

Southern Wiltshire Area Board AGENDA

Place: Alderbury Village Hall, Rectory Road, Alderbury, SP5 3AD
Date: Thursday 26 July 2012
Time: 7.00 pm

Including the Parishes of Alderbury, Britford, Clarendon Park, Coombe Bissett, Downton, Firsdow, Grimstead, Landford, Laverstock, Ford and Old Sarum, Odstock, Pitton and Farley, Redlynch, West Dean, Whiteparish, Winterslow.

Wiltshire Councillors

Richard Britton - (Chairman)	Alderbury and Whiteparish
Chris Devine	Winterslow
Julian Johnson	Downton and Ebbel Valley
Ian McLennan	Laverstock, Ford and Old Sarum
Leo Randall – (Vice-Chairman)	Redlynch and Landford

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 chat from 6:30pm.

Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email lisa.moore@wiltshire.gov.uk or Tom Bray (Southern Wiltshire Community Area Manager), Tel: 01722 434252 or (email) tom.bray@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.

Items to be considered	Time						
<p>1 Welcome and Introductions</p>	7.00pm						
<p>2 Apologies</p>							
<p>3 Minutes (Pages 3 - 16)</p> <p>To approve and sign as a correct record the minutes of the previous meeting held on Thursday 7 June 2012.</p>							
<p>4 Declarations of Interest</p> <p>Councillors are requested to declare any pecuniary and non-pecuniary interests or dispensations granted by the Standards Committee.</p>							
<p>5 Chairman's Announcements</p> <p>To receive Chairman's Announcements including:</p> <ul style="list-style-type: none"> • Job Club – Opening of the Job Boards 							
<p>6 Current Consultations</p> <p>To note the attached information on the following current consultation:</p>							
<table border="1"> <thead> <tr> <th data-bbox="288 1335 483 1458">Consultation</th> <th data-bbox="483 1335 643 1458">Closing Date</th> <th data-bbox="643 1335 1241 1458">More information</th> </tr> </thead> <tbody> <tr> <td data-bbox="288 1458 483 2004"> Cultural Strategy consultation </td> <td data-bbox="483 1458 643 2004"> 30 September 2012 </td> <td data-bbox="643 1458 1241 2004"> <p>The purpose of this document is to consult on the drafting of a cultural strategy for Wiltshire. The cultural sector is diverse and vibrant; including community and voluntary groups, local, national and international charities as well as commercial operations and private individuals. The cultural strategy will ensure that every part of the cultural sector works together so that energy and resources are focused upon shared objectives and transformational actions that deliver real benefits for the communities of Wiltshire.</p> <p>For more details please contact arts@wiltshire.gov.uk</p> </td> </tr> </tbody> </table>	Consultation	Closing Date	More information	Cultural Strategy consultation	30 September 2012	<p>The purpose of this document is to consult on the drafting of a cultural strategy for Wiltshire. The cultural sector is diverse and vibrant; including community and voluntary groups, local, national and international charities as well as commercial operations and private individuals. The cultural strategy will ensure that every part of the cultural sector works together so that energy and resources are focused upon shared objectives and transformational actions that deliver real benefits for the communities of Wiltshire.</p> <p>For more details please contact arts@wiltshire.gov.uk</p>	
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7	<p>Report on issues facing the community as a whole (Pages 17 - 26)</p> <p>Written Updates attached are:</p> <ul style="list-style-type: none"> • CATG • Police • Fire & Rescue Service • NHS • Wiltshire Council – Community Bank <p>Updates to be given at the meeting:</p> <ul style="list-style-type: none"> • Youth Services – Update on recruitment process for Youth Development Coordinator. • Southern Wiltshire Issues System • Any other comments or reports 	7.05pm
8	<p>Network Rail closure of A338 Broken Cross (Pages 27 - 28)</p> <p>To receive a presentation on the scheduled bridge works at the Broken Cross Bridge, Ford.</p>	7.25pm
9	<p>Volunteering - Digital Literacy (Pages 29 - 30)</p> <p>Volunteering is one of the Area Board’s chosen themes for 2012/13, here is an example of the really important part that volunteers can play within the local community.</p> <p>The Board will receive a presentation to raise the awareness of the project and to recruit local people to act as digital champion volunteers to support local people in the community to get online.</p> <p><i>Officer: Jenny Wilcockson, Digital Literacy Coordinator</i></p>	7.40pm
10	<p>Community Safety</p> <p>The Area Board theme for Community Safety is all about improving local links between the Neighbourhood Policing Team, Parish Councils, local “watch” schemes and communications with residents. The Board will receive an update on how the Board can develop this work.</p>	7.55pm

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|----|---|--------|
| 11 | <p>Rights of Way - The Next Steps
(Pages 31 - 40)</p> <p>To kick off work on this theme, parish councils were asked to submit capital requirements for the Rights of Way in their parish area, 9 parishes in total responded. The attached report captures these requests and asks the Board to set aside a maximum amount to be used on improving access to our Rights of Way.</p> <p>The Board will receive a short presentation from the Landford Footpath Group about their group and how it works.</p> <p>Also attached – Briefing papers on the ‘Paths for Communities’ scheme.</p> <p><i>Cllr Leo Randall</i></p> | 8.15pm |
| 12 | <p>Community Area Grants
(Pages 41 - 68)</p> <p>The Board will consider 4 applications for funding from the Community Area Grant Scheme.</p> <p><i>Officer: Tom Bray, Community Area Manager</i></p> | 8.40pm |
| 13 | <p>Evaluation and Close
(Pages 69 - 70)</p> <p>A copy of the Forward Plan is attached for information.</p> | 9.00pm |

Future Meeting Dates

Thursday, 27 September 2012

7.00pm

Pitton Village Hall

Thursday, 29 November 2012

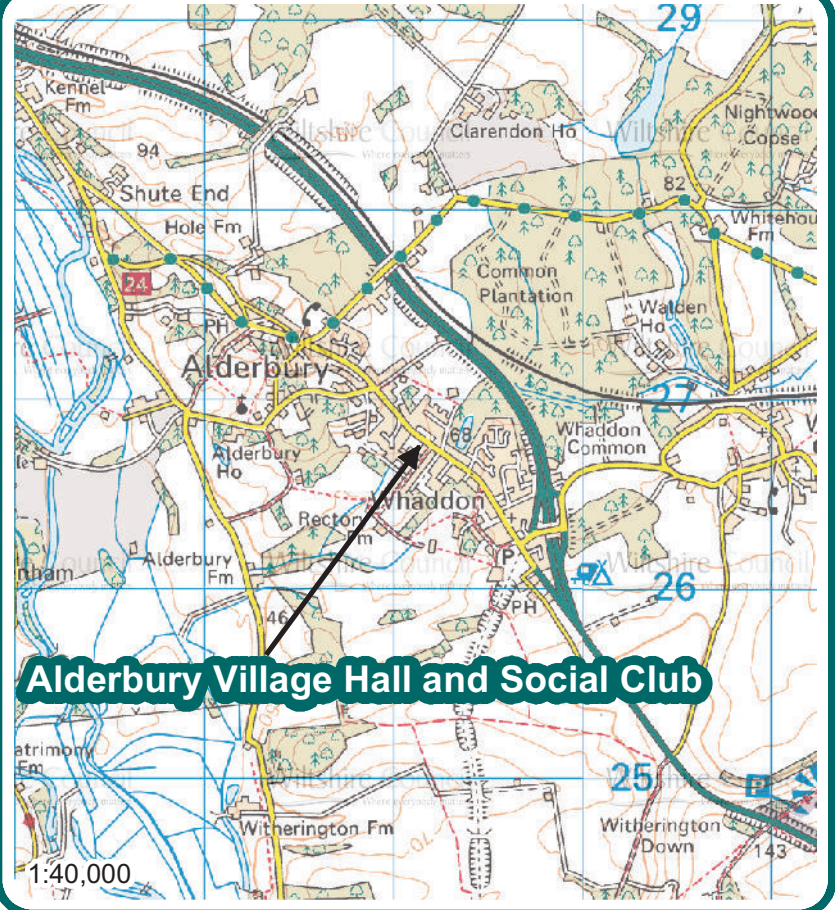
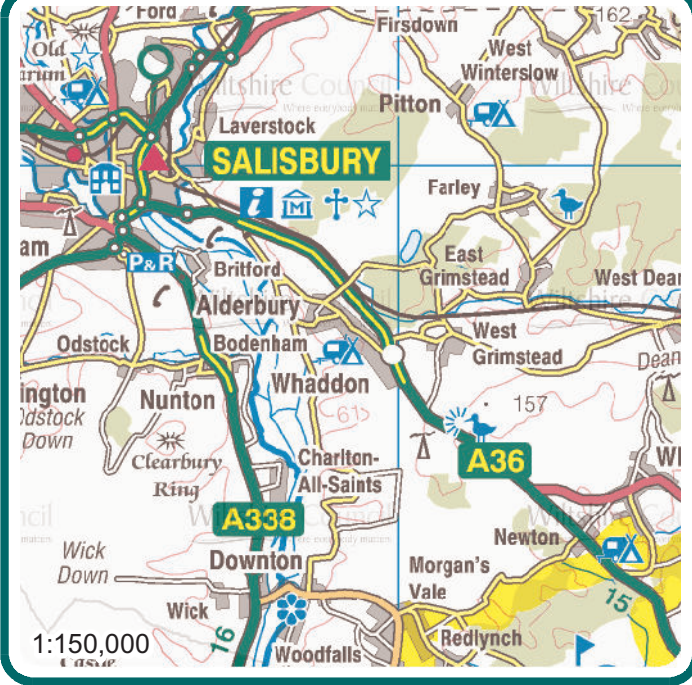
7.00pm

