

Southern Wiltshire Area Board

AGENDA

Place: Coombe Bissett Villahe Hall, Shutts Lane, Coombe Bissett, SP5 4LU
Date: Thursday 29 November 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 networking opportunities will be available 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

1 **Welcome and Introductions**

7.00pm

2 **Apologies**

3 **Minutes (Pages 3 - 14)**

To approve and sign as a correct record the minutes of the previous meeting held on Thursday 27 September 2012.

4 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 **Chairman's Announcements**

6 **Current Consultations**

To note the attached information on the following current consultations:

Consultation	Closing Date	More information
Wiltshire's Joint Health and Wellbeing Strategy - Consultation survey	14 February 2013	Wiltshire's draft Joint Health and Wellbeing Strategy sets out the areas where joint working will be a priority between organisations in the coming years. It will be reviewed again in 2014. We are very grateful for your views on this draft strategy. The consultation lasts for 3 months from 14 November 2012 until 14 February 2013. For more information see Wiltshire's Joint Health and Wellbeing Strategy
Wiltshire treasures website re-design survey	30 November 2012	Wiltshire Council Conservation and Museums Advisory Service would like to improve the Wiltshire Treasures website. A short questionnaire has been made available to gather the views of those who have used the website. To access the survey please visit the Wiltshire treasures website
Chippenham Community Campus survey	30 November 2012	During October and November the Chippenham Community Operations Board will be running a consultation to gain your views on a Chippenham campus. For more information please visit the Chippenham Community Campus page .
Homes 4 Wiltshire allocation consultation Amendment to the Homes 4	30 November 2012	The Welfare Reform Act received Royal assent on 8 March 2012 and will make a number of changes to the welfare system, including changes to the Housing Benefit system. One of the changes will be to introduce size criteria for social homes as a measure of

Wiltshire allocation policy 135kb		<p>appropriateness for working age households. To help these households move into more suitable accommodation we would like your views on a proposed amendment to the Homes 4 Wiltshire allocation policy. Comment on the Homes 4 Wiltshire allocation consultation Homes 4 Wiltshire allocation consultation 135kb For further information please contact Nicole Smith on 01249 706563 or email housing.strategy@wiltshire.gov.uk</p>
Anti-Social Behaviour Strategy Consultation	<p>31 December 2012</p>	<p>The draft ASB strategy draft ASB strategy 100kb sets out how the Swindon and Wiltshire Community Safety Partnerships will reduce ASB, support communities and victims as well as how perpetrators will be dealt with. It also sets out how partners will work together. We are encouraging as many people as possible to take part in the ASB reduction strategy consultation by answering a few short questions. If you have any queries about the ASB reduction strategy consultation please contact one of the following: Wiltshire Council Safer Communities Team - 01225 716610</p>

7 Wiltshire Council items for information (Pages 15 - 20)

To note the attached items for Information.

8 Cabinet Member - Cllr Dick Tonge

7.05pm

Councillor Dick Tonge, Cabinet member for Highways and Transport, will provide an insight into his area of responsibility, followed by an opportunity to ask questions.

- Performance and strategy for transport including the Local Transport Plan and related strategies and policies
- Highways maintenance and improvements
- Traffic management including car parking, road safety and passenger transport
- Litter and cleansing activities and environmental enforcement including abandoned vehicles, fly tipping etc
- Rights of way
- Public conveniences
- Grounds and open space management including allotments
- Cemeteries and markets

9	<p>Our Community Area (<i>Pages 21 - 30</i>)</p> <p>Reports and updates of interest across the Area; statements and questions on any topic relevant to the area as a whole.</p> <p>Written Updates attached are:</p> <ul style="list-style-type: none"> • Fire & Rescue Service • Police • NHS • Southern Wiltshire Issues System • Youth Service update to be tabled at the meeting <p>Any other verbal updates or comments.</p>	7.20pm
10	<p>Community Area Transport Group (CATG) Update (<i>Pages 31 - 38</i>)</p> <ol style="list-style-type: none"> 1. CATG schemes 2012/13 update 2. A call for new CATG schemes for 2013/14. 3. Update on bus shelters. 4. Speed Indicator Device deployment review update. 	7.35pm
11	<p>Neighbourhood Planning</p> <p>To receive a presentation about Neighbourhood Planning from Sarah Hughes, Senior Planning Officer.</p>	7.40pm
12	<p>Community Safety Theme 2012/13 (<i>Pages 39 - 42</i>)</p> <ul style="list-style-type: none"> • Feedback from Downton's Community Safety event held on 17 November 2012. • To agree the guidance note for Lead Councillors for Community Safety. 	8.00pm
13	<p>Footpaths Theme 2012/13 (<i>Pages 43 - 46</i>)</p> <ul style="list-style-type: none"> • Report on progress of Kissing Gates Project. • To agree funding for Southern Wiltshire Walks Guide. <p>Find out more about this project: www.southernwiltshirewalks.weebly.com</p>	8.10pm

14	<p>Volunteering Theme 2012/13 (<i>Pages 47 - 48</i>)</p> <ul style="list-style-type: none"> • Update on volunteering opportunities in the community area. • To launch our local volunteering awards for the following categories: <ul style="list-style-type: none"> - Working together with young people in our community - Working to support older people in our community - Working to help keep our community safe - Working to improve our footpaths 	8.15pm
15	<p>Community Asset Transfer (CAT) in Morgan's Vale, Redlynch (<i>Pages 49 - 58</i>)</p> <p>To consider the transfer of Wiltshire Council owned land at The Close, Morgan's Vale to be transferred to Redlynch Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.</p>	8.25pm
16	<p>Community Area Grants (<i>Pages 59 - 86</i>)</p> <p>The Board will consider applications for funding from the Community Area Grant Scheme.</p> <ul style="list-style-type: none"> • Whiteparish Memorial Hall Trust - £5,000 towards the installation of a new kitchen at the memorial centre. • West Dean Playground Committee - £5,000 towards playground equipment. • Downton Tennis Club - £5,000 towards installation of flood lighting. • Pitton Village Hall Committee - £921 towards purchasing a marquee for the village hall. 	8.30pm
17	<p>Evaluation and Close (<i>Pages 87 - 88</i>)</p> <p>A copy of the Forward Plan is attached for information.</p>	9.00pm

