

AGENDA

Meeting: WESTBURY AREA BOARD
Place: Dilton Marsh Services Social Club, Petticoat Lane, Dilton Marsh,
BA13 4DG
Date: Thursday 16 February 2012
Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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 6:30pm.

Please direct any enquiries on this Agenda to Anna Thurman (Democratic Services Officer), on 01225 718379 or email anna.thurman@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01373 864714 or email sally.hendry@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Julie Swabey (Chairman)	Ethandune	01380 830043 07794 846698
Cllr Michael Cuthbert- Murray (Vice Chairman)	Westbury East	07738 873640
Cllr Russell Hawker	Westbury West	01373 822275
Cllr David Jenkins	Westbury North	01373 823605 07941 201637

Items to be considered	Time
<p>1. Chairman's Welcome and Introductions</p>	7.00pm
<p>2. Apologies for Absence</p>	
<p>3. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>4. Minutes (Pages 1 - 10)</p> <p>To confirm the minutes of the meeting held on 8 December 2011.</p>	7.10pm
<p>5. Chairman's Announcements (Pages 11 - 12)</p> <p>To receive announcements on;</p> <ul style="list-style-type: none"> • Westbury Forward Event – Update from the event • The Localism Act 2011 – Announcement in agenda pack 	
<p>6. Partner Updates (Pages 13 - 32)</p> <p>To receive any updates from partners – Parish and Town Councils, Police, Fire and Rescue Service, NHS, Community Area Young People's Issues Group, Chamber of Commerce and BA13+Community Area Partnership.</p>	
<p>7. Westbury Community Area Police Update</p> <p>To receive an update from Inspector Lindsey Winter on local community policing issues.</p>	7.20pm
<p>8. Westbury Campus (Pages 33 - 46)</p> <p>To receive a presentation from Lucy Murray Brown from Wiltshire Councils Transformation Programme on the development of community campus facilities.</p>	7.30pm

9.	Issues Updates	8.00pm
	<p>To receive updates on those issues highlighted at the previous Area Board meeting and received online including;</p> <ul style="list-style-type: none"> • Anti Social Behaviour • Littering • Bridge at Heywood • Speeding 	
10.	Community Area Transport Group (CATG) Update (<i>Pages 47 - 48</i>)	8.05pm
	<p>To receive an update from the last CATG meeting held on 20 January 2012.</p>	
11.	Dog Fouling in the Community Area	8.15pm
	<p>To discuss the issues of dog fouling in the Westbury Community Area.</p>	
12.	2012 A Year of Celebration Involving Your Communities	8.25pm
	<p>To receive a presentation from Claire Adams (Wiltshire Council Communications Team) explaining how the Area Board can support communities in organising local events and reduce form filling and red tape.</p>	
13.	Grants (<i>Pages 49 - 96</i>)	8.30pm
	<p>To consider applications for funding from the Community Area Grants Scheme including,</p> <ul style="list-style-type: none"> • Westbury Town Council – Diamond Jubilee Celebrations - £5000 • Dilton Marsh Leisure Development Group – To help fund leisure facilities in the village - £5000 • Area Board Project Bid Community Area Transport Group (CATG) - To help fund the construction of bus stops serving the routes to the primary care centre - £5000 • Westbury Town Council – To help fund the White Horse clean up - £5000 	

- Dilton Marsh Memorial Hall – To help fund replacement windows - £482
- Bratton Recreation Ground Committee - Funding towards improvement of access to the facilities - £850
- Dilton Marsh Flower and Handicraft Show - Funding towards staging of show including judge fees, schedules, hall hire and purchase of tables - £392

14. **Future Meeting Dates, Forward Plan, Evaluation and Close**

9.00pm

The next meeting will take place on April 19 2012 at The Laverton, Westbury.

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury, Wilts BA13 3EN
Date: 8 December 2011
Start Time: 7.00pm
Finish Time: 9.00pm

Please direct any enquiries on these minutes to:

Anna Thurman (Democratic Services Officer), Tel: 01225 718379 or (e-mail) anna.thurman@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr David Jenkins, Cllr Julie Swabey (Chairman), Cllr Russell Hawker and Cllr Michael Cuthbert-Murray (Vice-Chair)

Cllr Fleur de Rhe Philipe, Cabinet Representative

Wiltshire Council Officers

Sally Hendry, Community Area Manager
Anna Thurman, Democratic Services Officer
Steve Ibbetson, Technical Manager, Neighbourhood and Planning
Alan Creedy, Head of Service, Sustainable Transport
Nick Helps, Bath and North East Somerset Transport Planning Officer

Town and Parish Councillors

Westbury Town Council, Sue Ezra, Christine Mitchell, Cllr Francis Morland (DMPC, WTC, WC), Stephen Andrews
Bratton Parish Council, Ken Davis, Keith Miller
Coulston, Keith Youngs, Stephen Melville
Dilton Marsh Parish Council, Cllr Francis Morland
Edington Parish Council, Michael Jones

Partners

Wiltshire Police, Inspector Lindsey Winter

BA13+ Community Area Partnership, Rev Jonathan Burke, Carole King

Total in attendance:45

<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 meeting of the Westbury Area Board. She welcomed Cllr Fleur de Rhe Philipe, Cabinet Member for Economic Development and Strategic Planning, Alan Creedy, Head of Service – Sustainable Transport, Nick Helps, Transport Planning Officer, Bath and North East Somerset Council, and Steve Ibbetson, Technical Manager Neighbourhood and Planning.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Kerry Eatwell, Julia Cramp, Sally Willox, Toni Brody and Gordon King.</p>
3.	<p><u>Declarations of Interest</u></p> <p>Cllr Hawker declared a prejudicial interest in agenda item 12, the Area Board led grant application for the Leigh Park Community Centre as he is the Area Board representative on the Leigh Park Community Association. He would introduce the application and leave the hall for the debate and subsequent vote.</p>
4.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>A link to information about becoming a Parish, Town and Wiltshire Council entitled Do you have the X Factor? is below.</p> <p>http://www.youtube.com/watch?v=8Y_CvgVAgvY</p> <ul style="list-style-type: none"> • Public Transport update The area board is well aware of the concerns raised about transport to the new Primary Care Centre (PCC) and we have been working with the Wiltshire Council passenger transport officers to try and help resolve this. We have held meetings with representatives from the Westbury group practice and with officers to discuss the range of options that might be available. This includes the possibility of diverting the existing Town service to provide a bus service from most parts of the town to the PCC. However, negotiations are at the earliest stages and we hope to have more to report at our next area board. • Watersmead update

	<p>You will have heard at the previous meeting of the area board that Watersmead is part of Wiltshire Council's long term improvement plan for accommodation for older people. However, this is at the very earliest stages and will not happen for at least three to five years. When there is more definite news, residents and their families will be fully involved. Improvement works as part of the countywide programme have already taken place at Trowbridge with Malmesbury and Warminster to follow soon. As agreed at a previous meeting of the area board, a small Watersmead working group has been set up and has had its first meeting. The group will report back to the area board when more information is available.</p> <ul style="list-style-type: none"> • Wiltshire's new 'Warm and Well' free home insulation scheme The new Wiltshire Warm and Well scheme is open to all home owners and private tenants, and enables residents to improve the energy efficiency of their homes through installing loft and cavity wall insulation – saving money on bills and making homes warmer. <p style="text-align: center;">To access the scheme Freephone: 0800 512 012, or go to http://www.warmandwell.co.uk</p> <ul style="list-style-type: none"> • Joint Strategic Assessment and Westbury Forward event - Important statistics and information about our community area are available in the Joint Strategic Assessment. This document, which can be seen online at http://www.intelligencenetwork.org.uk/local-area-profiles/ gives a comprehensive overview of the strategic issues facing our community area and includes everything from population to health issues, community safety and crime. Following on from this, Westbury Area Board and the BA13+ Community Area Partnership are hosting a special Westbury Forward event on January 18 at the Laverton. This will bring together the key players in the Westbury area for discussion and debate. If you would like an invitation to attend this meeting please contact the Community Area Manager on 01373 864714 or email sally.hendry@wiltshire.gov.uk
6.	<p><u>Leigh Park Adoptions Update</u></p> <p>Steve Ibbetson, Technical Manager Neighbourhood and Planning updated the board on the latest adoptions within Leigh Park.</p> <p>Regular monthly progress meetings have been held since late 2009 between highway officers and the main developer to monitor and maintain progress on road adoptions. The highway inspector is in weekly attendance on site to inspect work in progress.</p> <p>Steve Ibbetson asked those who are residents of Leigh Park to look at the plans and inform him if there should be any additions.</p> <p>Councillor Hawker was pleased with the progress that had been made, but</p>

	<p>believed that there had been some slippage within the timetable. Steve Ibbetson explained that all necessary paperwork had been completed but there was some measurement issues with the Land Registry but this was being dealt with.</p>
7.	<p><u>A36 (Bath, Cleveland Bridge) Heavy Goods Vehicle Ban and the Implications for the A350 and Westbury</u></p> <p>Nick Helps, Transport Planning Officer from Bath and North East Somerset (BANES) Council explained the reasoning behind the proposed experimental 18 tonne weight restriction of Heavy Goods Vehicles at the A36 Cleveland Bridge and the BANES interpretation of the implications on the A350 in Wiltshire. He explained that the BANES Council were taking this action to protect the world heritage site of Bath, improve air quality in the city and to improve the local environment and that this had occurred in consultation with the Highways Agency who had expressed concern about the signage associated with the re-routing and also the enforcement issue. Wiltshire Council expressed concern regarding the effect on Wiltshire roads in particular the A363 and A350. However Nick explained that evidence supplied by BANES suggested that the impact on the area would be an increase of 6 lorries per day.</p> <p>Questions and points raised in the following discussion included:</p> <p>Why has open consultation not taken place, as information regarding this has been very difficult to obtain, Wiltshire Council has had to submit a Freedom of Information request to BANES to obtain information. It was explained that this was a legal aspect not to release information relating to the proposed ban.</p> <p>Alan Creedy, Head of Service – Sustainable Transport (Wiltshire Council) explained that there was a significant difference of view over the information relating to the ban. The primary concern should be whether the action to withhold information was in the public interest and the overwhelming view is that it is and that information should be readily available and accessible. It was his understanding that Dr Andrew Murrison (MP) would be taking this issue up with the Information Commission. He went on to express that he did not feel that small number of lorries that BANES had predicted would be an accurate reflection and that a longer diversion with signage compared against a short distance would not be upheld and that general conditions would dictate.</p> <p>What was the age of the data being used by BANES? The data was gathered in November 2009.</p> <p>Wouldn't the A36 link road joining the A36 at Dry Arch, Bathampton be an opportunity to cure Bath of a large amount of its' heavy through traffic? Nick explained that there was no funding and that the Dry Arch junction was not an option.</p>