Trafalgar School, Downton

Thursday, 31 January 2013

7.00pm

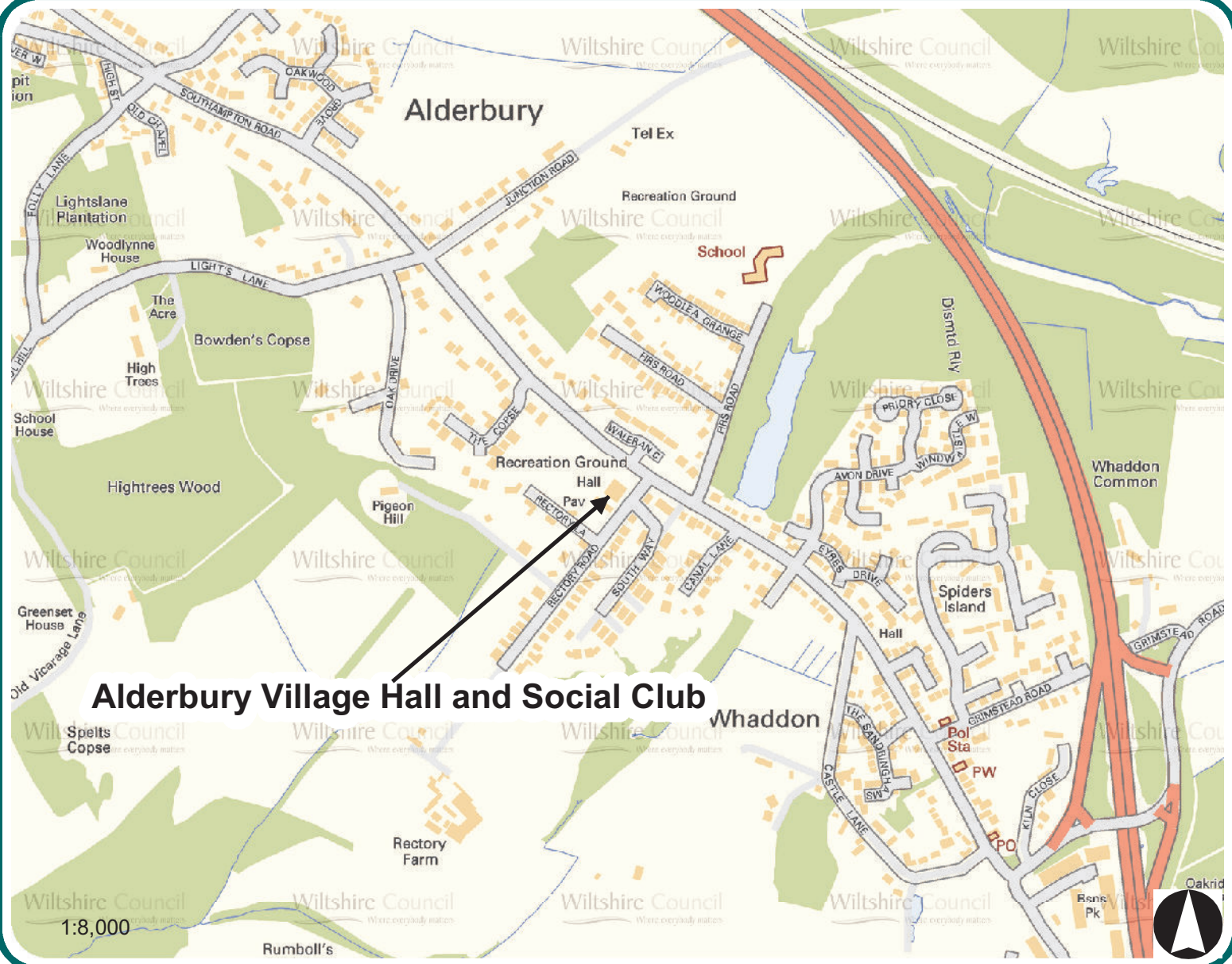
Winterslow Village Hall



Alderbury Village Hall and Social Club
Rectory Road
Alderbury
Salisbury
SP5 3AD

Wiltshire Council
 Where everybody matters

Alderbury Village Hall and Social Club



Alderbury Village Hall and Social Club

MINUTES

Meeting: SOUTHERN WILTSHIRE AREA BOARD
Place: Coombe Bissett & Homington Village Hall, Shutts Lane,
Coombe Bissett, SP5 4LU
Date: 7 June 2012
Start Time: 7.00 pm
Finish Time: 8.55 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) lisa.moore@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Richard Britton (Chairman), Cllr Leo Randall (Vice Chairman), Cllr Ian McLennan and Cllr Christopher Devine

Wiltshire Council Officers

Tom Bray, Southern Wiltshire Community Area Manager
Lisa Moore, Democratic Services Officer
Tracy Carter, Service Director - Waste Management Services

Town and Parish Councillors

Alderbury Parish Council – C Churchill & A Newbery
Britford Parish Council – M Hitchings
Clarendon Park Parish Council – K Roger
Coombe Bissett Parish Council – D James, D Rattue & T White
Downton Parish Council – S Barnhurst Davies, J Whitmarsh R Yeates
Firsdown Parish Council – B Edgeley
Grimstead Parish Council – G Bayford & S White
Landford Parish Council – J Martin
Laverstock and Ford Parish Council – V Bussereau, V McLennan & R Champion
Odstock Parish Council – C Berry & R Parsons
Pitton and Farley Parish Council – C Purves

Redlynch Parish Council – C Morrison
West Dean Parish Council – H Urquhart
Whiteparish Parish Council – T King
Winterslow Parish Council – P Robinson

Partners

Wiltshire Police – Sergeant Dean Garvin

Total in attendance: 39

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Appointment of a Chairman</u></p> <p>In accordance with the Council's Constitution (part 3, paragraph 4.8), the Chairman vacated the Chair for the first part of the item, as he was seeking re-election to the position of Chairman. The Vice- Chairman, Councillor Leo Randall, took the Chair and invited nominations for the position of Chairman of the Southern Wiltshire Area Board for the forthcoming year 2012-13.</p> <p><u>Decision</u> Councillor Richard Britton was elected Chairman of the Southern Wiltshire Area Board for the forthcoming year 2012-13.</p>
2	<p><u>Appointment of a Vice Chairman</u></p> <p>Councillor Richard Britton in the Chair.</p> <p>Councillor Britton asked for nominations for Vice-Chairman of the Southern Wiltshire Area Board for 2012/13.</p> <p><u>Decision</u> Councillor Leo Randall was elected Vice - Chairman of the Southern Wiltshire Area Board for the forthcoming year 2012-13.</p>
3	<p><u>Appointment to Outside Bodies and Working Groups</u></p> <p>The Board considered the table of outside bodies attached to the agenda.</p> <p><u>Decision</u> The representation of Board members to outside bodies would continue as detailed in the table attached to the agenda, for the 2012/13 municipal year.</p>
4	<p><u>Apologies</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Councillor Julian Johnson – Board member • Councillor Stuart Wheler – Cabinet member • Karen Scott – Community Manager Volunteering - <i>Item 13.</i>
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>

6	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Thursday 5 April 2012 were agreed as a correct record and signed by the Chairman.</p> <p><u>Matters arising from the last minutes:</u></p> <ul style="list-style-type: none"> • Councillor Britton thanked all involved in the 1st of May Jubilee event in Cathedral Close, Salisbury. The Southern Wiltshire tent and displays had been a success. • The weblink to the draft Wiltshire Core Strategy would be added to the minutes to enable them to be viewed online. Councillor Britton stated that once the Wiltshire Core Strategy was adopted the South Wiltshire Core Strategy would be replaced with the Wiltshire wide Core Strategy. <p>This document would contain changes such as the replacement of the current R2 funding with a Community Infrastructure Levy. Therefore it was important for all concerned to keep up-to-date on any changes by checking the online links to the documents as they become available.</p> <p>http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/wiltshirecorestrategy.htm</p> <ul style="list-style-type: none"> • An event for parish councils had been held on Thursday 31st May to look at ways of developing and introducing the use of Social Media such as Facebook, Flickr and Youtube. This can help with communicating with groups of the community which we are currently not reaching. Councillor Britton added that if any parish was interested in attending a more detailed workshop event they should contact Tom Bray, Community Area Manager for further information.
7	<p><u>Chairman's Announcements</u></p> <p>The Chairman gave a reminder of the purpose and objectives of the Area Board. He said that Parish Councils existed to look after their villages and promote the interests of their residents. The Board had exactly the same objectives. Its work was to support that of the PCs and help tackle problems which were common across the Community Area. The aim is for the two to work together. The more Parish Councils participate in the work of the Area Board the more benefit their communities will derive from it.</p>

8	<p><u>Current Consultations</u></p> <p>The Chairman drew attention to the consultations listed on the agenda and stated that everyone needs to be aware of what information is coming out through Wiltshire Council, one way of doing this is to keep up to date by checking the consultation online: http://consult.wiltshire.gov.uk/portal</p>
9	<p><u>Cabinet Representative - Councillor Stuart Wheeler</u></p> <p>Councillor Wheeler had been unable to attend due to a local planning matter in his division, he had given his apologies.</p>
10	<p><u>Report on issues facing the Community Area as a whole</u></p> <p>The Board noted the written updates attached to the agenda, in addition the following updates and comments were received:</p> <p><u>Wiltshire Council (WC)</u></p> <p>A new Standards Framework and Code of Conduct for Councillors had been adopted by WC, as a result of this it was hoped that parish councils would follow suit and adopt the same. A briefing session for clerks, parish, town and city councillors on the new standards regime would take place on 14 June 2012, at Salisbury City Hall at 6.00pm for a 6.30pm start, to 8.00pm. Details of how to book a place were available on the briefing paper attached to the agenda.</p> <p>Informal Adult Education - Councillor McLennan noted that the paper indicated that a view on the preferred option could be submitted by the Board. Tracy Carter, Service Director added that an online survey was available for anyone wishing to submit their comments, this was open until 27 June 2012. Paper copies were also available from libraries, the deadline for those was 15 June 2012.</p> <p>Councillor Britton asked those present if they wished for a speaker to attend the next meeting to provide further information, the offer was declined.</p> <p><u>Youth Service</u></p> <p>The Community Area Youth Coordinator (Tony Nye) had recently moved post to a secondment within the council. The vacant post was currently being covered by existing team members until a replacement was secured, interviews would take place at the end of June 2012. Parishes were asked to contact Jaki Farrell – Youth Development Coordinator - if they had any questions or youth related issues.</p> <p>Jaki.farrell@wiltshire.gov.uk or Tel: 01747 861400</p>

Police

Sergeant Dean Garvin gave an update informing the Board that PCSO Stephanie Dutton had recently joined the Southern Wiltshire NPT. This meant that for the first time in four years there was a full team in the community area.

Some positive points for the area included reports that both the Downton Cuckoo Fair and the Jubilee Celebrations had both gone smoothly, as had the Laverstock mini marathon.

There had been some burglaries in Downton and Redlynch, the policing teams were working on this and hoped to be able to provide a more detailed update at the next Board meeting.

Comments and questions to Sergeant Garvin included:

Councillor McLennan noted that the placement of cones in streets around the Hudsons Field event meant that vehicles parked along Roman Road at its junction with Old Castle Road, extending as far as the pig farm (Old Sarum Farm) entrance. Local residents felt this caused safety issues.

Councillor McLennan asked if the procedure could be revised for any forthcoming events such as the Olympic Torch event on 11 July 2012.

Answer: Sgt Garvin was unsure whether the police had placed the cones or Salisbury City Council, he agreed to find out and to provide a response at the next meeting.

Action: Sergeant Garvin

Information on Neighbourhood Watch and who to contact regarding new schemes was requested.

Answer: The Chairman noted that item 12 on the agenda included proposals for future work which would include neighbourhood watch.

A Firsdown Parish Councillor asked how he should go about obtaining cones for a forthcoming Fair in the parish.