Future Meeting Dates

Thursday, 31 January 2013

7.00pm

Winterslow Village Hall

Thursday 6 June 2013

7.00pm

Thursday 1 August 2013

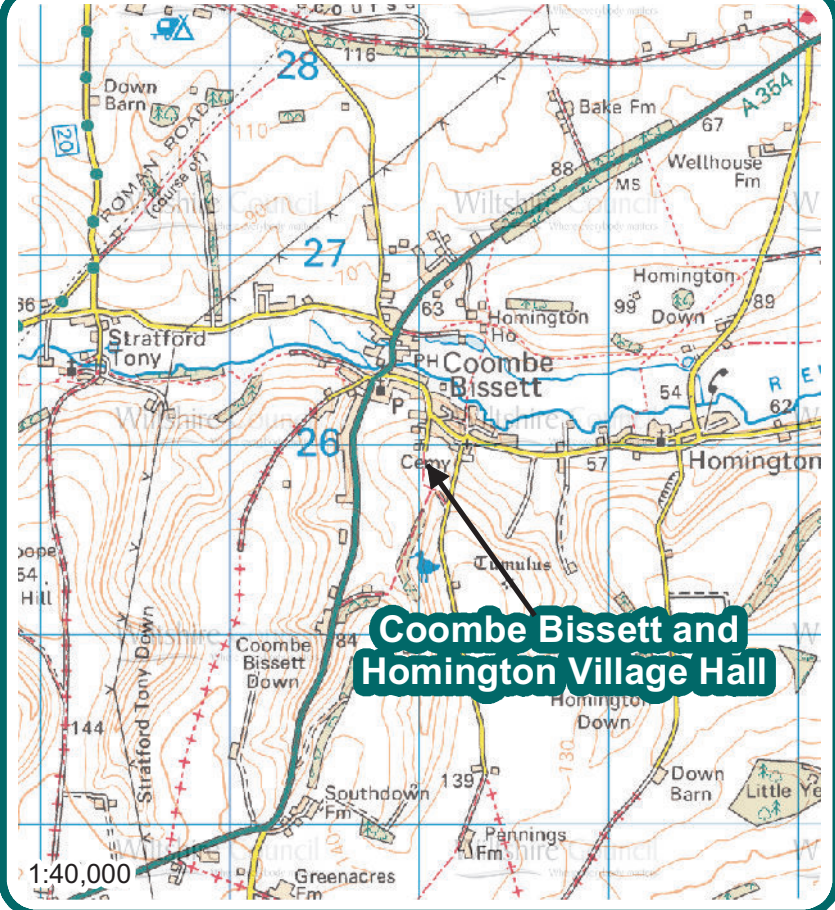
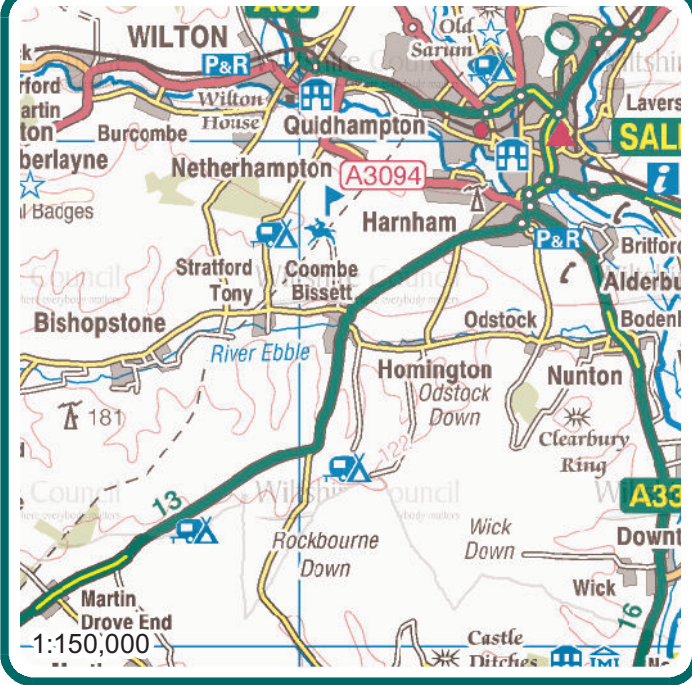
7.00pm

