

AGENDA

Meeting: WESTBURY AREA BOARD
Place: The Laverton, Bratton Road, Westbury, BA13 3EN
Date: Thursday 19 April 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 David Jenkins	Westbury North	01373 823605 07941 201637
Cllr Russell Hawker	Westbury West	01373 822275

Items to be considered	Time
<p>1. 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</p> <p>To confirm the minutes of the meeting held on 16 February 2012.</p>	
<p>5. Chairman's Announcements</p> <p>To received Chairman's announcements on;</p> <p>a) Wiltshire Celebration Event - Update</p> <p>b) Helping People to Live Safely in their Own Homes <i>(Pages 1 - 4)</i></p> <p>c) Review of Polling Districts and Polling places - Consultation Briefing Note <i>(Pages 5 - 6)</i></p> <p>d) Air Quality Action Plan for Wiltshire <i>(Pages 7 - 10)</i></p>	
<p>6. To Receive a Petition Supporting the Reinstatement of free 1 Hour Car Parking from Westbury Town Council and Westbury Chamber of Commerce</p> <p>To receive and consider the petition supporting the reinstatement of free parking for one hour, and its request that Wiltshire Council and Westbury Town Council should negotiate a solution.</p>	7.10pm
<p>7. Partner Updates</p> <p>To receive any updates from partners – Parish and Town Councils, Police, Fire and Rescue Service, NHS and Chamber of Commerce. Reports contained within the agenda are;</p>	7.15pm

- a) **Police Report** (*Pages 11 - 14*)
 - b) **NHS Public Notice - Continuing Health Care** (*Pages 15 - 16*)
 - c) **NHS Update March 2012** (*Pages 17 - 18*)
 - d) **NHS Update April 2012** (*Pages 19 - 20*)
 - e) **Wiltshire Fire and Rescue Report March 2012** (*Pages 21 - 22*)
 - f) **Community Area Youth Issue Group (CAYPIG) Update March 2012** (*Pages 23 - 28*)
8. **Update from Jane Scott** **7.20pm**
- To receive an update from Jane Scott, Leader of Wiltshire Council.
9. **A350 Bypass Motion** **7.30pm**
- To receive and consider the motion detailed below proposed by Cllr Hawker.
- Westbury needs an A350 bypass as soon as possible, not least because heavy traffic flows along the A350 are expected to continue to grow for a wide range of reasons. Westbury Area Board calls on Wiltshire Council's cabinet, Wiltshire Strategic Economic Partnership and all other relevant stakeholders, without further delay, to restart substantive and meaningful discussions and relevant technical work to identify an appropriate and practical route for, and to properly and diligently plan for the implementation of, an A350 Westbury Bypass that will both remove long distance traffic from the town and help to improve journey times along the local A350 corridor, on the basis that by the time the necessary research and planning stages are substantially completed government or other suitable funding is more likely to be available again.
10. **Police Update** **7.45pm**
- To receive a Police update from Inspector Lindsey Winter.
11. **Wiltshire Fire and Rescue Service Proposals** (*Pages 29 - 30*) **7.55pm**

	To receive a presentation from Scott Taylor on the proposed changes to the Wiltshire Fire and Rescue Service.	
12.	Changes to Recycling	8.05pm
	To receive a presentation, on the proposed changes to recycling in our area.	
13.	Community Area Partnership/Westbury Forward	8.20pm
	To receive an update from the BA13+ Community Area Partnership on the Westbury Forward event held in January.	
14.	Community Operations Board Membership	8.30pm
	To ratify the membership of the Campus Operations Board.	
15.	Issues Updates	8.35pm
	To receive updates on those issues highlighted at the previous Area Board meeting and received online:	
16.	Community Area Transport Group and Speed Indicator Devices Update <i>(Pages 31 - 32)</i>	8.40pm
17.	Community Area Grants	8.45pm
	To consider applications for funding from the Community Area Grants Scheme and note the Grant Overview Report 2011/12.	
	a) Grant Overview Report 2011/12 <i>(Pages 33 - 40)</i>	
	b) Area Grant Report April 2012 <i>(Pages 41 - 44)</i>	
	c) Heywood and Hawkeridge Jubilee Committee Application for £1000 towards Jubilee Celebrations <i>(Pages 45 - 50)</i>	
	d) Bratton Jubilee Hall Management Committee Application for £1000 Towards the Purchase of New Tables <i>(Pages 51 - 56)</i>	
	e) Edington Recreation and Leisure Action Committee Application for £1000 Towards Jubilee Celebrations <i>(Pages 57 - 64)</i>	

- f) **Dilton Marsh Carnival Committee Application for £500 Towards Jubilee Celebrations** (*Pages 65 - 70*)
- g) **Area board Led Grant for £3,000 for 1 May Jubilee/Royal Visit Event in Salisbury** (*Pages 71 - 72*)

18. **Future Meeting Dates and Close**

The next meeting will take place on Thursday 14 June 2012 at Heywood Village Hall.

Future Meeting Dates

Thursday 14 June 2012

Heywood Village Hall, Heywood BA13 4LP

Thursday 16 August 2012

The Paragon, Westbury BA13 3HA

Thursday 18 October 2012

The Jubilee Hall, Bratton BA13 4RW

Thursday 13 December 2012

The Laverton, Westbury BA13 3EN

Westbury Area Board – 19 April 2012 Chairman's Announcement

Helping People To Live Safely In Their Own Homes

Following extensive consultation and considerable planning, the care and support service is now in place throughout the county provided by Leonard Cheshire, Aster Living, Enara Complete Care and Somerset Care.

This service is now available to over eight hundred Wiltshire residents and is already delivering some really good outcomes for people, some examples of which include:

- Mrs A, who was able to return home after a period in a care home.
- Mr S, able to manage without support following a period of intensive support from a Help to Live at Home provider.
- Mr P was able to return home from hospital, with an intensive support package from a Help to Live at Home provider rather than take the previously traditional route of a nursing home.
- Mr G was withdrawn and uncommunicative, with the implementation of a flexible care package from a Help to Live at Home provider, within two weeks Mr G started referring to his carers by name and holding short conversations. He has now requested to go shopping with a carer once a week, and is able to manage some personal care.

All services are available to everyone in Wiltshire, not just those eligible for support from the Council and contact details for each Help to Live at Home providers below:

Leonard Cheshire Disability

North and east Wiltshire

Tel: 01225 781126

Aster Care Services

East and south Wiltshire

Tel: 01380 829000

Somerset Care at Home

West and north Wiltshire

Tel: 01225 792925

Enara Complete Care Services

West Wiltshire

01225 791015

Wiltshire Medical Services

Tel: 01249 454000

Medequip UK

Tel: 01249 815052

Further service improvements:

- ✓ The **Help to Live at Home telecare response and community equipment services** are being provided by Wiltshire Medical Services (WMS), Medequip UK and Aster Living. These services have already been implemented in West Wiltshire, as part of the Help to Live at Home pilot test and will be introduced across the county in April.

Medequip UK is now the provider for all community equipment aimed at assisting customers to remain independent in their own homes. Community equipment ranges from the more traditional aids such as chair raisers, continence products, hoists etc. to more specialist technology including pendant alarms, fall sensors and pressure relief mattresses.

