

# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Library, Three Horseshoes Walk, Warminster, BA12 9BT  
**Date:** 19 January 2012  
**Start Time:** 7.00 pm  
**Finish Time:** 7.35 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Andrew Davis (Chairman), Cllr Pip Ridout, Cllr Keith Humphries,  
Cllr Christopher Newbury and Cllr Fleur de Rhe-Philippe (Vice Chairman)

### **Wiltshire Council Officers**

Jacqui Abbott, Warminster Community Area Manager  
Barry Pirie, Service Director for Human Resources and Organisational Development  
Marie Gondlach, Democratic Services Officer

### **Partners**

Wiltshire Police - Lindsey Winter, Area Inspector for Warminster, Westbury, Tisbury and Mere

**Total in attendance: 12**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Announcements, Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and explained that the Area Board would need to consider an update on the current position and arrangements for the Wiltshire Celebration Event being organised by the Lord-Lieutenant for Wiltshire. As the Area Board would also need to make some decision about its involvement with the event the Chairman proposed, with support from board members, to consider this item after the Grant Applications.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor Francis Morland.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications seeking 2011/12 Community Area Grant funding as follows:</p>
4.a	<p><u>Deverill Players</u></p> <p>Richard Munroe, a member of the Deverill Players, attended the meeting and was delighted to inform the Area Board of the support they had received from the Parish Councils as well as the Village Hall, especially as this was a brand new venture and everything had had to be started from scratch, from building the stage, to getting the fire regulations approved and not forgetting a temporary event licence. The breadth of support could also be felt in ticket sales as both performances, on Saturday 28 and Sunday 29 January, had sold out. The popularity was such that people were attending the dress rehearsal.</p> <p>Area Board members felt this was a commendable project and were therefore pleased to make the following</p> <p><b>Decision:</b></p> <p><b>To award £600 towards the staging of a pantomime, Alice in Wyllyland, at the end of January 2012.</b></p> <p><b>Reason:</b></p> <p><b>The application meets the 2011 / 12 grants criteria and the project is linked</b></p>

	<p><b>to the Community Area Plan (2005-2015) under the Culture and Leisure theme which calls for more cultural activities.</b></p> <p>ACTION: Jacqui Abbott</p>
<p><b>4.b</b></p>	<p><u>Warminster Neighbourhood Policing Team / Warminster Youth Development Centre</u></p> <p>Disappointingly no representative from the two groups involved with the project attended the meeting.</p> <p>Members of the Board were not overly impressed with the financial information provided.</p> <p>It was clarified that the amount requested would cover the cost of the sculpture itself and that funding in kind had been sought for the day of art and fun planned to decorate the Bustard.</p> <p>Some members of the Board explained that they had witnessed how much projects like this one had meant for Young People in other areas of Wiltshire.</p> <p><b>Decision:</b></p> <p><b>To award £1,000 to purchase a “Community Bustard” sculpture for young people to name and decorate.</b></p> <p><b>Reason:</b></p> <p><b>The application meets the grant criteria 2011/12 and the project is linked to the Warminster and Villages Community Plan as it supports and involves young people in local projects and hopes to decrease anti-social behaviour, whilst also utilising the town park for more events.</b></p> <p><b>ACTION:</b> Jacqui Abbott</p>
<p>5.</p>	<p><u>Her Majesty the Queen's Diamond Jubilee - Wiltshire Celebration Event</u></p> <p>Members of the Area Board discussed the attached report and felt that this would be a great opportunity for the Warminster Area Community to showcase its history and successes.</p> <p>However members of the Area Board felt that the size of the tent and other requirements could only be established once the number of people, groups or associations wishing to have a stand was known and that it would take some time to approach possible sponsors should the application to the Community Covenant Grant Scheme be unsuccessful.</p> <p>Members were also mindful that this was an extraordinary meeting of the Area Board convened to consider grant applications there were less members of the public and representatives of the Town and Parish Councils present.</p>

	<p>For all these reasons and to ensure the event was an opportunity for associations, groups, organisations and business in the Warminster Community Area to get involved, should they wish to, the Area Board made the following</p> <p><b>Decision:</b></p> <ol style="list-style-type: none"> <li>1. <b>To ask the Community Area Manager to contact the following people and invite them to form a working group:</b> <ul style="list-style-type: none"> <li>• <b>A representative from the Chamber of Commerce;</b></li> <li>• <b>Two representatives from the Town and Parish Council;</b></li> <li>• <b>A representative from the Community Area Young Peoples' Issues Group (CAYPIG);</b></li> <li>• <b>A representative from the Warminster and Villages Community Area Partnership.</b></li> </ul> <p style="text-align: center;"><b>Councillors Andrew Davis and Keith Humphries volunteered to be members of the working group.</b></p> <p><b>ACTION:</b> Jacqui Abbott</p> </li> <li>2. <b>To task the working group with the following:</b> <ul style="list-style-type: none"> <li>• <b>Identify and contact all appropriate groups, organisations, associations and businesses in the Warminster Community Area and invite them to take part in the event on 1 or 2 May 2012;</b></li> <li>• <b>Following their response to establish the size of the tent required and any other equipment needed;</b></li> <li>• <b>Identify and contact all potential sponsors for the event, with the understanding that their sponsorship may only be required should the application to the Community Covenant Grant Scheme be unsuccessful;</b></li> <li>• <b>To co-ordinate and organise the event.</b></li> </ul> </li> <li>3. <b>To inform the Lord-Lieutenant that the Warminster Area Board welcomes the opportunity to have a "jousting tent" at the event and to ask for a deadline date to confirm all the details of the requirements.</b></li> </ol> <p><b>ACTION:</b> Marie Gondlach</p>
6.	<p><u>Date of Next Meeting</u></p> <p>The next meeting of the Warminster Area Board will be held on 8 March 2012 at the Warminster Civic Centre, Sambourne Road, Warminster, Wiltshire, BA12 8LB.</p>