Answer: Issuing of cones for local events had been reduced, Sergeant Garvin agreed to communicate with parish councils on individual cases.

Action: Sergeant Garvin

A request for information on 'Violence against the Person' which was a category included in the Crime and Community Safety briefing paper attached to the agenda.

Answer: It was exceptionally rare in the Southern Wiltshire Community Area that someone was assaulted by a person that they did not know, the figure report usually related to domestic violence.

There was a request for an update on metal theft.

Answer: Police were working with scrap metal dealers to implement smart water which could be put on to metal items to aid police in tracing stolen metal back to its owner. Recent changes to the law meant that scrap metal dealers were now not permitted to pay cash for scrap metal.

Is the government doing anything to have a punishment that fits the crime?

Answer: It is for the courts to make decisions on that.

Councillor Britton added that within the Criminal Justice System in Wiltshire, for a variety of administrative reasons over 40% of cases going to court are deferred or thrown out altogether.

Wiltshire Fire Authority

Councillor Devine gave his opinion of the situation following a recent public consultation on proposed changes to the operational side of Wiltshire Fire Service.

A question came from the floor to ask if a balanced view could be sought from the Fire Brigades Union (FBU). The Chairman asked Tom Bray to ask the FBU they wished to attend a future meeting to give their view on the situation.

Action: Tom Bray

Issue System

In addition to the progress report attached to the Agenda, the following comments were made:

- Following the recent resurfacing of Odstock Road, the parish had been disappointed that repairs to the road surface were not made before the new surface was laid. They asked if holes could be fixed prior to the next batch of resurfacing was carried out.

Answer: The parish were advised to log the matter with CLARENCE and to contact the local Highways Manager Sally Barnett.

- The names and addresses of people objecting to planning applications were currently published online. An issue was raised by a parish councillor who asked that anonymous submissions could be uploaded to the web and given the same weight as others.

	<p>Answer: The Board agreed to contact the Head of Planning for southern Wiltshire to ask whether personal details could be removed from submissions prior to publication if so requested.</p> <p>Action: Tom Bray</p>
11	<p><u>Your Chosen Area Board Themes for 2012/13</u></p> <p>Tom Bray, Community Area Manager explained that in April 2012 the Area Board consulted residents on its theme for the year.</p> <p>The Board looked at 6 potential themes that had emerged through the community planning events and area board discussions and asked residents to rank both the importance and achievability of each of the possible themes.</p> <p>The outcome:</p> <ol style="list-style-type: none"> 1. Footpaths emerged as an achievable theme, also scoring high on importance. 2. Community Safety is the most important theme. Residents think that projects under this theme would be achievable. 3. Volunteering emerged as both important and achievable, slightly behind footpaths and community safety. <p>Proposals for each of the themes were set out in the following three agenda items.</p>
12	<p><u>Keeping Our Communities Safe</u></p> <p>The Chairman outlined the Boards proposals for consideration.</p> <p>The Area Board feels that opportunities exist to revitalise Neighbourhood Watch (NHW) and other voluntary community schemes and also to build on the Neighbourhood Police Team (NPT) / Parish Council (PC) liaison – both with each other and with the community at large.</p> <p>The ambitions of the Area Board can be summarised as follows:</p> <ul style="list-style-type: none"> • For each PC to have a lead councillor for Community Safety. • That there should be a police report to every PC meeting. When the NPT can't attend in person they will be represented by the lead councillor who will deliver a brief report (probably only a couple of bullet points) provided

	<p>beforehand by the NPT via e-mail or telephone.</p> <ul style="list-style-type: none"> • Every opportunity should be taken to enhance the role of Neighbourhood Watch coordinators. This could be by: NPTs providing ‘alerts’ about current criminal activity in the vicinity; the coordinators making reports to PCs; and participating in • Community Safety networking events engaging members of all the various Watch schemes. • A joint “Community Watch” report to appear regularly in parish magazines and a circular delivered to households inviting their participation in informal “Community Watching”. <p>The Chairman added that if PC’s buy into the proposals, the Area Board would support the work by organising a meeting to get all of the nominated lead parish councillors together to share information and strategies.</p> <p>The Area Board members voted on the proposals.</p> <p><u>Decision</u> The Southern Wiltshire Area Board supports the proposals for developing the theme of Community Safety in 2012/13, as set out above.</p>
13	<p><u>Volunteering - Making a Difference</u></p> <p>Karen Scott was unable to attend the meeting and make her presentation.</p> <p>In the survey to determine 2012/13 Area Board themes, Volunteering came second in importance and a close third in terms of ‘deliverability’. The Chairman outlined the two separate aspects to volunteering in the community which currently ran in parallel and were unconnected with each other:</p> <ul style="list-style-type: none"> • Local: At Annual Parish Meetings a common theme is the need for volunteers: Help to run the Village Hall; people to come forward for co-option onto the PC; help to maintain country Rights of Way; engagement in community organisations of all kinds. • Salisbury-based voluntary-sector organisations. Charities (eg. Age UK, British Red Cross, Alzheimer’s etc) are also in need of volunteers – usually, but not necessarily, Salisbury-based. <p>The Chairman outlined the proposals for consideration.</p> <p>The Area Board would like to consider the possibility of providing some sort of joint stimulus to these separate activities. They would like to both help individual parishes meet some of their volunteer needs; and also to work with established Salisbury-based third sector organisations (a) to increase volunteer support for them, and (b) to stimulate and support their work in our Community Area.</p>

To this end the Area Board suggest the following actions:

1. The Area Board would survey the Salisbury-based third sector organisations to ascertain:
 - Which are seeking volunteers (regardless of location);
 - Which are active in our Community Area;
 - Which would be interested in participating in a 'Volunteer Fair' run by participating Parish Councils.
2. The Area Board would offer support to those Parish Councils who, in conjunction with their community organisations would like to run a local Volunteering Fair.

The Area Board would support those villages with funding for:

- A promotional flyer and/or advertising
- Venue hire
- Refreshments
- Other innovative ideas that might increase the profile of the event.

The Area Board could also enable those Salisbury-based organisations identified in 1 above to attend. If required, appropriate Wiltshire Council/GROW officers could also be engaged to attend and support.

Funding for each event would be up to £350 made available by the PC producing a 1-page proposal outlining the plans and associated costs for the event. The Community Area Manager will provide a brief appraisal and release the funding to the relevant PC.

Decision

1. **The Southern Wiltshire Area Board adopts the proposals outlined in the report.**
2. **In order to enable development of this work the Board delegates authority to the Community Area Manager, in consultation with Southern Wiltshire Area Board Councillors, to spend up to £350 on each local Volunteering Fair. All expenditure should be reported to the next Area Board meeting.**

Rights of Way - Making Tracks

Councillor Leo Randall outlined three work stream proposals for consideration:

1) To produce a collaborative maintenance programme of all work and requirements within each parish across the community area. Details would need to be submitted to the Board by the PC's by 16 July 2012 to enable works to be carried out during the summer.

2) To produce a publication of local walks. The idea is to produce a series of walks (short and long) in our community area to promote walking and enjoying our countryside. The walks could link up to special places of interest and also local shops and pubs.

3) To make representations to Wiltshire Council's Corporate Director to give delegated powers to Rights of Way Wardens to enforce rights of way issues.

The Board had issued definitive maps of the Rights of Way in each parishes patch. An online version of these maps can be found here:

www.wiltshire.gov.uk/publicrightsofwaymapping

The Board aims to encourage each PC to nominate a Lead for footpaths and Rights of Way issues. Then bring nominated people together to ensure a coordinated approach.

The Area Board would assemble a pool of resources as follows:

Money:

- Area Board funding
- CATG funding
- Parish Improvement Grants
- Parish Council contributions
- R2
- Other grants – NFNPA, Paths for Communities

People:

- Lead members from PCs
- Community Payback
- The leisure credits scheme

	<ul style="list-style-type: none"> • The Ramblers • Contracted workers funded from the above supplemented by PC contributions • Local volunteers • New Forest Rangers <p>The Board had already met with the South Wiltshire Ramblers (SWR) to discuss their work in the area and how they could contribute to this project, and Nick Cowen (Wiltshire Council – Rights of Way Warden) and Sarah Manchester (New Forest National Park Authority - Countryside Access Officer) to discuss the Area Board proposals. All were very supportive.</p> <p>The Board received a presentation from the South Wiltshire Ramblers about their work in the area.</p> <p>Questions and comments were then taken, these included:</p> <ul style="list-style-type: none"> • Were the SWR group looking for new volunteers? Answer: As detailed in the report attached to the agenda, it would be up to PC's to encourage volunteers to work on projects in their own areas, as the Ramblers group work on projects across the whole of Wiltshire. • Councillor Devine noted that he was very impressed with the work of the SWR Group and that he was not aware of the scope of their work, which included installation and replacement of kissing gates and stiles. • Would the SWR be invited to future footpath working group meetings, to provide advice? Answer: The SWR would be invited to attend along with Nick Cowen. <p><u>Decision</u> The Southern Wiltshire Area Board supports the proposals for developing the theme of Footpaths – Rights of Way in 2012/13, as set out above.</p> <p>Tom Bray, Community Area Manager agreed to send an email to all parish councils with full clear details of what the Area Board was asking parishes to do.</p> <p>Action: Tom Bray, Community Area Manager</p>
15	<p><u>Community Area Transport Group (CATG) Update and Recommendations</u></p> <p>The Board considered the attached CATG update report and recommendations for funding two projects.</p>

	<p><u>Decision</u> Southern Wiltshire Area Board approved the two recommendations for funding from the CATG budget for 2012/13:</p> <ul style="list-style-type: none"> • 30mph written on road at gateway into Ford from Old Sarum – awarded £1,750. • Milford Mill Road – Lining and dropped curb to improve footway facilities over Millford Mill Bridge – awarded £1,000. <p>The Chairman noted that it was hoped R2 funding would be available towards the Footpath from Whaddon to Grimstead project; however there were restrictions on how R2 funds could be used for footpaths.</p>
16	<p><u>Evaluation and Close</u></p> <p>At the end of the meeting the Chairman showed a short DVD produced by Councillor McLennan at the Jubilee event on 1 May 2012.</p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>The next meeting will be on Thursday 26 July 2012, 7.00pm at Alderbury Village Hall.</p>

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**WILTSHIRE COUNCIL
SOUTHERN WILTSHIRE AREA BOARD
(26 July 2012)**

