Fields Challenge aims to safeguard hundreds of outdoor recreational spaces in perpetuity for future generations in celebration of the Diamond Jubilee and as a permanent tribute to Queen Elizabeth II. The initiative has particular pertinence given the other landmark event scheduled to take place in the UK in 2012: the London Olympics.

2 Why is access to green space such an important issue at this time?

Access to outdoor space is vital for communities and plays an important role in providing a place for both physical activity and relaxation. Sport and play are essential tools for developing confidence, self-esteem and learning the importance of team work. It is well documented that community recreation reduces alienation, loneliness and anti-social behaviour whilst also promoting ethnic and cultural harmony.

The recent Inverdale report published in May 2010 states that there is evidence that the number of playing fields has reduced from 26,000 in 1992 to 20,000 in 2009 and so it is vital that we take action.

3 Are you creating any new fields? Or are they all existing fields?

It is anticipated that the vast majority of the fields commemorating The Queen's Diamond Jubilee will be existing fields – where they are valued and supported by the votes of local people it is very important that they are protected. However we also hope to help protect some brand new fields by safeguarding outdoor space within new housing estates, persuading private landowners to donate land for recreational use – especially in rural areas – and potentially through the conversion of public wasteland.

4 Aren't you just re-naming existing fields after The Queen?

Absolutely not, Fields in Trust exists to safeguard fields through legal means by placing covenants on the land, meaning they have to remain fields forever. Decades of urban development have seen the stock of fields reduce substantially. Once lost, playing fields are lost for good. FIT's aim is to safeguard existing fields for the future. The QEII Fields Challenge will boost *existing* numbers of safeguarded fields for the benefit of future generations.

5 Once the 2,012 target is reached, will the programme end?

It's too early to say. At the moment, the target is for 2,012 fields, but Fields in Trust has an ongoing programme of saving and enhancing outdoor recreational space, so we would always be interested in more.

6 Is there a deadline for acquiring the 2,012 sites - 2012?

FIT will be working to secure as many Queen Elizabeth II Fields as possible by 2012 but some fields may come on line after this date if negotiations are protracted. As the Challenge heralds the beginning of an exciting decade of sporting events in the UK we are very happy that the project may extend beyond 2012.

7 What is the role of the UK Government in this programme?

The previous and current governments have both been very broadly supportive of this initiative to protect outdoor spaces for sport, play and recreation in the landmark year of 2012. An endorsement of the campaign from Hugh Robertson, Minister for Sport and the Olympics is on our website.

8 Who are you targeting with this initiative?

FIT aims to engage the whole nation with this exciting legacy initiative. At the outset we are chiefly targeting the larger local authorities as their support for the project is absolutely the key to its success. We want each Local Authority throughout the United Kingdom to nominate a series of fields in their area that they would be happy to protect as a Queen Elizabeth II Field (to be known as a Queen Elizabeth field in Scotland). We will then target the public at large by putting these fields forward to a vote allowing the general public to express their support by way of a vote for their favourite local field. We hope that the public will be excited by the chance to be involved in creating a permanent and tangible legacy to benefit their community both now and in the future. We also hope that Local Authorities will see the great benefits that protecting these spaces will have in terms of addressing some of their key agendas around increasing physical activity, promoting social cohesion and improving the environment, alongside celebrating Her Majesty's 60 years on the throne in a long-lasting way for their communities.

We also want to encourage any town, parish or community council; sports club, recreational charity, voluntary body or private landowner who might want to get involved with the initiative and so will be accepting submission of individual fields to the scheme providing they meet the set criteria. This will provide a great opportunity to create some brand new fields.

9 Why should Local Authorities get involved with this initiative?

Local Authority elected members and officers take many important decisions and The Queen Elizabeth II Fields Challenge presents an opportunity to safeguard a community facility that will not only benefit people today but also generations to follow, securing for communities access to outdoor spaces for sport, recreation and play. At a time when one in three children under 12 is overweight or obese, protecting and encouraging greater use of local parks and playing fields is vital.

10 How will people vote for their nominated field?

The public will vote and indicate their support for their favourite outdoor space through www.qe2fields.com. All outdoor recreational spaces nominated by Local Authorities will be uploaded to this site so that people can search for their area and cast a vote for the field they would like to be protected as a Queen Elizabeth II Field. We are hoping to provide a mechanism to enable the public to cast votes by phone and text. Voting will commence later this year.

11 How can the public support the Challenge?

The public can support the Challenge in a number of ways including by actively voting for outdoor recreational spaces to be protected and encouraging their Local Authority to sign up to the initiative. Donations from the public to the Challenge would, of course, also be welcomed!

12 Does Fields in Trust lobby Government for a change in the law?

FIT's primary aim is to secure better access to outdoor space for sport, play and recreation for everyone, and so part of their core work involves campaigning to strengthen the statutory protection of outdoor recreational space. FIT have had considerable success lobbying government over the years and helped to secure greater protection for both school and community playing fields and will continue to seek enhancement of this legislative protection.

13 Does FIT try to influence Local Authorities in their decision making?

Fields in Trust has worked very closely with Local Authorities since its formation in 1925, and continues to do so. We recognise fully the contribution made by many Authorities in terms of providing and managing playing fields and other forms of open space for local communities. We have had a positive impact in terms of recommending facility standards for sport and play, recreational planning matters including the widely used *Planning and Design for Outdoor Sport and Play* (aka *The Six Acre Standard*), direct protection of sites owned and managed by authorities (about 50% of the 1362 we protect) and indirect protection through planning and educational legislation.

14 Why are you putting this to a public vote? Why not protect all the nominated fields?

We want to create a real sense of public awareness and engagement around the project so that communities not only feel that something relevant and tangible is created as a legacy but that they have played a part in helping to create it. FIT's model works very much on the basis of local ownership and management and so we are pleased to be able to extend this community involvement to the new campaign. Our goal is 2,012 fields protected by 2012 but, with sufficient funds, we'd be delighted to include more fields in the overall tally.

15 How is a field defined for this programme? What criteria need to be met?

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

16 What is the legal process for protecting these sites?

With the larger local authorities we aim first to agree a Memorandum of Understanding governing our joint commitments to matters relating to site identification, nomination and protection. Our objective is to protect sites in perpetuity.

17 How flexible is the process?

FIT has developed a number of options which we hope will suit all landowners. These include establishing the site on charitable trusts or protecting it as a non-charitable site; protecting the land for general open space purposes, specifically for sport or games, or for outdoor an indoor recreational purposes, depending on present and foreseen circumstance.

18 Will the specific field always be protected?

Fields in Trust does accept that on rare occasions communities change and land use changes accordingly. Parts of sites, or very rarely, whole sites can therefore be disposed of provided the disposal is of clear advantage, and in the best interests of the community, from a recreational perspective. The criteria which FIT applies to replacement facilities are that they should be of:

- at least equal size
- better quality
- serving the same community in terms of catchment area.

Additionally, and very importantly, the entire proceeds of any disposal should normally be re-applied to new sport, recreation and/or play facilities, with priority given to outdoor prior to indoor facilities

19 Can previously dedicated fields be included?

It depends on the terms of the dedication but where any site is dedicated as a memorial to one or more deceased people, FIT regards it as inappropriate for inclusion in the Queen Elizabeth II Fields Challenge.

20 Will FIT take over the management of a field?

No, all the sites protected by FIT are locally managed. Local communities, landowners and users are in a far better position to know how local facilities can best be provided, used and enhanced. All aspects of management and maintenance are determined locally. FIT's role is custodial and advisory. We see protection by these means as having a light touch but being absolutely effective. We ensure that the fact of protection of these sites is in the public domain and that any change of use or any buildings which fall outside the terms of protection need our specific advance consent.

21 Can the site retain its current name or does it have to be renamed the Queen Elizabeth II Field?

It is not necessary for the sites involved in the scheme to change their names. We are very aware that so many sites already have names that are instantly recognisable within the community through their long usage. Our recommendation is that the site would acquire Queen Elizabeth II Fields *status*, and receive any badging associated with this which would ensure there was no requirement for any actual name change. The King George V Fields are a good template for this. Many local authorities will be familiar with the King George V Fields in their area still being known by other names whilst also having the King George V plaques at their entrances.

www.ge2fields.com

fields@fieldsintrust.org



Chairman's Announcements - 28 June 2011

Older People's Accommodation Strategy

Overview

The Council has produced a 10 year development strategy, modelled across two timeline options, which will modernise the way that older people's accommodation is provided, develop and adopt an integrated accommodation system, ensure the best use of increasingly scarce resources and respond to local needs in local communities.