Thursday 3 October 2013

7.00pm

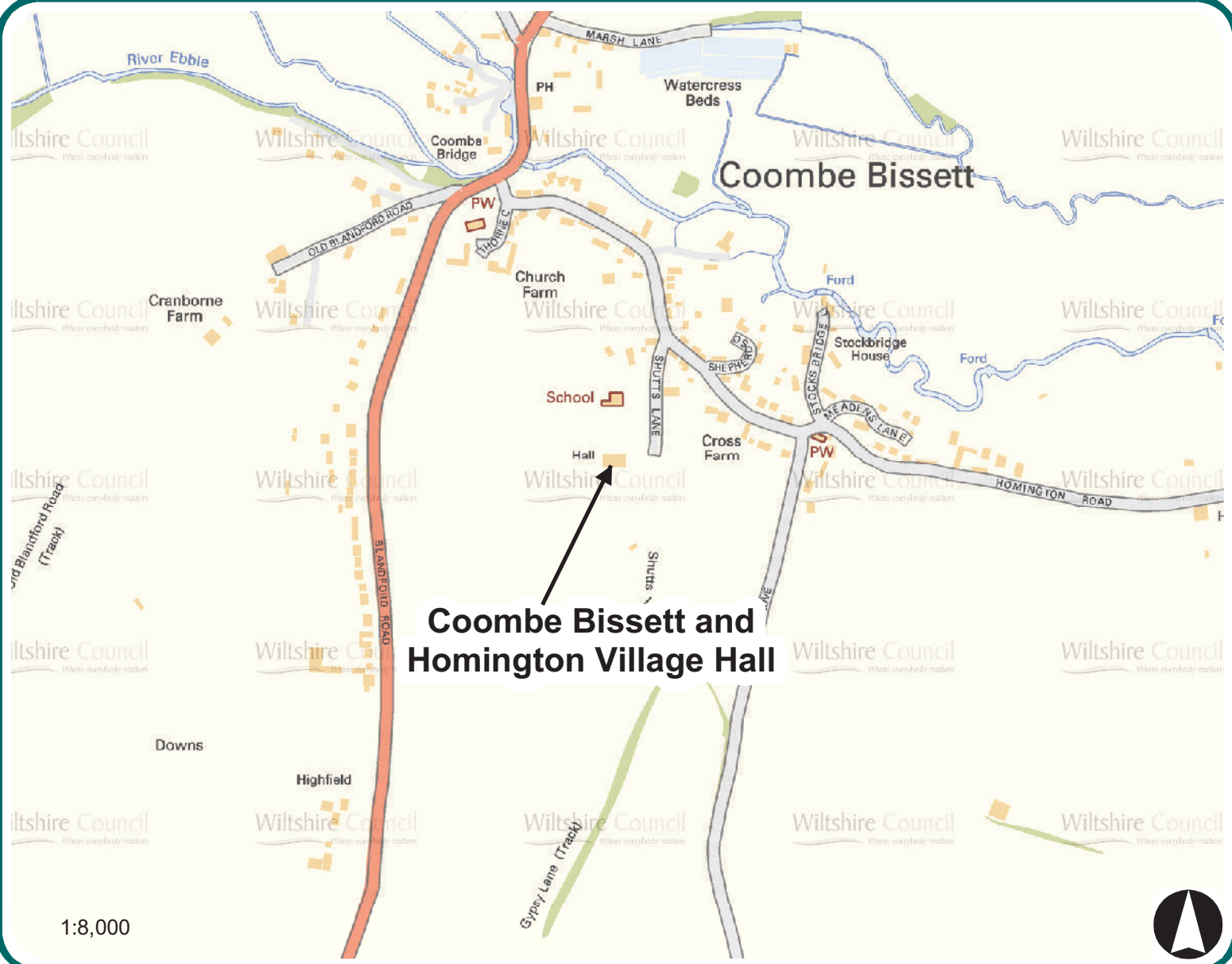
Thursday 5 December 2013

7.00pm



Coombe Bissett and Homington Village Hall,
 Shutts Lane,
 Coombe Bissett,
 Salisbury,
 SP5 4LU

Wiltshire Council
 Where everybody matters



Coombe Bissett and Homington Village Hall

1:8,000



MINUTES

Meeting: SOUTHERN WILTSHIRE AREA BOARD
Place: Pitton Village Hall, Whitehill, Pitton, Salisbury, SP5 1DJ
Date: 27 September 2012
Start Time: 7.00 pm
Finish Time: 9.05 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 Ian McLennan and Cllr Christopher Devine

Wiltshire Council Officers

Tom Bray, Southern Wiltshire Community Area Manager
Janet O'Brien, Head of New Housing
James Hazlewood, Senior Democratic Services Officer

Town and Parish Councillors

Aldbury Parish Council – Amanda Newbery, Dennis Watson, Barbara Watson

Clarendon Park Parish Council – Keith Rodger

Coombe Bissett Parish Council – Derrick Rattue

Downton Parish Council – Julie Whitmarsh, Sally Lacey, Susan Barnhurst-Davies,
Nikki Wilson, Roger Yeates, Bev Cornish

Firsdon Parish Council – Brian Edgeley, M Bishop, Peter Horton

Laverstock and Ford Parish Council – Ron Champion, Sarah Champion, Virginia
McLennan

Pitton and Farley Parish Council – C Purves, G Lowndes

West Dean Parish Council – H Urquhart

Winterslow Parish Council – Pam Robinson

Partners

Wiltshire Police – Andy Noble

Wiltshire Fire and Rescue Service – David Dunford

Salisbury MP – John Glen

Total in attendance: 36

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Southern Wiltshire Area Board, including John Glen, MP for Salisbury.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Leo Randall and Councillor Julian Johnson.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 7 June 2012 were agreed as a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>There were no Chairman's Announcements.</p>
6	<p><u>Current Consultations</u></p> <p>The Chairman referred to the on-going consultations as set out in the agenda.</p> <p>Councillor Ian McLennan also referred to the forthcoming consultation on Community Infrastructure Levy (CIL), which would begin on 1 October, for six weeks.</p>
7	<p><u>Wiltshire Council Items for Information</u></p> <p>The Chairman referred to the information items listed at item 7 of the agenda, details of which were set out at pages 17-26.</p> <p>In relation to the Wiltshire & Swindon Local Nature Partnership, the Chairman asked the meeting whether there was specific interest in having this as an agenda item at a future meeting. There was a little interest in this.</p>

Our Community Area

Fire and Rescue Service

The Chairman welcomed David Dunford of the Fire and Rescue Service. Responding to a question regarding call-outs due to false alarms and failed equipment, Dave commented that the service actively monitored the number of false alarms, with staff visiting any repeat offenders to look at how these incidents could be reduced.

NHS

Noted the written report at page 29 of the agenda. The Chairman asked the meeting if there was interest in hearing more about the health care reforms and the new GP commissioning Groups. There was interest in this item.

Action: To be pursued by Community Area Manager for a future agenda.

Southern Wiltshire Issues System

Tom Bray, Southern Wiltshire Community Area Manager, encouraged everyone to keep using the Issues System.

In relation to the Rights of Way issue in Firsdow, it was noted that the views of residents were being sought.

Responding to a point about the Speed Indicator Device (SID) which had not been working, the Chairman noted that this had been raised with the Cabinet Member. He apologised on behalf of the Council and explained that there was a generic fault with the batteries which was being looked into and a full review of the SID deployment process was underway and the SID deployment issues would be dealt with. It was acknowledged that the lack of response from the Council had been unacceptable.