ITEM 7

Community Area Transport Group (CATG) Update – 2012/13

Purpose of the Report

1. To update the board on the progress of the CATG schemes.

Southern Wiltshire Area Board – Prioritised CATG schemes

CATG submitted schemes for consideration	Parish	Update	Total cost of project	CATG allocation	PC allocation
Projects confirmed by CATG & Area Board					
30MPH written on road through Ford Look at GATEWAYS into FORD	Laverstock & Ford	APPROVED BY AB & ORDER PLACED	£2,300* costed by TG- Allocated £2000	Area Board Approved £1750	£250
Milford Mill Road –reduce speed and traffic, improved footway facilities over Milford Mill Bridge	Laverstock & Ford	APPROVED BY AB TO BE COSTED & ORDERED	£1,000 not yet costed by TG	£1000	£0
Projects agreed in principle by CATG					
Footpath from Whaddon to Grimstead	Alderbury/Grimstead	Agreed in principle	~£10 – 11K	Min £2,500	TBC – see below
Red surfacing at entrance to Whitparish on A27	Whiteparish	Agreed in principle	£3,000	Min £2,500	TBC - £500 requested
Gateway improvements at entrance to village at A30 end of Firsdawn	Firsdawn	Agreed in principle	£3,800	Min £3,000	TBC - £800 requested
Gateway improvements and treatments to improve safety at junction at Homington (part of larger request to be added to list next year)	Coombe Bissett & Homington PC	Agreed in principle	£2260 (Overall project £6,000)	Min £2,000	TBC – £260 requested
Projects still to be evaluated and discussed in more detail at next CATG					
Footpath from Whaddon to Grimstead	Alderbury/Grimstead	PC to investigate funding	~£10 – 11K	TBC at next CATG	TBC at next CATG
Signage to improve safety on Gunville Hill at Church	Winterslow	Tom G to investigate	TBC	TBC at next CATG	TBC at next CATG
Issues to be kept on the list					
School traffic in Laverstock	Laverstock & Ford	KEEP ON LIST			
Road safety improvements through Homington (part 2 of project listed)	Coombe Bissett & Homington PC	KEEP ON LIST			

Recommendations:

1. That the information in this update be noted.
2. Next CATG meeting to take place on 21 August 2012, 6.30pm (arrival 6.15pm) at Bourne Hill, Salisbury.

Report Author: Tom Bray – Community Area Manager
Tel No: 01722 434252
E-Mail: tom.bray@wiltshire.gov.uk

**Crime and Community Safety Briefing Paper
Southern Community Area Board
26th July 2012**



1. Neighbourhood Policing

Team Sgt: PS Dean Garvin

Alderbury & Laverstock Beat: PC Henry Clissold PCSO Stephanie Dutton PCSO Rachel Gunn

Downton Beat: PC Matt Holland PCSO Luke Taylor

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

In my last update I reported upon the increase in Non-Domestic Burglary and how our rural community had been disproportionately affected (as is often the case due to the opportunities presented by remote business premises). Work has continued in this area. Recent notable successes have included the arrest of a local male for the Burglary of St Lawrence's Church in late May. This case awaits a decision from the Crown Prosecution Service. Further work on a burglary at Beverley's Cakes led to a forensic hit and subsequent arrest of another local male. He has been charged with that Burglary but a further case is impending following the seizure of Cannabis plants from his loft. You will see from our latest data that we are now back within threshold of offences in this area of crime.

NOT PROTECTIVELY MARKED/UNCLASSIFIED

Work continues in youth engagement and I am pleased to report that our first **Blues n Zuz** event will be launched in September. This scheme operates in other towns to some success and engages youth in a series of disco and band nights at local venues run by our neighbourhood team and community partners.

In other news, police were called to a traveller incursion at the new development site in Old Sarum. Thanks to the prompt assistance of the landowner we were able to legally enforce the clearance of the site in short order.

CRIME & DETECTIONS (July 2011 – June 2012) compared to previous year

EU Southern Wiltshire	Crime				Detections	
	July 2010 - June 2011	July 2011 - June 2012	Volume Change	% Change	July 2010 - June 2011	July 2011 - June 2012
Victim Based Crime	642	673	31	5%	10%	14%
Domestic Burglary	46	34	-12	-26%	15%	18%
Non Domestic Burglary	123	118	-5	-4%	4%	2%
Vehicle Crime	79	95	16	20%	3%	4%
Criminal Damage & Arson	103	142	39	38%	3%	8%
Violence Against The Person	71	102	31	44%	45%	54%
ASB Incidents (Year to Date)	113	108	-5	-4%		
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and Violence Against the Person in the previous 12 month period (May 2011 - April 2012)						
* Detections include both Sanction Detections and Local Resolution						

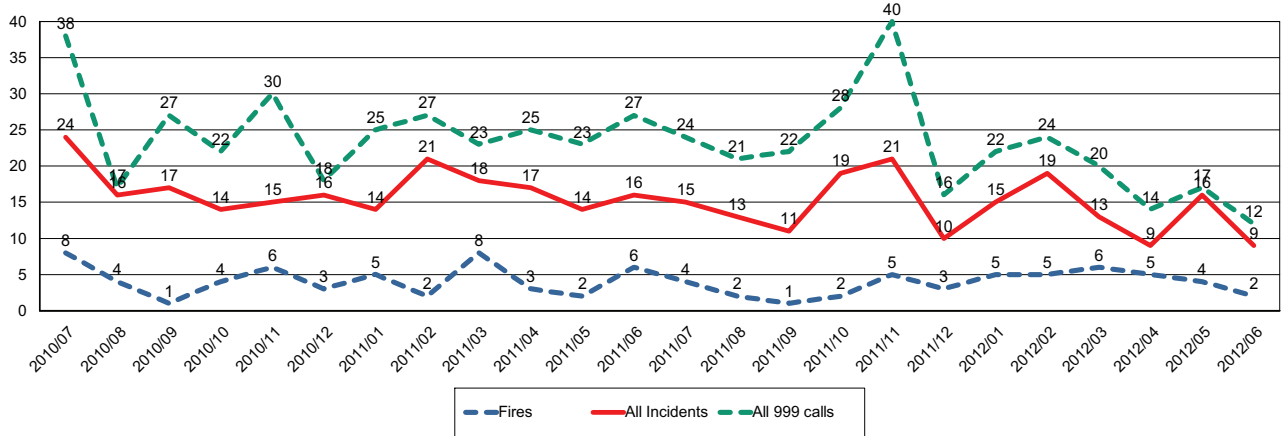
Andrew Noble
Inspector
Salisbury & Southern Wiltshire Community Areas



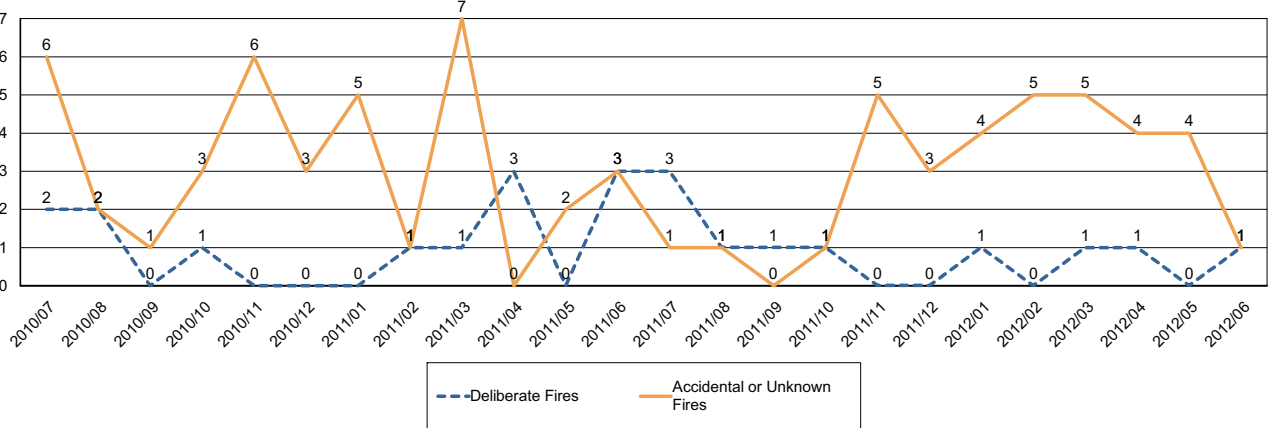
Report for Southern Wiltshire Area Board