With an aim to make equipment more accessible Medequip is working closely with the Independent Living Centre in Semington to equip a demonstration suite for customers to visit and will be opening a number of retail units across Wiltshire. In addition Medequip will implement a mobile demonstration and assessment unit, able to visit the whole of Wiltshire.

Telecare customers have specialist equipment in their homes which, in an emergency, triggers an alarm at the Wiltshire Medical Service call centre in Chippenham. This can be responded to in a number of ways; a conversation with the customer via the Telecare equipment, contacting a key holder, or a WMS responder visiting the customer.

A telecare service without the ability to visit customers has restrictions. When an alert is triggered, a standard call centre may be able to do little else, except call an ambulance and which can lead to an inappropriate hospital admission. The benefit of the new telecare response service is that it allows customers to receive the most appropriate response, when they need it.

- ✓ **Specialist financial advice** to people seeking assistance with paying for their care is now available.

Around 40 percent of individuals, who go into residential and nursing care in the county have to finance care themselves as they have savings and assets (including their home) worth more than £23,250. Unfortunately up to 25 percent of these individuals run out of funds, leaving little or no inheritance for loved ones. This may be avoidable in some cases.

Paying for care can be an expensive and open-ended commitment so the council would strongly recommend that customers seek specialist information and advice before making any commitments.

If a customer is currently in receipt of care it is still advisable to seek specialist information and advice as there may be options available to you to protect your interests.

To support people who pay for their own care, Wiltshire Council is working with two independent care fees specialists to help customers make informed choices about their long term care and specifically how they can fund it.

Both of these Specialists are accredited by SOLLA, (Society of Later Life Advisers) through the Later Life Accreditation Scheme:

Ashton Rowan
Telephone: 01225 475359
Email: wilts@ashcourtrowan.com
Web: www.ashcourtrowan.com/financial-planning

Care Fee Investments Limited
Telephone: 0845 077 5655
Email: wilts@carefeesinvestment.co.uk
Web: www.carefeesinvestment.co.uk

- ✓ The **Customer Reference Group** now has 40 members, 20 of whom have received training and are shortly to hold two coffee mornings for Help to Live at Home customers to hear their views on the service.

- ✓ A **dedicated customer helpline** has been set up for Help to Live at Home issues, this number is staffed 9am-5pm, Monday to Friday on 01225 712553.

Westbury Area Board – 19 April 2012 Chairman's Announcements

Review of Polling Districts and Polling Places– Consultation Briefing Note

Section 16 of the Electoral Administration Act 2006 introduced the requirement for councils to review polling districts and polling places within their Parliamentary constituencies, and to review them again at least every four years.

The 2009 County of Wiltshire Order not only set up the new unitary divisions, but also established new town wards in most urban areas which are co-terminous with the divisions. This will allow us to rationalise a number of polling districts, as they will take effect for the 2013 elections. Until then, the council has had to have polling districts which recognise the boundaries of both the older town wards, and the unitary divisions, resulting in a number of small registers where they overlap.

In May 2013, there will be elections to directly elect members to the New Forest National Park Authority. The National Park affects three Wiltshire parishes, but its boundaries do not coincide completely with existing parish or polling district boundaries. This review proposes to create new polling districts in those parishes, in readiness for those elections.

The Council will need to approve a scheme of polling districts and polling places for the (Acting) Returning Officer (ARO) to then consider in order to select polling stations. The ARO is therefore obliged to be consulted during the review, and any representations must be published within 30 days of receipt.

We are seeking your views on Wiltshire Council's existing polling districts and polling places. As part of the review there is also an opportunity to comment on the polling stations.

The Council has also prepared two documents which refer to proposed changes to polling stations and polling districts. These two documents have been amalgamated and sorted into Area Boards for ease of reference and relevance. A list of existing polling stations has also been compiled which has been separated into Area Board area for ease of reference. These are attached to this briefing note and are also available on the dedicated webpage (please see link below). We would seek your views on any of the points highlighted on this document or any other issues that you feel need to be addressed.

Due to the size of the Council's area and the number of polling districts and polling stations, it is not practical to send detailed hard copy maps to all consultees. However, officers have used the Geographical Information System to plot all existing polling districts, together with the position of known polling stations which is available to use on the dedicated webpage.

For more information on the parameters to use, please go to the webpage and click on the Review of Polling Districts – Briefing Note.

Submissions must be received in writing by Friday 25 May 2012. Forms can be completed online or download from the Council's website at:

<http://www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces.htm>

Submissions will then be reviewed with a final scheme being presented to Full Council for approval in July 2012.

Air Quality Action Plan for Wiltshire- Summary (For all area boards with an Air Quality Management Area)

Wiltshire’s Air Quality Action Plan

Where an air quality management area (aqma) has been declared the Council must produce an Action Plan detailing measures to improve air quality. Since the formation of Wiltshire Council we have been left the legacy of the District Councils Action Plans. These now need to be consolidated into one single plan as well as including actions for our more recently declared AQMAs.

Wiltshire’s Air Quality Strategy

We have recently produced an air quality strategy for Wiltshire which details actions the Council will undertake to improve air quality. These actions will impact the whole of Wiltshire in working towards improving air quality and include action such as producing supplementary planning guidance with respect to air quality ensuring all new development is considered in a consistent manner. The Strategy can be viewed on the Council website:

<http://www.wiltshire.gov.uk/communityandliving/publicprotection/pollutionandnoise/airandwaterpollution/airquality/airqualityreportsandsummaries.htm>

Community Involvement

The Council has produced what it feels are the ‘strategic’ actions, however one of the most important areas is the community input into the Action Plan. We want the community to effectively write their own action plan, agree it at area board level then submit to ourselves for inclusion into the Wiltshire Air Quality Action Plan which will ultimately be submitted to DEFRA.

Devizes Community Area Partnership (DCAP) and their traffic sub group have been very active in coming up with local solutions to improving air quality in the town. We would like to see their approach adopted across other area boards with air quality issues and let the community take some ownership of the problem.

