

AGENDA

Meeting: CORSHAM AREA BOARD
Place: Lacock Village Hall, East Street, Lacock, SN15 2LF
Date: Thursday 24 January 2013
Time: 7.00 pm

Including the Parishes of Box, Corsham, Colerne and Lacock

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 Marie Todd (Area Board and Member Support Manager) on 01225 718036 / marie.todd@wiltshire.gov.uk or Dave Roberts (Corsham Community Area Manager), 07979 318504 / dave.roberts@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

Peter Davis (Vice Chairman) – Corsham Town
Sheila Parker – Box & Colerne
Alan MacRae (Chairman) – Corsham Pickwick
Dick Tonge – Corsham Without & Box Hill

PLEASE DO NOT PARK IN EAST STREET BUT USE THE RED LION CAR PARK, HIGH STREET, LACOCK, SN15 2LQ

Items to be considered	Time
<p>1 Chairman's Welcome and Introductions <i>(Pages 1 - 2)</i></p>	7pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes <i>(Pages 3 - 6)</i></p> <p>To approve as a correct record the minutes of the extraordinary Corsham Area Board meeting held on 13 December 2012 and to formally ratify the recommendations made at the meeting.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements <i>(Pages 7 - 14)</i></p> <p>To receive the following chairman's announcements:</p> <ul style="list-style-type: none"> • Victim Support • Youth Service Update • Wiltshire Online – Connectivity and Provision • Legacy for Wiltshire 	
<p>6 Partner Updates <i>(Pages 15 - 22)</i></p> <p>To receive any updates from the following partners:</p> <ul style="list-style-type: none"> (a) Wiltshire Police (b) Wiltshire Fire and Rescue Service (c) NHS Wiltshire (d) Town and Parish Council Nominated Representatives (e) Corsham Community Area Network (CCAN) (f) Chamber of Commerce (g) Shadow Community Operations Board (h) Wiltshire Involvement Network (WIN) 	
<p>7 Community Area Grants <i>(Pages 23 - 30)</i></p> <p>The Wiltshire Councillors will consider the following applications to the Community Area Grants Scheme:</p> <ul style="list-style-type: none"> • Corsham Food Bank - £500 towards food storage space • One Mile Running Club - £350 towards trophies and certificates <p>The Board will also consider:</p> <ul style="list-style-type: none"> • a councillor led initiative for £500 towards the freedom of the town for paralympic swimmer Stephanie Millward. 	7.20pm

- The possible transfer of any underspend on the community area grants budget towards projects identified by the Community Area Transport Group.

8 **Recommendations from Community Area Transport Group** 7.30pm
(Pages 31 - 32)

To consider recommendations from the Community Area Transport Group (CATG).

9 **KOBRA Update** 7.40pm

To receive an update from KOBRA (Knowledge of Box Roman Archaeology) on their project to construct a portable scale model and publish an illustrated book explaining the Roman structures, that received community area grant funding in 2011.

10 **Delegated Power** 7.50pm

As this will be the last Area Board meeting before the election in May to consider delegating powers to the Community Area Manager as follows:

Recommendation

That in respect of urgent matters that may arise from time to time between meetings of an Area Board, the Community Area Manager, in consultation with the unitary councillors on the Area Board, be granted delegated authority to make any necessary decisions (such as agreement of CATG funding allocations and Community Area Partnership Funding). A report explaining the decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the area board to ensure that such decisions are subject to public examination.

Reason for Recommendation

To facilitate the smooth and efficient running of Area Board business and to reduce the need for unnecessary extraordinary meetings.

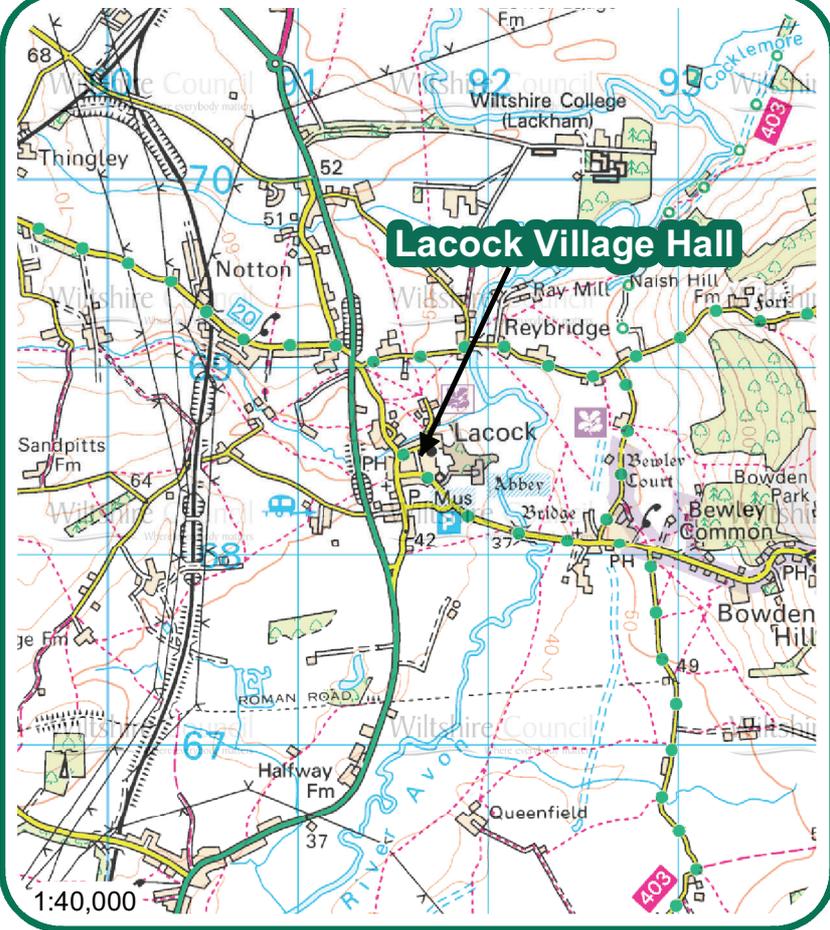
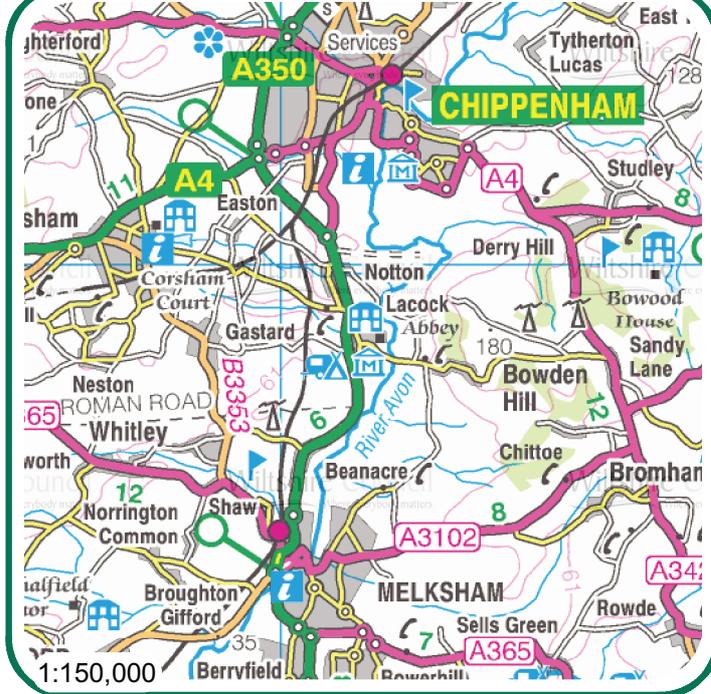
11 **Draft Police and Crime Plan** 7.55pm

To receive a presentation from Angus MacPherson, Police and Crime Commissioner, regarding the draft Police and Crime Plan.