	<p>Cllr Fleur de Rhe Philipe explained that she was surprised at the use of the M32 as a preferred route and anticipated that the Highways agency would make a strong objection. Nick replied that there had been no objection in principle, Fleur went on to add that she felt that the Highways Agency would have changed their position.</p> <p>Cllr Cuthbert-Murray expressed his concerns and stated that he appreciated that Heavy Goods Vehicles travelling through Bath has been a concern for many years, particularly along A4 London Road and A36 Bathwick Street and BANES local residents are concerned about the contribution made by HGVs to poor air quality, road safety issues and intimidation experienced by vulnerable road users within the Bath World Heritage Site however he stressed he was very concerned that this decision would affect his constituents especially elderly residents and homeowners on the A350 in exactly the same manner, albeit Westbury was not a world heritage site – His constituents will suffer greatly because of this decision! Surely BANES must come up with a more viable solution? He suggested that this be given consideration. He went on to explain that he thought that it would be beneficial for Westbury to undertake its own survey of HGV traffic through the town, he stated that we have established groups that he believed would undertake this kind of task and perhaps if the stats that had been provided by Banes are correct this action would corroborate their analysis and if not we have a basis to take our concerns forward.</p>
8.	<p><u>Partner Updates</u></p> <p>Westbury Town Council Christine Mitchell from WTC reported that the Christmas lights switch on had been a great success.</p> <p>Community Area Partnership + BA13 Rev Jonathan Burke informed the board that the CAP were working with the Area Board to support the Joint Strategic Needs event on 18 January at the Laverton and that the findings would feed into the Community Plan. He also reminded people that small grants were still available and that volunteers were being trained for Restorative Justice.</p> <p>Primary Health Care Centre Sue Ezra from WTC informed the board that the Primary Health Care Centre roof was now on and the skin of the building will be on by February, weather permitting. In the New Year there will be a web cam on the site and around Westbury so that progress can be monitored and other parts of the town. She went on to explain that the surgery would have a pharmacy and the pharmacy would be open during surgery opening hours.</p>
9.	<p><u>Westbury Area Police Presentation</u></p> <p>Lindsey Winter, Sector Inspector, elaborated on her report contained within the agenda explaining that Anti Social Behaviour had increased but the Police are</p>

	<p>working hard with its partners, Youth Services, Wiltshire Council and schools to improve the current situation. ASBO orders are a last resort and are only utilised when all other avenues have been tried.</p> <p>The would be 11 policing sectors with 27 neighbourhood policing teams, a force wide response capability operating out of four policing hubs and one specialist Operations hub. The Policing hubs would be situated at Swindon, Trowbridge, Salisbury and Chippenham and the specialist Operations hub would be at Devizes Head Quarters. She went on to explain that the new model for response policing went live on the 4 October with a shift plan tailored to match demand that offered the best possible level of resources at key times of activity. The changes mean that the police will be maximising the use of technology, using hand held devices rather than being office bound will enable us to deliver a more efficient and effective service. Officers will be centrally managed and organised. The Specialist Operations team will be located at Devizes HQ and will operate across the County. There will be closer working with partner agencies and opportunities to co-locate with partners will be explored. Neighbourhood boundaries will remain the same as will the neighbourhood policing teams. The new shift pattern will deliver a policing service to remote areas and police officers will continue to work locally and maximise their time spent out of police stations.</p>
10.	<p><u>Issues Updates</u></p> <p>Sally Hendry, Community Area Manager, gave a brief update on the current issues she was dealing with in the Westbury Community Area.</p> <p>Wiltshire Voices. Wiltshire Voices is a countywide project ensuring that everyone's voice is heard. In Westbury the focus is on the needs and concerns of older people. Focus groups have now been established at which older members of the Community are voicing the positive points of living in the community, challenges they face and solutions that might help change things for the better.</p> <p>White Horse. The Westbury Town Council and Area Board are discussing options to clean the White Horse before the Jubilee celebrations at the beginning of June, further updates as this issue progresses.</p> <p>Community Area Transport Group. This group meets every 3 – 4 months and has a small budget. Current projects that are ongoing are:</p> <ul style="list-style-type: none"> • Edington pavements and improving the road junction, working with highways to improve this. • Provision of 'red carpets' on the B3098 and A350. • Signage to highlight cycle routes. <p>Members of the public expressed their concern at speeding at the Chalford end of the Town and suggested the move of the red carpet to further up the A350 towards Warminster. However after discussion it was decided that this was not a viable option and that a metro count and speed checks would be a better</p>

	<p>option.</p> <p>Action – Sally to engage with Police and set up metro count in the area if possible.</p>
11.	<p><u>Wind Farms in Wiltshire</u></p> <p>Cllr Hawker reported that after investigation on this issue Wiltshire Council was in the process of developing a policy on this issue.</p> <p>He outlined the current and draft planning policies as follows: The Wiltshire Council Core Strategy Draft says proposals for standalone renewable energy schemes (eg wind turbines, biomass generators, anaerobic digestion plants, hydropower turbines, and ground mounted solar photovoltaic arrays) will be supported and encouraged. Applications for renewable energy generation will be permitted subject to satisfactory resolution of any site specific constraints. In particular, proposals will need to demonstrate how the following criteria have been assessed:</p> <ul style="list-style-type: none"> • impact on landscape, particularly in and around AONBs • impact on the Western Wiltshire Green Belt. • impact on biodiversity. • impact on the historic environment and the Stonehenge and Avebury World Heritage Site. • impact on the local transport network. • impact on residential amenity, including noise, odour and visual amenity <p>Note: links to relevant and referred to documents are: http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/wiltshirecorestrategy/wcsconsult2011.htm http://www.communities.gov.uk/documents/planningandbuilding/pdf/147444.pdf</p> <p>Cllr Rhe de Philipe explained the fine balancing act between acting with government legislation and the protection that can be given to surrounding areas.</p> <p>Cllr Morland informed the board that a bill was currently going though the House of Lords which would stipulate minimum distances that wind farms etc could be built in proximity to dwellings.</p> <p>Cllr Hawker explained that professionals are brought in to find the most suitable sites that fit all the criteria.</p>
12.	<p><u>Community Area Grants</u></p> <p>Councillors considered three applications for funding from the Area Board Grant scheme.</p> <p>1. Westbury Art Group application for £324 to purchase a storage cupboard for</p>

materials.

2. Bratton Pavilion Management Committee application for £525 to upgrade toilet facilities

3. Leigh Park Community Association application for £8,000 towards the construction of a community centre on Leigh Park. Note this is an area board led application.

Westbury Art Group

The Art group requested funding to purchase secure storage for the art group materials and equipment.

Decision

Westbury Area Board awarded the sum of £324 to the Westbury Art Group.

Reason

The art group supports the development of a thriving leisure and cultural environment and vibrant community life as identified in the Westbury Area Community Plan.

Bratton Pavilion Management Committee

The pavilion on the village green is used by a variety of local community groups. The toilet facilities need upgrading. It is hoped that by doing this it will encourage further use of the pavilion.

Decision

Westbury Area Board awarded the sum of £525 to the Bratton Pavilion Management Committee.

Reason

The project demonstrates links to the Local Agreement for Wiltshire ambition 'Building Resilient Communities',

Leigh Park Community Association

Cllr Hawker declared an interest in this item, he explained that he would leave for the vote. Cllr Hawker informed the Board that the money would be spent on a number of smaller projects including washing facilities, lighting and sound system and projector. He thanked Sally for her work in dealing with this grant. He left the room.

Decision

Westbury Area Board awarded the sum of £800 to Leigh Park Residents Association.

Reason

The project fits a number of the Wiltshire Council and Westbury community plan objectives:

- *The need for more activities for younger people*
- *The development of a thriving leisure and cultural environment and vibrant community life as identified in the Westbury Area Community Plan*
- *The need for more evening and daytime classes (Education Skills and*

	<p><i>Learning)</i></p> <ul style="list-style-type: none">• <i>The project demonstrates links to the Local Area Agreement for Wiltshire ambition 'Building Resilient Communities'.</i>
13.	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on 16 February 2012 at the Dilton Marsh Social Club, follow the link to find a map to the venue.</p> <p>http://www.diltonsocialclub.biz/find-us</p>

Westbury Area Board – 16 February 2012

Chairman's Announcement

The Localism Act 2011

The Localism Act received Royal Assent on 15 November 2011. **Although the Act contains a number of important measures, most of these are not yet in force.**

The Act contains a number of *enabling provisions*. These give the Secretary of State power to introduce regulations and guidance that will make the measures 'live.' We anticipate that the key areas will come into force from April 2012 onwards.

The government has published a [Plain English Guide to the Localism Act](#) which summarises the main measures under four headings:

- new freedoms and flexibilities for local government
- new rights and powers for communities and individuals
- reform to make the planning system more democratic and more effective
- reform to ensure that decisions about housing are taken locally

We will provide a more detailed briefing on the implications for Wiltshire early in 2012. Although the Act is 497 pages long, the implications of some of the key measures will not be clear until the Secretary of State has introduced regulations and guidance. We will keep you updated on major developments.

A recent publication '[Localism in Action](#)' highlights emerging innovative practice in the South West which may become more commonplace with the implementation of the Act.

New freedoms and flexibilities for local government

- The 'general power of competence' gives local authorities more freedom to do things and this is welcomed. There are some restrictions on how the power can be used and limits on when it can be used to generate income. The Secretary of State can impose further restrictions so the extent of the power will become clearer over time.
- Ministers can order local authorities to pay fines for breaches of EU law in cases where they are deemed responsible for the failure to comply with EU law.
- The current standards framework and the national regulatory body, Standards for England, will be replaced with new local arrangements that will have implications for all councils. The council's monitoring officer will be writing to all town and parish councils about these changes.
- The Act clarifies the rules on 'predetermination' to reflect case law (so there is no change in practice). The rules of predetermination make sure councillors take part in discussions and make decisions with an open mind.
- Councils will have more freedom to offer business rate discounts, but the cost of discounts must be met locally.
- Other measures include some flexibility on governance arrangements, directly elected mayors, and items relating to London and major cities.

New rights and powers for communities and individuals

- The 'community right to challenge' gives groups, parish councils and employees the right to express an interest in running a local authority service. If the challenge is accepted the challenging organisation can bid as part of a procurement exercise.
- The 'community right to bid' gives community groups a chance to bid for assets listed as having 'community value.' Community groups that express an interest will have a limited amount of time to raise money to bid to buy the asset on the open market.
- If a council proposes to raise council tax by more than a threshold set by the Secretary of State it will have to hold a referendum to get approval from local voters.
- Councils will vote on and publish a statement of their policies on pay, including the pay of senior officers.

Reform to make the planning system more democratic and more effective

- The measures are wide ranging and include the abolition of regional strategies, a duty for public bodies to cooperate in planning matters, neighbourhood planning, the community right to build and a requirement for developers to consult communities before submitting certain planning applications.
- The Act contains some stronger planning enforcement powers, reform of the community infrastructure levy, reform of the way local plans are made. It also gives government ministers power to take decisions on nationally significant infrastructure projects.
- The November newsletter provided a link to a [government leaflet](#) on the proposals for neighbourhood planning.
- Further briefings on the changes to planning will be provided in the New Year and updated as regulations are made and implications become clearer.