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

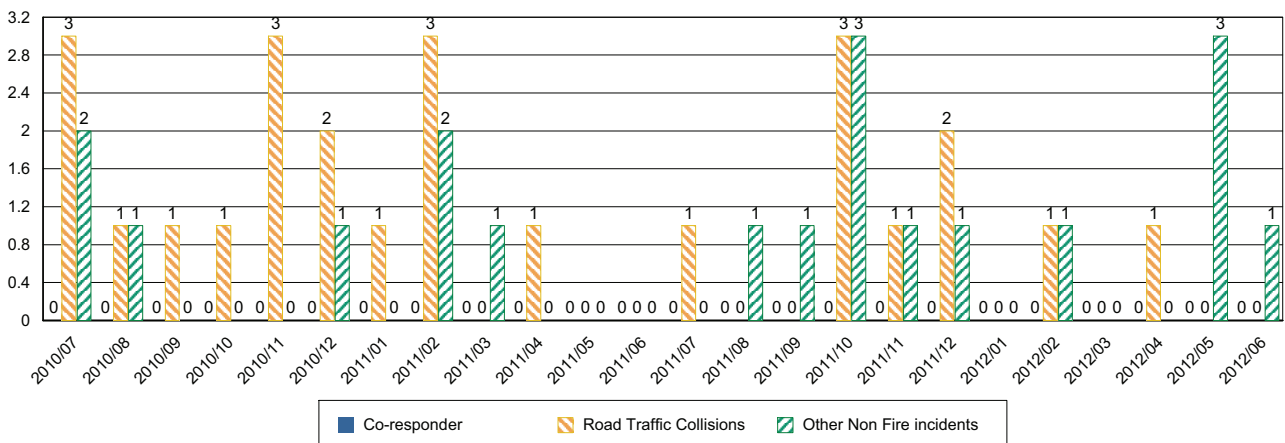
Incidents and Calls



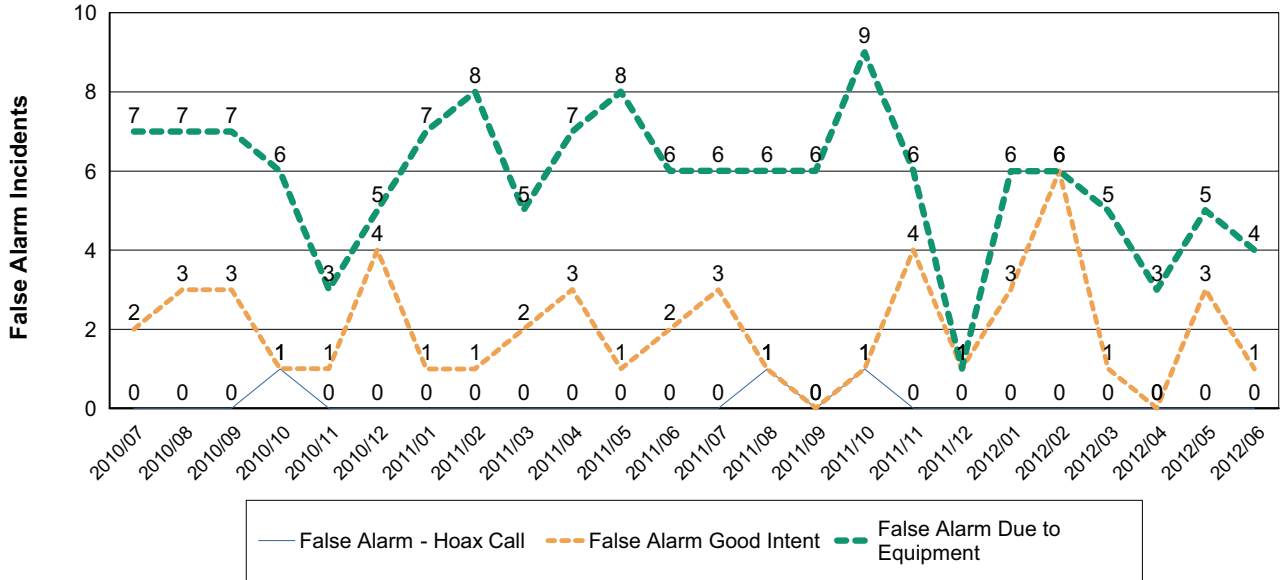
Fires by Cause



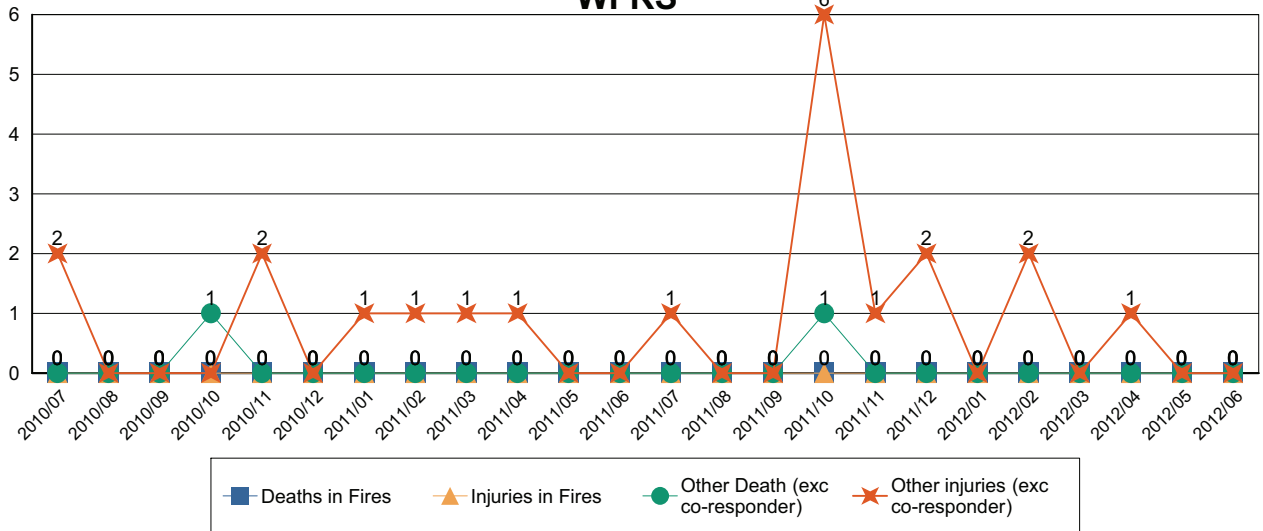
Non-Fire incidents attended by WFRS



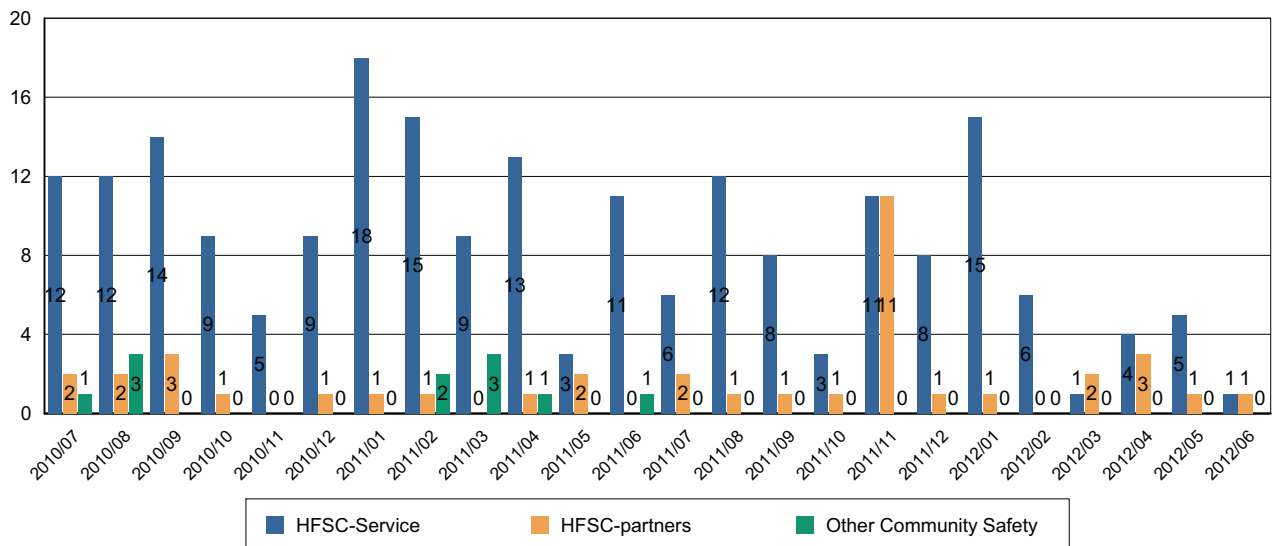
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

June update

Item 7

New Salisbury health facility gets planning permission

Proposals for a new, state-of-the-art GP practice on part of the site of the former Old Manor Hospital, on Wilton Road, Salisbury have been granted planning permission. The new, GP-led development will be the new home for Grove House and New Street practices, and the building will be paid for and developed by the practices, who have recently merged to become Salisbury Medical Practice.

Notice of the planning permission is available on Wiltshire Council's website at: <http://www.wiltshire.gov.uk/planninganddevelopment//2012/0017/applicationdocumentation.htm>

NHS Wiltshire launches consultation on Wiltshire Falls and Bones Health Strategy 2012-14

The Wiltshire Falls and Bones Health Strategy 2012-14 was launched for public consultation on Thursday 21 June. The main aim of the strategy is to reduce the number of falls which result in injury.

NHS Wiltshire is seeking the views of local people, service users and carers, who's input into discussions about the future shape of the services will allow us to gain as wide a view as possible as to how Wiltshire tackles falls and bone health over the next two years.

The strategy focuses on five priority areas:

- Falls and osteoporosis care pathways
- Multi-disciplinary falls assessment and interventions
- Osteoporosis assessment and treatment
- Best practice management of people after a hip fracture
- Raising awareness of falls and bone health, and the importance of a healthy lifestyle

Maggie Rae, Corporate Director of Public Health and Public Protection, says

"Falls can be very serious for older people but there are many simple steps you can take to reduce your chance of falls and fractures. The aims of the Falls and Bone Health Strategy are to: improve falls and fracture services used by Wiltshire residents and make sure that services respond to the needs of older people; halt the rising number of falls and related injuries experienced by older people each year; and support older people to access a wide range of community resources."

Your views on the draft falls and bone health strategy will help us to ensure we have got the priorities for Wiltshire right and we look forward to hearing from you. **All comments on the draft strategy must be received by 13th September 2012.** The draft strategy and

consultation document can be found on the NHS Wiltshire website here: <http://www.wiltshire.nhs.uk/Clinicians/For-healthcare-professionals/For-healthcare-professionals.htm> which also includes a questionnaire that you can complete for letting us know your views/comments.

NHS 111 – Award of contract for call-handling

The contract for the call handling and clinical assessment elements of the new NHS 111 service in Wiltshire and Bath and North East Somerset has been awarded to Harmoni, subject to contract finalisation.

Clinical Commissioning Groups and Harmoni will be working with other local stakeholders to deliver a high quality service for patients in Wiltshire and Bath and North East Somerset with urgent care needs, from April 2013.

Ed Macalister-Smith, Chief Executive of the NHS B&NES and Wiltshire PCT cluster said: “We know people can be confused about which NHS service to use when they need help quickly, and too often they use the wrong service. NHS 111 is an important step in our journey towards improving the way that patients use urgent healthcare services. We look forward to working with Harmoni to implement the call-handling and triage elements of the wider NHS 111 service”.

The next PCT cluster Board Meeting will be held on Wednesday 25 July at 10am at Bath & North East Somerset PCT headquarters, St Martin’s Hospital, Clara Cross Lane, Bath. 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).

Subject:	Wiltshire Community Bank
Officer Contact Details:	Emma Cooper, Partnership Development Manager – emma.cooper@wiltshire.gov.uk , 01225 718627
Weblink:	www.wiltshiremoney.org.uk

Summary of announcement:

Many people, particularly those living on low incomes, cannot access mainstream financial products such as bank accounts and low cost loans. This ‘financial exclusion’ imposes real costs on individuals and their families - often the most vulnerable people in our society. It also has costs for the communities in which they live. In Wiltshire we are taking a multi-agency approach to tackling financial exclusion with Wiltshire Council and other partners working together through Wiltshire Money (www.wiltshiremoney.org.uk). A key priority for Wiltshire Money is promotion of Wiltshire Community Bank. Wiltshire Community Bank is made up of local credit unions which are financial co-operatives - owned and controlled by their members. Credit unions are regulated by the Financial Services Authority (FSA) which means that your savings are safe. Profits are either reinvested into the business, or shared among members as an annual dividend. Services offered include:

- Savings
- Affordable loans
- Prepaid Debit Cards (ALTO)
- Budgeting Accounts

Wiltshire Community Bank is for everyone and its credit unions look forward to welcoming you as a member. To find out how to join and where your local collection point is call 01249 248 323.

Report to	Southern Wiltshire Area Board
Date of Meeting	26 July 2012
Title of Report	A338 Broken Cross Bridge Replacement

Purpose of Report

Provide detail to the Area Board regarding the Network Rail work at A338 Broken Cross Bridge.

This bridge is at the Ford junction on the A338 south of Winterbourne.

Network Rail intend to reuse the existing bridge abutments and place new precast concrete arch units to increase the height. The existing parapet railings will be replaced with high containment parapets to reduce the risk of vehicle incursion on to the railway line. I have attached photos below of the existing structure and an example of where the precast units have been used elsewhere.