Examples of innovative ideas

Making it easier for people to walk by having overgrown hedges cut back from pavements
Providing more cycle racks in the centre of town
Looking at getting supermarkets to deliver goods that people have actually been into the store to buy. Eg. Iceland allow you to shop then have it delivered later. Particularly aimed at people who want to cycle and walk to shop but purchase of heavy goods prevents this
Joining up cycle ways
Promote the school walking bus – pay parents to take on the role?
Target school travel planning – how can it be made easier for children to walk, cycle, share lifts, use public transport? A school car share scheme
Look in detail at refuse collection routes and times of day. Some collections are on busy roads at peak times in the morning

ECO stars – promoting less fuel consumption on commercial vehicles
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Insert electric charging points for cars
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Encourage use of local suppliers to reduce 'freight' miles
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Improve bus and cycle provisions

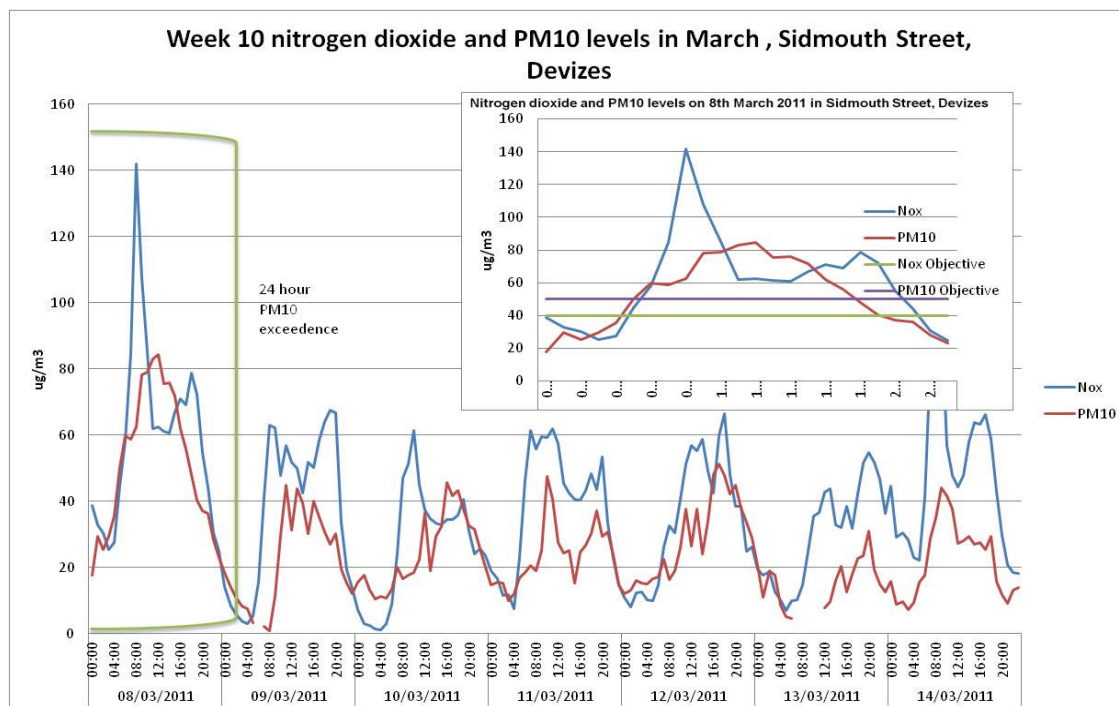
Undertake safe cycle training for adults and children

Data

We monitor for nitrogen dioxide with diffusion tubes at around 100 locations around Wiltshire and have automatic monitoring sites in Bradford On Avon, Westbury (soon to be moved to Calne), Devizes and Salisbury monitoring for nitrogen dioxide and particulates.

We will be in a position to provide diffusion tube data for 2011 by mid March 2012 and automatic data by the end of February 2012. If you would like data to be sent to you after this time please contact Rachel Kent. (details below)

Example of a graph from the Devizes automatic monitor



Next Steps

Please could the area board consider if you have a sub group already in existence which could take on the issues surrounding air quality. If there are none can one be formed?

Once the relevant group is in place we would like to come along and facilitate a workshop on generating ideas such as those suggested in the table above to help with the writing of the community action plan.

The plan will need to have timescales as well as a basic cost benefit analysis. It may well include 'aspirational' actions as well as actions that can be worked on almost immediately. Some may be very costly and others may have very little cost associated.

Timescale

March 2012	make initial contact with the area boards and see if relevant sub groups are in place
April – July 2012	facilitate workshops and work with groups in formulating the action plan
August 2012	have an agreed community action plan to be submitted to Wiltshire Council for inclusion in the Wiltshire Air Quality Action Plan
September – October 2012	Wiltshire Council to consult on the Action Plan
December 2012	have an agreed and accepted plan to submit to DEFRA

Further information

Further information on air quality can be found on our website at:

<http://www.wiltshire.gov.uk/communityandliving/publicprotection/pollutionandnoise/airandwaterpollution/airquality.htm>

or by contacting Rachel Kent, Environmental Health Officer, Public Protection Services, Browfort, Bath Road, Devizes. Tel 01380 734888 or email Rachel.kent@wiltshire.gov.uk



Crime and Community Safety Briefing Paper Westbury Community Area Board April 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	
	March 2010 - February 2011	March 2011 - February 2012	Volume Change	% Change	March 2010 - February 2011	March 2011 - February 2012
Violence Against the Person	190	166	-24	-13%	52%	52%
Dwelling Burglary	36	51	15	42%	14%	27%
Criminal Damage	227	181	-46	-20%	15%	18%
Non Dwelling Burglary	94	79	-15	-16%	4%	5%
Theft from Motor Vehicle	71	58	-13	-18%	6%	2%
Theft of Motor Vehicle	21	21	0	0%	24%	19%
Total Crime	977	890	-87	-9%	23%	25%
Total ASB	750	902	152	20%		

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 All Crime and better than peers for Violent Crime in the previous 12 month period (Mar 2011 - Feb 2012)

*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences
 ** Detections include both Sanction Detections and Local Resolution

The performance figures for Westbury and the surrounding villages this reporting period show a **9% decrease** in crime reported compared to this time last year. This decrease equates to 87 less offences/crimes being reported.

There are in fact reductions in all but one of the crime types measured above.

Burglaries to houses in Westbury and the surrounding villages remains a concern, our isolated villages and nice houses will undoubtedly appeal to those intent on committing crime so it is vitally important that all those eyes and ears within our communities look out for each other. Anything that seems out of the ordinary, vehicles loitering, suspicious people appearing where they shouldn't be, needs to be acted upon, whether it is noting down car regn numbers, brief descriptions, times/dates, reporting this to the Neighbourhood Watch Co ordinator, or the Police, your information will be gratefully received. 101 is the new non emergency reporting number.

The increased reports of perceived antisocial behaviour are also the focus of the Neighbourhood Policing Team at Westbury. With the lighter evenings and the nicer weather everyone likes to appreciate time outdoors and whilst this has to be expected what needs to be remembered is a standard of behaviour acceptable to everyone whilst in public.

Different generations choose to enjoy their leisure time in different ways but individuals need to consider how their own language and behaviour might appear to anyone else whilst they are out enjoying themselves having fun. If behaviour needs to be amended slightly to cater for the different generations then consideration needs to prevail.

The Neighbourhood Policing Team at Westbury report continued success with the youth Blues and Zoos Events which are held regularly at the Railway Inn in Westbury, and their liaison with local schools/youth club.



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
4th April 2012

NHS Continuing Healthcare

Introduction of deadlines for requests for assessments of eligibility for cases during the period 2004-2012

On 15 March 2012, the Department of Health announced the introduction of deadlines for new cases which require assessment of eligibility for NHS Continuing Healthcare funding.

The deadlines apply to previously un-assessed periods of care, which occurred in the following time periods:

Period	Deadline
1 April 2004 – 30 September 2007	30 September 2012
1 October 2007 – 31 March 2011	30 September 2012
1 April 2011 – 31 March 2012	31 March 2013

If you think that this affects you or a family member, please contact the Continuing Healthcare Team at NHS Wiltshire for further information on how to notify the PCT of a request for assessment of eligibility. This notification should be given within the deadlines above. Some cases may be accepted after the dates outlined above if there are exceptional circumstances for doing so.