Reform to ensure decisions about housing are taken locally

- Social housing allocations reform gives local authorities greater freedom over who qualifies to go on the waiting list. Authorities must still make sure social homes go to the most vulnerable and those in greatest need.
- Social housing tenure reform gives social landlords flexibility to grant fixed term tenancies for people entering social housing (not for current tenants).
- Reform of homelessness legislation allows local authorities to meet their homelessness duty by providing good quality private rented homes.
- Reform of council housing finance changes the way social housing is funded, which gives more local control.
- The National Home Swap scheme enables people who would like to swap their social home to access details of all other tenants who may be a suitable match.
- Reform of social housing regulation changes the way that social housing is regulated, abolishes the Tenant Services Authority and changes the way that complaints about social landlords are handled.
- The Act also abolishes the need for people selling their houses to provide Home Information Packs.



Crime and Community Safety Briefing Paper Westbury Community Area Board February 2012

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:

Ps Debra ASHLEY

Town Team:

Pc Jo Philpott
PCSO Matt Stewart
PCSO Neil Turnbull

Rural Team:

Pc Darren Foulger
PCSO Lukas Breedt

WESTBURY PERFORMANCE:

Westbury	Crime				Detections	
	January 2010 - December 2011	January 2011 - December 2011	Volume Change	% Change	January 2010 - December 2011	January 2011 - December 2011
Violence Against the Person	206	166	-40	-19%	46%	55%
Dwelling Burglary	31	56	25	81%	19%	25%
Criminal Damage	234	195	-39	-17%	14%	16%
Non Dwelling Burglary	71	101	30	42%	6%	4%
Theft from Motor Vehicle	70	53	-17	-24%	6%	2%
Theft of Motor Vehicle	21	25	4	19%	29%	20%
Total Crime	904	970	66	7%	24%	25%
Total ASB	761	878	117	15%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers for All Crime and for Violent Crime in the previous 12 month period (Dec 2010 - Nov 2011)</p> <p>*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences</p> <p>** Detections include both Sanction Detections and Local Resolution</p>						

The performance figures for Westbury and the surrounding villages this reporting period show a 7% increase in total crime.

This increase equates to 66 more offences/crimes, compared to what the Police had received at this same time last year. Despite lots of hardwork the increases are still in relation to offences of burglary, most of these incidents include forced entry into garages sheds and outbuildings especially at rural locations. There have been regular key messages via the local press, re security, alarms and property marking and bids for people with relevant information to report it (anonymously if needs be via Crime Stoppers) the most sought after items continue to be tools, bicycles, metal and farming equipment.

There has been a continued reduction in violent crime, so far this year there have been 40 fewer victims of assaults.

Whilst this report brings mixed news regarding crime performance Westbury and its surrounding villages continues to be a safe place to live.

Wiltshire is constantly compared against 8 Forces of similar size and demography and regularly performs the best!



Wiltshire Police Authority

1. **Mr Ricky Rogers** is an Independent 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>

Lindsey Winter
Sector Inspector
25th January 2012



Westbury Area Board Report

This report is for the period 011211- 31121

Activities:

FIRES	
Accidental Fires attended	
Deliberate Fires attended	
Total Fires	2
No of Co-responding calls(for ambulance service)	0
No of Road Traffic Collisions attended	1
No of fire related deaths or injuries	NIL
No of Home Fire Safety visits	15

Electric blanket safety warning after house fire

A family from Leigh, near Cricklade, had a lucky escape yesterday (15 December) after fire broke out in an electric blanket.

The fire happened shortly after 7.45am in the master bedroom of the semi-detached house. Firefighters from Cricklade and Westlea arrived quickly to fully extinguish the blaze, which led to smoke damage throughout the first floor of the property.

Group Manager Kathy Collis, from Wiltshire Fire & Rescue Service’s community safety department, has now issued a warning to other people to get their electric blankets tested. She said: “This family was extremely lucky, as they were quickly aware of the fire - they were able to get out of the house safely, and the damage was contained to the first floor. Electric blankets can be a serious fire hazard if they’re old or not maintained properly, so we would urge anyone who owns one to make sure it is safety checked every year. If you’re in doubt, you should buy a new one.”

The following advice can help:

- When choosing your electric blanket, buy from a reliable source and check that it has a UK safety standard mark.

- Before you use your blanket, make sure that it - or its power cable - doesn't show any of the following danger signs:
 - scorch marks or discoloration areas visible on the fabric
 - wires visible or poking through the fabric
 - frayed or worn fabric
 - damage to the power cable between the plug and the control mechanism or between the control and the blanket
 - a buzzing sound or a scorching smell from the control unit when switched on
 - damage to the blanket's connector, where the electrical cable plugs into the blanket

If you are in any doubt about your blanket, contact the manufacturer before you use it to make sure that it is safe - it may need to be replaced.

Even when your blanket is not in use, you can leave it on the bed all year round or place it flat on a spare bed, although it should only be plugged in when in use. If you put the blanket away, it should be stored as the manufacturer recommends or loosely rolled in a towel or plastic bag before being placed in a cool, dry place.

All homes should be fitted with working smoke alarms, which should be tested regularly.

For further information on home fire safety, visit www.wiltsfire.gov.uk

Michael R Franklin
Partnerships & Community Engagement Manager
January 2012

Wiltshire Fire & Rescue Service Fire Safety Messages to Area Boards February 2012

House fire started by Chinese lantern

Wiltshire Fire & Rescue Service is again warning people about the dangers of Chinese lanterns, after a fire in Swindon on Monday night (30 January).

Chinese lanterns, also known as wish or flying lanterns, have become increasingly popular worldwide as a means of celebrating special occasions – however, they carry a significant risk of fire or injury if not used wisely.

The lanterns are generally made from paper, supported by a wire frame that incorporates a holder at the base for a solid fuel heat source.

Crews from Swindon and Stratton fire stations were called to a property in Bright Street, Gorse Hill at 8.13pm on Monday after fire was reported in the guttering. It is believed the fire was started by a Chinese lantern, which had landed on the roof and ignited debris from birds' nests.

Group Manager Alan Harper said: "The problem with Chinese lanterns is that you can't control the actual direction they take or where they will land – in addition, there is no guarantee that the fuel source will be fully extinguished and cooled when the lantern eventually descends, and that presents a fire hazard. Chinese lanterns are very attractive when flying, but we would urge people to think twice before lighting them in residential areas – there is a real risk."

Locations that should be considered unsuitable for flying lanterns include areas with standing crops, anywhere near buildings with thatched roofs, areas of dense woodland and areas of heath or bracken, especially in dry conditions. Consideration should also be given to the proximity to major roads or airfields.

An advice sheet on the use of Chinese Flying Lanterns is available at www.wiltshire.gov.uk

Service warning on electrical fire safety

Wiltshire Fire & Rescue Service is supporting the national Fire Kills campaign and the Electrical Safety Council by warning people about the risks of using electrical equipment in the home.

New national statistics have been released which show that half of all accidental house fires in 2010/11 were caused by faulty or misused electrical equipment.

From faulty fridges and abandoned irons to dodgy plugs and wiring, electrical equipment can be an unnoticed fire hazard in the home – and, with the recent cold weather, many sockets could still be overloaded with space heaters and electric blankets.

In 2010/11, there were 234 fires in Wiltshire that were caused by faulty or misused electrical products – one such fire, which started in a two-bar electric heater, led to the death of a man.

Group Manager Perry Payne, from the community safety department, said: “Electrical equipment is a vital part of all our lives, from essentials like heating and lights to luxuries like entertainment systems and smaller things like hair styling tongs etc. Half of all accidental fires begin with an electrical appliance, so it’s really important to make sure that your electrics are in good working order. If electrical equipment is properly used, properly fused, properly wired and properly maintained then it shouldn’t present a problem.”

He added: “Most electrical fires start in the kitchen, so be extra careful with cooking equipment. Fire in the home can be devastating, but most blazes are preventable. By following some simple steps, you can help keep you and your loved ones safe.”

Safety tips include:

- Don’t overload plug sockets.
- Regularly check for worn or frayed wires.
- Unplug appliances when not in use.
- Keep appliances clean and in good working order.
- Consider using an RCD – Residual Current Device - which works like a circuit breaker to protect against electric shocks and reduces the risk of electrical fires.

In addition, the Electrical Safety Council advises that heaters should be kept clear from curtains and furniture and should never be used for drying clothes, while your electric blanket should be unplugged before you go to bed, unless it has a thermostat for safe all-night use – and check it regularly for signs of wear.

Michael Franklin
Partnerships & Community Engagement Manager
February 2012

NHS Wiltshire Update– December 2011

1. Free NHS Health Checks

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

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

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

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

2. New campaign launched to raise awareness of illegal tobacco

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

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

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

Figures from a survey undertaken by NEMS Market Research shows:

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

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

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

3. Breastfeeding Peer Supporters Training

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

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

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

NHS Update – February 2012

Ed Macalister-Smith has been appointed as Chief Executive / Accountable Officer to the Wiltshire and Bath & North East Somerset PCT cluster with effect from 1 January 2012. Ed is an experienced NHS Chief Executive, having led NHS Buckinghamshire and the Isle of Wight NHS Primary Care Trust as well as having a wealth of experience gained from working in a number of other NHS organisations, including Wiltshire Health Authority and Bath Community Health Council. He will now lead the PCT through the next fifteen months 'transition' phase as commissioning of healthcare services transfers to the ownership of the four Clinical Commissioning Groups in Wiltshire and Bath & North East Somerset from 1 April 2013.

Got 20 minutes to spare for a free NHS Health Check?

GPs in Wiltshire are now inviting people aged 40 – 74 to a free health check. Don't miss out – find out how your body is handling your lifestyle! The check – more like an MOT for your body – will take approximately 20 minutes and keep you running like clockwork.

Everyone is at risk of developing heart disease, stroke, diabetes or kidney disease. The good news is that these conditions can often be prevented – even if you have a history of them in your family. Health Checks are free, quick and easy and your GP will provide you with simple, practical and realistic steps to help you reduce any health risks and stay healthy.

If you want to live a longer and healthier life, make a health check appointment when you receive your letter.

Be alert to the signs and symptoms of bowel cancer

NHS Wiltshire is supporting the Be Clear on Cancer bowel cancer campaign launched this month by the Government. The campaign will run for two months from 30 January and will incorporate TV, radio, print and online advertising. It aims to raise awareness of the signs and symptoms of bowel cancer and encourage people with symptoms to see their doctor.

Bowel cancer is England's second most common cancer, with around 33,000 new cases each year. It affects both men and women and is responsible for more than 13,000 deaths a year. Nine out of ten people diagnosed with bowel cancer are aged over 55 and those with a family history are more at risk.

The good news is that early detection of bowel cancer makes it more treatable. The key signs and symptoms of bowel cancer are blood in poo, or looser poo for three weeks or more. For further information about the signs and symptoms of bowel cancer, please visit www.nhs.uk/bowelcancer

WESTBURY AREA BOARD

February 2012

**Westbury CAYPIG-Community Area Young People's Issues Group/
Youth Development Work update - partner report**

Purpose of the Report

1. Update on young people's issues in the Westbury community area generated through the CAYPIG-Community Area Young People's Issues Group
2. Update and profile of young people's involvement in positive, developmental youth work opportunities through the Youth Development Service in Westbury, including those which benefit the wider community.