Existing structure:



Example of completed structure:



The construction work is programmed to commence on 29 October 2012 and is part of the wider Network Rail project to raise the height of bridges along the route. The replacement of the bridge and its associated road construction works will take some fifteen weeks to complete. This will conclude in the middle of February 2013. The work will require the full closure of the A338, Malthouse Lane and the Ford Junction for all of the 15 weeks. The project, as well as replacing the bridge structure, will also introduce highway improvements in the form of roundabouts either side of the bridge, new direction and warning signs.

It is recognised by Network Rail that road closure associated with the works will be a cause for concern for many. Network Rail and their contractors wish to work with Wiltshire Council and its communities as well as other concerned parties to ensure that the consequences of the closure are kept to the absolute minimum.

As always there will be an extensive signing scheme implemented during the work to give advance warning of the closure and to direct traffic along suitable routes: this information will be provided some distance from the actual closure so that through traffic can re-route earlier in its journey. Wiltshire Council officers are working with Network Rail, Bus companies and school travel services etc. to accommodate as much as possible into this planning. The signed diversion for through traffic avoiding the closure will be via the A36 Churchill Way and A360 Devizes Road from the South: from the North the A303 and A360. High Vehicles, unable to pass under the rail bridge at London Road (St. Thomas's bridge) which would usually be diverted along the A338 will be routed at strategic points: other diversions will be implemented to deal with local traffic, cyclists etc.

Report Author	Helen Powdrill, Structures & Highway Improvements Manager Tel: 01225 713505 E-mail: helen.powdrill@wiltshire.gov.uk
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Subject:	Wiltshire Online's digital literacy project
Officer Contact Details:	Jenny Wilcockson – Digital Literacy Coordinator Jenny.wilcockson@wiltshire.gov.uk 01225 793349 / 07827993733
Weblink:	www.wiltshireonline.org
Further details available:	Please see our website or contact Jenny Wilcockson for more information

Summary of announcement:

Wiltshire Council recognises that access to online services is becoming increasingly essential to residents, businesses and organisations from the third sector. The importance of good, reliable connectivity and the ability to use online services with confidence are central themes to the Wiltshire Online programme.

The benefits of being online are well documented. Not only is the internet an effective tool in helping to reduce social isolation and loneliness, people can save up to £560 per year by using price comparison websites and shopping online (Price Waterhouse Cooper 2009). Digital skills are also vitally important for job seekers, with the majority of roles advertised today requiring some experience of computers. Plus, having a good web presence is crucial to success for private and third sector organisations. Social media is a useful means of communicating with clients and growing a customer base, as well as networking with peers. Anyone who is not online is definitely missing out on a wealth of opportunity.

To ensure that people across Wiltshire have the opportunity to learn the skills and access the technology they need to get online, Wiltshire Online is rolling out a programme of free computer support.

Over the next twelve months, a team of digital champion volunteers will be recruited in every community area. These volunteers will be given access to the resources and training required to help them support people in their local communities to learn the basics of computers and the internet. Digital champions can offer one-to-one or group support in a variety of different venues, including libraries, WiFi enabled cafes or community halls or even someone's own home. Subjects covered include mouse and keyboard skills, setting up a computer desktop, searching the web, using email, Skype, Facebook, online shopping and more. Wiltshire Online will also be encouraging businesses to engage with the programme to support their corporate social responsibility agendas.

This free support is available to all adults in Wiltshire, although particular emphasis is placed on reaching older people, people with disabilities and families on low income. To help support this delivery, Wiltshire Online is working with a number of partners, including the Wiltshire Library Service, Age UK, IT Can Help, Community First, Citizen's Advice Wiltshire and The Learning Curve.

This digital literacy initiative is already well underway in the Melksham community area. To date, a team of 12 digital champions have helped support nearly 30 people either get online for the first time or increase their confidence with computers and the web. Wiltshire Online is now launching its digital literacy programme in the Chippenham and Salisbury community areas, with plans to roll the initiative out across the county by March 2013.

For details about how to get involved, please visit www.wiltshireonline.org or contact Jenny Wilcockson, Digital Literacy Coordinator on 01225 793349 or jenny.wilcockson@wiltshire.gov.uk

WILTSHIRE COUNCIL

ITEM 11

**SOUTHERN WILTSHIRE AREA BOARD
(26 July 2012)**

Rights of Way – The Next Steps

Purpose of the Report

To set out our initial recommendations for progressing the Rights of Way collaborative maintenance programme as part of our theme for 2012.

Background:

As was discussed at the previous meeting, residents identified footpaths as a theme for 2012/13. A key reason for this was that Rights of Way represent an achievable and practical project that we can address as a Community Area.

So far we have asked parish councils to focus on the capital requirements to improve the rights of ways in their parishes. This has been determined by local parish representatives and residents walking the footpaths, creating an audit of the requirements and also documenting the maintenance issues such as over grown areas and poor surface conditions.

The requirements:

The enclosed table brings together all the requirements of the participating parishes to give a rough estimate of how much funding needs to be sought. Larger version at the back of report.

Southern Wiltshire Area Board - Rights of Way Theme 2012 - Capital Requirements

Parish Council	Footpath rep	Document submitted	Stiles	Kissing Gates	Gates	Signage	Waymarkers	Footbridge repairs		
Alderbury	Jane Copley	Alderbury Parish Council Footpath Inspection		3	1		3	2		
Coombe Bissett	?	Email from clerk			1					
Downton	Susan Barnhurst Davies	Downton application form to PIGS			11					
Grimstead	Sara White & Hayley Clark	Grimstead's submission (table & email)		7	14	3	1			
Landford	Mike Craddock & team	Reports 1&2 - plus email			17		1		1	
Pitton & Farley	Alan Shaw	PITTON and FARLEY – PATH SURVEY JULY 2012		2			7		1	
Whiteparish	Peter Jones	Whiteparish Rights of Way Maintenance		9	10	2				
Laverstock	Kat Hill	Email from clerk							1	
Odstock	Colin Berry	Email from clerk & map Avon Valley walk			7					
Further issues										
Whaddon - Grimstead New Footpath										
Landford to Nomansland Improve surface, gates etc.					2					
TOTAL REQUIRED (FULL)				21	64	5	12	2	2	
									TOTAL	
Estimated cost			£462.00	£13,504.00	£600.00	£1,500.00	£16.00	£400.00	£16,482.00	
Approximate costs per item			£22	£211	£120	£125	£8	£200		
Estimates are from RoW team and do not include VAT:			Per stile materials	Per Kissing Gate	Per gate	Per wooden finger post signage	Per waymarker	Per repair - very rough estimate!		
Estimated cost plus VAT at 20%			£554.40	£16,204.80	£720.00	£1,800.00	£19.20	£480.00	£19,778.40	
Total for new improvements including VAT									£16,924.80	

Note: The submissions made by PCs/footpath groups have been analysed by Tom Bray and therefore the required amount was deduced from their submission. It can be updated if not correct.

KEY

Grey area denotes items that could be achieved through RoW maintenance works

Non-shaded areas denote an access improvement from stile to gate.

It is important to note that although there is a total of 64 kissing gates being requested, it is likely that some will not be given permission by the landowners. Therefore, as we have had a really impressive take-up from parishes, Nick Cowen, Rights of Way Warden, suggested that in order to prioritise our funding, the Area Board project could centre on the improvement projects such as changing old stiles into kissing gates. Therefore more maintenance-type issues, like bridge repairs, could be dealt with by RoW team.

Taking this into account, and not including installation in the overall costings, we predict that we might need **approximately £15,000** to achieve all the kissing gates required.

The funding:

Possible funding streams are:

1. **Area Board theme funding** – To decide *an upper limit* that the Board would be prepared to put towards the project. **Recommended £8,000**
2. **Paths Improvement Grant Scheme** – Coordinator is keen to assist our project and will consider setting aside an amount to contribute to the project when landowner permission has been sought.
3. **New Forest National Park Authority** – Councillor Randall is liaising with the NPA to determine how much it might be willing to contribute. Also dependent on landowner consent.
4. **Parish Councils** – We have written to participating parish councils asking them to consider contributing to the funding.

The process:

Well done to all those parish councils and volunteers who did the physical work of walking the paths to find out what would improve our Rights of Way across the Community Area. To take this project to the next step we need to do the following:

	Task	When & Who
1	Area Board consider an amount it would be happy to set aside to fund Rights of Way improvements across the Community Area	Area Board – 26 July 2012
2	Parish Councils/Footpath Groups determine the following: 1. Permission from landowner for new kissing gates etc. Written consent is required. (Assistance from Nick Cowen) 2. Consider appropriate access for a vehicle to deliver materials to site of new gates etc. (Assistance from Nick Cowen)	Participating parishes – Now to end of August 2012

	3. Parish Council's determine how much funding they would be prepared to contribute to the project.	
3	Finalise list of requirements after landowner permission/access confirmed	Area Board to compile revised list – 20 August
4	Confirm funding streams amounts available: PIGS, NFNPA, Parish Councils	20 – 27 th August
5	Representatives from parish councils/footpath groups/Ramblers/RoW team to meet to discuss necessary prioritisation, logistics for installing new gates etc., and put together final funding bid to Area Board for confirmed amount.	1 st week of September – Tom B to organise. Report to Area Board on 27 September.
6	Bulk purchase of equipment by RoW team	Nick Cowen – 27 September onwards
7	Installations to be determined during stakeholder meeting discussed at point 5 above.	

Walks publication

As discussed previously, the idea is to produce a series of walks (short and long) in our community area to promote walking and enjoying our countryside. The walks could link up to special places of interest and also local shops and pubs.

In order to achieve this I would like to discuss this with the footpath representatives of each parish therefore it will form an agenda item at the meeting suggested in the above table (point 5).

Discussion

The amount of work that people have put in so far is impressive. It shows that we have some great people across our patch willing to put in the work so that the wider community can benefit and enjoy the countryside.

Although this project is about delivering new and improved physical infrastructure, it is also about developing community resilience too. Through this project we would also like people to help with installing the new gates, learning new skills and volunteering in the community which could serve to build up a greater sense of community stewardship over the rights of way across the community area.

There might be some issues with installation therefore a paid contractor might be more appropriate. However, although it might increase our costs somewhat to use a contractor to install the new gates, perhaps more importantly, we could miss out on a huge opportunity for people to get involved. The meeting of parish representatives will discuss this issue in more detail.

Recommendation:

That the Area Board sets aside a **maximum of £8,000** towards the footpath capital requirements; however it should seek proportionate funding from the other sources listed above to limit the amount of Area Board funding required.