The capital cost of the proposed development programme, including extra care, nursing and specialist dementia care provision, is approximately £220m based on current prices. Under these proposals the Council does not anticipate funding developments directly and will be working to maximise investment from the private and voluntary sectors. An innovative joint procurement exercise with Devon County Council is also being progressed in an attempt to reduce future Social Housing Grant requirements for extra care developments by accessing potential cross-subsidisation of schemes through the inclusion of Council owned land.

The proposed development strategy and service remodelling would enable the Council to realise a cost avoidance of approximately £600m over the next 25 years when compared to the "do nothing" option. This will assist the Council to offset the challenges of the forecast demographic change of older people and is achieved through a diversion of people from residential care to community support or specialist nursing or dementia care, which achieves an average saving per person of £44 per week.

Development Strategy

The facilities to be provided in each of the community areas as a result of this development strategy are contained in the table below:

Community Area	Description of Facilities
Amesbury	40 unit extra care scheme to meet nursing needs
Bradford on Avon	80 bed nursing home
	18 unit extra care scheme
Calne	60 unit extra care scheme
Chippenham	64 bed care home for people with dementia

	60 unit extra care scheme
Corsham	80 bed nursing home
	40 unit extra care scheme
Devizes	80 bed nursing home for people with dementia
	45 unit extra care scheme
Malmesbury	50 unit extra care scheme
Marlborough	16 bed nursing extension for people with dementia
	45 unit extra care scheme
Melksham Melksham (cont)	45 unit extra care scheme
	60 bed nursing home (Semington)
	12 unit extra care scheme (Semington)
Mere	45 unit extra care scheme to meet nursing needs
Old Sarum	80 bed nursing home
	64 bed care home for people with dementia
Salisbury	50 unit extra care scheme
	80 bed nursing home
Tidworth	40 unit extra care scheme to meet nursing needs
Tisbury	Virtual extra care scheme
Trowbridge	66 bed care home for people with dementia
	40 unit extra care scheme
Warminster	80 bed nursing home
Westbury	40 unit extra care scheme
Wootton Bassett & Cricklade	64 bed care home for people with dementia
	63 bed nursing home
	45 unit extra care scheme
	40 unit extra care scheme (Cricklade)

The delivery of these new developments would enable the existing not fit-for-purpose or outdated facilities to be replaced, whereby the current residents would be relocated to the new schemes and the existing homes closed.

The development strategy will be delivered through a variety of partnerships, contractual arrangements and funding opportunities. These include:

- A long-term partnering agreement with The Orders of St John Care Trust, who currently operate the Council's care homes for older people, which recognises the need for developments and / or significant refurbishments due to the ageing nature of the existing facilities.
- The Department of Health Private Finance Initiative through which the Council has been provisionally allocated £49.687m to deliver specialist dementia care and nursing facilities in the south and north of the county.
- An innovative Preferred Developer Partner Framework agreement which is being jointly procured with Devon County Council to facilitate the development of extra care housing with little or no requirement for public subsidy i.e. Social Housing Grant, due to the potential cross subsidisation of facilities through the inclusion of Council owned land.
- A review of the sheltered housing stock to assess the quality of accommodation and its ability to meet current and future needs. Facilities may be recommended for refurbishment to provide community extra care housing or to meet other Council priorities i.e. the provision of affordable general needs accommodation.
- Utilising private sector and Registered Social Landlord (RSL) initiatives which may reduce the requirement for Council led developments in particular community areas.

The Older People Accommodation Development Strategy was approved by the Council's Cabinet on 25th January 2011 and the full document is available on the Council's website.

Wiltshire Core Strategy Consultation Document

Background

The council has published the '**Wiltshire Core Strategy – Consultation Document**' (along with accompanying evidence reports) for an informal consultation.

The emerging Wiltshire Core Strategy builds upon previous consultation exercises and introduces the council's detailed policies and proposals that will help guide investment and development proposals across Wiltshire for the period up to 2026.

This informal round of consultation seeks to gather the views of local communities, stakeholders and statutory consultees on the scope and content of the draft Core Strategy document.

The consultation will **end at 5.00pm on Monday 8 August 2011.**

Accessing the Document and How to Respond

The emerging Wiltshire Core Strategy Consultation document and accompanying draft evidence reports can be viewed and commented on via the council's dedicated consultation web site <http://consult.wiltshire.gov.uk/portal>.

A specific representation form can also be downloaded from the council's website and emailed to the spatial planning team (spatialplanningpolicy@wiltshire.gov.uk).

Alternatively, copies of the consultation documents can be viewed at the main offices of Wiltshire Council at:

County Hall, Trowbridge, BA14 8JN
Browfort Offices, Devizes, SN10 2AT
Bradley Road Offices, Trowbridge, BA14 0RD
Salisbury Offices, 27 – 29 Milford Street, SP1 2AP
Monkton Park Offices, Chippenham, SN15 1ER

In addition, the main consultation document can also be viewed at libraries across Wiltshire.

Public Exhibitions

A series of public exhibitions have been arranged across Wiltshire Community Areas. The exhibitions, staffed by council officers, will be open between 2pm and 8pm. The dates for all these events have been posted on the council's website (www.wiltshire.gov.uk/ldfconsult).

The date and venue for our Community Area is Friday 15 July 2011 at Calne Town Hall.

In addition to publicising the **Wiltshire Core Strategy Consultation Document**, the open days will also provide opportunity for people to come along and discuss the proposals set out within the **Proposed Submission Draft Wiltshire and Swindon Waste Site Allocations** document. The Waste Site Allocations document is also out for consultation - **ending 5.00pm on Monday 8 August**. Further details can be found at: <http://consult.wiltshire.gov.uk/portal>. Copies of the document are also available at Wiltshire Council's and Swindon Borough Council's main offices; and local libraries.

Getting in Touch and Responding to Queries

Should queries arise in relation to the consultations on the Wiltshire Core Strategy Consultation Document, or the Proposed Submission Draft Wiltshire and Swindon Waste Site Allocations DPD, a dedicated phone line has been set up for use - please ring: 01225 713223.

Alternatively, people can email queries to: spatialplanningpolicy@wiltshire.gov.uk (for all Wiltshire Core Strategy enquiries); and mineralsandwastepolicy@wiltshire.gov.uk (for all Waste Site Allocations enquiries).



Crime and Community Safety Briefing Paper Calne Community Area Board 28th June 2011

1. Neighbourhood Policing

On Monday 4th April the structure of our Neighbourhood Policing Teams changed. The 55 NPT's in the Unitary Area have been reduced to 20 to correspond with the 20 Community Areas.

The public will not see any change to staffing levels as each Beat will retain its Community Beat Manager and Police Community Support Officer(s).

The changes have been made in order to enhance the service delivery to the public, namely...

I. Increased police visibility, community engagement and more time to spend dealing with priorities:

Due to a reduction in bureaucracy there will be a reduction in Neighbourhood Tasking Group (NTG) meetings where priorities are set each quarter. Currently up to 76 are held but in the new structure this will be reduced by 49 meetings per quarter. There is also a new NPT IT system which will make things easier and quicker for staff to enter information. There will also be one quarterly Newsletter for each Community Area with a dedicated page for each Beat Area.

II. Service delivery will be enhanced:

- a) If a significant priority is identified in a Beat Area, staff from other Beats within the NPT can be tasked to the area to target the issue. Staff will still be primarily dedicated to working on their individual Beats.

- b) Each NPT will have a dedicated Sergeant who will provide support for the NPT and enhance supervision.

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:

PCSO Gaynor Bennett has commenced maternity leave. PCSO Elisabeth Holland has been temporarily moved from Chippenham to assist the Calne team.

2. Performance

Overall crime levels in the Community Area remain fairly static during challenging times.

The overall detection rate is the highest in the unitary area.

**Table 1 – Reported Crime Figures
June 2010 – May 2011**

Calne	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	260	173	-87	-33%	43%	54%
Dwelling Burglary	48	55	7	15%	38%	20%
Criminal Damage	240	227	-13	-5%	10%	9%
Non Dwelling Burglary	101	142	41	41%	11%	3%
Theft from Motor Vehicle	47	64	17	36%	0%	5%
Theft of Motor Vehicle	11	14	3	27%	18%	7%
Total Crime	1032	1037	5	0%	27%	22%
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						



Wiltshire Police Authority

CLlr Christopher Caswill 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>

3. 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. In order to identify where the public felt these savings might be made and what services should be protected, a special public consultation was conducted between 23rd November 2010 & 11th February 2011. There were 1,134 responses.

What did we do?

A questionnaire was posted on the WPA website which also sent to every town and parish council in Wiltshire and Swindon.

WPA Members attended Area Board meetings to present an overview of the situation and to encourage the public to express their views.