Background

1. The Westbury CAYPIG has been established for just over 2 years now and is coordinated by the Youth Services, part of Integrated Youth Services, through Westbury Youth Development Centre (Sally Willox-Youth Development Co-Coordinator/Team Leader Westbury and Warminster). Over the 2 years, membership has grown and a diverse group of young people are involved and represented with a core group of 10-20. New members are welcome to join at anytime. CAYPIG's take place every 6-8 weeks at Westbury Youth Development Centre and young people can be transported to and from it.
2. The CAYPIG allows young people to raise issues which affect them and others in the Westbury community area and to discuss solutions or positive action which can be taken to help improve or resolve these. This is a democratic forum for young people to become involved in and to have a voice and influence in the community they live in. The CAYPIG is supported by adult representation from Wiltshire Council, including Wiltshire Councillors, Westbury Town Council and their Town Councillors, Youth Services Youth Development Workers, Information, Advice & Guidance PA's, Extended Schools Services, Matravers School, Wiltshire Police, Fairfield Farm College, BA13 Community Area Partnership and other services and organisations. Issues and ideas raised to date have include-Westbury skate park improvements, pavement lighting in certain areas of Westbury, installation of youth shelters in specific locations, leisure credits scheme, smoothy bar project, young people's rural transport scheme, development of a multi-media room at the youth centre, 13-19 Youth Strategy and perception of young people in the community; among others.

Main Considerations

Young people would like their involvement in positive activities and opportunities through the CAYPIG and Westbury Youth Development Centre to be highlighted so that the wider community and other services/organisations can help take action/support them and so that they can be viewed positively. Young people also wish to profile their commitment to improving life in the Westbury community area for young people and others.

The main issues the CAYPIG group are currently engaged in are- Multi-media room development and smoothy bar project, among others.

The first two issues are linked to young people wanting to have more positive things to do and places to go in Westbury.

Multi-media room

Young people came up with the idea of developing a multi-media room within the Youth Development Centre some time ago because they want to have a facility where they participate in film making, photography, animation, music technology, other art forms, computer skill development and other media opportunities, during the evenings and weekends (out of school hours) but have no access to this equipment. Thorough planning took place, along with funding applications being submitted. The group are turning a redundant room in the centre into a multi-media room, which will then benefit the community, specifically young people but also other groups. The group are completing ASDAN Activities, Arts Awards and Duke of Edinburgh Awards to reward them for their hard work and achievements, as well as participating in focused projects, in the main a local heritage project.

The group have been successful in being awarded a grant from the Area Board, as well as other streams. This project is a needs led idea from young people, with a core group of 20 young people leading it. A DVD film produced by young people showing how the grant was spent will be shown at a future Area Board. Young people have been using new equipment to develop film making and photography skills and learning how to use specialist equipment. This is a very exciting resource for young people and the community and is a work in progress. Now that the room has been almost decorated, the next stage is to install a multi-media screen and projector. This is happening in February 2012. Most of the specialist equipment has been purchased and is being used. Furniture has to be ordered next so that the room can be set up and accessible at all times. The ceiling is being finished painted by contractors during February 2012 too.

Smoothy bar project

The smoothy bar project has been in existence for well over 18 months now and continues to grow and improve. The idea came from young people because they wanted more positive activities in the area and to showcase their skills to the community and portray young people in a positive light. The project comprises of a core group of 15 young people who have been participating in diverse local community events, where they have either requested to take part or have been invited, running a smoothy bar and hot drinks bar, where they have thoroughly planned recipe's, budgeted, purchased resources, completed food safety qualifications, served the public and evaluated the project. They are also using the project to achieve a section of the Duke of Edinburgh Award Scheme and gain an ASDAN qualification both of which will greatly enhance their future. They have moved onto cooking and selling biscuits and donuts too as want to continually expand the project.

The group had a fantastic festive season within the Westbury community where they participated in many of the Christmas in Westbury events and also the local church's Christmas tree festival. They thoroughly enjoyed the experiences and continued to prove that they young people can plan and achieve creative enterprise ideas. The community responded very well to their project and great feedback has been received about their work ethos and attitude. The project does not make profit but simply breaks even as costs need to be covered and any extra money has always been donated to local charities, the young people's idea.

The group wish to continue the project and are looking for new events to get involved with so please contact sally.willox@wiltshire.gov.uk with any opportunities.

The Rural Base project-Street Based Youth Work

This is a relatively new initiative in response to young people requesting a youth work service in outlying areas, estates and villages of the Westbury community area. For some time we have consulted young people through many means to establish what is on offer to them where they live and asking for ideas on how to improve the offer. Young people feel that they are very isolated and cut off from services if they live in outlying areas, estates and villages. Initially, we ran a youth shuttle bus service, transporting young people into the youth development centre various nights per week and also ensuring they could access holiday provision through putting on transport for them. The CAYPIG were successful in securing Area Board/Wiltshire Council funds to provide this for the last year but this fund has all been used now.

A service is still required to continue the access and service for young people so now youth development workers have co-ordinated a project where they drive the centre's mpv out to a different location every Thursday between 6 and 8.30pm and take a youth work service out to them. Staff are trained to enable them to drive the mpv out and costs for fuel are met by the youth development centre at the present time. This is the best option at the moment as minibuses are very expensive to purchase, run and train staff to be able to drive-under Wiltshire Council's policies. The project has started now and details of where it visits and when are advertised on www.sparksite.co.uk, at Matravers School, through Westbury White Horse News, through the Area Board and through posters being placed in and around the community-village notice boards, local shops and so on. The Rural Base offers two youth development workers for young people to be able to speak too, to access advice or information and to engage in fun positive activities through their mobile resources. These include low level cooking and refreshments, games, sports and issue based workshops. Sexual health advice and a service are offered as well as substance use information. Through the rural base, individual young people can be referred to specialist projects or services to meet their needs. This project is in its infancy and the hardest part is getting the word out so any offers of help with promotion will be gratefully received.

Youth Work Update

To date Westbury Development Centre for Young people has engaged with over 800 different young people aged from 11-19, since April 1st 2011 and they have participated in a diverse range of positive, developmental activities and opportunities.

Youth Work is needs led from young people, thoroughly planned and takes place in various locations throughout the community, including the centre in Eden Vale Road, various housing estates through Street Based Youth Work, Westbury Skate Park and Matravers School. Based on the population of young people aged 13-19 in the Westbury Community Area, which is approximately 1634, this equates to engagement with approximately 47%.

Holiday periods continue to be very popular times and many young people engage in the service then.

There are lots of diverse youth work opportunities being co-ordinated for the winter and spring terms, which young people are busy being involved with.

Throughout the course of participation, young people take part in locally and nationally accredited schemes and awards, including ASDAN, Peer Mentoring Scheme, Arts Award, Duke of Edinburgh Award, First Aid, Food Hygiene and Sports Leadership Schemes, funded by the Youth Development Centre. These provide opportunities to gain valuable skills, qualifications, improve personal and social skills, increase self-confidence and self-esteem, improve resilience, team work, independent living skills and take part in diverse personal and social education programmes of work. To date almost 125 young people have achieved accreditations. **It is important to remember that youth work is needs-led, based on a voluntary relationship between young people and Youth Development Workers, and is informal education and learning, relying on individual and group work in a diverse varied range of settings.**

The centre is open to all young people and qualified Youth Development Workers engage with them up to 5 evening sessions per week, offering both a universal and targeted approach, to ensure the needs of as many young people as possible are met. There is a team of one full time Youth Development Co-ordinator and four assistant Youth Development Workers. The centre has a staffing allocation of 32 hours per week for the 2011-2012 year, excluding the full time workers role, which is used to meet the commitment from Wiltshire Council to offer four evenings per week of professional youth work delivery, following a curriculum to ensure quality opportunities and positive outcomes for young people. The centre provides provision on Mondays, Tuesdays, Wednesdays, Thursdays and Fridays on a weekly basis and regular weekend opportunities, as well as school holiday programmes. Each session works on the ratio of 2-3 staff, mainly comprising of the full time co-ordinator and 1 Or 2 assistant youth development workers, operating a 3 hour long session at one time, using the 32 hours allocation per week to its full potential.

Specialist work is programmed to meet the needs of vulnerable groups, including sessions for those young people with additional needs, single gender work, opportunities targeted at those hard to reach and those at risk of entering the criminal justice system, as well as 1:1 work with very vulnerable individuals. All youth work takes place through 1:1 or group work approach's, tailored to meet the needs of young people and to ensure there are outcomes that benefit young people.

The Youth Development Service (Development Service for Young People) is part of Wiltshire Council's Integrated Youth Service now, along with other services,

including, Youth Offending Team, Connexions, Healthy Minds and others. There will be greater emphasis on an integrated approach to meet young people's needs and safeguarding. This will be achieved through the continuation of individual and group youth work opportunities.

For any information on CAYPIG and the Youth Work opportunities provided in Westbury please make contact as below.

Report Author: Sally Willox-Youth Development Co-ordinator and Locality Team Leader for Westbury & Warminster Development Service for Young People

E-Mail: sally.willox@wiltshire.gov.uk (01373) 822335 and look at www.sparksite.co.uk

THE RURAL BASE

PROVIDED BY WESTBURY YOUTH DEVELOPMENT CENTRE

2012
 **LIVE TOUR** 
AT THE FOLLOWING VENUES: 18:00-20:30PM

16TH FEBRUARY

THE GREEN

BRATTON

8TH MARCH

VILLAGE HALL

HEYWOOD

29TH MARCH

DILTON MARSH

23RD FEBRUARY

THE CHURCH

EDDINGTON

15TH MARCH

LEIGH PARK ESTATE

5TH APRIL

VILLAGE HALL

HEYWOOD

1ST MARCH

CO-OP

BITHAM PARK

22ND MARCH

WESTBURY LEIGH

12TH APRIL

CO-OP

BITHAM PARK

FIND OUT what's new in the youth service and what we can offer.

DISCOVER Some of the activities that are already taking place and future ones.

There will be sporting activities along with cooking food, making hot drinks, advice, someone to talk too and all undercover and in an accessible place to young people



Wiltshire Council
Where everybody matters

Draft Campus proposal frequently asked questions – September 2011

The following answers are intended to provide a response to general questions which people ask about campus proposals. Each campus proposal will be different and this document is intended only to provide answers to questions often raised by Shadow Community Operations Boards as they begin their work. The answers provided are not intended to pre-empt any formal decision making processes.