Contact the CHC team at NHS Wiltshire on **01380 733865** or **chcoffice@wiltshire.nhs.uk**

NHS Update – March 2012

Are you looking for an NHS dentist?

It's a lot easier to see an NHS dentist than you might think. In fact, there are lots of NHS dentists throughout Wiltshire who are taking on new NHS patients now, and it's very simple to make an appointment. Call the NHS Wiltshire Dental Helpline number for more information: **0845 7581926** or go to: www.nhs.uk

Bladder and kidney cancer awareness campaign launches

Bladder and kidney cancer kill more than 7,000 people in England every year - that's 20 people every day, or almost one person every hour. But cancer experts believe that with earlier diagnosis 1,000 lives could be saved each year if patients recognised the possible symptoms and visited their GP straight away.

In Bristol, Bath, North Somerset, Somerset, South Gloucestershire and Wiltshire, Primary Care Trusts have received a £245,000 investment from the Department of Health to raise awareness of the symptoms of bladder and kidney cancer and more importantly, to take action if people have them. The campaign is called "Blood in your pee?" and posters and leaflets will be sent to all GP surgeries to raise awareness of symptoms and to encourage people to speak to their doctor.

In Wiltshire, mortality rates from both kidney and bladder cancer are very similar to those for England as a whole, with four deaths from kidney cancer per 100,000 population in 2007-9, and five deaths from bladder cancer per 100,000 population over the same period. The number of deaths in Wiltshire could be reduced if people identify and act on the signs of bladder and kidney cancer, and get an early diagnosis.

The most common symptom of both bladder and kidney cancer is blood in the urine, which is not necessarily painful and can come and go. Anyone who notices they are passing blood in their urine should contact their GP. Other symptoms of bladder cancer include the need to pass urine very often and / or very suddenly, and pain when passing urine. Other symptoms of kidney cancer can include painful spasms in the ureters or the bladder caused by blood clots, a lump in the area of the kidney, a dull pain in the side and a persistently high temperature, which can include night sweats, tiredness and weight loss. If people are experiencing any of these symptoms they should see their doctor.

Board Meeting

The next Board meeting will be held on 28 March 2012 at Dorothy House, Winsley, Bradford on Avon, BA15 2LE. Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information please email communications@wiltshire.nhs.uk

April update

Summary Care Record – your emergency care summary

The NHS in England is introducing the Summary Care Record, which will be used by doctors and nurses in the event of unscheduled or emergency care. The record will contain information about any medicines you are taking, allergies you suffer from and any bad reactions to medicines you have had, to ensure those caring for you have enough information to treat you safely. It is already being used successfully in many parts of the country and will affect the whole of the patient population of Wiltshire. More information is below:

People in Wiltshire will receive letters with information and a leaflet about the Summary Care Record from 16th April onwards.

The Summary Care Record can be very useful to health staff – particularly if you are taken ill or have an accident in an area where you do not live. Healthcare staff will be able to check your information so that they know what will be the best way to treat you if, for instance, you are allergic to a particular medicine.

Healthcare staff who can see your Summary Care Record:

- Need to be directly involved in caring for you;
- Need to have a smartcard with a chip and passcode (like a bank card and PIN)
- Will only see the information they need to do their job and
- Will have their details recorded

By law, everyone working for the NHS, or on behalf of the NHS, must respect your confidentiality and keep all information about you secure – and more information about this is contained in the leaflet you will receive.

As a patient you have a choice:

- **Yes I would like a Summary Care Record** – you do not need to do anything when you receive your letter, and a Summary Care Record will be created for you. If you have an accident, or need some emergency or unscheduled healthcare, healthcare staff will ask your permission before they look at your record, except in certain circumstances (for example if you are unconscious).
- **No I do not want a Summary Care Record** – a freepost opt out form will be included with your letter. **This form should be completed, sealed and returned, or alternatively you can hand it into your GP practice.** Additional copies of the opt out form can be picked up from your GP practice or requested from the dedicated NHS Summary Care Record Information line on **0300 123 3020.**

If you feel you would like more information to help you decide, you can telephone the dedicated NHS Summary Care Record Information Line on **0300 123 3020** or visit the website at **www.nhscarerecords.nhs.uk**, where you can find information in other formats and languages.

You can choose not to have a Summary Care Record and you can change your mind at any time by informing your GP practice.

If you are a parent or guardian of a child under 16 then you may wish to discuss this with them – they will automatically receive a Summary Care Record unless you opt them out.

Your Summary Care Record will be created over the next six months from receipt of your letter; if you choose not to have a Summary Care Record then you need to send the opt-out form back within 12 weeks from the date of your letter.

If you do nothing the NHS will assume that you are happy and create a Summary Care Record for you.



Westbury Area Board Report

This report is for the period 010312- 310312

Activities:

FIRES	
Accidental Fires attended	4
Deliberate Fires attended	1
Total Fires	5
No of Co-responding calls(for ambulance service)	NIL
No of Road Traffic Collisions attended	NIL
No of fire related deaths or injuries	NIL
No of Home Fire Safety visits	2

Carbon Monoxide poisoning

Carbon Monoxide poisoning can be fatal or cause permanent damage to your health. CO is produced when carbon fuels do not burn completely. It has no smell or taste, and in large quantities can kill very quickly.

1. Get your gas appliances checked every year - use qualified engineers.
2. Make sure your chimney flue isn't blocked.
3. Is there enough ventilation in your home? Check that any air bricks aren't blocked.
4. Do you suffer from unexplained illnesses such as tiredness, muscle pains, upset stomach, dizziness and headaches? If you do, go straight to your doctor and ask for a carbon monoxide test.
5. The most important thing you can do to protect yourself and your family is to get a CO alarm, which can detect low levels of the gas.

Remember to be CO aware on holiday too...

- Make sure your camping light and stove are clean and properly adjusted.
- Never take a portable barbeque - or lit charcoal into an enclosed space like a caravan or tent.
- Make sure exhaust fumes from generators is properly vented away from occupied areas.
- Protect yourself and your family... buy a portable CO alarm and take it with you on holiday.

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

Michael R Franklin

Partnerships & Community Engagement Manager

April 2012

WILTSHIRE COUNCIL

WESTBURY AREA BOARD

April 2012

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

Purpose of the Report

Update on young people's issues in the Westbury community area generated through the CAYPIG-Community Area Young People's Issues Group

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

The Westbury CAYPIG has been established for just over 2 years now and is co-ordinated by the Youth Services, part of Integrated Youth Services, through Westbury Youth Development Centre (Sally Willox-Youth Development Co-ordinator/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.

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 have turned 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. The next stage is to install a multi-media screen and projector. Most of the specialist equipment has been purchased and is being used. A heritage project is underway already, using the new resources and work from young people will be on display at the Queen's Jubilee Event in Salisbury on May 1st 2012 as well as at the centre.