WPA Chairman, Christopher Hoare, presented similarly at meetings arranged by Wiltshire Council to consult with the public on their budget and that of partner agencies.

Neighbourhood Policing Teams distributed the questionnaire within their communities.

All Neighbourhood Watch Members and members of the public who had signed up to the Force website were alerted to the consultation.

WPA members also met with five of the six MPs in Wiltshire and Swindon to seek their views.

What you said

The conclusions that can be drawn from the results of the survey are as follows:

Many people were concerned about how public sector cuts will affect policing in their local area.

There was an overwhelming agreement that removing Police Officers and Police Community Support Officers (PCSOs) from neighbourhoods should only be done as a last resort.

85% of respondents said they would be happy with an answer rate of **up to** one minute for the non-emergency police number.

The public did not want to lose police stations and they were the primary choice for accessing police services. However, there was strong support for the use of shared facilities and of greater use of internet and telephone.

The majority of respondents agreed that we should spend the same or more than is now spent on the services we identified in our questionnaire.

WPA should be sourcing policing goods and services from others if it was more effective and efficient.

The respondents ranked the given priorities as follows:

1. Tackling crime
2. Answering 999 calls
3. Neighbourhood Policing
4. Keeping people safe
5. Being available 24/7

What we have done

The results of the consultation have been used along with a strategic assessment by Wiltshire Police to inform our Policing Plan for 2011/14. This directs policing effort as follows:

Strategic Priority 1 - Reduce Violent Crime

As part of our vision for Wiltshire to be the safest county in the Country, we are committed to further reducing violence and supporting the victims and witnesses of violent crime. Specifically, over the next year we will focus on reducing alcohol related violence and domestic abuse and further improving our quality of service to victims of sexual abuse.

Strategic Priority 2 - Manage the people who cause the most harm in our communities

It is estimated that one in ten offenders are responsible for up to half of all crime in Wiltshire. It makes sense, therefore, to focus on those people who are causing the most harm in our communities and deal with them through an integrated approach with our partners in the justice system.

Strategic Priority 3 - Tackle Antisocial Behaviour

The level of antisocial behaviour in Swindon and Wiltshire increases in the summer. Overall levels are low and falling, and most people view Wiltshire as a safe place. The Force will be working to protect the most

vulnerable and to support the communities within Wiltshire to develop and implement their own solutions to local problems

Strategic Priority 4 - Developing Sustainable Policing

The scale of the cuts requires a wholesale review of what the police do and how they do it. This means a re-focus on the core role and a much keener focus upon productivity and resource usage. Minor adjustments to the operating model will not allow us to maintain performance whilst reducing cost. WPA has agreed the development of a new operational policing model, supported by new technology. To minimise risk that comes with change, we will introduce the new operational model gradually, ensuring that each component is properly consulted upon and tested before implementation.

For the full report on the WPA *Vision Wiltshire* public consultation or for a full copy of the *Policing Plan* visit the WPA website at: www.wiltshire-pa.gov.uk

In June, WPA will publish its review of the performance of Wiltshire Police during 2010/11, and we will look to update the Area Board shortly thereafter.



Inspector Steven Cox
Sector Commander
16th June 2011



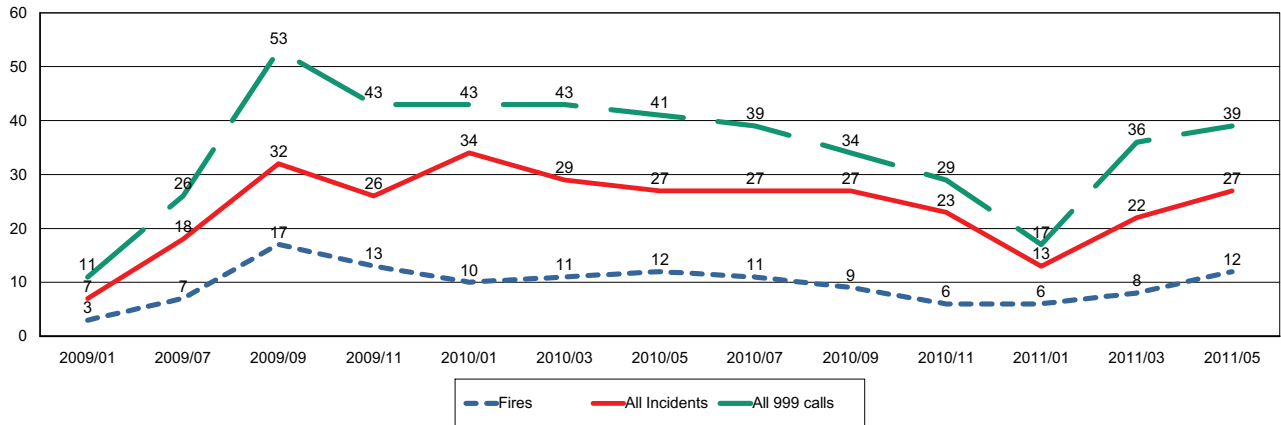
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