Glossary:

Wiltshire Council's Cabinet	The Cabinet is the executive branch of Wiltshire Council. It consists of the leader of the council together with at least two, but not more than nine members of the council appointed to the Cabinet by the leader of the council. The Cabinet will carry out within the council's policy and budget framework all of the local authority's functions which are not the responsibility of any other part of the local authority, whether by law or under the constitution.
Area Board	The Area Boards are a new way of working to bring local decision making back into the heart of the community. They are a formal part of Wiltshire Council that try to find solutions for local issues such as road repairs, traffic problems and speeding in villages, litter, facilities for young people and affordable housing. People who work with the 18 Area Boards include councillors, community area managers, democratic service officers together with one member of the council's top decision making committee, the cabinet. It also includes the local NHS, fire and emergency services, police, town and parish councils, community area partnerships and many other groups.
Shadow Community Operations Board (COB)	A group of community representatives, determined by the Area Board and working under the auspices of the Area Board, who will influence, recommend and consider the detail of the emerging campus facilities both in terms of how they are designed and how they will operate on a day to day basis
Campus	A building, or buildings, in a community area that provide the services the community area needs in an accessible location. This may also include partner services.
Community Area	A community area is a group of electoral parishes which form a community area. More information about community areas can be found here

Questions re general context	
What is a campus?	<p>A campus is a building, or buildings, in a community area where people can access local services. Campuses could be new or existing buildings and may also be used to provide partner services. One of the main ideas behind campuses is to create flexible space which can be used more efficiently for a variety of purposes and by a variety of people or organisations.</p> <p>Community campuses will be developed through input from local people to ensure each campus is as individual as the community it serves. What a campus will look like, what services will be provided, or where it will go, will be community led and subject to extensive consultation with local people and partners.</p>
What will be in a campus?	<p>All campus buildings will include a shared reception, community space, accessible community IT, catering facilities and personal care facilities for disabled users. Other services, for example libraries, leisure centres and youth services, could potentially be included in a campus, along with facilities for individuals to meet with specialist services such as housing, revenues and benefits and any others that offer specific advice.</p> <p>The Shadow Community Operations Board has a responsibility to help define community need and make recommendations to the Area Board over facility specification and operations.</p> <p>This means that the Shadow Community Operations Board has a key role in engaging with the local community and are the key conduit for consultation with local communities. The Shadow Community Operations Board will also engage with and directly influence the design process for the community campus to ensure that the needs of the wider community are reflected in the design and operation of the campus facilities.</p>
Why are Wiltshire Council looking to	The aim of a campus proposal is to make maximum and efficient use of the council's

develop campus proposals?	<p>buildings – both new and existing – and create campuses that deliver more for local communities.</p> <p>One of the main ideas behind campuses is to create flexible space which can be used for a variety of purposes and by a variety of people or organisations.</p> <p>Having a campus also creates opportunities for a variety of organisations to work with the council and benefit from similar improvements in terms of better service delivery at lower cost and thus be more sustainable in the longer term.</p> <p>The campus proposals build on the principles established in the leisure review, conducted during 2010 which proposed investment into facilities across Wiltshire and the potential to transfer some facilities to local community management. The outcome of the leisure review is to be delivered via the Transformation Programme, through the development of campus proposals. The principles of the leisure review remain– the difference is that any transfer of management or responsibility will be done within the wider context of how potentially all campuses could be managed as opposed to separate solutions for each campus or leisure facilities. It is hoped this approach to transfer would ensure services are sustainable in the long term and it allows the Council to further test the proposal before committing to any transfer.</p>
Who will decide our campus goes ahead?	<p>On the 15th of February 2011 Wiltshire Council's Cabinet approved a paper which outlined the principles of developing campus proposals across Wiltshire, along with identifying pilot areas where the principle of community led management can be tested.</p> <p>It is ultimately local elected Members who will decide whether to approve the submission of a campus proposal to Wiltshire Council Cabinet. In turn Cabinet will decide if they wish to provide the finances required to go ahead with the campus development.</p> <p>The development of campus proposals will be directly informed by local people</p>

	through extensive consultation, which will be facilitated by the Shadow COB. The initial phase of consultation is an essential part of the process to ensure services included in a campus proposal are what people across the whole community feel are needed now, and the Shadow COBs will encourage as many people as possible to feed in their views throughout the process
Have you looked at what it would cost to run existing buildings cheaper? Is there no cheaper option?	The current ageing and largely inefficient dispersed estate is simply unaffordable over the medium to long term and in some cases no longer provides an appropriate service to local people. The most affordable option for safeguarding local services and to ensure long term sustainability is to reduce the amount spent on running these buildings by co-locating them on a single site in a modern, efficient and fit for purpose building.
Who are the Shadow Community Operations Board and what is their role?	A Shadow Community Operations Board (Shadow COB) is a group of community representatives, determined by the Area Board and working under the auspices of the Area Board, who will influence, recommend and consider the detail of the emerging campus facilities both in terms of how they are designed and how they will operate on a day to day basis The Shadow COB have a key role in representing the views of and consulting with the local community about campus proposals.
Questions re co-location	
How will it be run - will the community be expected to run it?	If approved by the Area Board, the Council will be exploring potential community led campus management through the implementation of a Shadow Community Operations Board. This will form part of a pilot project that will be carried out in areas across the County. For the duration of the pilot the Council will retain responsibility for the majority of services operated from the campus.
Who will use the shared desk space?	Shared desk space – or hotdesking space – would be for use by community-based council and partner staff working in the area. For example this may be Social workers or Neighbourhood Policing team staff or other partners as necessary or appropriate. There will also be ‘touch-down’ space for use by other council officers who have

	<p>arranged to see customers in the campus e.g. from the Housing or Planning services among others</p> <p>Further desk space could be available for other partners such as local town and parish councils or voluntary/community sector groups. If approved by the Area Board, it is intended that a Shadow Community Operations Board consider this aspect of collocation and make recommendations.</p>
<p>Will people in existing facilities lose their jobs?</p> <p>Will jobs at the campus be offered to local people first?</p>	<p>For many of the proposed services trained staff will still be required to operate within or from the campus however the intention of the campus project is to co-locate services on a single site, which could potentially lead to some economies of scale in staffing in some areas e.g. shared reception areas.</p> <p>In the event that additional staff are required then an equitable recruitment process would be carried out.</p>
Questions re transport	
Will people need to pay for parking?	This has not yet been determined as it will be considered as part of a travel plan. If approved by the Area Board, a Shadow Community Operations Board will also have a role in representing the community's views on this matter and making recommendations for consideration.
Questions re project funding	
Where will the money come from?	The project would be funded through the council's capital programme.
Is there a chance that we could run out of money half way through the project, having abandoned existing facilities?	<p>Unless closure is absolutely necessary for public safety reasons it is intended that existing facilities remain open until new campus facilities are available for the public.</p> <p>Funding from the capital programme has been committed to the first tranche of campus projects, including Melksham, and has been programmed in to council spend over the relevant financial period to ensure the project can be completed.</p>
Will local / Wiltshire-wide Council tax go up to pay for it?	No, the capital funding for the programme is budgeted within the council's current business plan.
How long will it take to recoup the costs?	In the long term a single site campus facility offers significant financial savings, but the

	<p>exact detail of the business case will not be possible to develop until the design and planning stage of the building and the location is identified by members.</p>
<p>Is the project ring fenced and have the funds been allocated?</p> <p>Is there is a need for a campus when Council services are being cut and could the funds could be more sensibly used to improve other services?</p>	<p>The project would be funded through the Council's capital programme. The capital funding for the programme is budgeted within the Council's current business plan.</p> <p>Community campuses will be developed through input from local people to ensure each campus is as individual as the community it serves. What a campus will look like, what services will be provided, or where it will go, will be community led and subject to extensive consultation with local people and partners. You can have a direct influence in this by taking part in the consultation process as outlined below.</p> <p>The aim of the campus proposals is to make maximum and efficient use of the council's buildings, both new and existing, while delivering more for local communities. One of the benefits that Wiltshire Council is seeking to achieve from the development of campus facilities across the county is that the Council's estate is reduced. Broadly speaking the Council is looking at a 40% reduction in the future operational costs across all estate (this is an estimate based upon an initial assessment of the Workplace Transformation Programme which preceded the Transformation Programme).</p>
Facilities in a campus proposal	
Will there be disabled [swimming] baths with hoists?	The campus and all its facilities would be fully accessible for disabled users, above and beyond the standard statutory building requirements. This includes the swimming pools.
Will all local services and facilities be included in a campus?	<p>There are a number of benefits of co-locating services in one place, which are outlined in the „benefits of Co-location“ document, which is available on the campus pages on the Council's website.</p> <p>The services provided within any campus will be, within reason, defined by community need and advised through the consultation process and work done by the Shadow COB.</p> <p>The development of campus proposals provides the opportunity for considering how</p>

	<p>services are currently provided and if there are any gaps in provision so improvements can be made.</p>
<p>For meeting Council officers will it be appointment-based?</p>	<p>A single reception desk in the campus, manned by council staff, would be able to assist with the majority of customer enquiries. However if a member of the public wanted to speak to an officer from a particular department – the majority of whom are based in office ‘hubs’ – it would be necessary for customers to make an appointment or to attend ‘surgeries’ whereby staff would be available to meet local people and deal with specific enquiries</p> <p>It should be noted that if approved by the Area Board, a Shadow Community Operations Board would be able to review the services offered in the campus in order to ensure the services best respond to local need.</p>
<p>Will GPs surgeries be replaced by one at the Campus?</p> <p>What will be in the health centre?</p> <p>Are health services putting money into it?</p> <p>Has the NHS/health services agreed to it?</p>	<p>GP surgeries are primarily privately-run businesses which would not be replaced by a community campus.</p> <p>However, subject to the agreement of any future Shadow Community Operations Board (assuming approval by the Area Board) we would continue to explore opportunities with the health sector regarding their involvement in a campus, as we do across the emerging campus estate.</p>
Facilities Management	
<p>Who will ensure that different groups and users of a campus have enough time and space to use facilities according to their requirements?</p>	<p>The Shadow COB has a key role in engaging with the local community and are the key conduit for consultation with local communities. The Shadow COB will also engage with and directly influence the design process for the community campus to ensure that the needs of the wider community are reflected in the design and operation of the campus facilities.</p> <p>Any management arrangements for a new campus facility will be ultimately determined by Cabinet but the Council is seeking to base them on the recommendations that will be made in due course by the Shadow COB.</p> <p>The Council is currently testing out community-led management, under the auspices</p>

	<p>of the Area Board in each of the pilot areas, and the current timeframe dictates this will operate until around April 2013 when the Council may formalise community-led management. It must be stressed that no formal decision has been made and the Council is looking to assess the current shadow arrangements before considering any formal decision.</p>
<p>Will people need to pay for multi-purpose meeting rooms?</p>	<p>A charging structure associated with the use of facilities within a campus, including the multi-purpose meeting rooms, has not yet been established so it is not possible to say at this early stage. However, accessibility and maximising use of the facilities will be critical to the success of a campus therefore it is reasonable to suggest that the Council would consider concessions of use and recommendations on charging from any Shadow COB be considered.</p>
<p>Sustainability</p>	
<p>Will a campus use sustainable materials and have power and heating through renewable energy?</p>	<p>Any design brief where the Council is commissioning a new build or a refurbishment of a building will include specific reference to sustainable and sensitive building methods. In addition the Council will expect any design team to consider the long term operational sustainability of a building and to ensure there is minimal impact on the environment.</p> <p>The above will need to be demonstrated through both the formal consideration and approval process (Area Board and Cabinet) and when a proposal is submitted for planning consideration.</p>

Broad benefits of co-location

Wiltshire Council is proposing significant investment into the improvement of public services across Wiltshire, with the intention of providing enhanced and extended services whilst securing long term savings in terms of operational costs and environmental efficiencies.