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 project recently held a Fairtrade Event at the youth centre to raise awareness of Fairtrade. The project will be at the Queen's Jubilee Event in Salisbury on May 1st and also at the Westbury Town celebrations on Saturday 2nd June. They will also be hosting a tea party for the residents of Jubilee Close Westbury on Monday 4th June and are meeting them soon to commence planning. The project continues to get invited to local events and wishes this to continue. 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 5 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 Spring and Summer 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 approximately 28 hours per week for the 2012-2013 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. This is a slight reduction from last year but the centre will be involved in income generation to meet costs for additional staffing among other costs. A briefing paper/report about this has been sent to the Area Boards to be announced at one of the next Area Board meetings.** The centre provides provision on 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 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

Community Area Board – Partners Update

Wiltshire Fire & Rescue Service

The Need for Change

The risks that Wiltshire Fire and Rescue Service face are changing, from a reduction in our budget, through the increased housing within Wiltshire to the type of incidents that we respond to on a daily basis.

Our goal is to meet these challenges and provide an improved service to you in the most effective and efficient way possible.

Areas of Change

To achieve this goal, we have reviewed how we provide the service today and how we should be providing that service to you in the future. We have come up with five proposals that will expand our ability to respond to incidents, enhance the knowledge and skills of our staff and reduces the overall cost of the Service to you, the taxpayer.

This briefing note sets out the proposals but we also need your help.

This is your service and we would like your opinion on what we plan to do.

Wiltshire Fire & Rescue Service Proposals

We are proposing the following options:

1. To alter the way we employ firefighters on the Retained Duty System (on-call staff) to guarantee availability and to provide a sustainable system.
2. To alter the way we crew stations to relocate staff throughout the county to create communities of stations to manage increased risk presented by future developments.
3. To alter the shift times of operational staff to occur outside of incident peak hours.
4. To alter duty systems to provide enhanced cover (for example: Westlea will have an immediate response at night).
5. To relocate specialist vehicles to provide suitable and sustainable arrangements.

We would welcome your opinion on these changes and this can be done in a number of ways. You can register as a stakeholder and receive a survey to complete, you can view the consultation document and comment using the supplied e-mail address or you can view the proposals and complete the attached survey.

Electronically: consultation@wiltsfire.gov.uk

Telephone: 01380731114

Post: Scott Taylor (Public Consultation Lead) Manor House, Potterne,
Wiltshire SN10 5PP

WILTSHIRE COUNCIL

WESTBURY AREA BOARD 19 April 2012

Speed Indicator Device Allocation 2012/13

Purpose of the Report

1. To obtain the Board's agreement to the Speed Indicator Device (SID) allocation programme for 2012/13.

Introduction:

SIDs are proven to be effective in reducing the speed of traffic through villages when deployed for short periods. Their effectiveness is increased when used in conjunction with an active Community Speedwatch scheme signalling to drivers that speeding is not acceptable.

From April responsibility for fixing the SID deployment programme is devolved to Area Boards.

SID allocation:

Best practice is that a SID should not be deployed to a particular site for more than 14 days at a time. It is also recommended that it does not return to the same site within 12 weeks so that it remains effective.

A SID should only be placed at a site that meets the criteria (see Appendix) and has had a metrocount to test the speed of vehicles.

Where a metrocount has provided data for a site that meets the criteria for speedwatch the Area Board encourages the local community to set up a speedwatch scheme.

After analysing the sites that have received a SID in the past, there were four historical sites that are still of community concern therefore remain in the highways SID deployment programme.

The deployment of SIDS has been considered by the Community Area Transport Group (CATG) and it is felt that Community Speedwatch sites should be included in the rotation. Any site which does not meet the criteria for Community Speedwatch should not be considered.

Whilst the Cabinet Member for Highways has delegated the decision on where to deploy SID devices to Area Boards he has asked that they should take into consideration that adding more sites to the list means that the ones that meet the criteria will have to wait longer for the SID to return to those sites.

The Westbury community area currently has four sites which meet the highways set criteria and a further 11 sites that carry out community speed watch. CATG is proposing the schedule over the page.

Recommendation:

1. To agree the SID allocation programme for 2012/13 (proposed schedule attached)

Westbury Area Board and Grants

Since the Westbury area board was established in 2009, it has given away more than £106,000 to a wide range of community projects. The smallest amount awarded was £105 while the largest was £8,000.

All age groups in our community have benefitted and the grants have helped fund everything from sporting activities and events through to facilities for the elderly, young people with learning difficulties, children and families and village communities.

Projects have ranged from the provision of kitchen facilities for community halls through to funds for projects that highlight our heritage such as an online village history archive, a Westbury oral history project that will capture older people's voices and memories, and a blue plaque trail that will highlight buildings of historical importance.

The area board has worked with a wide range of groups on funding applications from youth groups like Scouts and Guides through to parish and town councils.

Larger projects have included funding to help clean up the White Horse hill figure, funding for a multi media room for use by young people, and help towards the cost of building the Leigh Park community centre.

If you would like to apply for funding for your community group find out more at : <http://bit.ly/jgdV7r>

Grants awarded 2009/10

Project	Detail and amount	Location
New village allotments	£1000 to Bratton Parish Council towards new village allotments. December 2009	Bratton
Market Place improvements	£2100 to Westbury Town Council towards erection of removable bollards in the Market Place. December 2009	Westbury
Blue plaque heritage trail	£3000 to Westbury Town Council to match fund a blue plaque heritage trail to highlight the history of the town. February 2010	Westbury
Purchase of a defibrillator	£1000 to Westbury First Responders for the purchase of a defibrillator and associated equipment. February 2010.	Westbury and community
Vision for Westbury	£5000 to Westbury Town Council to	Westbury

project	match fund a vision and scoping study. February 2010	and community
Water Polo equipment	£961 to Westbury Amateur Swimming Club for the purchase of water polo equipment. February 2010	Westbury and community
Replacement cricket practice nets	£1300 to Westbury and District Cricket Club towards the cost of replacing practice nets. February 2010	Westbury and community
Fitness and Friendship activities for older people	£1700 to match fund the running of this F&F group for older people. February 2010.	Westbury
Casualty simulation kit and training DVD	£550 to the Westbury Detachment Army Cadet Force to pay for training DVDs and a casualty simulation kit. February 2010	Westbury and community
Laptop and printer	£720 to the White Horse Day Centre to pay for a laptop and printer. February 2010	Westbury
Storage cases for camping equipment	£930 to the 1st Westbury Scout Group to help pay for specialist cases for transporting camping equipment. February 2010	Westbury and community
Storage shed	£490 to the 2nd Westbury All Saints Guides to buy a storage shed for their camping and activity equipment. February 2010	Westbury and community
Fencing for recreation ground	£1000 to help pay for fencing an extension to the Bratton Recreation Ground. February 2010	Bratton
Improved training facilities for young people with learning difficulties	£5000 to Fairfield Farm College to help pay for improved catering and kitchen facilities to provide work based learning opportunities for young people with learning disabilities. February 2010	Dilton Marsh
Talkzone counselling for children and families	£990 to Relate to pay for Talkzone counselling sessions for Westbury families and children. February 2010	Westbury and community