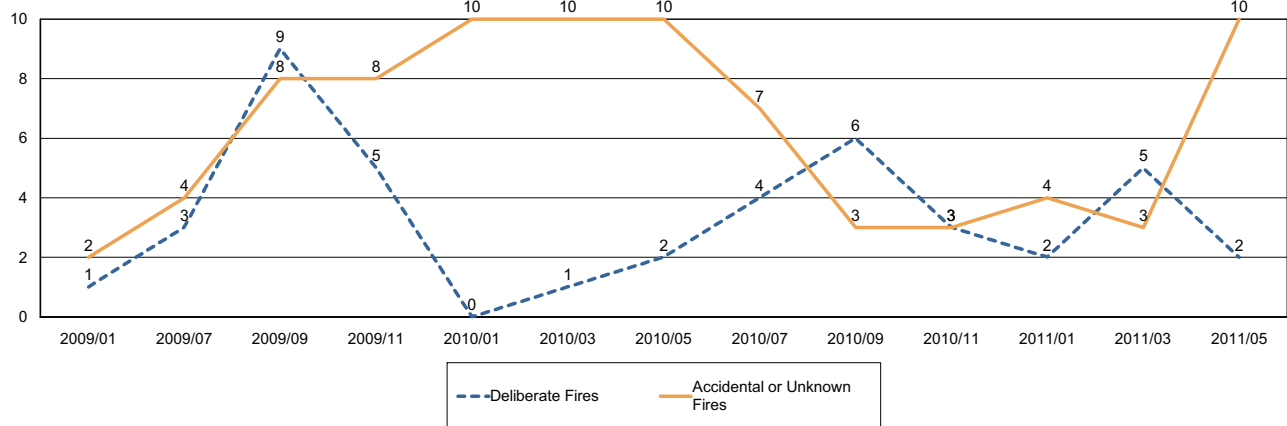
Report for Calne Area Board

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

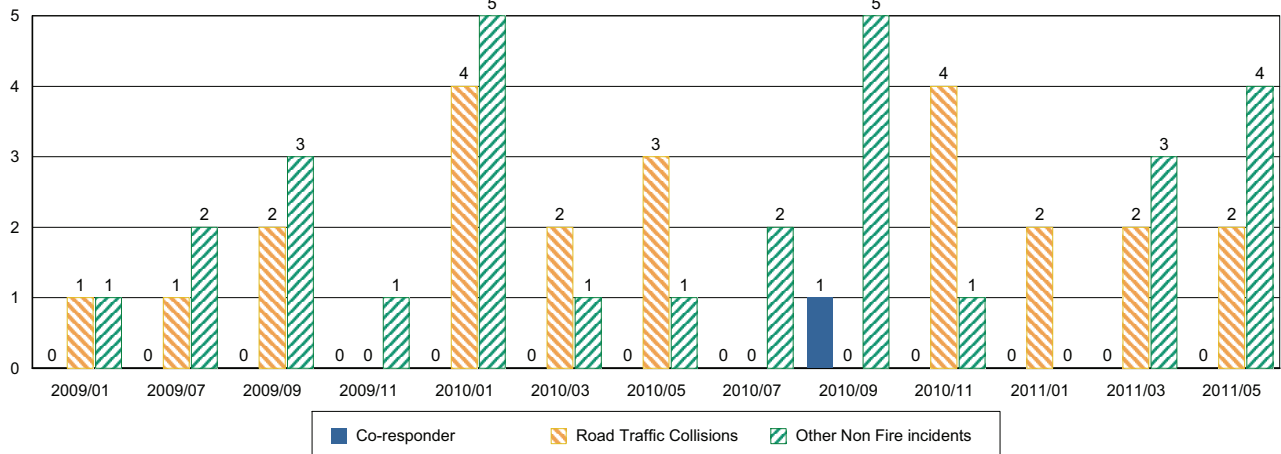
Incidents and Calls



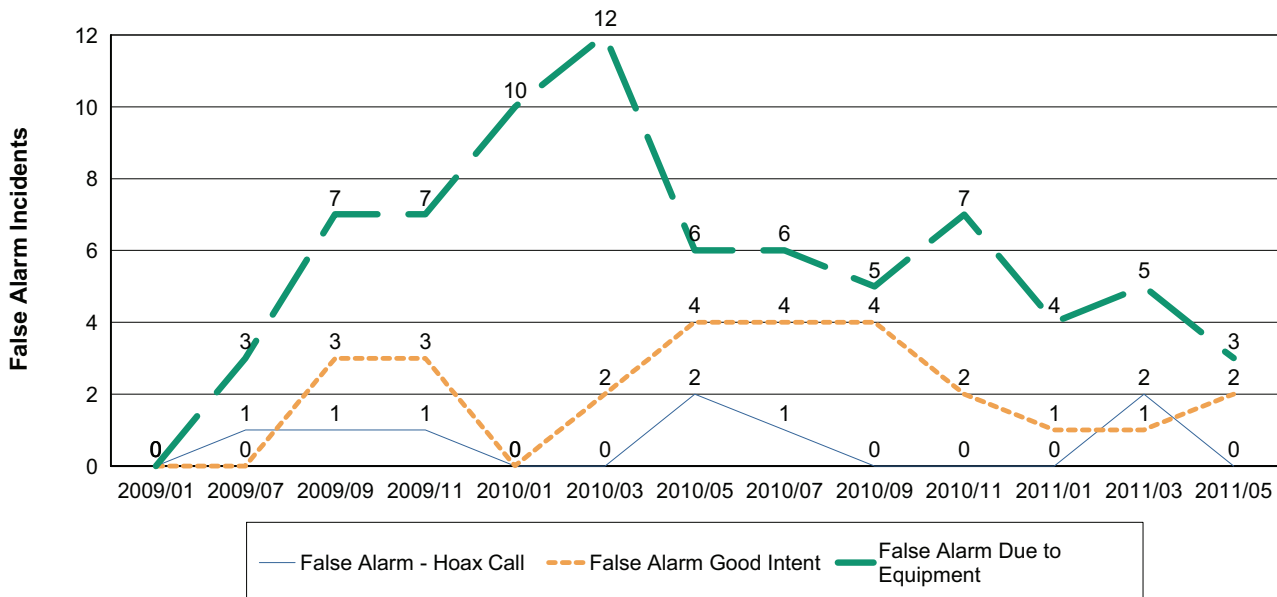
Fires by Cause



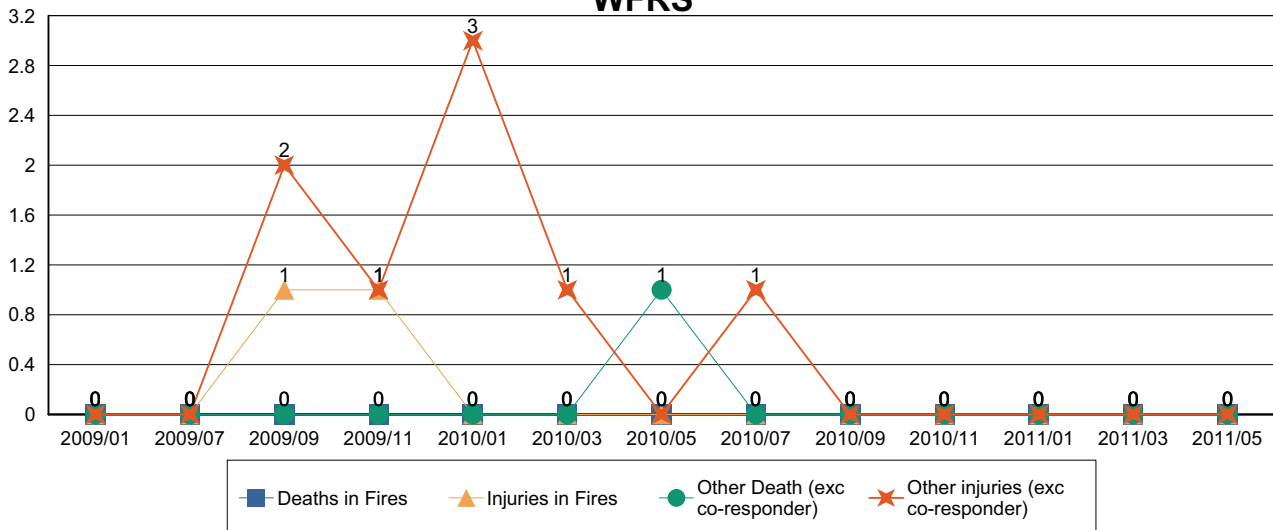
Non-Fire incidents attended by WFRS



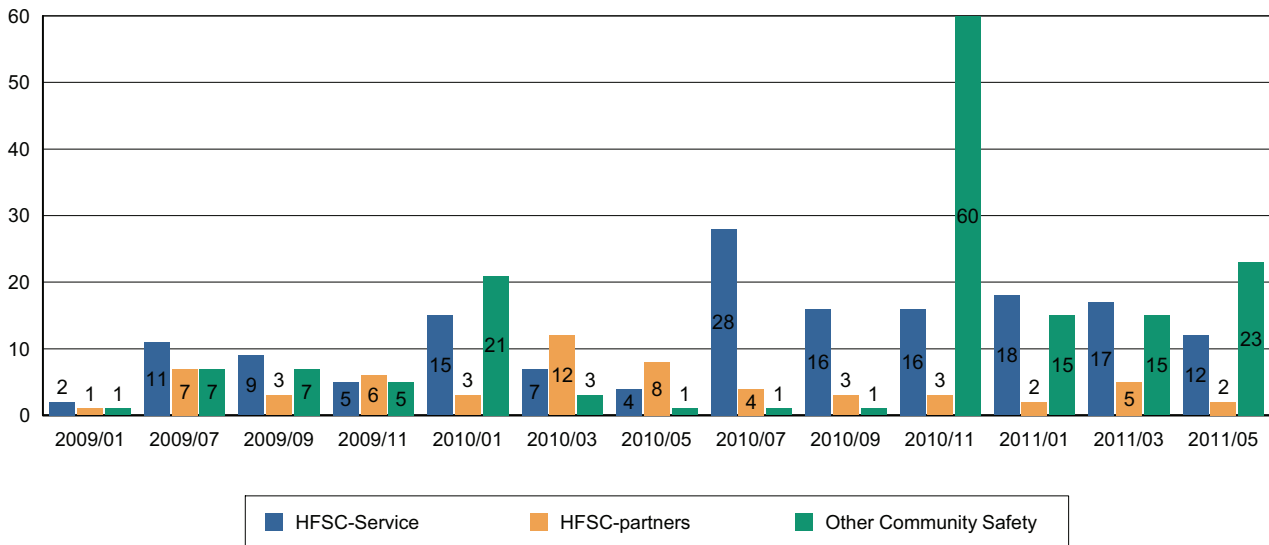
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

NHS Update – May 2011

New Cardiac Rehabilitation Service in Chippenham

NHS Wiltshire is launching a new Cardiac Rehabilitation service in Chippenham this month as part of a continuing programme to improve access to cardiac rehabilitation and physical activity classes across the county.

Building on the success of nurse-led classes in Westbury, Cardiac Rehabilitation classes will be provided weekly at the Olympiad Leisure Centre in Chippenham for eligible cardiac patients who are registered with a Wiltshire GP. The programme takes place over nine weeks and depending on their condition, Chippenham patients will have the choice of participating either at The Royal United Hospital, Bath or at the Olympiad.

The aim of the community Cardiac Rehabilitation service is to provide all patients who meet the referral criteria with a service which improves their ability to exercise, vastly improving a person's quality of life and minimising the risk of heart attacks in the future. The rehabilitation exercises are designed to support adult patients who have been discharged from hospital but who are continuing to live with heart disease. Structured exercise training, as well as continuing educational and psychological support and advice are key components of the service. The nurse-led cardiac rehabilitation classes provide a link for people to then attend other cardiac rehabilitation opportunities available at Wiltshire's leisure centres.