**WILTSHIRE COUNCIL**

**WARMINSTER AREA BOARD**

**19 January 2012**

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**HER MAJESTY THE QUEEN'S DIAMOND JUBILEE**

**WILTSHIRE CELEBRATION EVENT**

**1. Purpose of the Report**

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

**2. Background**

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

**3. Main Considerations**

- 3.1. A press release has been issued from Buckingham Palace announcing the dates of the Diamond Jubilee Tour in 2012. Her Majesty The Queen, accompanied by His Royal Highness The Duke of Edinburgh, and supported by other members of the Royal Family, will be travelling as widely as possible across the whole country. The visit to the South West region will be held over the 1<sup>st</sup> and 2<sup>nd</sup> May. The Lord-Lieutenant is hopeful that the Wiltshire event will attract the attendance of a senior member of the Royal Family but he is awaiting confirmation that Wiltshire will be included within the South West visit.

- 3.2. It is intended that the Wiltshire event will therefore be held on either the 1<sup>st</sup> or 2<sup>nd</sup> May in the Salisbury Cathedral and Close. It is hoped to have a confirmed date by the end of January.
- 3.3. Irrespective of the decision as to whether the Wiltshire event will feature in the South West tour, the event will still go ahead to mark Her Majesty The Queen's Diamond Jubilee in the County. It is therefore important to progress arrangements. As previously indicated in the Lord Lieutenant's letter, it is intended that each Area Board would have a jousting tent in the Cathedral Close in which they can 'showcase' their history and provide examples of community initiatives which makes their area unique.
- 3.4. To assist in the organisation of this Wiltshire event, the following is being put in place:
  - i. 'Jousting style' tents will be sourced collectively through the Lieutenancy Office to obtain a competitive price. These will be erected in time to enable items to be exhibited within the tent prior to the date chosen for the event. The document at Appendix A provides details of the estimated size and cost of tents which can be made available. If the Area Board wished to identify a particular tent which would suit their needs, it would be helpful if this could be notified to the Lieutenancy Office. Alternatively, if it was judged more practical, neighbouring Area Boards might wish to consider joining together rather than having separate tents. The wide range of tent sizes provides this flexibility. It is hoped that by providing an estimation of cost it will be helpful in enabling the Area Board to consider seeking some form of sponsorship towards the cost. An application has been made to the Community Covenant Grant Scheme for a grant to assist with the cost of staging this event.
  - ii. Items to be displayed inside the tent will be at the discretion of each Area Board, but should include items to celebrate Wiltshire's history and all that is good in their area of the County today through the work of local citizens.
  - iii. In addition to Area Boards, it is intended that voluntary organisations, the judiciary and others will also have jousting tents to enable them to showcase their contribution to the life of Wiltshire.
  - iv. An event manager is to be appointed in January. Appropriate contact details will be provided to Area Board Chairmen as soon as possible.
  - v. An electricity supply will be made available to tents. It would be helpful if precise requirements could be notified to the Lieutenancy Office as soon as they are known so that these can be included within overall requirements.
  - vi. It is hoped that in addition to the tents, there will be a medieval theme created in the Close through the addition of individuals in

period costume, musical contributions, etc. These elements will be provided through a professional company. Information is currently being compiled around this aspect of the event.

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

#### **4. Implications**

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

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

##### **4.2. Financial Implications**

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

##### **4.3. Legal Implications**

There are no specific Legal implications related to this report

##### **4.4. HR Implications**

There are no specific HR implications related to this report

##### **4.5. Equality and Diversity Implications**

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

#### **5. Recommendation**

It is recommended that the Area Board consider:

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

- iii. the electricity requirements for their tent
- iv. the possibility of securing some local sponsorship towards their costs if the grant application is not successful

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

Background papers:





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

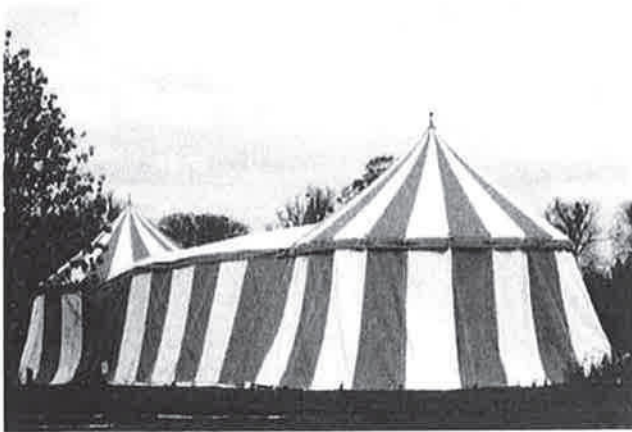


### Pavilion Dimensions

Diagram above shows the Historic Grand Round Pavilion dimensions

## Specification

### Grand Round

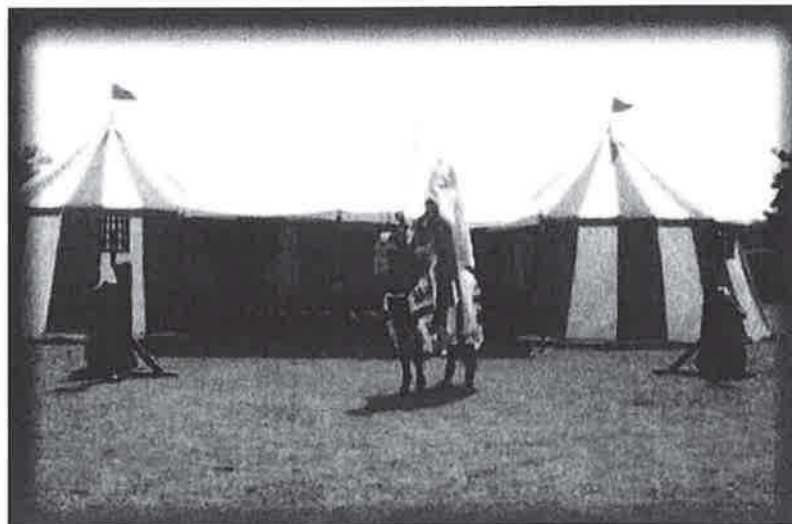
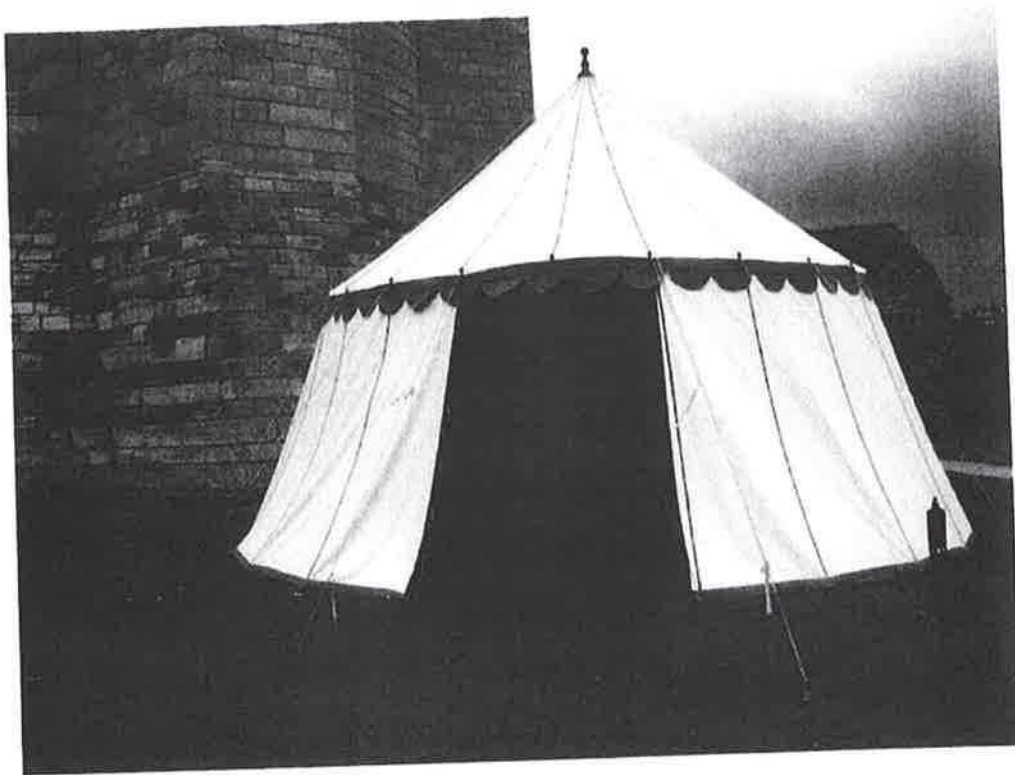


Two Grand Round Pavilion Tents with corrdior



Grand Round Pavilion on its own

[images/medieval\_head.htm]



## Medieval Tournament Tents

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