Feedback on Community Area Grants

Tom Bray also referred to some positive feedback on previous Community Area Grants, including some coverage on the front page of the Salisbury Journal and in the Cathedral. It was noted that feedback was obtained from all groups who received a grant from the Area Board and it may be possible to fit this into future Area Board meetings.

Urgent Late Item

The Chairman referred to the late report which had been tabled, and which sought permission to proceed with a project to switch off selected lights between 00:00 and 05:30.

	<p><u>Decision</u> The Southern Wiltshire Area Board approved the assessed proposals as set out in the report, totalling 20 streetlights on Church Road, Laverstock. <u>Reason</u> – <i>As set out in the report.</i></p>
9	<p><u>Community Safety - Area Board Theme for 2012/13</u></p> <p><u>Police and Crime Commissioner</u></p> <p>The Chairman spoke in his capacity as a member of the Wiltshire Police Authority, to explain the background of the forthcoming Police and Crime Commissioner Elections on 15 November 2012.</p> <p>This fundamental change to the governance of policing would see directly elected Police and Crime Commissioners (PCCs) replacing the existing Police Authorities. The PCC would hire and fire the Chief Constable, set the budget and precept, set the Policing Plan, and hold the Chief Constable to account. They would not, however, be responsible for operational matters.</p> <p>In the Wiltshire and Swindon Constabulary a Police and Crime Panel (PCP) had been set up jointly between Wiltshire Council and Swindon Borough Council, to hold the PCC to account. The PCP had powers to veto the precept and the appointment of the Chief Constable.</p> <p><u>Rural Crime Team</u></p> <p>Tony Miles from the Rural Crime Team, gave a presentation on the work of the team, which consisted of two Police Officers and one Police Community Support Officer, and which covered the whole of the county.</p> <p>The team had been set up to respond to Hare Coursing and now had a number of areas of responsibilities, including Farmwatch, Horsewatch, poaching, wildlife crime and cross border collaboration with neighbouring constabularies.</p> <p>In response to questions, Tony advised that Hare Coursing was seasonal, and that there were around 6 reported incidents per month. Convictions carried a Level 2 fine, of around £400-700.</p> <p><u>Neighbourhood Policing Team (NPT)</u></p> <p>Inspector Andy Noble reported that his officers had caught a team of burglars red-handed in Laverstock. This was the result of some proactive work from identifying a spike in incidents, following a route, and waiting for the culprits. One prosecution had already come out of this and a possible drugs link had been identified.</p>

	<p>Referring to coverage in the Salisbury Journal, Andy confirmed that there were currently no plans to reduce police numbers. It was not certain whether the Wilton Road building would remain operational, with the NPT officers being relocated to the forthcoming Salisbury Campus. It was also hoped that further savings could be made through more back office functions being shared with partner organisations, including Wiltshire Council. The Chairman added that the collocation of NPT staff at the campus was not just about savings, but about efficiency of joined-up services.</p> <p>Responding to a question regarding electric scooters and cyclists on shared surfaces with pedestrians, Andy noted that this could be a danger to visually impaired people. Some work was being done on this, especially kids on bikes without bells and brakes.</p> <p><u>Community Safety Pilot project in Downton</u></p> <p>The Chairman gave an update on the above project which sought to run a pilot event in Downton on 17 November to raise awareness on community safety issues. This would be run jointly between the Area Board and the Parish Council, and if successful could lead to further projects in other areas.</p>
10	<p><u>Housing Need and Review of Wiltshire's Housing Allocations system</u></p> <p>Janet O'Brien, Head of New Housing, gave a presentation on the review of the current Housing Allocations system.</p> <p>Commenting on the stock profile of the Community Area, Councillor McLennan noted that there would be a large increase in affordable Housing due to the Old Sarum development. Janet added that all new developments of 5 or more dwellings would be required to provide 40% of the units as affordable housing.</p> <p>There was a query over the figure provided that 17 affordable homes had been delivered in the Community Area during 2010-12. Janet undertook to check this. (Note – Following the meeting it was clarified that there had actually been 89 new affordable homes delivered in 2010-12. The discrepancy was due to a misunderstanding over the Community Area Boundaries).</p> <p>Janet referred to the new arrangements regarding under-occupation, whereby tenants would only receive the rent for the size of property they needed, as an encouragement to prevent under-occupation. This would affect 52 households in the Southern Wiltshire Community Area. It was noted that there was an appeals mechanism for under-occupation.</p> <p>In response to question regarding the provision of affordable housing, Janet explained that the 40% rule was a basis for negotiation as it was also important to ensure the developments remained viable. Another consideration was the mix of tenure and type of properties, to ensure balanced demographics</p>

	<p>depending on the suitability of locations.</p> <p>The meeting took part in an interactive voting exercise as part of the consultation on the Housing Allocations review. The results are attached at Appendix 1.</p>															
11	<p><u>Footpaths - Area Board Theme for 2012/13</u></p> <p>Tom Bray, Community Area Manager, gave an update on the project to upgrade gates on Rights of Way, referring to the written update at pages 41-42 of the agenda.</p>															
12	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman referred to the report set out at pages 43-44 of the agenda.</p> <p>Councillor MacLennan advised that, following the recent meeting of Laverstock and Ford Parish Council, it was confirmed that the parish would not be contributing the extra £500 towards extra works on the Milford Mill Road scheme.</p> <p><u>Decision</u> The Area Board approved the allocation of CATG funding as set out in the report and listed in the table below, noting that the Milford Mill Road project would not receive the additional £500 from the Parish Council, and so the total cost of the project would be revised to £1000.</p> <table border="1"> <tr> <td>Footpath from Whaddon to Grimstead</td> <td>Alderbury/Grimstead</td> <td>£3,176</td> </tr> <tr> <td>Red surfacing at entrance to Whitparish on A27</td> <td>Whiteparish</td> <td>£2,500</td> </tr> <tr> <td>Gateway improvements at entrance to village at A30 end of Firsdwn</td> <td>Firsdwn</td> <td>£3,000</td> </tr> <tr> <td>Gateway improvements and treatments to improve safety at junction at Homington (part of larger request to be added to list next year)</td> <td>Coombe Bissett & Homington PC</td> <td>£2,000</td> </tr> <tr> <td>Signage to improve safety on Gunville Hill at Church</td> <td>Winterslow</td> <td>£250</td> </tr> </table>	Footpath from Whaddon to Grimstead	Alderbury/Grimstead	£3,176	Red surfacing at entrance to Whitparish on A27	Whiteparish	£2,500	Gateway improvements at entrance to village at A30 end of Firsdwn	Firsdwn	£3,000	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	£2,000	Signage to improve safety on Gunville Hill at Church	Winterslow	£250
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Signage to improve safety on Gunville Hill at Church	Winterslow	£250														
13	<p><u>Youth Initiatives Funding Proposals</u></p> <p>Tom Bray, Community Area Manager, introduced the report which sought to allocate the Area Board's youth budget to a Participatory Budgeting event.</p>															