Prime Minister and Health Secretary announce a two month pause on plans

The Government's Health Select Committee has made 50 recommendations to the Health and Social Care Bill 2011 and as a consequence the Department of Health has announced a 'pause' as the Bill moves through the House of Commons. The Government will conduct a 'listening exercise' consultation and set up the NHS Future Forum to channel the thoughts and opinions of patient representatives, doctors, nurses and NHS leaders back to Government. The engagement process will focus on four main areas: choice and competition, patient involvement and patient accountability, clinical advice and leadership and education and training. For more information and to get involved please go to: <http://healthandcare.dh.gov.uk/category/conversations/listening-exercise-conversations/>

Next NHS Wiltshire Board Meeting

The next Board meeting of NHS Wiltshire will be held on **Wednesday 18 May 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 or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please email communications@wiltshire.nhs.uk



CALNE COMMUNITY AREA PARTNERSHIP

Calne Area Board Update for Tuesday 28th. June 2011

General

- A leaflet to publicise the Calne Community Area Partnership's activities and to publicise the opportunities for people to get involved in improving the quality of life in this area is to be produced in the near future.
- The Culture theme group has met again to foster a closer co-ordination and promotion of the many cultural events in Calne during the year, including the Food and Drink Festival in the autumn.
- The Calne Community Area Fairtrade Group has been set up as a separate organisation with its own constitution and bank account. The group obtained motions of support at Calne Town Council and Calne Area Board meetings in April. The group will promote the sale and stocking of Fairtrade products in the Calne Community Area. Fairtrade gives the original producer a fair price for their produce in developing countries and aids the improvement of people's lives.
- Reduce, Reuse and Recycle is also a Partnership promotion. This has led to the establishment of a collection point at SES Cycles in Wood Street in Calne for the collection of bikes that would otherwise be scrapped for their metal content. The bikes are collected by the charity Joel Rider and taken to be repaired before being shipped out to the Gambia in West Africa to be given to schools in rural areas for the use of students to enable them to get to school more easily.
- Calne Community Cycle will have taken place on June 18th based at Calne Leisure. There were fun activities for all the family and individuals and families were encouraged to "Get on their bikes". There was a cycle ride to Heddington village hall returning via Broads Green to the Leisure Centre. The event was supported by the Calne Partnership, Calne Leisure Centre, Sustrans, Calne Town Council, the John Bentley School and the Calne Area Board.
- Calne Area Transport volunteers have mapped the various routes in and around Calne to suggest more off road paths to connect footpaths for walkers, wheelchair users and cyclists. The report was presented to the Calne Area Board for action to implement safer routes and maps will be produced and displayed in public places in Calne.
- Calne Area Transport will be holding a public meeting "Don't miss the bus" on Thursday 30th. June at 6.30 to for 7.00 in Calne Town Hall to discuss the future of Public Transport provision in this area. The Wiltshire Council cabinet member for highways and transport Dick Tonge is coming together with officers from Wiltshire Council. Invitations have been circulated widely and the public is warmly invited to come with their questions and concerns about public transport provision.

Calne Community Hub

1. Documents

- A 5 year Business Plan and the 6 months Hub Progress Report have been completed (see end of report)
- A publicity leaflet and posters for the Community Hub has been printed

2. Funding / Sponsorship

- The total sponsorship and donations received since November is £6,999.16.
- A grant has been received for £1,000 from the Community Foundation for Wiltshire and Swindon which will be used to support the Hub running costs.
- An application to the Big Lottery for funding all Hub costs for 5 years was rejected.
- A grant application to the Tudor Trust has been submitted for all Hub costs for 3 years

3. Other

- Scaffolding has been placed to repair the roof for the Hub and other Phelps Parade shops because the roof been leaking and water has entered some ground-floor shop spaces. This is being funded by Wiltshire Council as landlord.
- The Hub monthly usage by individuals and organisations was 47% and 78% respectively higher than in November and 4% lower and 33% respectively than April. This may have been due to the scaffolding from 18th April for 6 weeks.
- A meeting was held with Devizes Work Club which currently uses a room in Wiltshire College, is self funded and has been in existence for 23 months. The work club concentrates on getting the 'soft' issues correct for job seekers such as self esteem etc prior to addressing other issues. Two volunteers are to attend one of the sessions with a view to holding sessions in Calne Hub.
- At the recent Calne Campus working group meeting the Hub was mentioned as one of the services that will considered as part of the Calne Campus with other services.

The Community Hub is available for voluntary and statutory organisations to use. It has a good display of "what's on" and other information. It is open on Tuesday, Wednesday, Thursday and Friday from 10.00 to 4.00 -Telephone JR Dawson 01249 813747 or thehub2010@hotmail.co.uk

If you want to find out about how to be involved the Calne Community Partnership drop into the Community Hub in the High Street in Calne or the website (www.calnecap.org).

**David Evans
Chairperson Calne CAP**

Friends of Abberd Brook (Thanks to Francis Bosworth for this report)

The pond

The Friends are currently having plans drawn up to for steps down to the pond for planning consideration and it is hoped that the steps will be completed this summer.

The boardwalk

The extension to the boardwalk was erected during May.

The underpass

The drawings prepared by Priestley school children are now on display in Calne Heritage Centre. The display slogan is "bringing life back into Abberd Brook together".

For more information about the **Friends of Abberd Brook** contact **Francis Bosworth** (fbosworth1@hotmail.com).

Here follows the Calne Community Hub 6 month's progress report:



CALNE COMMUNITY
AREA PARTNERSHIP

Calne Community Area Hub Pilot Project

Progress Report

1st November 2010 - 30th April 2011

Issue 1

Author: Malcolm Gull
Project Leader, Community Hub Project

Contents

1. Executive summary
2. Introduction
3. Main Report
4. Progress
 - 4.1 Management
 - 4.2 Documentation
 - 4.3 Funding
 - 4.4 Building
 - 4.5 Volunteers
 - 4.6 Community engagement
5. Summary
6. Recommendations

1. Executive Summary

The Calne Community Area Partnership (CCAP) provides an opportunity for the people who live and work in the Calne Community Area to discuss issues of common concern and to influence the way in which public services are provided locally. To achieve this, CCAP, which is a not-for-profit voluntary organisation, seeks to empower communities to develop new ways of addressing local priorities in collaboration with Wiltshire's public services and individual partners within the Community Area.

There is a growing local and national impetus for local authorities to consider how public services can be decentralised, and how local people can be given the opportunity to directly influence the services offered in their community. This document recognises this by the implementation of a CCAP operated community facility.

The Community Hub project is to develop an inclusive and welcoming venue where people from all walks of life, all ages and abilities can become positively engaged in the community and enjoy informal learning opportunities, overcome isolation, develop their community group or business, and access public services locally, eliminating the need to travel.

2. Introduction

In 2009, following a generous gesture from Wiltshire Council to offer the CCAP, at nil cost, the use of a vacant shop at 27, The High Street, Calne, CCAP were able to set up the community facility aptly named 'Community Hub' on a month by month basis.

In 2010, Wiltshire Council agreed to provide the facility on a more formal and financially based arrangement which allows the CCAP to pilot an exhaustive test of the viability of a vibrant town hub for a continuous period of 12 months. This report notes the on-going progress being made during this pilot phase.

3. Main report

3.1. The Hub concept represents a different approach to the problems of community engagement and the delivery of local services through co-location within the Calne community area.

3.2. The key objectives of the Hub concept are to:-

- test the concept that the Community Hub can become an inclusive and welcoming environment, where people from all parts of the community area can become positively engaged in their community.
- be able to enjoy informal learning opportunities, overcome isolation, develop community group(s) and be able to access public services locally, eliminating the need for unnecessary travel beyond their community area.

4. Progress

4.1. Management

The project is led by a Community Hub Working Group, which is a sub-group of the CCAP Steering Committee.

4.1.1. CCAP Steering Committee

The Steering Committee, to date, has been integral to the development of the Community Hub Project. However, the responsibility for the delivery of the Community Hub has now been transferred to the Community Hub Working Group, which was formally established by the Steering Committee meeting on 1st September 2010.

4.1.2. Hub Working Group

This group has been established specifically for the delivery of the Calne Community Area Hub Project. The Community Hub is seen as fundamental to the work of the CCAP hence the development of a group specifically to support the implementation of the Community Hub. The Working Group has the remit to set-up and to deliver the Calne Community Hub in line with the Calne Community Area Hub Project Business Plan and in consultation with the CCAP.

A philosophy of continual 'review, learn and improve' is employed involving feedback forms from all the organisations and groups who have an input into the Hub's management.

The Working Group meets regularly to review the previous month's activities and then generates a report to the CCAP Steering Committee. Meetings are held with local organisations and community groups to understand how the Community Hub can meet their aspirations.

There is an open invitation for representatives of relevant community groups to join the Working Group and assist in its operation. The latest 'recruit' is an officer from CAB who will provide expert guidance with legal problems, debt and consumer issues, benefits, housing and employment. Volunteers are continually sought to assist with the management of the Community Hub and these are recruited by poster campaigns and 'word of mouth'.