Investment is proposed through the development of community campus facilities. A community campus is a building, or buildings, in a community area which provides the services the local community need in an accessible location.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities and underpins the development of the Shadow Community Operations Boards.

In general terms, the key benefits of co-locating services are broadly:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Combining point of contact arrangements and improving accessibility to services.
- Exploring and developing the synergies between how individual services are managed at a community level to maximise availability and customer access.
- Working with communities to develop a coherent and effective volunteering policy.
- Working with partners.
- Being able to ensure long-term flexibility in terms of use of the building space is fundamental to the design.
- Reducing the present overall risk to the Council of providing aging, disparate and inefficient buildings.
- Developing and providing efficient buildings that are designed for the purposes identified
- Reducing the Council's estate where appropriate, will produce an estimated 40% reduction in operational costs across all estate (*this is an estimation based upon an initial assessment of the impact across Wiltshire*).

There are a number of challenges associated with the provision of some frontline services outside a campus facility:

- Those services excluded from the campus will not benefit from the opportunity for cross-service use, e.g. in a single campus customers may use services they would not ordinarily use as they are on a single site and more accessible.

- Those services not included within a campus would need to continue to meet all service specific costs such as staffing for reception and office administration whereas in a campus these costs and resources could be spread across services.
- Those services excluded from a single site campus are unlikely to benefit from the suggested co-ordination of management and points of contact arrangements, e.g. some services such as the library service would benefit from extended opening hours within a campus scenario without having to find the additional resource to improve the service on an alternative site.
- Services remaining in their current location may suffer from an inability to further develop the service due to constraints of the current building
- In the long term there will be a need to balance investment priorities and those facilities that house more services will be more likely to be considered a priority, e.g. where resources are stretched investment into a single site campus requiring maintenance would be likely to take priority over investment into an outdated single service building in the same locality.
- In a time of significant budget pressures, services which cannot benefit from efficiencies resulting from co-location would find it more difficult to offer reductions in operational costs without adversely impacting front-line services, e.g. financial cuts, if necessary, could be considered in the context of a number of services together rather than single services identifying potential ways in which to reduce the cost of operating.
- Current buildings are broadly outdated and inefficient and do not offer the same operational or environmental efficiencies or long term savings that a new campus building would create, e.g. the development of a new building allows for modern design ensuring the building is cost effective, efficient and sustainable.
- The Council is proposing significant investment into services across Wiltshire and as such it has a duty to provide high-quality accessible facilities and services across all functions. It would be difficult to justify excluding a single service from the campus and continuing to provide it in a lower quality building where the option of extended use and opening hours would be significantly more costly to provide.

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

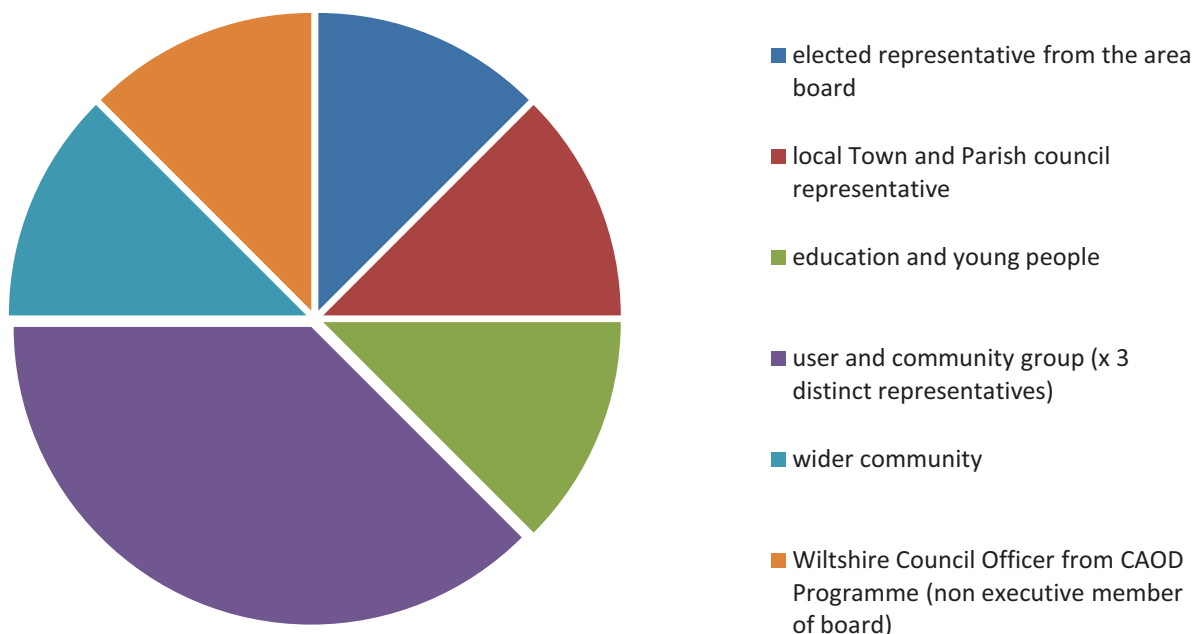
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

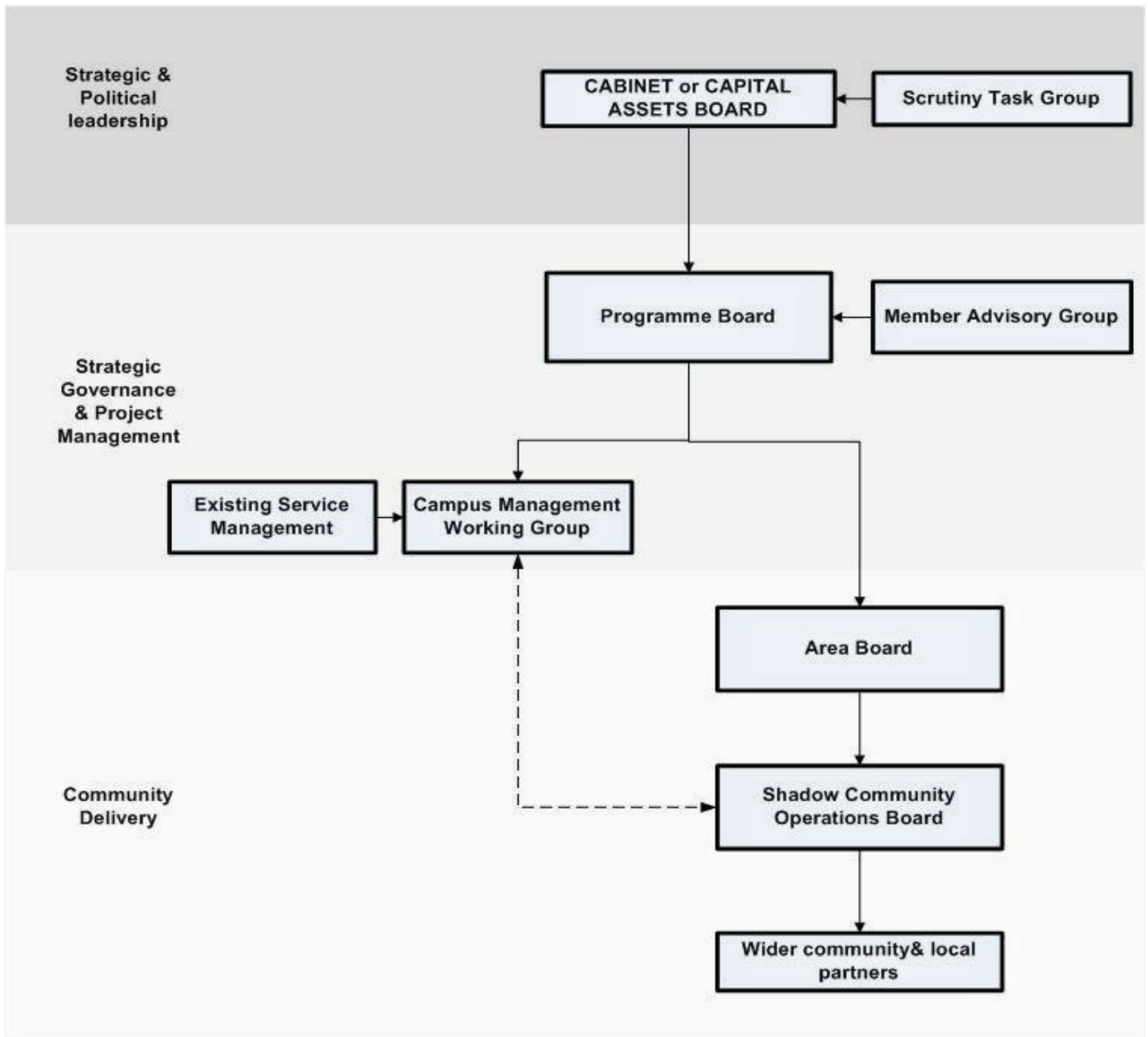
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



Agenda Item 10

Community Area Transport Group Report

1. Background

In 2011/12 the 18 area boards were again allocated a discretionary budget of £250,000 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Westbury area board was allocated £10,320.

A balance of £7,140 was carried forward from the 2010/11 budget to give a total of £17,460 for 2011/12.

A CATG approved scheme to widen the pavement on Oldfield Road, Westbury, was completed earlier this year, costing £3,992; a commitment of £6,000 was made to create a painted pavement at Edington, and £3,000 was spent on refreshing red carpet road markings on the A350 entrance to Westbury from Warminster. There remains £4,468 in the 2011/12 budget.

The funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.

2. Westbury Community Area Transport group (CATG)

Westbury area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the area board.

The current membership of the Westbury CATG comprises of Westbury area board councillors and representatives from parishes, the Community Area Partnership, the community and the police. Highways officers also attend all meetings.

3. CATG Meeting 20 January 2012

At its meeting on 20 January the CATG discussed a variety of local transport issues including:

- Painted pavement/junction improvements at Edington
- New signage for walking/cycle routes between the town centre and the new primary care centre and between the station and the town centre.
- Installation of dropped kerbs
- Funding of bus stops for new bus route to primary care centre

4. Recommendations

That Westbury area board agree the recommendations of the CATG:

- £1,468 funding to contribute to the 3 way split to provide bus stops for route to Primary Care Centre in conjunction with CATG/Town Council and Area Board.
- £2500 to match fund Town Council for dropped kerbs to dovetail with Primary Care Centre routes and additional signage.
- £500 for additional signage to highlight route to Primary Care Centre and for routes between Westbury station and the town centre.