	<p>It was confirmed that the Community Area Manager would retain an overview of the bids to ensure that the money was spent on genuine and effective projects.</p> <p><u>Decision</u> The Area Board agreed to allocate its youth budget of £4,109 as outlined in the report.</p>
14	<p><u>Community Area Grants</u></p> <p>It was noted that the Grant application from Woodfalls Band had been withdrawn.</p> <p>The Area Board considered an application for funding from the Downton Memorial Hall. The applicant was invited to speak in support of the application. After discussion, Area Board members voted on the application.</p> <p><u>Decision</u> Downton Memorial Hall was awarded £998.40 towards a Hearing Loop system for the hall.</p> <p>Reason <i>The application met the Community Area Grant Criteria for 2012/13, and demonstrates a direct link to the Community Plan 2010-15 as detailed in the officer's report.</i></p>
15	<p><u>Evaluation and Close</u></p> <p>Before closing the meeting, the Chairman invited John Glen, MP for Salisbury, to say a few words and respond to a few questions.</p> <p>John reported that he was holding surgeries twice a week, at which around 30% of the issues raised related to Housing. He also welcomed the news that the government would be giving Councils more flexibility over the so-called "Bedroom tax". John announced that he was now Parliamentary Private Secretary (PPS) to Eric Pickles, Secretary of State for Communities and Local Government.</p> <p>John replied to a question regarding Localism, commenting that there was a need for strategic overview of promoting and allowing the development of housing, jobs and infrastructure where there was no genuine reason for local opposition.</p> <p>In response to a question on the sustainability of homes being provided without jobs to go with them, John commented that Salisbury had extremely low unemployment at 2.1%. However, it was important to look at improving the quality of jobs and to consider wider infrastructure, when considering the viability of new developments.</p>

	The Chairman thanked everyone for coming and closed the meeting.
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<u>Appendix 1 - Results of voting on Housing Allocations Review</u>

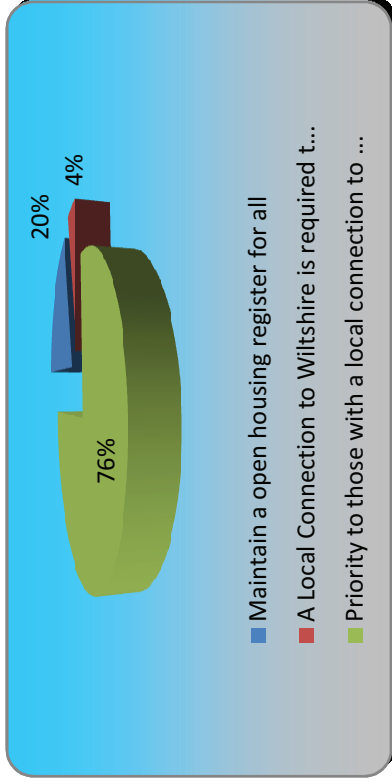
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Turning Graphical Results by Question

Session Name: Current Session
 Created: 01/10/2012 09:10

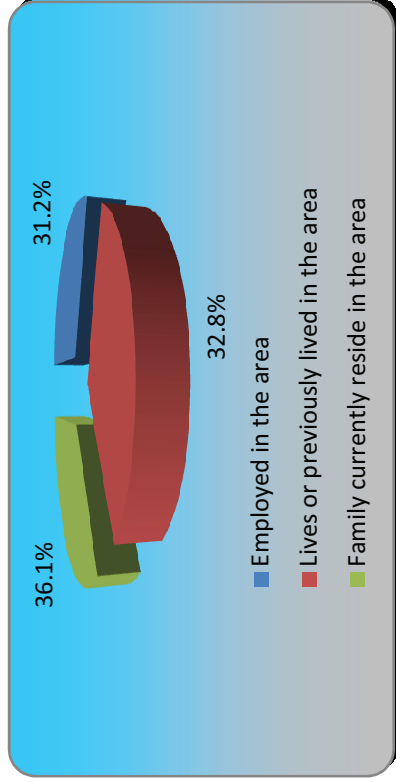
1.) 1. How should Wiltshire Council consider Local Connection? (multiple choice)

	Responses
Maintain a open housing register for all	5 20%
A Local Connection to Wiltshire is required t...	1 4%
Priority to those with a local connection to ...	19 76%
Totals	25 100%



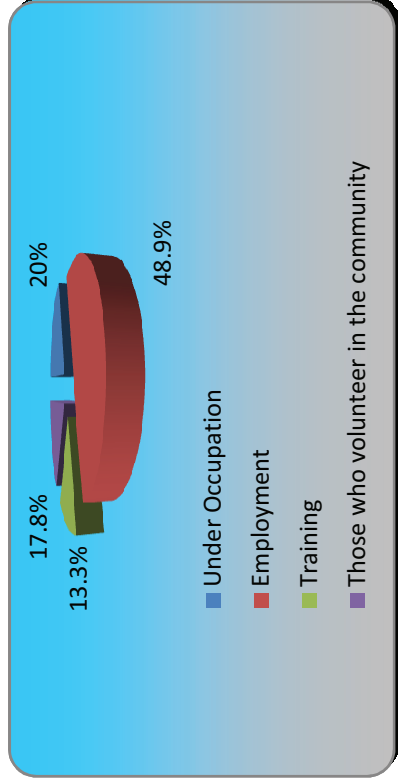
2.) 2. What is a Local Connection to an area? (multiple choice)