4.2. Documentation

4.2.1. Business Plan

The purpose of the initial issue (1) of the Business Plan was to provide a document for the Community Hub for the duration of a pilot project to determine its community and financial viability.

Subsequently, a second issue was generated to build upon the opportunities and expectations identified in the previous issue and to project forward to 2016.

4.2.2. Marketing Plan

A marketing strategy philosophy has been followed to ensure that the Hub's fundamental aims and goals are consistent with the aims and objectives identified in the Community Hub Business Plan. It is important that these aims and goals meet the needs of the Hub's stakeholders, be they donors, volunteers, members, helpers, fundraisers or special event attendees.

The Community Hub provides an important niche as there is no other building within the Calne community area that has the capacity to deliver all the community benefits from such an advantageous location. It is vital that, during this pilot phase, this niche opportunity is maximised.

A fundamental aspect of the marketing strategy is to build sustainability, reduce risk and increase accountability.

4.2.3. Monitoring & Evaluation Plan

This Monitoring and Evaluation Plan is intended to supplement the existing Community Hub Business Plan and Community Hub Marketing Plan. This Plan is used to measure the effectiveness of the advertising and thus, provide clear guidance on any corrective actions

that may be necessary. Detailed records of what was done, when, to whom, for how much, and what resulted are recorded. The first month of the pilot project, i.e., November, 2010 has been used to provide a benchmark set of data for the remaining 11 months of the Community Hub pilot project.

4.2.4. Exit Strategy

The exit strategy is essentially a plan setting out what will happen to the Community Hub once its initial funding ends. It is intended to be a detailed and thoroughly researched document, illustrating how grant holders intend to maintain their funded activities. This may be achieved by scaling back the project or closing it altogether and returning the empty building back to Wiltshire Council.

This exit strategy plan outlines the options available if the decision is taken not to move forward the pilot project into a more permanent arrangement. The exit strategy will be in accordance with the lease requirements (doc. Ref. JSM/WCS11702/Osprey Q14 209) with specific reference to section 3.5 'Delivery at End of Term'.

In addition, the strategy identifies the key steps that need to be taken to ensure that all stakeholders are informed in sufficient time to make alternative arrangements.

This plan is a working document, not a final product of the Project. Rather its purpose is to elicit further thinking, experience, ideas and suggestions.

4.3. Funding

The funding landscape is changing and there is a concern that this may have a very significant effect, not only on the way facilities such as the Community Hub receives funding, but also on the way grants are decided and managed. Understanding how the funding landscape is changing is crucial if the Community Hub is to successfully secure grants in the future.

Obviously, the impact of the Government's spending review could have a severe effect on the funding streams available to the Community Hub. This in turn could have a very negative impact on the long term sustainability of this project.

To improve the chances of obtaining this, a funding consultant, Mary Waters, has been engaged, at a very discounted rate, to direct this funding operation. Initially, a total of 30 funding bodies were identified as being applicable for the Hub. Most of these were speculative, being charitable trusts or charitable foundations, but two were identified as being major possibilities. These were the Big Lottery, which would provide total funding for 5 years and the Tudor Trust which would provide total funding for 3 years. Unfortunately the initial concerns about the economic climate and its effect on funding providers proved correct as the Lottery application failed at the first hurdle. As a consequence, the Tudor Trust application is being revised based on the feedback that was received from the Lottery application. There has been some success, namely the Community Foundation (for Wiltshire and Swindon) granted the Hub the sum of £1,000. This will be used to offset the contribution required from CCAP.

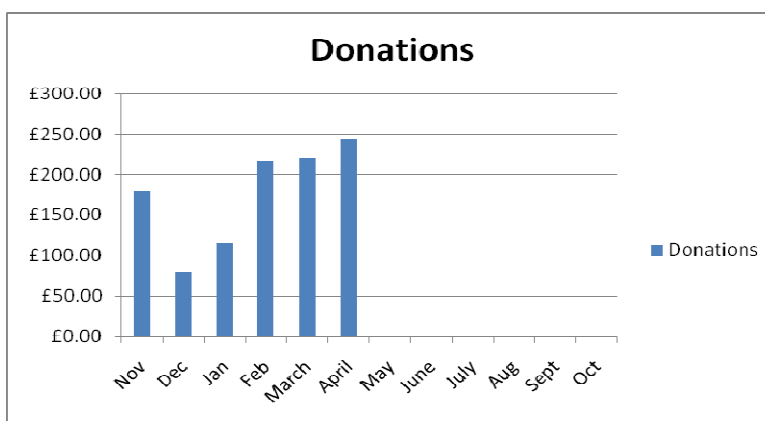
Further successes have been in the form of sponsorship and donations which have totalled £6,814 to-date. Of this amount, £5,759 has been in the form of sponsorship from both national and local companies. This sponsorship has included the pro-bono work by a local solicitors during the negotiations on the Hub lease; free design and printing of the Hub leaflet and posters and finally, the provision of 4 laptops, 2 notebooks, 2 mobile phones, 1 computer hard drive and 3 PS3 games from Samsung.

This said, the CCAP is mindful of the fact that the location of the Hub is strategically and economically of significant importance to Wiltshire Council, with regard to the income that it could generate from a commercial tenant.

The terms of the lease agreement forbid the possibility of charging for using the Hub, instead donations had to be asked for. These donation amounts have steadily grown over

the course of the initial pilot months, after an initial dip when the Hub was closed for Christmas. (see Table 1)

Table 1 - Donations received in the Hub



4.4. Building

The building has not been designed as a community facility and is built on two floors with no passenger lift capability. As such, there is no disabled access to the upper floor area, although there is now a disabled toilet downstairs. There is no proposal for this pilot phase to install a lift to the upper floor because of cost constraints. However, if the project proves a success, then the installation of a suitable lift may be explored in the future. Equally, there are no allocated public parking facilities around the building other than 3 disabled parking bays to the front of the building.

The recent closure (for refurbishment) of Trowbridge County Hall resulted in the acquisition of much needed furniture including a conference table and chairs that can accommodate about 15 people. This has proved to be invaluable in giving the room a very professional feel that helps to attract more usage.

In order that the Community Hub might be able to participate in local E-learning type activities, the Community Hub is now equipped with a phone line and broadband. There is a desktop computer, printer / scanner / fax machine at the Community Hub Manager's desk and a number of laptop computers are available to enable computer courses to be run.

4.5. Volunteers

Perhaps the most significant achievement over the past months has been the establishment of a 'volunteer Hub Manager' and a growing support team to run the Community Hub and ensure that it is open Tuesday – Friday from 10am until 4pm each day. These volunteers are also available to open up the Community Hub in the evenings for meetings etc. In the future, it is hoped to extend these opening times.

4.6. Community engagement

4.6.1. Consultation

Consultations within the community area have been on-going since 2003 with the most recent one taking the form of a Community Plan update in 2010. These identified the following issues which, through the Community Hub, are in progress of being addressed:-

- Lack of learning venues and opportunities to raise basic skills of local residents – Discussions are ongoing with training providers such as the Wessex Community Action (WCA) and the Workers Education Authority (WEA) to provide adult education training in the Hub. Both the WCA and WEA fully fund this training to those adults over 18 years old and in receipt of benefits. In addition, the BBC's 1st

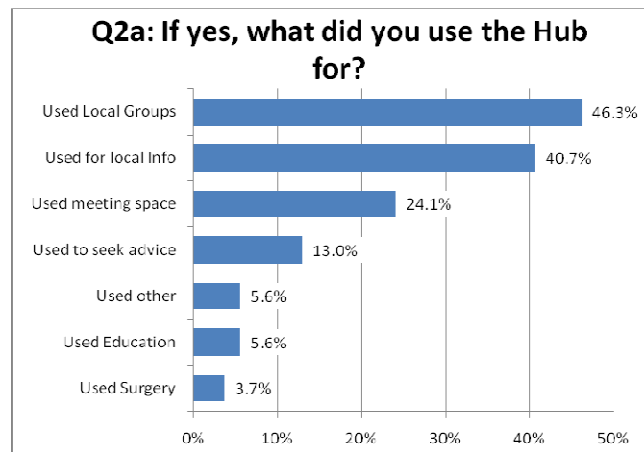
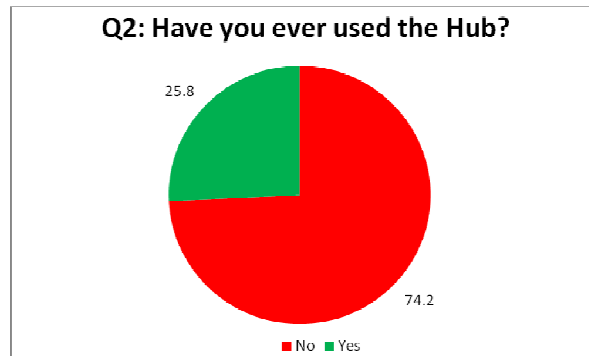
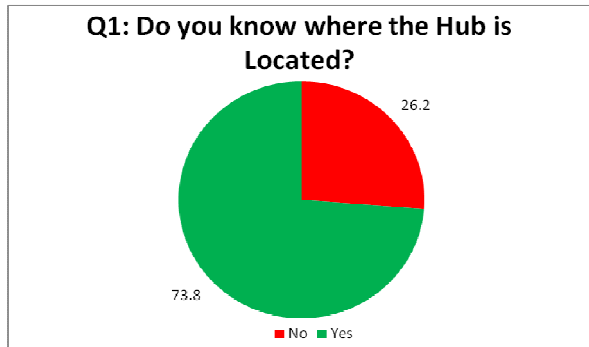
Click basic IT training course has been successfully completed, with a follow-up 2nd Click being planned.