Grants awarded 2010/11

Healthy living training	£1000 to Carers Support to pay for training sessions in healthy living. April 2010	Westbury and community
Youth Football tournament	£4800 to Westbury Youth Football Club to host a tournament and festival of football for boys and girls from within and outside the county and to promote football for girls.... April 2010	Westbury and community

Reeves Community orchard	£231 to the Reeves community orchard project for name plates, tree stakes, tree ties, rabbit guards and four new trees. June 2010	Bratton
Westbury Music and Arts Festival	£950 to help fund promotion and publicity of the Westbury arts and music festival. June 2010.	Westbury and community
Leigh Park Community Association	£885 to the Leigh Park community association to raise awareness via publicity, including a website, media, public meetings and a newsletter. August 2010	Westbury
Mobile PA system for community use	£229 to Westbury town council to match fund the purchase of a mobile PA system to be used for community events	Westbury
Swimming tutor training courses	£1000 to Westbury Amateur Swimming Club to fund training courses for volunteer coaches. October 2010	Westbury and community
Air cadets training	£1000 to the 68 (Westbury) Squadron Air Training Corps to match fund attendance at a specialist Easter Camp. October 2010	Westbury and community
Online local history archive	£200 to Bratton History Association to match fund the creation and one year hosting of an online digital history archive. December 2010	Bratton
Christmas party for elderly villagers	£262 to Dilton Marsh day centre to help fund a Christmas party and entertainment for elderly residents, December 2010	Dilton Marsh
Christmas lights for elderly and disabled tenants	£990 to the Jubilee Close & Haynes Rd Selwood Tenants for purchase of Christmas lights. December 2010	Westbury
Mower for village recreation ground maintenance	£1250 to Bratton Parish Council Recreation Ground Committee to match fund the purchase of a mower. December 2010	Bratton
Flagpoles and flags at war memorial	£757 to Westbury Town Council to match fund the purchase of flagpoles and flags to erect by the town war memorial. December 2010	Westbury
Update kitchen facilities at the Laverton	£4992 to the Laverton Institute Trust to match fund the renovation of kitchen and catering equipment at the Laverton Institute. December 2010	Westbury
Oral history project	£995 to the Westbury Heritage Society	Westbury

	for the purchase of equipment to carry out an oral history project. December 2010	
Transport for young people to Bluez n Zues events	£294 to Westbury BlueznZues to help fund transport costs for young people to attend police run events. December 2010	Westbury and community
Replacing play matting	£1000 to Bratton Parish Council to match fund the replacement of safety matting on village play area. December 2010	Bratton
Projector and whiteboard for community use	£545 to Westbury Town Council to match fund the purchase of a mobile projector, screen and whiteboard for use by the community. February 2011	Westbury
Replacement windows for parish hall	£3229 to Edington Parish Hall to match fund the replacement of hall windows. February 2011	Edington
Village flower and handicraft show	£320 to the Dilton Marsh Flower and Handicrafts Show to pay for publicity and set up costs for the village's flower and handicraft show. February 2011	Dilton Marsh
Village allotments	£105 to Coulston Parish Council to match fund cost of connection of water to village allotments. February 2011	Coulston
Computer for drop in centre	£1000 to Crosspoint to fund purchase of computer equipment for drop in community centre. February 2011	Westbury and community

Grants awarded 2011/12

Multi media facility for young people	£3400 to the Community Area Young People's Issues Group (CAYPIG) for the purchase of equipment for a multi media room that can be used by the community. The room is at the Youth Centre in Eden Vale Road. April 2011	Westbury and community
New flooring for village hall stage	£650 to Dilton Marsh Memorial Hall to fund the replacement of the stage floor in the hall. June 2011	Dilton Marsh
Restorative Justice project	£2700 to the Westbury Community Area Partnership for the training of volunteers in a Restorative Justice Project. June 2011	Westbury and community
Pavement widening	£5000 to match fund a project for the widening of pavement at the entrance to Oldfield Road off Station Road.	Westbury
Staging for Westbury Arts and Music Festival 2011	£750 to pay for staging, the hire of associated sound equipment and a marquee for the Westbury arts and music festival. August 2011	Westbury
Storage building	£897 to 1st Westbury Scout Group for replacement of a derelict storage facility. August 2011	Westbury
New seating at parish hall	£990 to help fund the replacement of chairs for Coulston village hall. October 2011	Coulston
Tools for maintaining community orchard	£589 to pay for tools to help maintain the Reeves Community Orchard. October 2011	Bratton
Upgrading kitchen facilities at village rec ground	£2140 towards the upgrade of kitchen facilities at the Bratton Recreation Ground. October 2011	Bratton
Football tournament	£233 to Trowbridge Tigers towards the staging of a football tournament at Leighton. October 2011	Westbury and community
Storage cupboard for art group	£324 to the Westbury Art Group to pay for a storage cupboard for materials and work December 2011	Westbury
Improvements to village toilet facilities	£525 to improve the toilet facilities in Bratton Pavilion December 2011	Bratton
Construction of community centre	£8000 towards the construction and fit out of the Leigh Park community centre (to be constructed 2012)December 2011	Westbury
Erection of new bus	£5,000 towards the cost of constructing	Westbury

stops for route to praimary care centre	new bus stops to serve a route to the new primary care centre February 2012	
Village leisure facilities	£5,000 to the Dilton Marsh Leisure Development Group towards the creation of village leisure facilities . February 2012	Dilton Marsh
Replacement windows in village hall	£482 towards the installation of replacement windows in Dilton Marsh Memorial Hall. February 2012	Dilton Marsh
Jubilee celebrations	£5,000 towards Westbury Town Council's Jubilee celebrations. February 2012	Westbury
Clean up of White Horse	£5,000 to Westbury Town Council to help towards the cleaning of the White Horse. February 2012	Westbury and community
Access improvements at village rec ground	£850 towards the improvement of access to the Bratton recreation ground. February 2012	Bratton
Tables for village show	£360 for the purchase of tables for use by the community and in the show. February 2012	Dilton Marsh

Agenda Item

Community Area Grants

Purpose of Report

To ask councillors to consider applications seeking the following funding from 2012/13 Area Board Grants:

1. Heywood and Hawkeridge Jubilee committee application for £1000 towards Jubilee celebrations
2. Bratton Jubilee hall management committee application for £1000 towards the purchase of new tables for use in the hall
3. Edington Recreation and Leisure Action Committee application for £1000 towards Jubilee celebrations
4. Dilton Marsh Carnival Committee application for £500 towards Jubilee celebrations:
5. Area board led grant for £3,000 for 1 May Jubilee/Royal visit event in Salisbury Cathedral grounds

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 2012/13 the Westbury Area Board has been allocated a budget of £40,447. The 19 April area board meeting is the first in the 2012/13 financial year

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 before 31 March 2013.

2.2 Funding applications will be considered at every Area Board meeting until 31 March 2013.

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 £33,947 left in the Westbury area board budget for 2012/13.