	Responses
Employed in the area	19 31.15%
Lives or previously lived in the area	20 32.79%
Family currently reside in the area	22 36.07%
Totals	61 100%



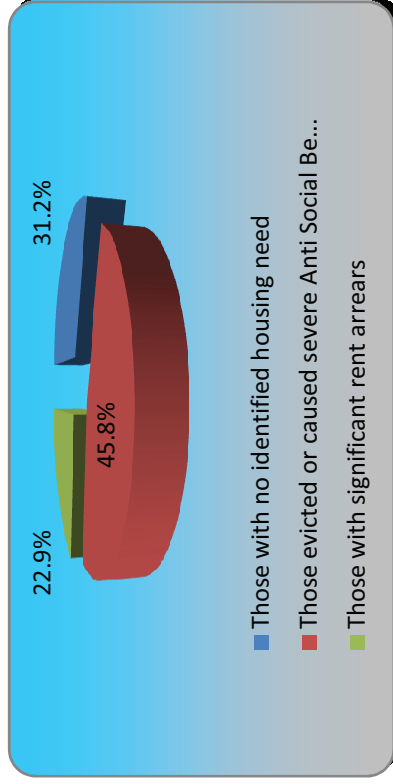
3.) 3. Should additional priorities be given to the following?
(multiple choice)

	Responses
Under Occupation	9 20%
Employment	22 48.89%
Training	6 13.33%
Those who volunteer in the community	8 17.78%
Totals	45 100%



4.) 4. Should we include any exclusions within the policy?
(multiple choice)

	Responses
Those with no identified housing need	15 31.25%
Those evicted or caused severe Anti Social Be...	22 45.83%
Those with significant rent arrears	11 22.92%
Totals	48 100%



Subject:	Impact of Welfare Reform
Officer Contact Details:	Emma Cooper Community Partnership Manger 01225 718627 Emma.cooper@wiltshire.gov.uk
Weblink:	http://www.wiltshire.gov.uk/counciltaxhousingandbenefits/welfare2012reform.htm
Further details available:	From Wiltshire Council on: 0300 4560100

Summary of Announcement:

On 8 March 2012 the Welfare Reform Act 2012 was approved. This government change to welfare is designed to simplify the benefit system and encourage people to work. It will affect many people across the country and if you are in receipt of benefit, or an employer, then it will affect you too. The council is working with partners to make sure information and support is available to all those who need it. The changes include:

- Benefit cap
- Under-occupation rules (housing benefit)
- Universal credit
- Disability Living Allowance
- New Council tax scheme
- New social fund

Further information is available on the council's website:

<http://www.wiltshire.gov.uk/counciltaxhousingandbenefits/welfare2012reform.htm>. Or telephone the council on: 0300 456 0100

An 'infographic' has been commissioned by Wiltshire Money which is the financial inclusion partnership for the county. The film is less than 4 minutes long and we will watch this now: <http://www.youtube.com/watch?v=dd29tTwwT8>

Subject:	Community Infrastructure Levy (CIL) for Wiltshire – Consultation
Officer Contact Details:	CIL@Wiltshire.gov.uk
Weblink:	http://consult.wiltshire.gov.uk/portal
Further details available:	The charging schedule and supporting documents can be viewed online at: www.wiltshire.gov.uk/communityinfrastructurelevy

Summary of announcement:

What is the Community Infrastructure Levy (CIL)?

Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) charging schedule. CIL is a new charge that local authorities in England can place on new development in their area. The money generated through the levy will contribute to the funding of infrastructure to support growth.

Why has Wiltshire decided to implement the Levy?

Government, through legislation, has restricted the ability of local authorities to pool funding for off-site infrastructure and expects them to develop CIL. The government believe that this tariff based approach provides the best framework to fund new infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much money developers will be expected to contribute.

How will money from CIL be spent?

CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. CIL regulations also propose to allow the council to allocate a share of the levy raised in a local area to deliver infrastructure that local communities want – although this 'meaningful proportion' is yet to be set by the government.

Consultation on the preliminary draft charging schedule

A preliminary draft charging schedule has been developed which sets out the proposed charging rates for Wiltshire. The council considers that the preliminary draft charging schedule strikes an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

In accordance with Regulation 15 of the CIL Regulations 2010 (amended 2011), comments are invited on the preliminary draft charging schedule during the consultation period starting 1 October and ending 12 November 2012 at 5pm.



Easy guide to the Community Infrastructure Levy

Public consultation on the preliminary draft charging schedule is open between 1 October and 12 November 2012.

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CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. CIL regulations also propose to allow the council to allocate a share of the levy raised in a local area to deliver infrastructure that local communities want – although this 'meaningful proportion' is yet to be set by the government.

What development will be liable to pay CIL?

CIL can be applied to most new buildings with 100m² or more of gross internal floor-space (or involves the creation of at least 1 dwelling), and is charged per square metre on net additional floor-space. The amount of CIL a development is liable to pay is based on its size, type and location. The rate(s) of CIL are set locally by the charging authority (Wiltshire Council) and are published in a charging schedule. The levy is payable by the developer on commencement of development.

What are the proposed CIL rates for Wiltshire?

The preliminary draft charging schedule proposes the following CIL charging rates by type of development in Wiltshire:

Development type	CIL charge (£/sq m)
Residential	£70
Retail (except retail warehouse, supermarkets and similar development)	£0
Retail warehouse, supermarkets and similar development	£175
Student housing and hotels	£70
All other uses	£0

How have these rates been calculated?