12 **Housing Need and Review of Wiltshire's Housing Allocations** 8.05pm
(Pages 33 - 34)

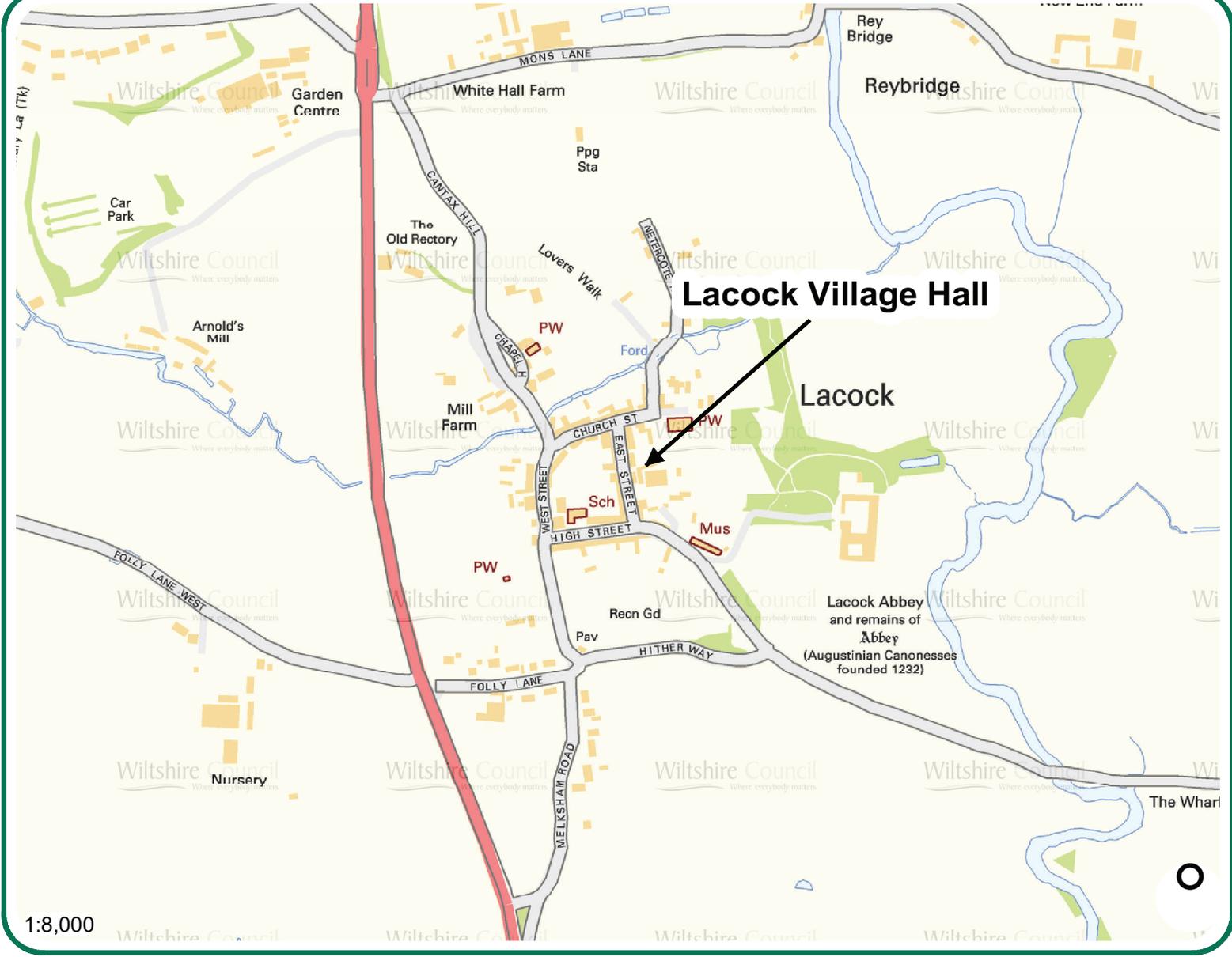
To receive a presentation from Nicole Smith, Head of Strategic Housing, regarding housing need in Wiltshire and the review of housing allocations.

13	Lacock Archives	8.20pm
	<p>With the successful bid to Heritage Lottery Fund to buy the Lacock Archive and associated activities, the project moves into the next phase. Terry Bracher, Local Studies and Archives Manager at the Wiltshire and Swindon History Centre will present an update on the Lacock Archive project. This will include the timetable for the project and opportunities for community volunteers.</p>	
14	Achievements of the Area Board over the last 4 years	8.40pm
	<p>The Chairman will talk briefly about the achievements and successes of the Corsham Area Board since it was formed in 2009.</p>	
15	Cabinet Member Update	8.50pm
	<p>Councillor Jane Scott, Leader of the Council, will be present at the meeting and will talk about her responsibilities and answer any questions. If anyone wishes to ask a specific question please could you send this in advance to Dave Roberts, Community Area Manager – dave.roberts@wiltshire.gov.uk</p>	
16	Future Meeting Dates	9pm
	<p>To note that future meeting dates will take place on:</p> <p>Thursday 23 May 2013 – Box Pavilion – 7pm Thursday 18 July 2013 – Colerne Village Hall – 7pm Thursday 19 September 2013 – Lacock Village Hall – 7pm Thursday 21 November 2013 – Corsham Town Hall – 7pm</p>	



Lacock Village Hall
East Street
Lacock
SN15 2LF

Wiltshire Council
 Where everybody matters



MINUTES

Meeting: EXTRAORDINARY CORSHAM AREA BOARD
Place: Corsham Fire Station, Beechfield Road, Corsham, SN13 9DN
Date: 13 December 2012
Start Time: 10.00 am
Finish Time: 10.40 am

Please direct any enquiries on these minutes to:

Marie Todd (Area Board and Member Support Manager) on 01225 718036 or marie.todd@wiltshire.gov.uk.