Appendices:

Appendix 1: Table of requirements

Report Author: Councillor Leo Randall & Tom Bray

Tel No: 01722 434252

E-Mail: tom.bray@wiltshire.gov.uk

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PATHS FOR COMMUNITIES GRANT OPPORTUNITY FOR PARISHES

Natural England has launched a new Paths For Communities Grant scheme enabling community groups and partnerships to improve their local public rights of way network. The fund totals £2 million, to be spent before May 2014. Full details at <http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx>



Horses welcome, cars are not

Paths For Communities grant is designed to improve the rights of way network and must include a new right of way either in the form of a new physical path or higher rights such as upgrading a footpath to a bridleway or restricted byway. Funding has come from the Rural Development Programme for England and any scheme must be able to demonstrate benefit to the rural economy and rural populations. This is a good opportunity to look around your parish to see whether a new right of way scheme could be created which would benefit local businesses, local people and visitors; for example a route that leads to the local shop, pub, school, and cycle hire or visitor attraction.

Routes cannot be permissive and must include an element of public right of way creation to permit cycle and horse use. The application handbook states that applicants should also consider use by a wider range of people such as the elderly, wheelchair and pushchair users, path furniture and how there might be integration with public transport and links to popular destinations.

Applications for funding from £5,000 to £150,000 can be submitted by local communities or broader partnerships. Landowner support, in agreeing a voluntary path creation, is essential at the outset. The Fund is open NOW and all application agreements have to be made by the end of December 2013. The process is competitive so it's important to ensure your project secures as many benefits as possible.

As with all grants no work on the project can start before the application is approved. Natural England's Local Grants Officer will discuss any potential projects with the applicant following submission of an initial "Expression of Interest". This form is available on the website above.

The application handbook outlines areas of work that cannot be funded:

- Land acquisition
- Sections of route that are subject to claims for higher rights. Please ask the County Council Highway Authority if you require more information. Tel: 01225 713349
- Contributions towards salaried staff
- Applicants' own labour
- Elements already funded such as Higher Level Stewardship Schemes that have several years to run although consideration can be given to those HLS schemes that have or will expire by end 2013.
- Elements which should be undertaken as a "statutory duty."

Normally 75% of the project will be funded and no additional public funding is allowed for the remaining 25% and this includes National Lottery money. However, there is some flexibility to allow up to 100% funding.

Applicants should seek advice from their local tourism partnership or destination manager:

DavidAndrews@visitwiltshire.co.uk Tel: 01722 341941

Projects should also be discussed with the highway authority and the local access forum:

Wiltshire County Council HA: Michael.Crook@wiltshire.gov.uk

Tel: 01225 713349

Wiltshire and Swindon Local Access Forum: Alison.Stewart@wiltshire.gov.uk

Tel: 01225 756178

Area Board Theme for 2012/13 - Footpaths

Subject:	Paths for Communities – Grant Opportunity for Parishes
Officer Contact Details:	Michael Crook, Countryside Access Development Officer 01225 713349
Weblink:	http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx
Further details available:	DavidAndrews@visitwiltshire.co.uk Tel: 01722 341941

Summary of Announcement:

Natural England has launched a new Paths For Communities Grant scheme enabling community groups and partnerships to improve their local public rights of way network. The fund totals £2 million, to be spent before May 2014.

Paths For Communities grant is designed to improve the rights of way network and must include a new right of way either in the form of a new physical path or higher rights such as upgrading a footpath to a bridleway or restricted byway. Funding has come from the Rural Development Programme for England and any scheme must be able to demonstrate benefit to the rural economy and rural populations.

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Normally 75% of the project will be funded and no additional public funding is allowed for the remaining 25% and this includes National Lottery money. However, there is some flexibility to allow up to 100% funding.

Item 12

Report to	Southern Wiltshire Area Board
Date of Meeting	26 July 2012
Title of Report	Community Area Grants

1. Purpose of the report:

To ask Councillors to consider an application seeking 20012/13 Community Area Grant Funding:

Application	Officer Recommendation
Works to river bank at Jubilee Close – £223 Applicant: Odstock PC	Approve £223
Funding new community website - £500 Applicant: Pitton & Farley Parish Council	Refuse
Refurbishment of new kitchen - £5,000 Applicant: Winterslow Village Hall Management Committee	Approve £5,000
Funding the purchase of a new instruments to improve stylistic variations - £2,016 Applicant: Woodfalls Band	Refuse

2. Key figures so far:

Available funds for 2012/13 – **£41,036**

- Amount awarded on 5 April 2012 - **£7,469**
- Amount awarded on 7 June 2012 - **£0**
- Amount of funding sought for 26 July 2012 - **£7,739**

Amount left if all approved - **£25,828**

3. Main Considerations

3.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.

3.2. There will be at least 5 more rounds of funding during 2012/13, including this meeting. The deadline for submitting applications to the Community Area Manager is about 4 weeks prior to the meeting. For the actual date see: www.wiltshire.gov.uk/southernwiltshireareaboard

4. Environmental & Community Implications

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

5. Financial Implications

Awards must fall within the Area Boards budget allocated to the Southern Wiltshire Area Board. Grant applications totalling **£7,739** have been received for this meeting.

6. Legal Implications

6.1. There are no specific legal implications related to this report.

7. HR Implications

7.1. There are no specific HR implications related to this report.

8. Equality and Inclusion Implications

8.1. 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.

Works to river bank at Jubilee Close – £223 Applicant: Odstock PC	Approve £223
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Officer recommendation: Approve £223

This application meets the grant criteria 2012/13.

The application demonstrates a link to the Community Plan 2010 -15 in that it looks to enhance and protect the local natural environment and uses local volunteers to maintain the area and river. (Issues 34,35,36)

This project is to fund the costs of repairing the eroded riverbank and amenity enhancement to the public access at Jubilee Gardens. The majority of the funding is being sought from other funds, such as the Landfill Communities Fund, the Parish Council and a local landowner. As a small proportion of the overall cost, this funding serves to leverage in significant amounts from other funds. Total project cost is £3863.

The Area Board recognises the need to support and enhance local amenities and the environment.

The Parish Council is contributing £1140 to this project.

Funding new community website - £500 Applicant: Pitton & Farley Parish Council	Refuse
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Recommendation: Refuse

This application meets grant criteria 2012/13. As a parish council it must demonstrate that it is contributing more than the Area Board is requested to fund.

Application does not demonstrate a direct link to the Community Plan 2010 – 15.

This project is to fund a new and improved parish website which will be more secure and less vulnerable to hackers.

The site is well used as a community resource. The parish council will fund £600 towards the total cost of £1100. Volunteer developers will help with this work.

As a common parish council function across the Community Area it is not unreasonable to expect it to be fully funded by the precept.

Refurbishment of new kitchen - £5,000 Applicant: Winterslow Village Hall Management Committee	Approve £5,000
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Recommendation: Approve - £5000

This application meets grant criteria 2012/13.

Application demonstrates a link to the Community Plan 2010 – 15. It looks to improve local facilities in the community.

This project is to fund the costs of refurbishing the kitchen at the village hall.

The Area Board recognises the need to support the improvements of our village hall facilities.

The parish council is not contributing financially to this project; however a large proportion of the costs will be met from the Committee's reserves. The total project cost is £12,000

Funding the purchase of a new instruments to improve stylistic variations - £2,016 Applicant: Woodfalls Band	Refuse
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Recommendation: Refuse

This application meets grant criteria 2012/13.

Application does not demonstrate a direct link to the Community Plan 2010 – 15.

This project is to part fund the costs of two new horns to improve the stylistic variations of the band.

The Area Board recognises the need to support local community arts and music groups however the community benefit from this project seems limited.

Clarification of local community benefit, in terms of potential for local band member development and how often the band plays locally at community functions would strengthen the community benefit of this project.

Report Author	Tom Bray, Community Area Manager Tel: 01722 434252 E-mail: tom.bray@wiltshire.gov.uk
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Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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	ODSTOCK PARISH COUNCIL		
Contact name			
Contact address			
Contact number		e-mail	OPC@ODSTOCK.INFO
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/>		
	Other, please specify		

2. Your project

Project Title/Name	REFURBISHMENT AND ENHANCEMENT OF JUBILEE GARDENS AT ODSTOCK		
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>	Repair of eroded riverbank and amenity enhancement to the public access at Jubilee Gardens, Odstock. SP5 4JA		
In which community area does your project take place? (Please give name – see section 3)	Southern Wiltshire Area Board		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 8-September 2010 to 10-May-2012	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 8-September 2010 to 10-May-2012	

Where will your project take place?	JUBILEE GARDENS, ODSTOCK. SP5-4JA
When will your project take place?	SUMMER 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 800 characters only (inclusive of spaces)</i>	In 1977, the Longford Estate granted public access to an area of land on the north side of the C12 road, opposite Odstock Church, to mark the Queen's Silver Jubilee. Community Volunteers maintain the area which is in constant leisure use by local people. Turbulent river water has eroded the north riverbank and the project seeks to repair this damage while enhancing the amenity value of the area such that the effects of future erosion will be minimised.
How many people will benefit from your project?	All who regularly visit the site
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areabords) or priorities of your area board? Please provide a reference/page no.	Improving and enhancing an important local amenity
Any other information about your project. (Limited to a 1000 characters) In this year of the Queen's Diamond Jubilee, this project will build on the public spiritedness which created Jubilee Gardens in the Queen's Silver Jubilee year of 1977 and reward those Community Volunteers who have committed their time and resources to maintaining this area for leisure usage by local people. Odstock Parish Council is seeking an enabling grant of £222.20p. An application to the Landfill Communities Fund of £2,000 requires a 11.11% contribution from a Third Party Contributor. This project is eligible for a grant from the Landfill Communities Fund and an application will be considered at the next meeting of the grant awarding committee on 25 July 2012. The Longford Estate will provide whatever documentation is required to confirm public access for the foreseeable future.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

4. Information relating to your last annual accounts (if applicable)				
Year ending: 2012	Month: March	Year: 2012		
A - Total income:	£9,258.29			
B - Minus total expenditure:	£10,698.18			
Surplus/deficit for year: (A minus B)	£(1,439.89)			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£1,200			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.				
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	
Land Drainage Consent	£450	Own fundraising/reserves		£
Five Rivers Environmental	£3,190			£
Thirrd Party Contribution	£223	Parish/town council	C	£1,140
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			£
	£	Other		£
	£	LONGFORD ESTATE	C	£500
	£	LANDFILL COMMUNITIES FUND	P	£2,000
Total Project Expenditure	£3,863	Total Project Income		£3,640
Total project income B	£3,640			
Total project expenditure A	£3,863			
Project shortfall A – B	£223			
Grant sought from Wiltshire Council Area Board	£222.20p			
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts		ODSTOCK PARISH COUNCIL		