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
Heywood and Hawkeridge Jubilee committee	The funding of Diamond Jubilee celebrations for the community including the purchase of a tent which can be used for future community events	£ 1,000

8.1.1 Officers are of the opinion that this application meets 2012/13 grant criteria.

8.1.2 . The villages of Heywood and Hawkeridge are planning a packed programme of events to celebrate the Jubilee with events for all ages. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Bratton Jubilee	Purchase of replacement	£1,000

Hall Management Committee	tables for use by the public and community groups in the hall. Existing tables are between 15-20 years old and becoming increasingly unsafe for use. Surfaces also very worn becoming unhygienic to use. The hall is used daily for various activities including art classes, youth club, supper nights, weddings, birthday, anniversary celebrations, dances, and other social events.	
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8.2.1 Officers are of the opinion that this application meets 2012/13 grant criteria.

8.2.2 The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Edington Recreation and Leisure Action Committee (ERLAC)	The funding of Diamond Jubilee celebrations for the communit including a big village party for everyone, a shared village lunch in the playing field, with children's entertainment, punch and judy, games and races. Children will be presented with a celebration mug. The village is renovating the old rectory gates to be placed at entrance of burial ground as a permanent Jubilee memorial and plan to put red, white and blue planters around the village and put up a permanent flag pole.	£1,000

8.3.1 Officers are of the opinion that this application meets 2012/13 grant criteria.

8.3.2 The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
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Dilton Marsh Carnival Committee	The funding of Diamond Jubilee celebrations for the community. The event will be run alongside the carnival and will include an afternoon of celebration for all ages with many village organisations taking part.	£ 500
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8.4.1 Officers are of the opinion that this application meets 2011/12 grant criteria.

8.4.2 The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Westbury area board	Funding for Diamond Jubilee exhibition	£3,000

8.5.1 See separate report

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	HEYWOOD & HAWKERIDGE ROYAL DIAMOND JUBILEE CELEBRATIONS COM.
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	HEYWOOD & HAWKERIDGE ROYAL DIAMOND JUBILEE CELEBRATIONS
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>	THIS IS AN OPPORTUNITY TO BRING THE TWO VILLAGE COMMUNITIES TOGETHER ON THE CELEBRATIONS OF THE QUEENS JUBILEE. IT IS HOPED THAT THIS WILL BE AS SUCCESSFUL AS THE QUEENS GOLDEN JUBILEE CELEBRATIONS IN 2002.
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Heywood & Hawkeridge Village Hall and on the Village Green. WESTBURY BOARD 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 type="checkbox"/> Date _____ No <input checked="" type="checkbox"/>

Where will your project take place?	Heywood & Hawkridge Village Hall and on Village Green.	
When will your project take place?	Sunday 3rd June 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 1200 characters only (inclusive of spaces)</i>	As the celebrations are nation wide some Villagers have expressed their wishes in having some sort of celebration as a get together in our community. If we could purchase a party tent it would be available to the two Villages for any future events. We are grateful the Village Hall Committee have waived their hiring fee for this event.	
How many people will benefit from your project?	Open to all Villagers of Heywood & Hawkridge	
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.	Keeping friendliness and harmony between the two Villages.	
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? If you answer YES please provide evidence elsewhere on the application form	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Any other information about your project.		

3. Management			
<p>How many people are involved in the management of your group/organisation? Of these, how many are:</p>			
Over 50 years	Male	<input type="text" value="4"/>	Female <input type="text" value="2"/>
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"/>
<p>If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it? <i>AT this time the planned project is dependent on funding. If funding is not available it will be scaled down. The Village Hall committee has waived their hiring fee for this event.</i></p>			
<p>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? <i>Only after the event will we know. But going on the results of the event celebrations it meant that friendships were formed between the two communities.</i></p>			
<p>Have you contacted Charities Information Bureau for help with your application/ to seek other funding?</p>	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
<p>To whom have you applied for funding for this project (other than Wiltshire Council)?</p> <p>Please list with amount applied for and whether you have been successful</p>	Name of Funder	Amount Applied For	Amount Received
	<i>Hegworth & Howkeridge Village Hall</i>	<i>£500.</i>	
	<i>Parish Council</i>	<i>£500.</i>	
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p>If yes, please state which one(s).</p>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	N/A
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	£
Jubilee mugs (FOR VILLAGE CHILDREN)	321	Own fundraising/reserves		NONE
Pigs for competitions	350			£
Party Tent	495	Parish/town council		£
Food	200			£
Entertainment Disco	100	Trusts/foundations		£
Equipment for games	400			£
Publicity	50	In kind VILLAGE HALL DONATION	C	500
Contingency fund.	100			£
	£	Other PARISH COUNCIL	P	500
	£			£
	£			£
	£			£
Total Project Expenditure	£ 2016	Total Project Income		£ 1000

Total project income B	£ 1000.
Total project expenditure A	£ 2016
Project shortfall A - B	£ 1016.
Grant sought from Wiltshire Council Area Board	£ 1000.
Bank Details	
Please give the name of the organisations' bank	

As we are a group that has only formed for this specific event we do not have our own bank account. As the Village Hall Committee has given us £500 donation they have agreed that we can use their account as their Chairman and their Treasurer is on our committee.

GE Hill

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~~ 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
 - ~~N/A~~ 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: CHAIRMAN

14.03.12

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 Jubilee Hall Management Committee		
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 Hall Management Committee Reg Charity 238186		

2. Your project

Project Title/Name	Table replacement project		
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>	The Jubilee Hall went through an extensive refurbishment and extension project in 2002. Since then the hall has become more widely used by groups and private hirings. The necessity for the upkeep of equipment is of paramount importance for the use of the Community. Existing tables are between 15-20 years old and becoming increasingly unsafe for use. Surfaces also very worn becoming unhygienic to use.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	The village of Bratton in the Westbury Board area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 11/10/2011	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 25/01/2012	No

Where will your project take place?	Bratton Jubilee Village Hall
When will your project take place?	As soon as possible - hopefully completed Gor
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>	Tables began to collapse under very little weight. Legs collapsing. Hard to keep clean due to very worn surfaces. The hall is used daily for various activities including Art classes, Youth Club, Supper nights, Weddings, birthday, anniversary celebrations, dances, and other social events. New tables would ensure safety for users and adequate equipment.
How many people will benefit from your project?	Bratton (1500) and nearby villages
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.	Provide equipment to enable facilities for extra curricular, leisure and social facilities for all ages.
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? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project. Although there are funds in the bank we are having to have the flat roof replaced before next winter as we have already had costly maintenance in the 2011 financial year due to its state. we will be applying for grants but obviously there will be a need to part fund if necessary	

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="8"/>
25 – 50 years	Male	<input type="text" value="0"/>	Female	0 <input type="text"/>
Under 25 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	1 <input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	0 <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?