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

In Attendance:

Wiltshire Councillors

Cllr Alan MacRae (Chairman) and Cllr Sheila Parker

Wiltshire Council Officers

Dave Roberts – Community Area Manager

Marie Todd – Area Board and Member Support Manager

Partners

Mike Franklin – Wiltshire Fire and Rescue Service

Christine Reid, Kevin Gaskin and Sally Fletcher - Corsham Community Area Network (CCAN)

Total in attendance: 14

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Extraordinary Area Board meeting. He explained that, as only two members of the Area Board were present, the meeting was not quorate and any recommendations made would need to be formally ratified at the next meeting following consultation with the other two Area Board members.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Peter Davis Cllr Dick Tonge Sian Walker – Service Director Nick Cooke – Wiltshire Police</p>
3	<p><u>Minutes</u></p> <p><u>Recommendation</u> To approve the minutes of the meeting held on 20 September 2012.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p><u>Devizes Road, Box</u></p> <p>In response to a query raised at the last meeting, the Chairman explained that the method by which the sites are chosen for road resurfacing each financial year reflects the latest available technical surveys upon the condition of the highway network which examine the skid resistance and structural integrity of the roads to focus the available funding at those locations where it would be most effective in reducing accidents. This is a countywide process, this year there were roads in worse condition than Devizes Road, and they became the priority.</p> <p>Part of Devizes Road was resurfaced under the Carriageway Repairs Programme which is designed to deal with localised failures. There is a backlog of Highway Maintenance in Wiltshire and we have to make some difficult decisions in the priority process. The Council currently undertakes ten to twelve surfacing sites annually with other sites receiving surface treatment only. Wiltshire Council has a policy of improving skid resistance where this is currently poor which can lead to high speed skidding accidents. This Strategy will</p>

	<p>continue into the 2013 programme and many roads will have localised repairs to address the skid resistance issue.</p> <p>The remainder of Devizes Road will be considered for next year but it is not possible at this time to say whether it will be included or not.</p>
6	<p><u>Community Area Grants</u></p> <p>The Area Board considered four applications seeking 2012/13 Community Area Grant funding.</p> <p><u>Recommendation</u> To approve the following grant applications:</p> <p>(1) Neston Village Hall – Award £5,000 towards a total project cost of £12,336 to provide additional and modern storage space for users of the hall. Funding is conditional on the balance of funds and any required planning permission being in place.</p> <p>(2) Colerne Village Hall – Award £1,000 towards a total project cost of £3,258 to put in place disabled access ramps and doors. Funding is conditional on the balance of funding and any required planning permission being in place.</p> <p>(3) Colerne Sea Scouts – Award £923 towards a total project cost of £1,847 to upgrade insulation, install a door and repairs to the roof. Funding is conditional on the balance of funding being in place.</p> <p>(4) Colerne Luncheon Club – Award £1,017 towards a total project cost of £2,035 to purchase a new industrial dishwasher. Funding is conditional on the balance of funding being in place.</p> <p><u>ACTION:</u> Dave Roberts – Community Area Manager</p>
7	<p><u>Corsham Community Area Network (CCAN)</u></p> <p>The 2012 update of the Community Plan for the Corsham Area was now available in a colourful booklet form. It was launched at CCAN’s annual meeting held on 30 October. The update followed a large consultation event and next steps were to produce a web based version which would be easier to keep up to date.</p> <p>It was very important to ensure that successful outcomes are achieved based on the plan and to work together in the community to meet the aspirations expressed. Efforts had been made to recruit new members to the Steering Group but this had not been successful.</p> <p>The Chairman thanked CCAN and, in particular, Christine Reid, for the hard work undertaken to produce the plan. The priorities clearly reflected what</p>

	<p>people in the area wanted. The Area Board noted the huge number of achievements of CCAN and the Board since 2009 and noted the priorities and next steps that had been identified.</p> <p><u>Recommendation</u></p> <p>(1) To endorse the 2012 Community Area Plan Update. (2) To agree to work with the local community to help realise the Community Priorities.</p> <p><u>ACTION: Corsham Area Board and CCAN</u></p>
8	<p><u>Fire Service Update</u></p> <p>Mike Franklin gave a brief update to the Area Board on the work of the Fire Service covering the following points:</p> <ul style="list-style-type: none"> • There had been four fires in the community area in the last reporting period. Two had been accidental and two deliberate. • 16 home fire safety visits had taken place. • Three weeks ago a family in the south of the county had been hospitalised due to carbon monoxide poisoning. This highlighted the importance of sweeping chimneys regularly. • A programme entitled “Adopt a Hydrant” was being introduced in some rural parishes. This would involve members of the public keeping an eye on hydrants close to where they live and reporting to the fire service if they felt any work was required to the hydrants. • The Safe Drive/Stay Alive programme was still available for any schools wishing to take part. <p><u>ACTION: Dave Roberts to include details of the “Adopt a Hydrant” programme in the Community Area Newsletter and the Parish Council Newsletter.</u></p>
9	<p><u>Future Meeting Dates</u></p> <p>It was noted that future meetings of the Area Board would take place as follows:</p> <p>Thursday 24 January 2013 – Lacock Village Hall – 7pm Thursday 23 May 2013 – Box Pavilion – 7pm Thursday 18 July 2013 – Colerne Village Hall – 7pm Thursday 19 September 2013 – Lacock Village Hall – 7pm Thursday 21 November 2013 – Corsham Town Hall – 7pm</p>
10	<p><u>Note</u></p> <p>Following the meeting all four Corsham Area Board members confirmed that they agreed the recommendations made at this meeting. The recommendations will be formally ratified at the Corsham Area Board meeting on 24 January 2013.</p>

Subject:	Victim Support
Officer Contact Details:	Julie Locks, Victim and Witness Development Officer 01380 738878 Julie.locks@victimsupport.org.uk
Weblink:	www.victimsupport.org.uk
Further details available:	Victim Support 01380 738878

Summary of Announcement:

Victim Support offers free confidential support to those people who have been a victim of crime. We have a team of professionally trained volunteers who can offer emotional and practical support whatever the impact on the victim.

We have specialist support workers who assist those that have been a victim of a serious crime including domestic violence and anti-social behaviour.

We are looking to raise our profile in the local communities and ensure that our service is available to all. We would therefore appreciate any opportunities to come along to community groups/events to talk about what we do.

We are also looking for venues to display our posters.

Any help would be greatly appreciated. Please ring Julie Locks on 01380 738878.

Chairman's Announcements

Subject:	Integrated Youth Service
Officer Contact Details:	Mal Munday, Head of Service
Weblink:	
Further details available:	

Summary of announcement:

Background

Youth work is a part of the Integrated Youth Service and we provide a range of services to young people from open access youth work to targeted support for those young people with additional needs to young people requiring specialist services.

Youth Work Offer

"Wiltshire Council's Youth work provision is 'needs led', developmental and community based. It is built on a youth work curriculum. This means: that we keep the needs of young people central to our practice at all times; that we work with them in the context of their own communities; and that we help them to develop the wide range of skills, knowledge and understandings they need to make a success of their transition from 'child' to 'independent adult and active citizen'. Clearly, this indicates that there is far more to youth work than the stereotype of supervising young people playing pool and table tennis in youth clubs. The latter bears little relation to the reality and breadth of the work, which when accurately described is all about the skilful and subtle art of informal education" **Learning from Life, July 2010, Wiltshire Council**

Future of Youth Work in Southern Wiltshire

Since 2009 the Council has used the Staffing Funding Formula to allocate the funds we have available across each Community Area so that everyone can see that there is a fair allocation. The formula is as follows:

- 25% of the total budget as a fixed amount for each community area
- 50% based upon the numbers of 13-19 year olds in each community area
- 10% based upon deprivation using the indices of multiple deprivation
- 10% based upon rurality/sparsity
- 5% held centrally to cover emergency and/or training/maternity cover

There are no plans to change this arrangement so whatever the size of the youth work budget it will be allocated across the County using the above. Clearly I do not know what the future holds or how the Council will decide what it's priorities are in the future, but to date Wiltshire has remained committed to providing services for young people at a time when other Authorities have significantly reduced their spend on youth work.