The proposed CIL rates have been informed by an up-to-date development plan (Draft Wiltshire Core Strategy), infrastructure planning evidence base (Infrastructure Delivery Plan) and viability assessment (prepared by consultants BNP Paribas). Having examined all available evidence it is considered that the proposed rates strike an appropriate balance between contributing to funding infrastructure and ensuring development across Wiltshire remains viable.

How can I comment on the preliminary draft charging schedule?

Comments are invited on the preliminary draft charging schedule during the consultation period starting 1 October and ending 12 November 2012.

The charging schedule and supporting documents can be viewed:

- online at www.wiltshire.gov.uk/communityinfrastructurelevy
- at libraries and the council's main office hubs.

We welcome your comments via the following means:

- online consultation portal: <http://consult.wiltshire.gov.uk/portal>
- email: CIL@wiltshire.gov.uk
- post: Spatial Planning, Economy & Regeneration, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

What is the timetable for implementing CIL in Wiltshire?

Representations received on the preliminary draft charging schedule will be taken into consideration in preparing the draft charging schedule. Following an additional period of consultation on this second draft, the charging schedule will then be examined in public by an independent inspector.



How will the levy affect planning obligations?

Developer contributions are currently collected through 'Section 106' planning obligations. Planning regulations state that there should be no 'double charging' for infrastructure through CIL and Section 106. So only CIL money pooled from multiple developments will be used to fund infrastructure on the 'Regulation 123' list. After a CIL charging schedule is adopted, planning obligations will still be used to deliver site-specific, direct requirements, without which a development should not be granted planning permission. As it stands, planning obligations will continue to be used to fund the provision of affordable housing, but this may change in the future.

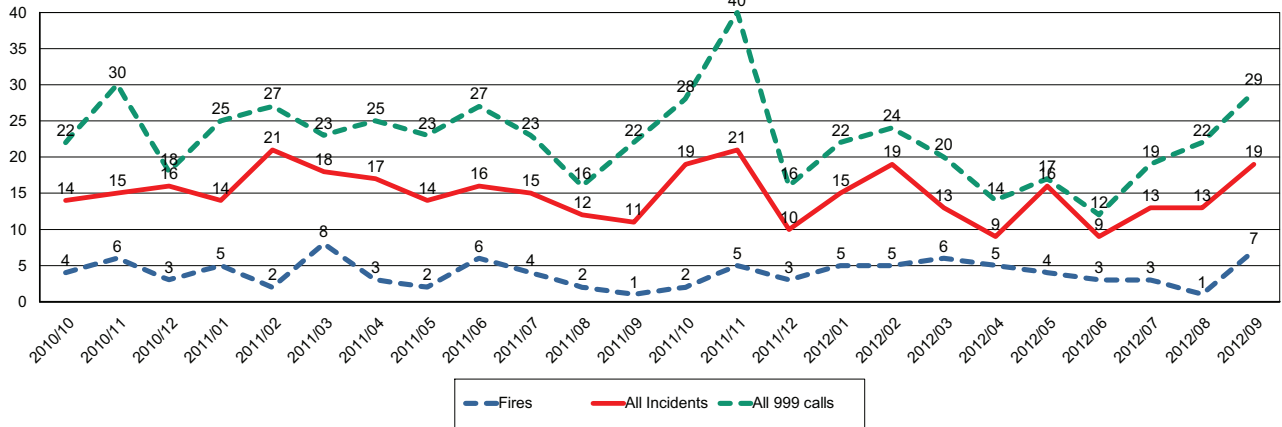
Telephone: 01225 713 223 • Email: CIL@wiltshire.gov.uk • Web: www.wiltshire.gov.uk



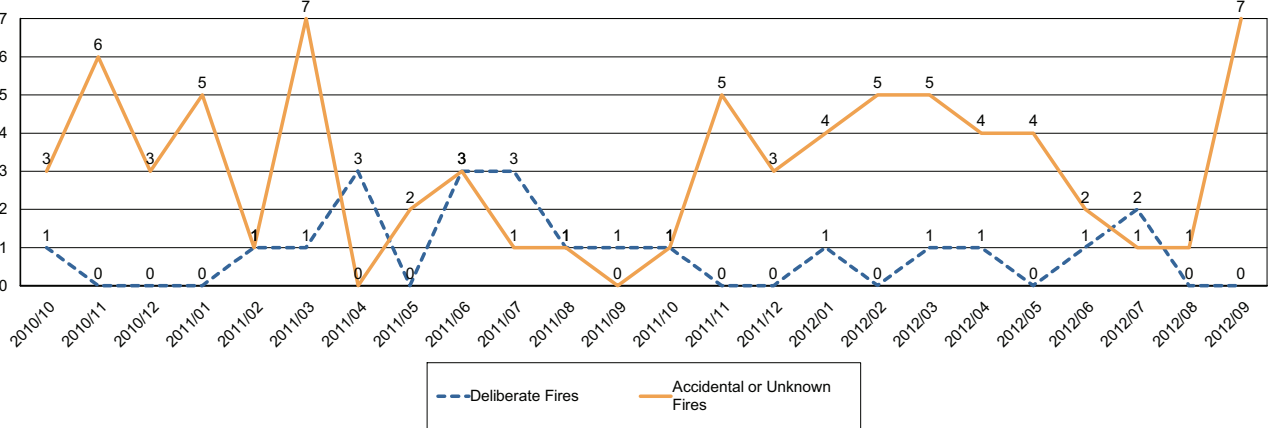
Report for Southern Wiltshire Area Board