Agenda Item 13

Community Area Grants

Purpose of Report

To ask councillors to consider applications seeking the following funding from 2011/12 Area Board Grants:

1. Westbury Town Council application for £5,000 towards community celebrations for the Diamond Jubilee (Match funded)
2. Dilton Marsh Leisure Development Group application for £5,000 towards the development of a range of community leisure facilities in the village including trim trail.(Match funded)
3. Community Area Transport Group application for £5,000 towards the cost of construction of bus stops for route serving the new primary care centre. Note this is an area board led application.
4. Westbury Town Council application for £5,000 towards the cleaning of the Westbury White Horse in preparation for the Jubilee celebrations (match funded)
5. Dilton Marsh Memorial Hall application for £482 towards the replacement of windows.
6. Bratton Recreation Ground Committee application for £850 towards the cost of resurfacing the entrance road to the facility.
7. Dilton Marsh Flower and Handicraft show application for £392 towards staging of show and purchase of tables.

1. Background

1.1 Area boards have authority to approve grants under powers delegated to the area boards by the leader of Wiltshire Council (13 May 2009). Under the terms of that delegation area boards must operate within the policies set by the leader and/or the council. Wiltshire Council has adopted an Area Grants Policy, with funding criteria, to which the area boards must adhere.

1.2 In accordance with the Scheme of Delegation, any recommendation of an area board that was contrary to the funding criteria would need the approval of the leader, the appropriate cabinet member or the Cabinet.

1.3 In 2011/12 the Westbury Area Board was allocated a budget of £40,447. At the area board meeting of February 3 2011, the decision was taken to roll over unspent totals of £7492 making a total of £47,939. Following the

approval of grant funding at the area board in December, we currently have **£21,724** remaining for this financial year.

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 before 31 March 2012.

2.2 Funding applications will be considered at every Area Board meeting until 31 March 2012.

3. Environmental Impact of the Proposals

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

4. Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Westbury Area Board.

4.2 If the grant applications are approved as per officer recommendations, there will be £32 left in the Westbury area board budget for 2011/12.

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

Applicant	Project proposal	Funding requested
Westbury Town Council	The funding of Diamond Jubilee celebrations for the community.	£ 5,000

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

8.1.2 The town council is planning a packed programme of events to celebrate the Jubilee with events for all ages. This application reflects just a small proportion of the overall costings on the celebrations which will include children's party, entertainments, concert, beacon lighting, tea dance and a commemorative booklet. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Dilton Marsh Leisure Development Group	Development of leisure facilities for the village community	£5,000

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

8.2.2 Dilton Marsh currently has limited leisure facilities - a very outdated play area for under 12s and a football field, otherwise there are no facilities which support leisure of a physical nature for all age groups and individuals. With the approval (and match funding) of the Parish Council, this long term project aims to establish a hard surface Multi Use Games Area (MUGA), a fitness trail for all ages and an up to date young people's play area. A shelter for youth socialising and for use by the wider community is also planned. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Community Area Transport Group	To help fund the construction of bus stops serving the routes to the primary care centre	£5,000

See separate grant form for detail.

Applicant	Project proposal	Funding requested
Westbury Town Council	Match funding for the cleaning of the Westbury White Horse	£ 5,000

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

8.4.2 Many concerns have been raised by local residents about the current state of the white horse. The hill figure, in the care of English Heritage, was painted only four years ago but its condition has deteriorated dramatically. As custodian, English Heritage is concerned primarily with the physical condition and safety of this listed monument and have no plans to repaint it in the near future due to restricted funding. The horse is a famous local landmark, a tourist attraction, popular and well used by locals and visitors alike. It will also play a part in the Jubilee celebrations when it is planned the hill figure will be illuminated by searchlight and there will be a commemorative beacon lit on top of the hill. The area board and the town council have been working together to try and find a solution to the current state of the hill figure and have proposed to EH that it should be cleaned rather than repainted with funding provided jointly by the area board and the town council.

Applicant	Project proposal	Funding requested
Dilton Marsh Memorial Hall	Replacement of windows and door to improve thermal efficiency.	£482

8.5.1 Officers are of the opinion that this application meets 2011/12 grant criteria but would ask members to note that the Memorial hall received a grant of £650 from the area board in June 2011 for the replacement of the floor staging.

8.5.2 . This funding will help replace the three old wooden single-glazed windows in the rear wall of the hall with modern double-glazed windows, and to replace the old wooden door at the back of the hall with a modern insulated emergency door. This would complete the installation of thermally efficient doors and windows around the hall, to reduce heat loss in the winter months. The hall is well used by the local community and provides a popular venue for a variety of activities. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities"

Applicant	Project proposal	Funding requested
Bratton Recreation Ground Committee	Funding towards improvement of access to the facilities	£850

8.6.1 Officers are of the opinion that this application meets 2011/12 grant criteria but would ask members to note that since February 2010 this project has received three lots of area board funding totalling £4,390.

8.6.2 . The funding would be used to improve the access road inside the recreation ground and extend the car parking area. Recent improvements to the ground has attracted more teams to the facility, increasing the number of vehicles and the need for more car parking to avoid damage to the grass at the edge of the playing areas.

Applicant	Project proposal	Funding requested
Dilton Marsh Flower and Handicraft Show	Funding towards staging of show including judge fees, schedules, hall hire and purchase of tables	£ 392

8.7.1 Officers are of the opinion that this application does not meet 2011/12 grant criteria. The area board funded start up costs of £320 for this project last year and the grant criteria clearly states that it cannot be used for running costs on a year on year basis. However members may like to consider funding part of the application – namely the £360 needed for the one off purchase of tables with a proviso that these would have community use. (ref “Building Resilient Communities”).



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	Westbury Town Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Queen's Diamond Jubilee Celebrations - Evening Concert		
What is your project about and what does it aim to achieve?	To provide community events to celebrate the Queen's Diamond Jubilee in June this year, which will be open to all ages within the Westbury community area. Programme to include Street Fayre, Church Service, Tea Dance, Children's Party, Evening Concert, lighting of the beacon and White Horse over the period of 2 nd to 4 th June.		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Westbury Community Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Westbury town centre	
When will your project take place?	Evening Concert - 4 th June 2012	
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	National and local publicity.	
How many people will benefit from your project?	18,000 + - Westbury Community Area	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	Resilient communities Providing leisure activities	
To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Any other information about your project. Refer to question 2. This application applies to one event, ie the Evening Concert.		

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

n/a

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Attendance, local press coverage and feed back from public.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
	£		P/C	
	£	Own fundraising/reserves		£32,000
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£37,000	Total Project Income		£32,000

Total project income B	£32,000
Total project expenditure A	£37,000
Project shortfall A – B	£5,000
Grant sought from Wiltshire Council Area Board	£5,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	DILTON MARSH LEISURE DEVELOPMENT GROUP		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	DILTON MARSH LEISURE DEVELOPMENT (DMLG)		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	There is a requirement to establish facilities for leisure development in the Parish of Dilton Marsh. Apart from a very outdated play area for under twelves and a football field, there are no facilities which support leisure of a physical nature for all age groups and individuals. With the approval of the Parish Council, the project aims to establish a hard surface Multi Use Games Area (MUGA), a fitness trail for all ages and an up to date young people's play area. A shelter for Youth socialising and for use by the wider Community is also planned.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	DILTON MARSH CP		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date DEC 2011 & JAN 2012	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date JAN 2012	No <input type="checkbox"/>

Where will your project take place?	PARISH OWNED LAND IN THE CP	
When will your project take place?	STAGED 2012-2013	
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	Evident lack of facilities in the CP, or outdated existing facilities	
How many people will benefit from your project?	Whole Community (1,860)	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.	Promotion of Community involvement in physical activity and Community social development. See Wiltshire Community Plan page 8	
To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Any other information about your project. This is a very new venture and so developmental at the date of this application. A Bank Account is not yet set up, however, this is in train and any grant could be held "bed and breakfast" by the Parish Council Account. Precise costings are not yet known, other than the costing of an all age fitness trail which is seen as the inaugural stage of the overall project. This is in the region of £10,000 (see Section 5 below). Area Board funding will be applied for in FYs 2011/12 and 2012/13 to a total of £10,000		

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Local fund raising and further grants from sports bodies and other charitable sources (the Group is registered at the CIB and active sourcing of further funding is underway)

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Monitoring use of facilities and feedback from continuing facilities management organisation

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes Date JAN 2012 No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received
DILTON MARSH PC	25,000	£5000 (FY 2011/12)

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

If yes, please state which one(s).

Yes No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
FITNESS TRAIL	£10,000	Own fundraising/reserves	P	£40,000
ADVENTURE PLAYGROUND	£30,000			£
MUGA	£30,000	Parish/town council	C/P	£25,000
SHELTER	£5,000			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	AREA BOARD	P	£10,000
	£			£
	£			£
Total Project Expenditure	£75,000	Total Project Income		£75,000

Total project income B	£
Total project expenditure A	£
Project shortfall A – B	£
Grant sought from Wiltshire Council Area Board	£5,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 23/01/2012

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

Report to	Westbury Area Board
Date of Meeting	16 February 2012
Title of Report	Area Board Project Bid

Purpose of Report

To consider an Area Board Project Bid (Appendix 1) from Councillor Russell Hawker seeking £5,000 towards the construction of bus stops to serve the new primary care centre on Leigh Park.

1. Background

1.1 In addition to the Community Area Grant Scheme, Area Boards may wish to use a proportion of their funding for projects which fall outside the criteria of the Community Area Grant Scheme. These projects would be initiated by Area Board members for consideration and approval by the Area Board.

1.2 As stated in the Cabinet report:

In considering requests the Area Board will need to bear in mind the impact this will have on the amount of funding available to support applications from local community groups and organisations.

1.3 The Cabinet Report stated that any project initiated by a Councillor outside of the Community Grants system must have the approval of the Area Board and should clearly set out one or more of the following:

- Evidence of community need
- Clear links to the community plan
- Evidence that it addresses an on-going issue that has been logged via the Community Issues System

1.4 Westbury Area Board has been allocated a 2011/12 budget of £40,447 for community grants, community partnership core funding and councillor led initiatives. Following the approval of grant funding at the December 2011 area board, we have **£21,724** remaining for this financial year.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Westbury Community Plan
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2. Main Considerations

2.1. Councillors will need to consider whether the application meets one or more of the following:

- Evidence of community need
- Clear links to the community plan
- Evidence that it addresses an on-going issue that has been logged via the Community Issues System

2.2 It should be noted that this application will only part fund the £10,000 needed for four bus stops. It is anticipated the remainder will be raised through the Community Area Transport Group (£1,468) and Westbury Town Council (£3,532).

3. Environmental Impact of the Proposals

3.1. Area Board Project bids 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. Funds allocated must fall within the Area Boards budget allocated to the Westbury Area Board.

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 Diversity Implications

7.1 Implications relating to individual grant applications, if applicable, are outlined within section 8 "Officer Comments".

8. Officer Comments

8.1 The new Primary Care Centre off Mane Way at Leigh Park is expected to be complete by August 2012.

8.2 Concerns have been raised by local residents about access to the new centre. Meetings have taken place between Wiltshire Council passenger transport officers, the Westbury Group practice and the area board as a result of which it is hoped a bus route will be diverted that can serve the centre.