Chairman's Announcements

Youth Advisory Groups (YAGs)

The Wiltshire 11-19 Commissioning Strategy was agreed by Cabinet and the Wiltshire Children & Young People's Trust in September 2011. This included the implementation of a new local Youth Work Offer.

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups with standard terms of reference in each community area, led by young people. These groups will be linked to Area Boards and chaired by a young person under 25. Over 50% of the members will be under 19 years of age and the groups will play a key role in improving the coordination of positive activities for young people in local areas. This will involve encouraging partnerships that avoid overlap and fill gaps.

The groups will also be involved in planning and shaping local services from a young person's perspective. Furthermore they will help local young people know what opportunities and activities are available for them to access. Mechanisms will be established so that knowledge and ideas can be shared between the groups across the county.

The purpose of YAGs is to build on the work which Area Boards and young people have completed through their local Community Area Young Peoples Issues Group (CAYPIG) around increasing the voice and influence of young people. YAGs are a development of the CAYPIG and will be very much an opportunity for young people to hold local providers of services, including Wiltshire Council, to account for the service they provide and to also work with young people to see how we can improve services. It is for each Area Board to decide through consultation with young people whether they wish to retain the CAYPIG and link this to the YAG or to replace the CAYPIG with the YAG. This is a local decision and to date across the County different community areas have taken different decisions which is fine as we are keen to respond to local demands. This is part of our ongoing commitment to ensure that young people are involved in influencing the design and delivery of services they use and key to this is the involvement of young people in Area Boards

Subject:	Wiltshire Online: Connectivity and Provision
Officer Contact Details:	Wiltshire Online Team
Weblink:	www.wiltshireonline.org

Summary of Announcement:

The Wiltshire Online Programme aims to bring availability of standard and superfast broadband to homes and businesses across the county.

The main aims of the programme are:

- A minimum of 85%, hopefully up to 95% of premises being able to access superfast broadband by 2015
- All premises to have access to a minimum broadband service of 2Mbps by 2015.

The procurement for superfast broadband was launched on 2 July with British Telecom being announced as preferred bidder on the 12 November. Following a period of contract finalisation and final approval by the government, Wiltshire Council is anticipating signing the contract at the end of January.

In February, the Wiltshire Online Programme should then be able to provide details about the overall percentage coverage of superfast broadband, the technologies to be used and high level information about the rollout plans. An update will be given to Area Boards either by providing a chairman's announcement and links to the Wiltshire Online Web site, or by a presentation.

Once the contract has been awarded, BT will build their delivery team and start upon their detailed surveying of the infrastructure across Wiltshire. Surveying will occur in phases across Wiltshire with the network rollout following shortly afterwards in that area. The timescales for this and the number of surveys to be completed will be shared after the award of the contract.

Though specific information about each community area will not be available from February, the Wiltshire Online Programme will be able to provide more specific information as the project progresses through the phases of implementation. Ahead of each phase each Community Area affected will be provided with detailed information about the forthcoming rollout particulars, including, practical advice and also guidance on how to respond to any questions.

At any time the website www.wiltshireonline.org will have the most up to date information and the Wiltshire Online Team is available to speak to.

Subject:	Legacy for Wiltshire
Officer Contact Details:	Carlene Robinson Senior Project Support Officer 01225 713152 Carlene.robinson@wiltshire.gov.uk
Weblink:	Follow 2012 A year of Celebration at:  
Further details available:	Carlene Robinson Senior Project Support Officer 01225 713152 Carlene.robinson@wiltshire.gov.uk

Summary of Announcement:

2012 has been an overwhelming success for Wiltshire and it was wonderful to see our communities come together and celebrate. The community spirit and sense of pride that was apparent across the county was unique, and to see more than half our population attend the events just shows what we can achieve when we work together.

The challenge now is to keep that spirit and sense of achievement and pride alive, and to create a lasting legacy for Wiltshire. Keeping the momentum of last year going into 2013 and beyond will be good for our county. We need to take every opportunity to encourage communities to continue to come together, to take action to keep our economy buoyant and to encourage people to keep active and healthy.

This year we held a series of community evening events that provided a forum to share ideas and plans and to update on key information. We would like to reconvene these meetings in the new year to focus on what we can do in 2013 to create a lasting legacy and by working together how we keep the success of the last great year going.

We would like to invite you to attend one of the following events;

- Thursday 31 January, at County Hall, Trowbridge**
- Thursday 7 February at the Town Hall, Chippenham**
- Thursday 21 February at the Guild Hall, Salisbury**
- Wednesday 27 February at the Corn Exchange, Devizes**

All the evenings will start with tea and cakes at 6pm. The meeting will start at 6.30pm, finishing by 8pm.

Crime and Community Safety Briefing Paper Corsham Community Area Board 24th January 2013



1. Neighbourhood Policing Team (NPT).

Sgt: PS Nick Cooke

Town Centre Team

Beat Manager – PC Hazel Anderson
PCSO – Shaun Redmond

Rural Team

Beat Manager – PC Mandie Ball
PCSO – Norman Webster
PCSO – James Gatherum

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current 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

3. Performance and Other Local Issues:

Drugs Three young males were stopped in Box and searched for drugs. A report was received from a member of the public of youths smoking in a Car Park in Box close to a vehicle. All three were taken back to Corsham Station and searched. Two of them were in possession of cannabis – one received a cannabis street warning and the other received a Reprimand.

Dwelling Burglaries During the past 6 months there have been several dwelling burglaries in surrounding rural villages. A male was traced forensically and arrested for these and other burglaries and has been sentenced to 8 years imprisonment. This male was also responsible for an armed robbery at a jewellers in Malmesbury which was taken into account when he was sentenced.

Criminal Damage to the Lion Plinth in the Martingate Centre You will have noticed that the plinth the Lion sits on has now been repaired. Due to there being good CCTV Footage of this criminal act an appeal went into the newspaper. The two males responsible came forward, apologised profusely and wished to pay for the repairs. Their apology and honesty was gratefully accepted by the owner and the Plinth has now been repaired.

Knifepoint Robberies – A male has appeared in Court and pleaded guilty to 2 knifepoint robberies in Corsham, he has pleaded guilty and is remanded until February 2013 when the Case will be going to Court.

Blues 'N' Zues A very successful Blues ' N' Zues Xmas Party was held at Corsham School for 11-16 year olds. This was organised and supervised by Corsham Police Officers and Staff. There was a good turn-out of youngsters who all had a good time. Another one is being planned for around the time of Valentines Night – this will be publicised shortly.

Shoplifting A male residing in Rudloe we mentioned at the last report who was being held on Remand has now received a 34 week prison sentence for several shoplifting offences in Corsham, Chippenham, Trowbridge and Melksham.