Feedback from community

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: 2011	Month: December	Year: 2011
A - Total income:	£16972.29	
B - Minus total expenditure:	£18795.28	
Surplus/deficit for year: (A minus B)	£-1822.99	
Free reserves currently held:	£8542.30	

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	
10 Banquet tables	£1,200	Own fundraising/reserves	C	£200
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1,200	Total Project Income		£200

Total project income B	£200
Total project expenditure A	£1,200
Project shortfall A – B	£1,000
Grant sought from Wiltshire Council Area Board	£1,000
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: 13/03/2012

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	Edington Recreation and Lesuire Acton Committee (ERLAC)		
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	Diamond Jubilee Celebrations .		
What is your project about and what does it aim to achieve?	Village celebrations to mark the Royal Diamond Jubilee Saturday evening we hope to have a big village party for everyone. We have booked the Melksham Pearlies and a barn dance band On Sunday we are having a shared village lunch in the playing field, with children's entertainment, punch and judy, games and races. Children will be presented with a celebration mug. The Village is renovating the old rectory gates to be placed at entrance of burial ground as a permanent Jubilee memorial . We also plan to put red, white and blue planters around the village and put up a permanent flag pole.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	. Westbury Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date	12 March 2012
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date	12 March 2012

Where will your project take place?	Edington
When will your project take place?	2-5 June
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>	We felt it was important to mark such an achievement as the diamond Jubilee. This seemed an ideal opportunity to bring the whole village together, boosting community spirit and pride in our community. The burial ground gates will provide a lasting memorial of the celebrations.
How many people will benefit from your project?	Most of the village - pop 750 approx
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.	p11 planters will improve environment, as will the gates p27 will provide activities for villagers and young people p35 will enhance community spirit.
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.

The Royal Jubilee celebrations for Edington are being coordinated by ERLAC, which is a forum of village organisations set up by the Parish Council many years ago to foster mutual support and facilitate whole village events. ERLAC consists of representatives from all village groups, from the Edington Under 5's to the senior citizens' Lunch Club. Many of the groups have young adults involved in their organisations. ERLAC does not hold an independant budget, so the various elements of the celebrations are initially being funded from the meagre resources of the individual groups, in the hope of appropriate reimbursement from any proceeds, donations or grants. The weekend will also include the Annual Edington Fair on Saturday, and the annual Scarecrow Walk on the Monday, both of which are self funding village charities. The events will involve a massive effort from a huge band of volunteers of all age groups to set up, run and clear away.

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="7"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="7"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?

This is a one off event. Parish council will take over maintainance of burial ground gates and flag pole.

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 number of villagers that become involved or attend events. Improved community spirit and co-operation. Every body will have had a good time

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

parish council

£500

£500

local groups

donation

local buisnesses

donation

<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:	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	
Melksham Pearlies	£100	Own fundraising/reserves		£
Band	£500	BBQ sat 2 & sun 3	p	£200
Punch and Judy	£180	Parish/town council	c	£750
mugs 150 @ £3.00 each	£450			£
gates	£1,200	Trusts/foundations		£
	£	donations/sponcership	p	£0
plants compost plant troughs	£624	In kind		£
disposabil table clothes cups et	£50	edington volunteers , : labour		£200
flag (pole donated)	£70	Other		£
	£	under fives	c	£100
	£	fair	c	£400
	£	garden club	c	£250
Total Project Expenditure	£3,174	Total Project Income		£1,700

Total project income B	£1,900
Total project expenditure A	£3,174
Project shortfall A – B	£1,274
Grant sought from Wiltshire Council Area Board	£1,000
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	
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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: 13/03/2012

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 CARNIVAL COMMITTEE		
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 CARNIVAL COMMITTEE		

2. Your project

Project Title/Name	DILTON MARSH CARNIVAL AND PARTY IN THE PARK		
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>	THIS YEAR THE CARNIVAL IS TO BE COMBINED WITH THE QUEEN'S DIAMOND JUBILEE CELEBRATIONS. THE AIM IS TO PROVIDE AN AFTERNOON OF FUN AND CELEBRATION FOR THE VILLAGE COMMUNITY INCLUDING ALL RESIDENTS OF ALL AGES. IT WILL INCLUDE A WALKING PROCESSION FOR CARNIVAL ROYALTY AND VILLAGE ORGANISATIONS, REFRESHMENTS, CHILDREN'S ACTIVITIES, GAMES, RACES, SIDESHOWS AND STALLS. IT ALSO PROVIDES THE OPPORTUNITY FOR VILLAGE ORGANISATIONS TO RAISE FUNDS.		
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 checked="" type="checkbox"/>	Date JAN 2012	No <input 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 PLAYING FIELD	
When will your project take place?	MONDAY 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>	THERE IS A CARNIVAL EVERY YEAR, WHICH IS WELL SUPPORTED BY THE VILLAGE COMMUNITY WHO GIVE POSITIVE FEEDBACK. PEOPLE FEEL THAT IT IS A TRADITIONAL EVENT THAT BRINGS THEM TOGETHER AND ENABLES PROMOTION OF VILLAGE ORGANISATIONS WITH THE OPPORTUNITY TO RAISE FUNDS. THERE ARE NO OTHER PLANS FOR THE DIAMOND JUBILEE CELEBRATIONS, SO THE CARNIVAL COMMITTEE AGREED TO COMBINE THIS WITH THE ANNUAL CARNIVAL. VERBAL FEEDBACK HAS BEEN VERY POSITIVE AND THERE IS TO BE AN OPEN MEETING SOON TO CANVASS FURTHER SUPPORT AND IDEAS.	
How many people will benefit from your project?	500 OR MORE	
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.	JUBILEE CELEBRATIONS	
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="1"/>	Female	<input type="text" value="2"/>
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?

FEEDBACK FROM THOSE THAT SUPPORT AND ATTEND THE EVENT

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:	£1500	

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	
INSURANCE	£250	Own fundraising/reserves		£
ENTERTAINMENT	£200			£
PUBLICITY	£50	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£500	Total Project Income		£0

Total project income B	£0
Total project expenditure A	£500
Project shortfall A – B	£500
Grant sought from Wiltshire Council Area Board	£500
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: 12/03/2012

Position in organisation:

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

Area Board Project	
1. What is the Initiative?	
	Funding for the Westbury community exhibition for display in the 1 May Diamond Jubilee event
2. Where is the initiative taking place?	
	1. Salisbury Cathedral Grounds 2. Westbury
3. When will the initiative take place?	
	Tuesday 1 May and Saturday 5 May
4. What are the community benefits/evidence of need/links to Community Plan/Community Issue?	
	<p>This project gives an opportunity to showcase various aspects of Westbury community life. It will raise the profile of the community and what it has to offer to a much wider audience. It involved a variety of local groups and individuals including schools and the youth centre. We plan to follow the one day Salisbury event with a mini exhibition in Westbury so people who had been unable to attend will also be able to see the exhibits.</p> <p>The projects links in with: Building Resilient Communities</p>
5. What is the desired outcome of this initiative?	
	To raise the profile of the Westbury community
6. Who will Project Manage this initiative?	

The project will be led by the community area board working with a range of local groups and organisations.

7. Costs/quotes/ match funding?

The £3,000 funding will be used to provide publicity materials, van hire, exhibition materials. A tree will also be purchased for presentation to the Royal visitors. The funding will be held by the BA13+ Community Area Partnership.

8. Additional information

The 1 May event is organised by the Lord Lieutenant of Wiltshire and coincides with the visit of senior Royals to the city of Salisbury. Each area board has been asked to host an exhibition tent reflecting their local areas. The event will be high profile and attended by a senior member of the Royal Family as well as estimated thousands of visitors.