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="7"/>	Female <input type="text"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female <input type="text"/>
Under 25 years	Male	<input type="text" value="0"/>	Female <input type="text"/>
Disabled People	Male	<input type="text" value="0"/>	Female <input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female <input type="text"/>
<p>If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it? Odstock Parish Council regularly provides financial support to the Community Volunteers for help with ongoing maintenance costs. This will continue for the foreseeable future.</p>			
<p>How will you know whether your project has made a difference in the community? What information 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 for the activities of Odstock Parish Council regularly appears in the minutes of OPC meetings and is often reported in the monthly News and Notes Newsletter published at www.newsandnotes.co.uk</p>			
<p>Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?</p>	<p>Yes <input type="checkbox"/> Date contacted CIB No <input checked="" type="checkbox"/></p>		
<p>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)? <i>Please list with amount applied for and whether you have been successful</i></p>	Name of Funder	Amount Applied For	Amount Received
	LANDFILL COMMUNITIES FUND	£2,000	pending
	LONGFORD ESTATE	£500	pending
<p>Have you or do you intend to apply for a grant from another area board within this financial year? <i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/> 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"/> No <input checked="" type="checkbox"/></p>		

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 26 JUNE 20
Position in organisation: CLERK TO ODSTOCK PARISH COUNCIL	

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



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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

2. Your project

Project Title/Name	Upgrading of parish website - www.pittonandfarley.co.uk		
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 parish website (www.pittonandfarley.co.uk) was built 4 years ago (launched June 2008) and now attracts ~10,000 visits per year. Following repeated hacking attacks in the spring of 2012, we need urgently to implement an upgrade to the technology platform that supports the site, to make it more secure and so less vulnerable to hacking, and enable additional features to be incorporated on the site. Rebuilding the site using modern software components will help ensure site availability for our audience for several years to come.		
In which community area does your project take place? (Please give name – see section 3)	Southern		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 27/06/2012	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 14/03/2012	No

Where will your project take place?	The work will be undertaken in the parish	
When will your project take place?	As soon as possible.	
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 700 characters only (inclusive of spaces)</i>	During February and March 2012, the village website experienced multiple invasive attacks - causing many interruptions to the availability of the site, and presenting our users with all sorts of unexpected and unsavoury screens, virus alerts etc, preventing people from viewing the local information they wanted and needed to view. This was evidenced by the number of e-mails and telephone calls received by the web editor. The website has become an important parish facility to provide news and information about people, services and events, and local businesses have gained trade via their presence on the site. Analysis of the attacks pinpointed the age of our CMS as a critical vulnerability.	
How many people will benefit from your project?	approximately 750 parish residents	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	Nos 50, 51, 59 and 61 Pages 13 and 14	
Any other information about your project. (Limited to a 1000 characters) The Council is anxious that users feel safe and secure accessing the website for local information, news and events. Much work has been done by committed individuals in their own time to repeatedly clean up and secure the site as far as possible, but the supporting technology is old, and the site remains vulnerable to further attacks. Incidents have continued since February, and the Parish Council is keen to start the work as soon as possible. Scoping and review of the specification by our website editor and his colleagues has been entirely done without charge to the Council, in private time (estimate ~50 hours of uncharged time). A team of 3 people has now been identified to do the work; two (unpaid) to supervise the work of a Junior Developer, who will spend 160 hours rebuilding the site on a new and more robust platform. Council believes that this plan is highly cost-effective, being considerably cheaper than commercial alternatives for a high quality site.		
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? If you answer YES please provide evidence elsewhere on the application form)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

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="8"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

From parish council funding, duly allocated in an appropriate budgeting exercise and raised via the precept

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

Metrics collected since the site went live in June 2008 show that site usage has increased steadily with visitors from the UK, Europe, the USA and Australia. The site is regularly commended by visitors. During the various outages this spring, a large number of people contacted the web editor to raise concerns.

2008/09 - 4,450 visits by 2,110 visitors

2011/12 - 10,673 visits by 5,851 visitors

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

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

Name of Funder

Amount Applied For

Amount Received

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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: 31	Month: March	Year: 2012
A - Total income:	£7614	
B - Minus total expenditure:	£6634	
Surplus/deficit for year: (A minus B)	£980	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£4214	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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	
Software development	£1,100	Own fundraising/reserves	C	£600
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£1,100	Total Project Income		£

Total project income B	£600
Total project expenditure A	£1,100
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 name of the organisations' bank account e.g. Chippenham Scouts	Pitton & Farley Parish Council

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 04/07/2012

Position in organisation: Parish Clerk

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



Community Area Grant Application Form 2012/2013

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PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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	Winterslow Village Hall		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Registered Charity No 1007607		

2. Your project

Project Title/Name	New Kitchen 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 Village Hall is now 20 years old and the existing kitchen facilities are limited and well out of date. We need to improve the kitchen facilities for the benefit of our many Village users. In addition we host many wedding receptions and similar parties using outside caterers, who are finding the facilities less than adequate. To stay competitive we must offer the same kitchen facilities as other Halls in the Salisbury area.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 2/7/2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 2/7/2012	No <input type="checkbox"/>

Where will your project take place?	Winterslow Village Hall
When will your project take place?	No later than Easter 2013. see letter
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 700 characters only (inclusive of spaces)</i>	We have carried out a survey of our users and improvements to the kitchen are their no 1 priority. We have also questioned a number of outside caterers who have been used by wedding and other parties held in the hall to see how our facilities compare with other halls. The Village Hall will benefit by attracting more party bookings with new updated kitchen facilities. The Village Community will benefit by using the updated facilities and with additional revenue from the improved kitchen we will be able to keep our hire charges to Village users low.
How many people will benefit from your project?	2,000 people see letter
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	Southern Wiltshire Community Plan Steering Group: Community Plan 2010 - 2015 document, see :- Page 15 para 58 , para 61, Page 16 para 69
Any other information about your project. (Limited to a 1000 characters) Our preferred supplier is HWK Services. They have installed a number of Kitchens in both School kitchens, Village and church halls. We have visited 2 to see their work and we have spoken to 2 other organisations who have recommended their work. The installation work can only be carried out during school holidays so as not to disrupt the pre-school who use the hall kitchen facilities during term time.	
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"/>

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="12"/>	Female	<input type="text" value="23"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	7 <input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
 This application is for this capital project only and NOT for running costs after the new kitchen is completed. We will not start the project without a firm commitment to providing the Grant requested.

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

We will measure the effect of the new kitchen by monitoring the increase in bookings which we believe will lead to increased revenue which in turn will keep hire charges to village users low. Village users are charged a 50% discount on our standard charges.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

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: July	Year: 2011
A - Total income:	£18164	
B - Minus total expenditure:	£12497	
Surplus/deficit for year: (A minus B)	£5,667	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£20,000	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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	
Supply and install	£11,180	Own fundraising/reserves	C	£7,000
Contingency 7%	£820			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
Total Project Expenditure	£12,000	Total Project Income		£7,000

Total project income B	£7,000
Total project expenditure A	£12,000
Project shortfall A – B	£5,000
Grant sought from Wiltshire Council Area Board	£5,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the name of the organisations' bank account e.g. Chippenham Scouts	Winterslow Village Hall

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 3/7/2012

Position in organisation: Premises Officer

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



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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	Woodfalls Band		
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	Stylistic Enhancement		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	To purchase instruments to enhance the stylistic variations and expand on the repertoire and entertainment options for the band.		
In which community area does your project take place? (Please give name – see section 3)	Woodfalls and South Wiltshire		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 1 May 2012	No

Where will your project take place?	Woodfalls and surrounding districts.
When will your project take place?	1 July 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 800 characters only (inclusive of spaces)</i>	The project will advance the stylistic and development opportunities for the band within the community. Events to benefit would include concerts, religious celebration, "Songs of Praise" and Remembrance. The band is also about to embark on a ground-breaking initiative to organise a Master Class with the renowned conductor Dr. Robert Childs. The Woodfalls Band has been successful in its bid to secure the services of Dr. Childs to train the band and steer its direction to ever higher goals. The Master Class by Dr. Childs is seen as an opportunity to introduce his ethos to local bands and musicians. It will be open to all local brass musicians particularly the young. This appeal is seen as key to the work which the band is undertaking within the community and Dr. Childs.
How many people will benefit from your project?	Countless members of the community.
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboard) or priorities of your area board? Please provide a reference/page no.	
Any other information about your project. (Limited to a 1000 characters) As Wiltshire's premier brass band, the band enjoys a unique reputation within the community and throughout Wiltshire. The band was founded in 1874 and continues to go from strength to strength. The band is grateful for the support of Wiltshire Council for its promotion of the annual RBL Poppy Appeal concert in Salisbury City Hall through the donation of its facilities. It is most constructive and fulfilling to have the opportunity to link-up with Wiltshire Council to provide a unique cultural experience for our community. This project will further enhance the experience for all!	
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"/>

3. Management

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

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="26"/>	Female	3 <input type="text"/>
Under 25 years	Male	<input type="text" value="11"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="1"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
One off purchase

How will you know whether your project has made a difference in the community? What information 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 stylistic developments will be a tangible asset for all to see.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

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

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

Yes

No

If yes, please state which one(s).

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: Dec	Year: 2011	
A - Total income:		£61957.88		
B - Minus total expenditure:		£59253.53		
Surplus/deficit for year: (A minus B)		£2704.35		
Free reserves currently held (i.e. money not committed to other projects/operating costs)		£2016		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.				
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	
Two new horns	£4,033	Own fundraising/reserves	C	£2,016
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			£
	£	Other		£
	£			£
	£			£
Total Project Expenditure	£4,033	Total Project Income		£2,016
Total project income B		£2,016		
Total project expenditure A		£4,033		
Project shortfall A – B		£2,016		
Grant sought from Wiltshire Council Area Board		£2,016		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts		Woodfalls Band		

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 29/06/2012

Position in organisation: Hon. Band Secretary

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

SOUTHERN WILTSHIRE AREA BOARD - Forward Plan 2012/13

Item No. 16

Please note: this is a working document which is subject to change due to availability of relevant Officers/Partners and relevant time scales.

Date	Cabinet Member Attending	Location	Area Board Agenda Main Items and Chairman's Announcements
26 July 2012	Cllr Lionel Grundy	Alderbury Village Hall	<ul style="list-style-type: none"> • Wiltshire Community Bank – Tackling Social Exclusion • Review of Local Bus Service • Wiltshire Online – Digital Literacy <p>Also - items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>
27 September 2012	Cllr John Thomson	Pitton Village Hall	<ul style="list-style-type: none"> • Understanding Autism • Review of Wiltshire's Housing Allocation Policy <p>Items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>
29 November 2012	Cllr Dick Tonge	Trafalgar School, Downton	<ul style="list-style-type: none"> • Matters Arising <p>Items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>

Community area manager: Tom Bray (tom.bray@wiltshire.gov.uk)
 Democratic services officer: Lisa Moore (lisa.moore@wiltshire.gov.uk)
 Service director: Tracy Carter (tracy.carter@wiltshire.gov.uk)