Indecent Exposure A male was arrested for two counts of indecent exposure on Middlewick Lane. He was charged and appeared in Court, he has been remanded on unconditional bail until the 21st January for pre-sentence reports.

Burglary - Katherine Park We are currently investigating a burglary at The Co-Op on Katherine Park whereby a door was rammed by a vehicle to gain access. Nothing was taken and the vehicle was abandoned nearby. It is believed that a white vehicle was also involved as it was seen in the vicinity at the same time. We would like to encourage anyone with any information regarding this Crime to contact us – you may do so anonymously.

Community Engagement – In addition to the Wiltshire Police website, Corsham NPT also regularly update a Facebook Page at www.facebook.com/CorshamPolice. This has been effective in putting out local crime warnings (in addition to usual methods such as Neighbourhood Watch), appeals for witnesses and information and for putting out good-news stories, as well as telling the community about upcoming consultations. So far over 100 people have 'Liked' the page to receive updates posted by the NPT and this number is steadily growing – if you are on Facebook please feel free to join us.

EF Corsham	Crime				Detections	
	January 2010 - December 2011	January 2011 - December 2012	Volume Change	% Change	January 2010 - December 2011	January 2011 - December 2012
Victim Based Crime	617	524	-93	● -15%	15%	17%
Domestic Burglary	22	29	7	● 32%	9%	14%
Non Domestic Burglary	88	70	-18	● -20%	5%	1%
Vehicle Crime	108	58	-50	● -46%	10%	0%
Criminal Damage & Arson	140	129	-11	● -8%	14%	16%
Violence Against The Person	65	92	27	● 42%	35%	36%
ASB Incidents (Year to Date)	426	279	-147	● -35%		
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and Domestic Burglary in the previous 12 month period (December 2011 - November 2012).						
* Detections include both Sanction Detections and Local Resolution						

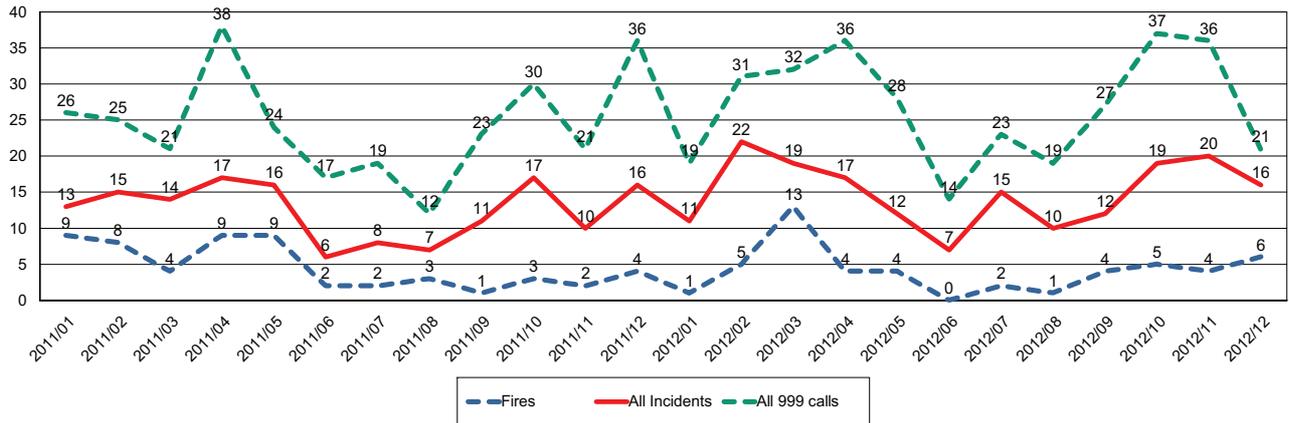
Phil Staynings
Inspector Chippenham, Calne and Corsham