- The Hub is being represented at a meeting of local school representatives to provide the adult training syllabus which was originally provided at Calne College prior to its closure. It is intended that the Hub will be considered as a venue for certain courses.
- In addition, discussions are on-going with SureStart and Westlea Housing about providing adult training courses in the Hub, for those who may be disadvantaged.
- Provision of activities for young people and children - A number of meetings have taken place with Barnardos about providing activities and some training for both young mums and children. A workshop was held to determine which activities/training was required, and an attempt was made to prioritise them.
 - The Hub has also hosted a number of workshops aimed at helping children to make lanterns and costumes for the summer and winter carnival parades in Calne.
- Lack of support for the unemployed – The Hub has now been appointed as a Work Club by the Chippenham branch of Job Centre Plus. This event is run every Thursday afternoon and provides a place to meet, exchange skills, share experiences and generally get support. In addition to friendly volunteers being in attendance, laptops with internet access are provided as well as local newspapers. Partnership arrangements are in place with the Calne branch of CAB to provide any 'confidential' type advice.
- Rural living - The Hub now hosts surgeries for the Police, Town and Wiltshire councillors, the Dog Warden, Calne Community Transport, and also provides information about local community activities. As mentioned earlier, it also provides local training opportunities thus saving transportation costs.
- Lack of community interaction - The Hub is used to both promote and signpost local people to current issues. This is achieved, in the first instance, by poster campaigns and as venue for meetings. Each of the CCAP Theme Groups has a large notice board to display their specific issues with contact details. In addition, the Hub provides a permanent display area for Wiltshire Council's Calne Area Board and the Community Area Manager holds a weekly surgery at the hub to meet local people face to face, discuss local issues, potential community projects and offer funding advice.

4.6.2. Public survey

In addition to the Community Plan consultations, there was a much smaller, but more focused, survey that questioned the general public walking past the Community Hub. The number of responses received during the 4 weekday survey sessions was 230 and each member of the public was asked specific questions about the Community Hub.

Analysis of the responses shows that progress has been made but there is still much scope for improvement. 73.8% of the people knew where the Hub was located but only 25.8% had ever used the Hub and this is reflected in the 75.6% who felt that it wasn't well advertised. Clearly people know where it is but are unsure of what it is for. Of those who indicated that they did use it, 86% used it as a community venue with 5.6% using it for educational purposes.



This figure for the educational usage is not surprising but at the same time encouraging. Before the Wiltshire College closed Calne College in 2010 there were nearly 1,000 Calne residents using it, with over 200 travelling in from the surrounding area. Discussions are now underway with local schools and training providers in order to fill the adult education gap. The Community Hub will, hopefully, be used to pilot the training courses prior to delivering them to the community area. This demonstrates that there is a need for adult education in the Calne area.

4.6.3. Feedback

Feedback is continually sought from all users of the Community Hub and this feedback is reported to the Hub Working Group where the appropriate action is undertaken. The membership of the Working Group is continually reviewed to reflect the increased partnering with relevant community organisations.

Feedback is sought in a number of ways, firstly there is continual dialogue with as many of the Hub users as possible, feedback forms are provided to all users and workshops are organised to test any theories before they are implemented.

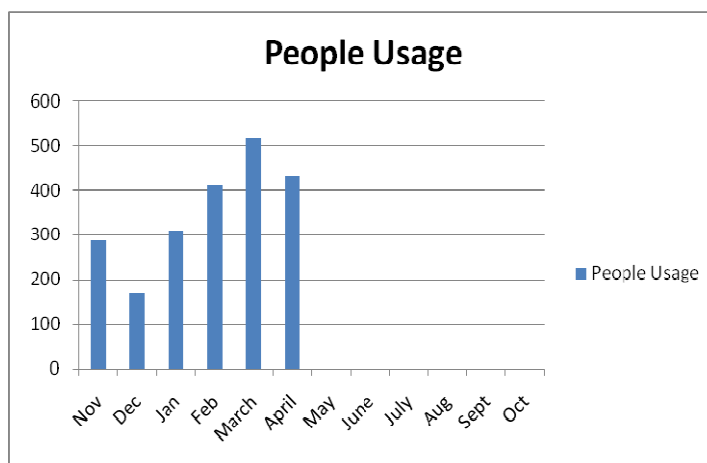
An example was a recent workshop, arranged through SureStart, involving a number of single parents and their children to identify their specific training needs as well as identifying priorities. One of the higher priority topics was personal development and, when pressed, they cited improvements in self-knowledge and identity development as well as improving employability.

4.6.4. **Monitoring the Community Engagement**

In addition to the public consultations and survey, the numbers of people coming into the Community Hub has been recorded since the start of the pilot phase, i.e. November 2010. Analysis of this data shows that, to a certain extent, the Hub has proved a success with members of the public visiting for everything from a chat to offer opinions for the provision of local services and to seek help on community related issues.

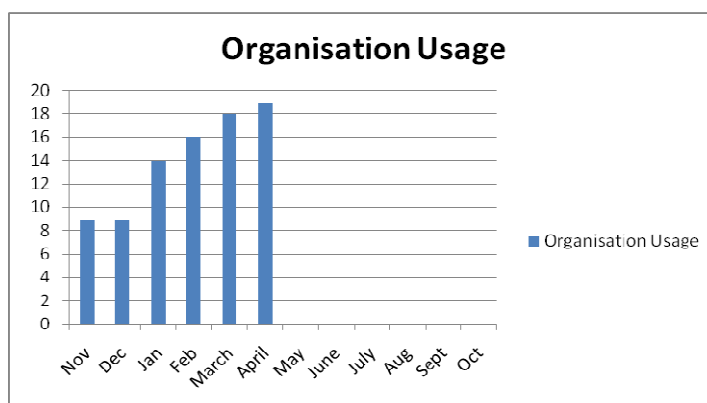
Whilst the numbers, in the strictest sense, are relatively low when compared with the number of residents in the Calne community area, they do show a steady upward trend albeit with a couple of dips for the Christmas shut-down (December) and the period when scaffolding was erected around the Hub entrance (April), (see Table 2).

Table 2 - Numbers of People using the Hub



This graph should also be viewed alongside the following graph showing the usage of the community organisations, (see Table 3).

Table 3 - Number of Organisations using the Hub



4.7. Summary

The key objective of the Community Hub project has been to develop an inclusive and welcoming venue where people from all walks of life, all ages and abilities can become positively engaged in their community. They can also enjoy informal learning opportunities, overcome isolation, develop their community group and access public services locally.

In terms of who benefits from the Hub's presence, primarily, the recipients will be those excluded residents who require further education and those who are unemployed and require local support.

By partnering with 'care' organisations such as SureStart, Extended Services and Age UK (Wiltshire), we hope to both identify and work closely with the excluded parents and families in order to make a positive contribution to their economic well-being.

Equally, by partnering with 'training provider' organisations, the specific training requirements of the widest band of Calne residents will be matched with the syllabuses provided by the training providers. These organisations include the local schools as well as organisations such as Wessex Community Action and the Workers Education Authority

The Community Hub will benefit those who seek employment by providing a venue where support can be provided in the form of 'prepare for work' training, where laptops can be provided to search the Internet for vacancies, and specific advice can be given by our CAB partners.

Lastly, the Hub benefits every resident in the community area by providing a venue for meetings and further training. The Hub also allows greater community engagement through its use by organisations such as the police and councillors.

This demonstrates that the key objective is being achieved but there is more work to do.