8.3 As a result of this, four new bus stops will be needed at a cost of £2,500 each. There is no funding available through passenger transport for this so area board councillors have mooted the idea of funding from three sources, namely the area board transport group (CATG), the community area boards grants fund, and the Westbury Town Council.

8.4 This application demonstrates links to the needs of the Westbury community and was also raised at the recent Westbury Forward community planning event. It will benefit the whole community.

Appendices:	Appendix 1 Project Bid
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Report Author	Sally Hendry - Community Area Manager Tel. 01373 864714 Email: sally.hendry@wiltshire.gov.uk
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Area Board Project	
1. What is the Initiative?	<p>Funding of the construction of bus stops for route to new Primary Care centre</p> <p>The new primary care centre is expected to be complete by August 2012 and plans are underway to provide an amended bus route in order to serve the new centre. This amended route will require four bus stops at a cost of £2500 each.</p>
2. Where is the initiative taking place?	<p>On agreed locations along the bus route between the town centre and the new primary care centre off Mane Way, Leigh Park</p>
3. When will the initiative take place?	<p>As soon as the new alternative bus route is confirmed and funding is available.</p>
4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?	<p>There have been many concerns raised about access to the new centre and the area board has been working with the Westbury Group Practice and Wiltshire Council passenger transport officers to try and resolve concerns. The wider community will benefit from access to the centre and bus stops are an integral and necessary part of any new bus route.</p>
5. What is the desired outcome of this initiative?	<p>To help ensure appropriate access to the new primary care centre.</p>
6. Who will Project Manage this initiative?	<p>The project will be led by the council's passenger transport team.</p>
7. Costs/quotes/ match funding?	

As the four stops will cost a total of £10,000, it has been suggested that a three way split would be the most appropriate way of funding this project. £5,000.00 is thus requested from the area board with £1,468 already committed from the Community Area Transport Group. It is hoped the balance (£3532) will be provided by the Westbury Town Council.

8. Additional information

More information about the alternative route planned will be publicised as soon as available.

Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	Westbury Town Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Renovation of Westbury White Horse		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	To restore the horse to a white horse in time for the Queen's Diamond Jubilee in June 2012.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Westbury Area Community		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	On the hill figure
When will your project take place?	As soon as possible prior to June
<p>How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i></p>	<p>The horse was cleaned and painted four years ago, but has deteriorated substantially over the last twelve months. It is a historic local landmark and a tourist attraction. It is in the care of English Heritage. There have been numerous complaints raised by local resident and local media.</p> <p>Approaches have been made to English Heritage, and whilst appreciating its poor visual condition, they consider it to be structurally sound as a historic monument, and cannot allocate funds due to financial constraints.</p> <p>With the Diamond Jubilee celebrations approaching, it is planned to light the figure up to mark this important occasion..</p>
How many people will benefit from your project?	In excess of 25000
<p>How does your project demonstrate a direct link to the local community plan for your area?</p> <p>www.wiltshire.gov.uk/areboards</p> <p>Please provide a reference/page no.</p>	Improving leisure facilities and encouraging tourism.
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>Any other information about your project.</p> <p>The condition of the white horse is a matter of local concern, and has been identified as a priority at a recent community planning event (Westbury Forward).</p>	

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

n/a

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Public opinion, rise in tourism and positive media coverage..

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
	£		P/C	£
	£	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£10,000	Total Project Income		£5,000

Total project income B	£5,000
Total project expenditure A	£10,000
Project shortfall A – B	£5,000
Grant sought from Wiltshire Council Area Board	£5,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	Dilton Memorial Hall		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Registered Charity No. 305501		

2. Your project

Project Title/Name	Final stage of thermal insulation for the hall.		
What is your project about and what does it aim to achieve?	The Project aim is to replace the three old wooden single-glazed windows in the rear wall of the hall with modern double-glazed windows. The purpose is to replace the three items mentioned above and thus complete the installation of thermally efficient windows around the hall, to reduce heat loss in the winter months.		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Westbury		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Dilton Marsh
When will your project take place?	As soon as funding is available
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	The thermal efficiency of the hall has been gradually improved over recent years by the installation of double glazing in the main hall, the installation of thermally efficient front door and side emergency doors, the insulation of the new roof (2008) and the thermal cladding of the remaining section of the original wall (2010). The work covered by the current project is the final stage in this gradual process, and it will benefit the local community by making a further reduction in the fuel costs for heating the hall (which is now 90 years old) and thus helping to keep down the costs of running the hall.
How many people will benefit from your project?	All residents of Dilton Marsh.
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.	The hall exists as an amenity for the benefit of all local residents.
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Any other information about your project. The project is the final stage in a process which started about ten years ago.	

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="5"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

N/A

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

The benefit will become apparent from the monitoring of fuel costs as part of our bugetary system.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

None

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending: 31st	Month: December	Year: 2010
A - Total income:	£13,006.43	
B - Minus total expenditure:	£13,364.96	
Surplus/deficit for year: (A minus B)	£(-358.53)	
Free reserves currently held:	£7520.77	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Installation of windows & door	£930	Own fundraising/reserves	C	£448
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£930	Total Project Income		£448

Total project income B	£448
Total project expenditure A	£930
Project shortfall A – B	£482
Grant sought from Wiltshire Council Area Board	£482
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 21/12/2011

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	BRATTON RECREATION GROUND COMMITTEE		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify Sub-committee to Bratton Parish Council		

2. Your project

Project Title/Name	IMPROVE ACCESS ROAD & EXTEND CAR PARKING AREA		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	OUR PROJECT WILL IMPROVE THE ACCESS ROAD INSIDE THE RECREATION GROUND AND EXTEND THE CAR PARKING AREA AT THE RECREATION GROUND. THE IMPROVEMENTS THAT HAVE BEEN MADE TO THE RECREATION GROUND RECENTLY HAVE ATTRACTED MORE TEAMS TO THIS FACILITY. AS A RESULT, MORE CARS ARE ENTERING THE GROUND, THUS REQUIRING A WIDER ACCESS ROAD AND BIGGER CAR PARKING AREA, TO AVOID DAMAGE TO THE GRASS AT THE EDGE OF THE PLAYING AREAS. THIS PROJECT IS PART OF OUR ONGOING PROGRAMME OF IMPROVEMENTS TO THIS MUCH USED VILLAGE ASSET.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	BRATTON IS IN THE WESTBURY AREA.		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	BRATTON RECREATION GROUND, NORTH OF BRATTON VILLAGE	
When will your project take place?	WINTER 2012	
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	<p>THE EXISTING HARD STANDING CAR PARKING AREA IS INADEQUATE FOR THE NUMBER OF CARS THAT BRING PLAYERS TO THE GROUND. DAMAGE HAS OCCURRED TO THE GRASS AT THE EDGE OF THE PLAYING AREAS, WHICH COULD RESULT IN HAZARDOUS CONDITIONS FOR THE PLAYERS IN ALL RECREATION GROUND USER GROUPS. THESE INCLUDE CRICKET TEAMS FROM WESTBURY, BOOMSBURY AND BRATTON, AND FOOTBALL TEAMS FROM TROWBRIDGE AND WESTBURY. MORE HARD STANDING IS URGENTLY REQUIRED, ESPECIALLY WHILE THE GRASS AREA IS SOFT.</p> <p>PHOTOGRAPHS OF THIS DAMAGE ARE AVAILABLE IF REQUIRED</p>	
How many people will benefit from your project?	ABOUT 1000	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboards Please provide a reference/page no.	<p>IT SUPPORTS THE COMMUNITY PLAN BY THE IMPROVEMENT OF A LOCAL SPORTING FACILITY, AS DESCRIBED UNDER THE "CULTURE" SECTION OF THE PLAN.</p> <p>13</p>	
To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Any other information about your project.

THE RECREATION GROUND HAS ATTRACTED A HEIGHTENED LEVEL OF INTEREST FROM LOCAL PLAYING GROUPS DUE IN PART TO THE IMPROVEMENTS MADE TO THE PLAYING SURFACES. THESE HAVE BEEN MADE POSSIBLE BY THE NEW GARAGE IN WHICH THE PLANT IS NOW KEPT AND MAINTAINED. WE ALSO EXPECT THAT THE UPDATED KITCHEN FACILITY WILL ATTRACT EVEN MORE USERS IN THE MONTHS AND YEARS AHEAD.

WE HAVE REQUESTED QUOTES FROM LOCAL CONTRACTORS FOR THIS WORK, BUT HAVE NOT YET RECEIVED THEM. THE PROJECTED COST IS THEREFORE OUR BEST ESTIMATE.

3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="3"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	1 <input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

N/A

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

WE WILL REQUEST FEEDBACK FROM THE USERS OF THE RECREATION GROUND, AND WILL ASSESS CHANGES IN FREQUENCY OF USAGE.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (other than Wiltshire Council)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

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<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	

4. Information relating to your last annual accounts (if applicable)		
Year ending: April 2011	Month:	Year:
A - Total income:	£24,486.22	
B - Minus total expenditure:	£31,848.72	
Surplus/deficit for year: (A minus B)	£-7,362.50	
Free reserves currently held:	£7,561.67	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Materials - hardcore	£796	Own fundraising/reserves	C	£
Plant - excavator	£334			£
Plant -dumper	£250	Parish/town council		£
Labour	£320			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1,700	Total Project Income		£0

Total project income B	£
Total project expenditure A	£1,700
Project shortfall A – B	£1,700
Grant sought from Wiltshire Council Area Board	£1,700
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 22/12/2011

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	Dilton Marsh Flower and Handicraft Show		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Dilton Marsh Flower and Handicraft Show		
What is your project about and what does it aim to achieve?	We are aiming to run an annual flower and handicrafts show to encourage and enhance the practice of horticulture as well as handicrafts skills in the parish of Dilton Marsh. We also wish to encourage community spirit and involvement in the village		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Parish of Dilton Marsh		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Dilton Marsh Memorial Hall
When will your project take place?	11 August 2012
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	The village garden club and WI ran their own shows for a number of years but were thought to be becoming exclusive. The joint initiative was started with a prime aim of attracting anyone from the village. This has proved successful with over 30% of entrants last year not belonging to either the WI or the gardening club
How many people will benefit from your project?	Approx 2000
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.	Great community involvement
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project.	

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="5"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Aim to be self funding in 3 years from now, if not, parish council will be approached

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Numbers attending and feedback from visitors

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year: 2011
A - Total income:	£492.75	
B - Minus total expenditure:	£439.84	
Surplus/deficit for year: (A minus B)	£52.91	
Free reserves currently held:	£52.91	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
6 display tables	£360	Own fundraising/reserves		£53
Judges	£100			£
Schedules	£50	Parish/town council		£
Hall Hire	£100	Adverts in schedule		£90
General expenses	£25	Trusts/foundations		£
	£	Entries		£60
	£	In kind		£
	£	Refreshments		£40
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£635	Total Project Income		£243

Total project income B	£243
Total project expenditure A	£635
Project shortfall A – B	£392
Grant sought from Wiltshire Council Area Board	£392
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 15/01/2012

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