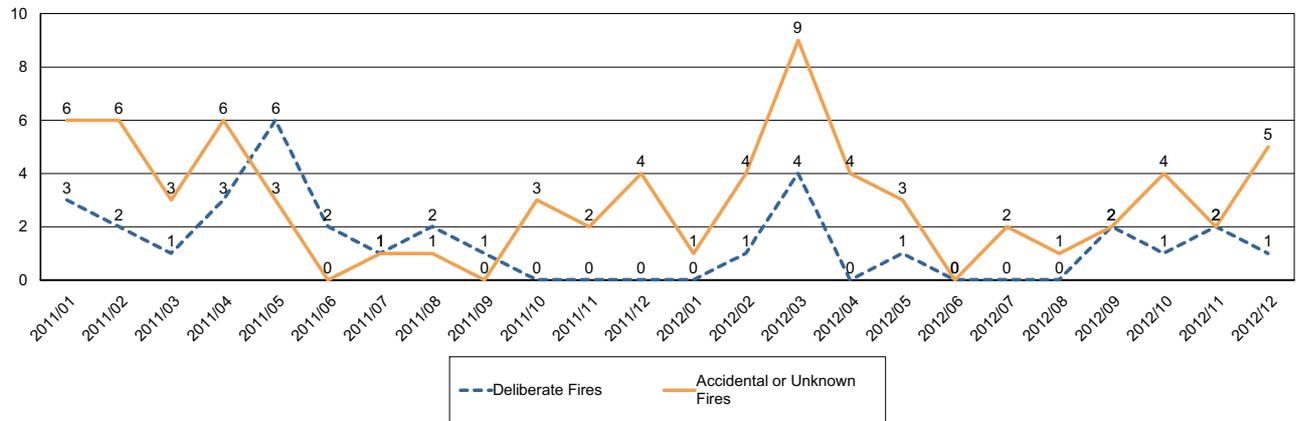
Report for Corsham Area Board

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

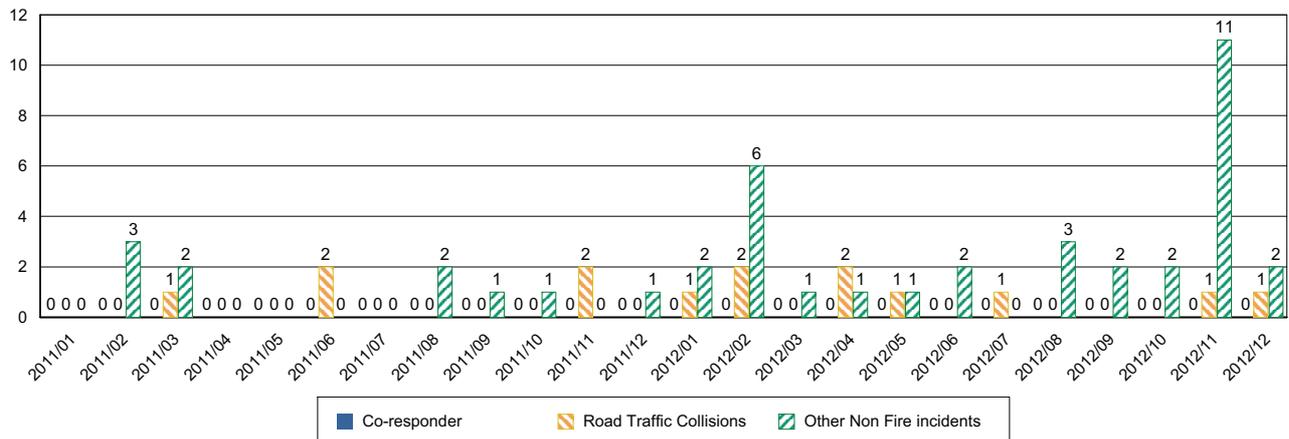
Incidents and Calls



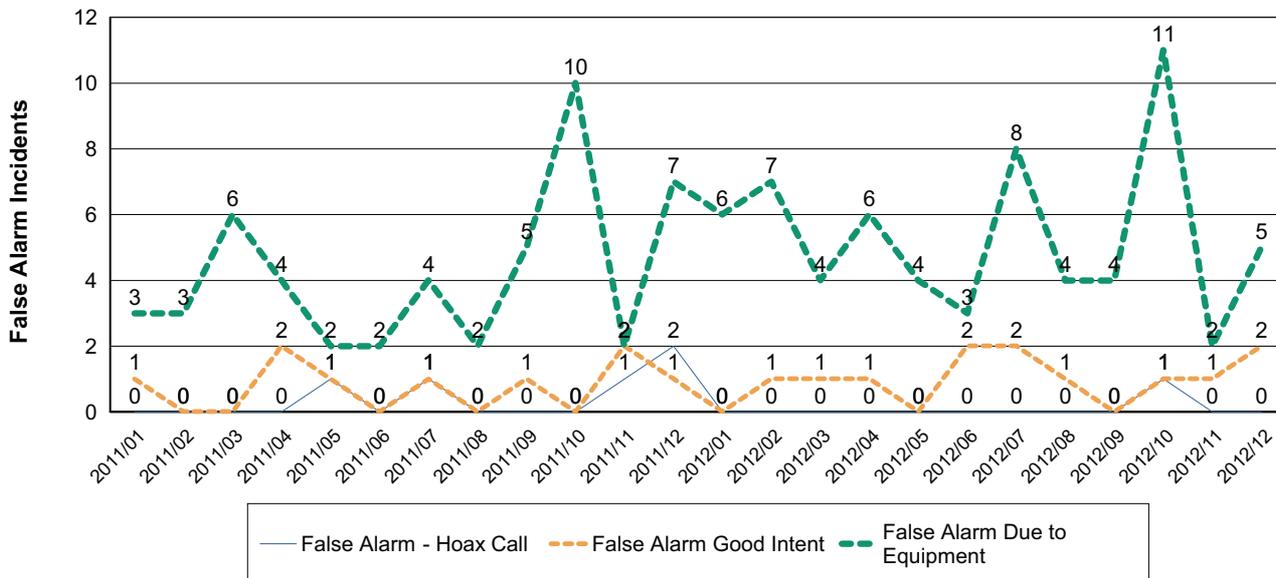
Fires by Cause



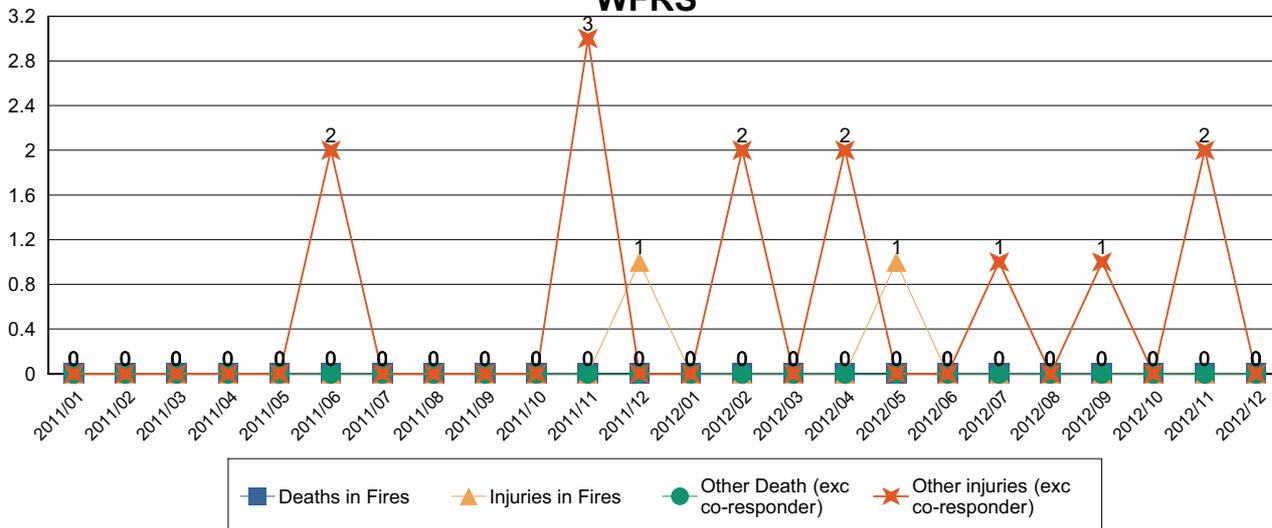
Non-Fire incidents attended by WFRS



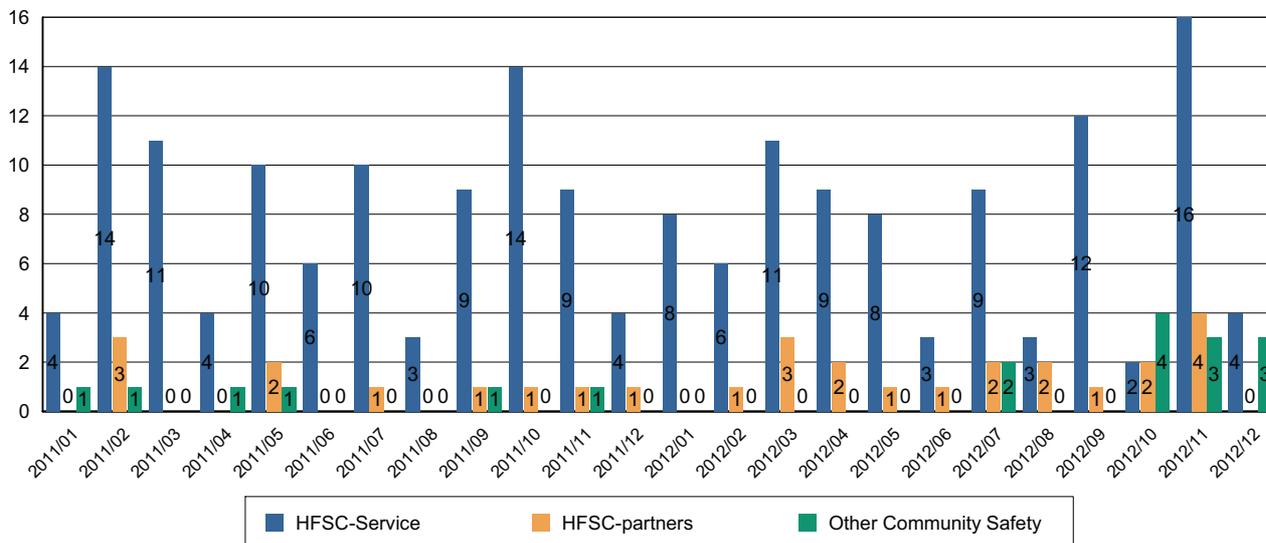
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

December 2012 update

Get the jab, get Flu Safe

NHS Wiltshire is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover in a week or two – yet every year people become seriously ill because they don't get their free flu jab.