4.7.1. Testimonials

"Having the Community Hub as a base for the Lantern Parade worked well, somewhere warm and friendly to see Santa Claus."

"The Hub is a fantastic centre point for activities in Calne - to meet people and to spread the word about forthcoming events etc."

"The Hub is a brilliant idea for Calne - for meeting people and taking part in activities."

"What a lucky find to walk in here, we have recently moved to the area and it is such a quick way to find out about the community and feel at home. A great way to find new groups."

"I have found the Police surgery good in getting in touch with the 'Bobby Van' and for the Health Day."

"Fantastic resource, very welcoming, a much needed place for the people of Calne."

"Great facility for community events. Donation policy is correct policy as it keeps costs reasonable."

5. Recommendations

It is recommended that Wiltshire Council and the Calne Area Board:

- a) notes the progress being made to establish the Calne Community Hub;
- b) notes the good progress being made in respect of the pilot project's aims; and,
- c) agrees to continue to support the Calne Community Hub up to November, 2011 and beyond.

Report to	Calne Community Area Board
Date of Meeting	28th June 2011
Title of Report	Community Area Grants
Purpose of Report	
To ask Councillors to consider 2 applications seeking 2011/12 Community Area Grant Funding	
1. Summer Fun in Calne Playscheme - requesting £1354 providing a 4 week programme of inclusive activities for young people and children during the summer holidays. Officers recommend that a grant of £1354 is awarded, conditional upon the balance of funding being in place.	
2. Calne Food and Drink Festival – requesting £733 towards the promotion of a new community festival celebrating local produce and producers. Officers recommend that a grant of £733 is awarded, conditional upon the balance of funding being in place.	
To report that, at its meeting of the 24 th May 2011, the Area Board Co-ordinating group used its delegated authority to allocate the sum of £417.80 to the Safer Cycling Working Group/Calne Community Area Partnership in order to help facilitate the organisation and implementation of the Calne Community Cycle Ride event held on June 18 th 2011.	

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services. 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 for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.6. Funding applications will be considered at every Area Board meeting.
- 1.7. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.8. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.9. The 2011/2012 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Community Area Grant Application Pack 2011/12 • Calne Community Area Plan – 2004-14 (incl. 2006/2010 update)
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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. The funding contained within this report forms the second round of funding during 2011/12.
- 2.3. Future rounds will be considered as follows:
 - 23rd August 2011 (deadline for applications – 15th July)
 - 18th October 2011 (deadline for applications – 9th September)
 - 6th December 2011 (deadline for applications – 4th November)
 - 14th February 2012 (deadline for applications – 3rd January 2012)

3. Environmental & Community Implications

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 Calne Community Area Board.
- 4.2. Following awards made to Community projects at the last Calne Area Board meeting on the 19th April 2011 the balance of funding remaining was £39,581.63.
- 4.3. The Calne Area Transport group reported to the Area Board (19th April 2011) an under spend of £417.80 on the award that was made to them on 26th October 2010, this amount was returned to the Board.
- 4.4. In accordance with decision making authority delegated to the Area Board, at the ABC meeting on 24th May 2011 it was proposed and agreed that the sum of £417.80, representing the under spend of the Calne Area Transport Project grant (26th Oct 2010) should be allocated to the Community Area Partnership in order to help facilitate the work of the Area Boards Safer cycling working group through the Calne Community Cycle Ride event that was to take place on Saturday 18th June.

- 4.5. The total budget available to the Area Board for this round of community area grants is therefore £39,163.83
- 4.6. If grants are awarded in line with officer recommendations, the Calne Community Area Board will have a balance of £37,076.83.

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, Town and Parish Councils 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	Summer Fun in Calne Play scheme	4 week programme of inclusive activities for young people and children during the summer holidays.	£1354

- 8.1.1. **It is recommended that the Summer Fun in Calne Play scheme is awarded a grant of £1354 towards a 4 week programme of inclusive activities for young people and children during the summer holidays conditional upon the balance of funding being in place.**
- 8.1.2. Officers are of the opinion that this application meets grant criteria for 2011/12.
- 8.1.3. The project addresses issues in the Calne Community Area Plan, providing activities for young people and children and encouraging a sense of community cohesion, pride and well being.

- 8.1.4. This is widely recognised as a well organised and valuable project which has, for the last 14 years, served different groups of children and young people who live in the 2 most socially deprived areas of Calne and one of the 3 most deprived wards in Wiltshire (according to the indices of deprivation 2000)
- 8.1.5. Although the scheme has run previously, this can be viewed as a separate project as it delivers a different set of activities and opportunities to a different group of young people and children.
- 8.1.6. The group is a registered charity, which has a fundraising programme that enables free and half price places to be offered to families on low incomes.
- 8.1.7. Parents suffering the effects of deprivation often suffer low self esteem. This project encourages and supports parents to become involved as committee members and volunteers which may develop confidence and experience in engaging with their own children, other adults and authorities.
- 8.1.8. This project provides inclusive and equal opportunities. Many local families on low incomes can not afford a family holiday or to use expensive leisure provisions and many other schemes organised for young people in the area focus upon older children. The project aims to involve children in a wide range of activities everyday that they may not otherwise have an opportunity to experience, including art, craft, sports and games. Up to 80 places per day will be provided this also includes extra support for children with disabilities so that they are not excluded from the activities which their friends and siblings are involved in.
- 8.1.9. This application is not towards running costs as funds to cover this have already been sourced. An award of a Community Area Grant will enable the group to run a wide range of facilitated arts workshops and physical activities and to provide new materials and equipment for the scheme.
- 8.1.10. An award to this project will represent approximately 10% of the overall project costs and will help the community to draw down an additional £10,500 from external sources.
- 8.1.11. If the Area Board makes a decision not to fund the project the scheme will still go ahead, but the quality/number of activities on offer will be affected, resulting in reduced value to the children, their families and the community.

Ref	Applicant	Project proposal	Funding requested
8.2	Calne Food and Drink festival	Promotion of a new community festival celebrating local produce and producers.	£733

8.2.1 **It is recommended that the Calne Food and Drink Festival is awarded a grant of £733 towards the production of leaflets to promote the first Calne Food & Drink festival, conditional upon the balance of funding being in place.**

8.2.2 Officers are of the opinion that this application meets grant criteria for 2011/12.

8.2.3 The project addresses issues in the Calne Community Area Plan encouraging a sense of community cohesion, pride and well being.

8.2.4 Successful food and drink festivals are held in other local market towns, but this is the first time that one has been planned for the Calne Community. It aims to involve all local people in organising and participating in the event and will focus upon local produce/cuisine and producers.

8.2.5 The overall project will involve significant sponsorship and organisational support. This is being offered by a wide range of local groups and organisations including the Town Council, the Community Area Partnership, the Hills group and John Bentley School.

8.2.6 This application represents a request to the Area Board to support the project through the provision of promotional leaflets, which are required to be produced ahead of the completion of all other arrangements in order to promote the event widely and in good time.

8.2.7 The Area Board should be aware that, while this activity could be perceived to constitute 'running costs' it is permitted to fund such activity where it represents pump priming a new project.

8.2.8 If a grant is awarded the applicant should be made aware that, as a pump priming award, this activity would not be eligible for community grant funding in the future.

8.1.12. If an award is made to this project it will represent 50% of the overall cost of the promotional literature and will allow the community to draw down an additional £733 from external funding sources.

8.1.13. If the Area Board makes a decision not to fund this project the festival will go ahead with reduced promotional opportunities as the project group will either have to produce fewer leaflets/reduced quality leaflets or will have to delay distribution while alternative funding is sought.

Appendices:	Appendix 1 Calne Community Area Grants Summary 2011/12 Appendix 2 Grant application – Summer Fun in Calne Appendix 3 Grant application – Calne Food and Drink Festival
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Jane Vaughan, Community Area Manager Tel: 01249 706447 E-mail jane.vaughan@wiltshire.gov.uk
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CALNE AREA BOARD

Date	Cabinet Member Attending	Location	Provisional Items
23 August 2011	Fleur de Rhe-Philippe – Economic Development and Strategic Planning	Cherhill Village Hall	Queen Elizabeth II Fields Challenge Community Area Grants will be considered.
18 October 2011	To be confirmed	John Bentley School	Community Area Grants will be considered.
6 December 2011	Hilmarton Community Centre	Hilmarton Community Centre	Community Area Grants will be considered.

Community area manager: Jane Vaughan (jane.vaughan@wiltshire.gov.uk)
Democratic services officer: Alexa Smith (alexa.smith@wiltshire.gov.uk)
Service director: Brad Fleet (brad.fleet@wiltshire.gov.uk)