People in the 'at risk' group are more vulnerable to the effects of seasonal flu and it's recognised that they can go on to develop a more serious illness, such as bronchitis and pneumonia.

Flu is not the same as a cold and it affects people of all ages. If you're in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over (including those who will be 65 by March 31 2013)
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

The flu jab is completely safe, even for pregnant women, and it can't give you flu as it does not contain any live virus.

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

Choose Well campaign

NHS Wiltshire is appealing to the public not to go to A&E departments this winter unless they genuinely have a very serious or life threatening health problem.

Every year hospitals report that the number of people using A&E inappropriately is increasing – costing the millions of pounds – when there are more suitable health services available.

The Choose Well campaign aims to encourage people to find a more appropriate service for minor injuries and ailments. In particular, the campaign will focus on providing information to:

families with young children

young people aged 15 – 24

people with long term conditions such as diabetes or respiratory problems.

The Choose Well campaign asks the public to think about how serious their health problem is and then choose the right service:

- For very minor problems such as a hangover, indigestion, or a grazed knee, people should self-care
- For minor infections, coughs and colds, advice can be given by local pharmacies
- For ailments such as stomach pain and vomiting, a persistent cough or ear pain call your GP surgery, visit your local walk in centre or your minor injuries unit. Details can be found at www.nhs.uk A mobile phone friendly web-link is also available at <http://bit.ly/nhsnwQR>

If you are not sure which service to choose, call NHS Direct on 0845 4647.

Non-Urgent Patient Transport Services

The Department of Health defines non-emergency Patient Transport Services (PTS) as the non-urgent, planned, transportation of patients with a medical need for transport to and from a premises providing NHS healthcare and between NHS healthcare providers.

This can and should encompass a wide range of vehicle types and levels of care consistent with the patients' medical needs.

We are seeking the opinion of local people who use non-urgent patient transport on how the current service is being provided and encourage you to complete the questionnaire and share your views.

Please go to our website to complete our questionnaire:

<http://www.wiltshire.nhs.uk/Default.aspx.LocID-01Inew02q.RefLocID-01I007003001.Lang-EN.htm>

If you would like a hard copy of the Questionnaire, please call the communications department on 01380 736010.

The next PCT Cluster Board Meeting will be held on **Weds 23rd January** – venue TBC Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

A Report of the Corsham Shadow Community Operations Board (COB)

To the Corsham Area Board. 24 January 2013

2013. A New Year and the beginning of construction

The project milestone upon which the COB is currently working is probably one of the most important in the overall development process for the community campus at Springfield.

It brings together the COB, the vision that they have for the Campus and how it will bring value to the whole Corsham Community Area, the ambition of Wiltshire Council to deliver services at a local level, the work of architects interpreting these goals and the proposed construction company plus their various sub-contractors.

With the enabling works complete, it is now down to ensuring that the construction phase starts on the right foot, that the design is achievable and that the demands of the community are satisfied.

Part of this work has included an extensive review of the building CO2 strategy to ensure that the carbon reduction targets are met and a significant amount of work has taken place behind the scenes to progress the campus.

In addition to this the COB have been working with Wiltshire Council officers to develop the detailed specification for the building in preparation for the main series of works to commence on site. This work is on-going at present to ensure maximum cost benefit for the local community and to ensure that once work commences any potential hold ups are kept at a minimum. This has unfortunately resulted in a slight delay to work starting on site; however, work is anticipated to start in February and full details will be communicated out to local residents via the website (www.springfieldccc.com), on site at Springfield leisure centres and through the information boards located in the library and town hall.

The next phase of the development will be very exciting for the local community as the building work commences and the COB will continue their hard work on shaping a campus that meets the present and future requirements of the Corsham community area.

Allan Bosley

Chair, Community Operations Board

Report to	Corsham Area Board
Date of Meeting	24 January 2013
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider 2 applications seeking 2012/13 Community Area Grant Funding.

To ask Councillors to support 1 Area Board Councillor Led Initiative outlined below.

To ask Councillors to allocate any underspend of community area grants to CATG projects.

1. Corsham One Mile Running Club - Award £350 towards a total project cost of £500 to provide medals and trophies to young people achieving targets set by the club.
2. Corsham Churches Food Bank- Award £500 towards a total project cost of £1,250 to increase storage space to store food in a safe and dry environment.
3. Area Board Councillor Led Initiative – To award £500 towards a total project cost of £2,300 to award swimmer Stephanie Millward the Freedom of the Town in recognition of her achievements in winning five medals (four silver and one bronze) at the 2012 Paralympics, and her work coaching and encouraging local children with their swimming, as well as her support of the Multiple Sclerosis Society.
4. To agree to transfer any underspend of Community Area Grants to CATG recommendations as outlined in the CATG report to Corsham Area Board amounting to £16,323.91 if all other grants are awarded.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Corsham Area Board has been allocated a 2012/2013 budget of £43,772 for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.13. The 2012/2013 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.14. A decision was been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.15. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.16. A budget ring-fenced for the needs of young people will again be made available in 2012/2013. How this will be allocated will be the decision of the area board.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Area Board Grant Guidance 2012/13 as presented for delegated decision• Corsham Community Area Plan• Corsham Joint Strategic Needs Document• CATG recommendations to Corsham Area Board
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be no further funding during 2012/2013 financial year.

3. Environmental & Community Implications

- 3.1. Area Board Grants 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 Corsham Area Board.
- 4.2. If grants and area board councillor led initiatives are awarded in line with officer recommendations, Corsham Area Board will have a balance of £16,323.91.
- 4.3. Corsham Area Board is also being asked to agree to the balance of £16,323.91 being awarded to CATG to allocate to projects outlined in the CATG report.

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 and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – Officer Recommendations.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Corsham One Mile Running Club	To provide medals and trophies to young people	£350

- 8.1.1 Award £350 towards a total project cost of £500 to provide medals and trophies to young people when they achieve targets set by the club.
- 8.1.2 This application meets the grant criteria 2012/13.
- 8.1.3 This application demonstrates a link to the community plan. "By offering young people a safe place to meet and offering a healthy lifestyle."
- 8.1.4 This group is a locally formed not for profit group and is held in high regard by Corsham Town Council.
- 8.1.5 If the area board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.2	Corsham Churches Food Bank	To increase storage space	£500

- 8.2.1 Award £500 towards a total project cost of £1,250 to install additional storage to allow food to be stored safely.
- 8.2.2 This application meets the grant criteria 2012/13.
- 8.2.3 This is a not for profit organisation running a valued community facility.
- 8.2.4 Since this project has been started demand has increased dramatically and it is envisaged that it will get even greater when benefit cuts take effect
- 8.2.5 If the area board makes a decision not to fund the project it will be delayed until alternative funding can be found which might result in the project falling out of the time frame planned.

Appendices:	Appendix 1 Grant application – One Mile Running Club Appendix 2 Grant application – Corsham Churches Food Bank Appendix 3 Area board councillor led initiative form Appendix 4 CATG report to Corsham Area Board (included elsewhere on the agenda)
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Dave Roberts Corsham Community Area Manager Tel: 07979318504 E-mail dave.roberts@wiltshire.gov.uk
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Area Board Projects and Councillor Led Initiatives Application Form 2012/2013

To be completed by the Wiltshire Councillor leading on the project

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

1. Contact Details				
Area Board Name	Corsham Area Board			
Your Name	Cllr Alan MacRae			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 10%; text-align: center;">e-mail</td> <td style="width: 40%;"></td> </tr> </table>		e-mail	
	e-mail			
2. The project				
Project Title/Name	Freedom of the Town Award for Stephanie Millward			
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Corsham Area Board would like to support Corsham Town Council in awarding swimmer Stephanie Millward the Freedom of the Town in recognition of her achievements in winning five medals (four silver and one bronze) at the 2012 Paralympics, and her work coaching and encouraging local children with their swimming, as well as her support of the Multiple Sclerosis Society.			
Where is this project taking place?	<i>High Street, Corsham and Corsham Town Hall</i>			
When will the project take place?	March 2 nd 2013			
What evidence is there that this project/activity needs to take place/be funded by the area board?	Wiltshire Council and Corsham Area Board wish to encourage a sporting legacy from the 2012 Olympics and Paralympics. Corsham Area Board want to support Corsham Town Council in achieving this.			

How will the local community benefit?	This event will bring the community together on the day to celebrate Stephanie's achievements, as well as highlighting sport in Corsham, and will inspire others to take part in sporting activities and create a legacy.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)			
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Create opportunities for sport.		
What is the desired outcome/s of this project? To inspire others to participate in sport and healthy life styles.			
Who will be responsible for managing this project? Corsham Town Council			
3. Funding			
What will be the total cost of the project?	£ 2,300		
How much funding are you applying for?	£ 500		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Corsham Town Council		£1,800
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Alan MacRae			Date:
Position in organisation: Chairman Corsham Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

CORSHAM AREA BOARD 24 January 2013
AGENDA ITEM NO. 8

Community Area Transport Group (CATG) Recommendations to Corsham Area Board

1. Purpose of Report

- 1.1 To provide an update on the recommendations from the CATG meeting that took place on 13 December 2012.

2. Background

- 2.1 CATG has been discussing several issues that have been of community concern for some time. These being

HGVs using inappropriate routes through Colerne

Grass Verge at Meriton Avenue Corsham

Need for two bus stops at the new campus in Corsham

Permissive footpath through Corsham Estate

- 2.2 At the meeting on 13 December 2012 CATG agreed to recommend to Corsham Area Board to support all four of the issues identified above as priorities subject to funding being in place from an identified potential underspend from Corsham Area Board grant process. If Corsham Area Board agree to the three grant applications on 24 January 2012 there will be a potential underspend of approximately £16,323 from Community Area Grants and £8,500 from CATG making a total of £24,825.91.

- 2.3 CATG agreed to recommend to Corsham Area Board to allocate the underspend of Community Area Grants and CATG to the following.

£2,500 to install HGV Signage in Colerne.

£6,000 to install two bus stops at Corsham Campus subject to Corsham Town Council agreeing to maintain them.

£3,000 to repair grass verge at Meriton Avenue subject to support from Corsham Town Council.

£13,323.91 allocated to the permissive footpath through Corsham Estate subject to agreement with Corsham Estate.

3. Recommendations from CATG

- 3.1 CATG recommend to Corsham Area Board to approve all four recommendations in 2.3 above.

4. **Reason for recommendation**

- 4.1 The proposals above have the support of CATG, Corsham Town Council and Colerne Parish Council and will resolve some of the priority issues for the Corsham Community Area.

Contact: Dave Roberts
Corsham Community Area Manager

Background Papers
CATG notes of 13 December 2012

Appendices None

Review of Wiltshire Council's Housing Allocation Policy

Area Board Briefing

The Housing Act 1996 Part VI (as amended by the Homelessness Act 2002 and Localism Act 2012) requires the Council to have a scheme which determines how allocations and nominations will be made. In Wiltshire we operate a Choice Based Lettings policy called Homes4Wiltshire which was adopted shortly before unitary.

The purpose of the Council's Choice Based Lettings Policy is to set out clear guidelines to ensure that affordable housing is allocated fairly and according to applicants' need for housing while at the same time taking into account effective management of the affordable housing stock across Wiltshire.

The Council holds a Housing Register of those wanting to be considered for affordable housing from which nominations are made. There were 17,088 applicants on the Housing Register at 1 April 2012, of which 7,626 had no identified housing need and would be considered as households who have a desire to move, but are currently suitably housed. We also have 5,174 who were identified as having a low need for re-housing, with only 213 households in our highest band. The Housing Register allows households to be considered for properties owned by over 32 housing providers. We would always encourage all housing providers to include all their properties in the Choice Based Lettings scheme whether they are subject to nomination rights or not.

The Council receives around 2,000 nominations a year. The majority of applicants on the Housing Register therefore will not be nominated or referred for a vacancy. It is important therefore that our policy is able to clearly identify those in the greatest housing need and minimises the level of time taken to assess applicants that are not going to receive active consideration for vacancies. This will free up time for the Council to offer a more comprehensive housing advice and options service to help applicants find housing.

Our allocations policy has 5 bands which are Platinum, Gold plus, Gold, Silver and Bronze. Applicants with the highest level of need are placed into Platinum and applicants with no housing need are placed into the bronze band.

Following the introduction of the Localism Act we now have the opportunity to review our allocations policy to consider some of the new freedoms that the act has introduced. Our policy must be framed so as to secure that 'reasonable preference' is given to certain categories of housing need. The reasonable preference categories include:-

- a) People who are homeless (within the meaning of Part 7)
- b) People who are owed a duty under s190(2) (homeless, priority need but intentionally homeless); s193(2) (full homelessness duty); s195(2) (threatened with homelessness and in priority need) or s192(3) (homeless but non priority)
- c) People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions

- d) People who need to move on medical or welfare grounds (including any grounds relating to a disability)
- e) People who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others)

In adopting any new policy we must ensure that the following principles are applied:-

- Allocations should only be made to those who are eligible
- Every local authority must have an allocation scheme for determining priorities with clear procedures in allocating accommodation
- The scheme must include a choice of housing accommodation or the opportunity for the applicant to express preference about their housing accommodation
- The scheme should be framed so as to secure reasonable preference
- We must have regard to our Homeless Strategy and Strategic Tenancy Policy
- Before adopting a new scheme all housing providers should be consulted, allowing a reasonable opportunity to comment on the proposals
- We must not allocate housing accommodation except in accordance with our adopted allocation policy.

A full review of our allocations policy is required to discuss how Wiltshire would like to frame its allocation policy based on the new freedoms introduced. We are therefore engaging with area boards across Wiltshire and involving members at the start and during the whole review process.

For further information please contact Nicole Smith, Head of Strategic Housing.

Nicole.smith@wiltshire.gov.uk

01249 706567