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

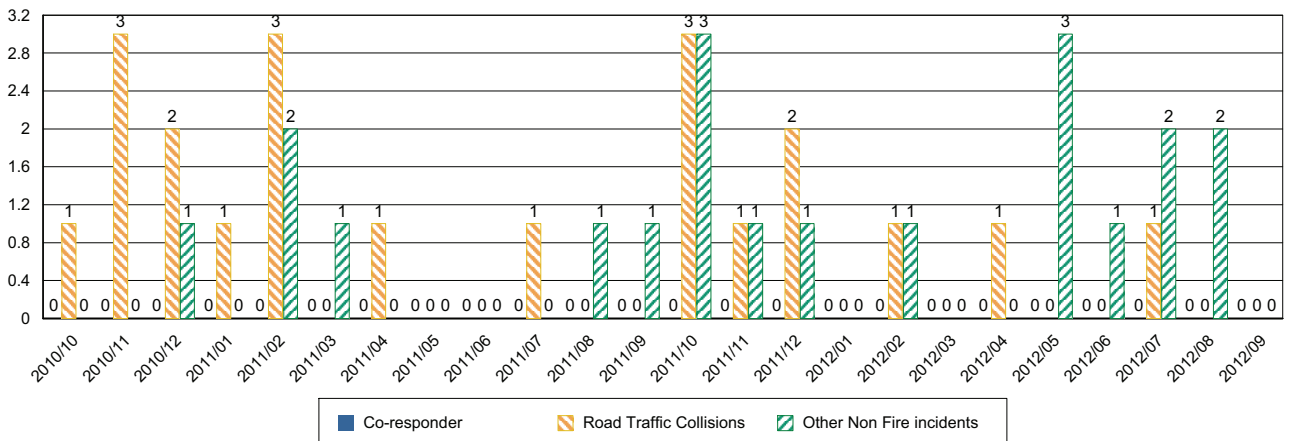
Incidents and Calls



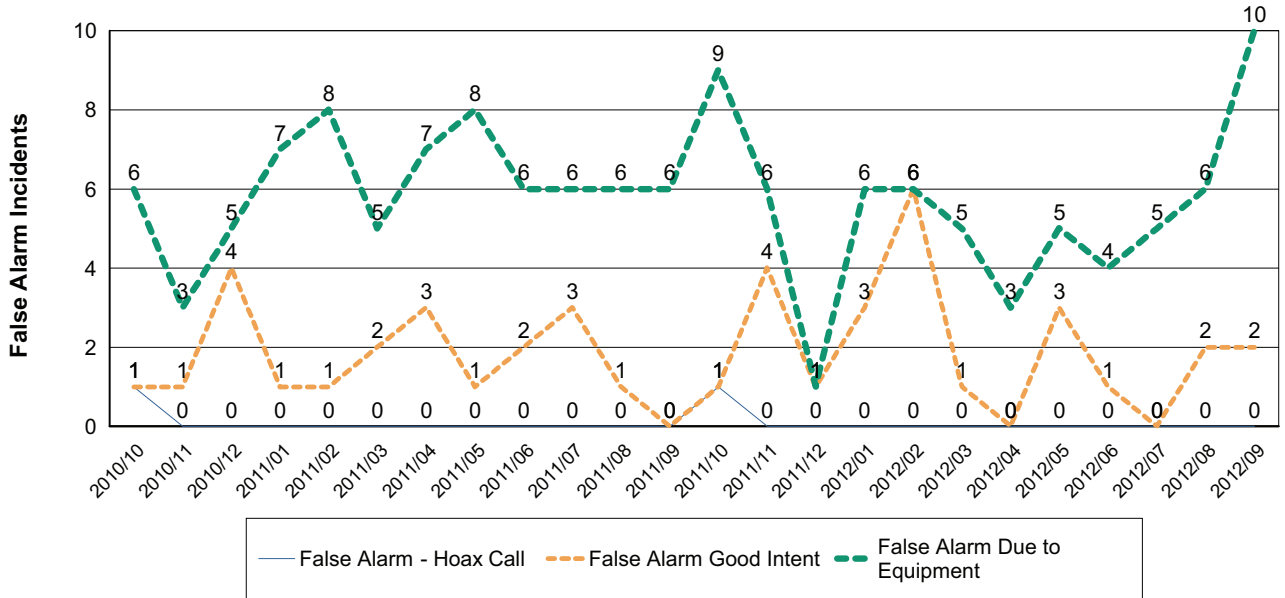
Fires by Cause



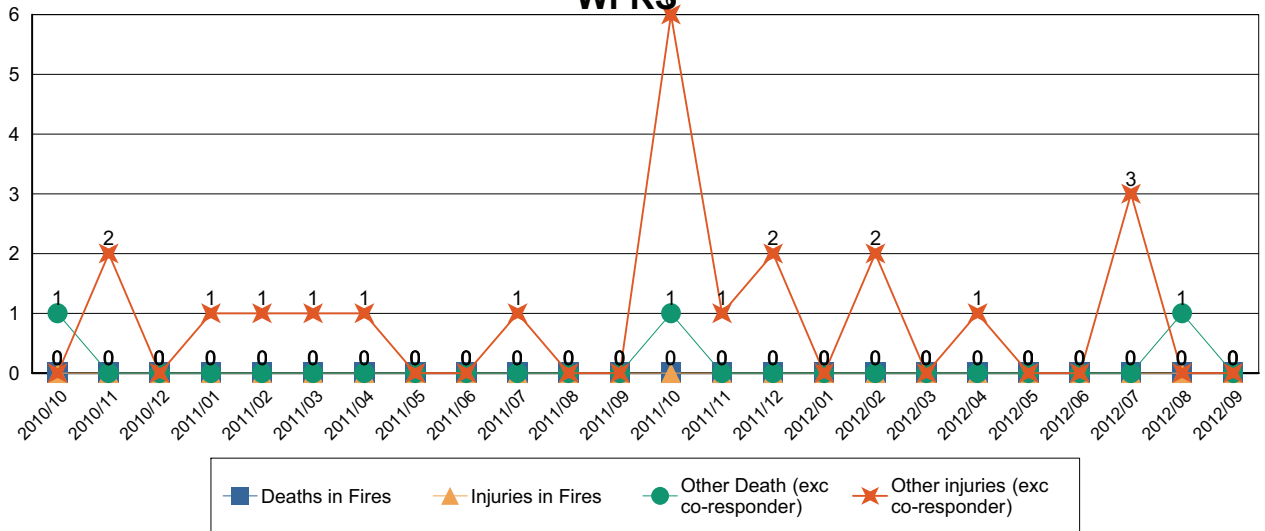
Non-Fire incidents attended by WFRS



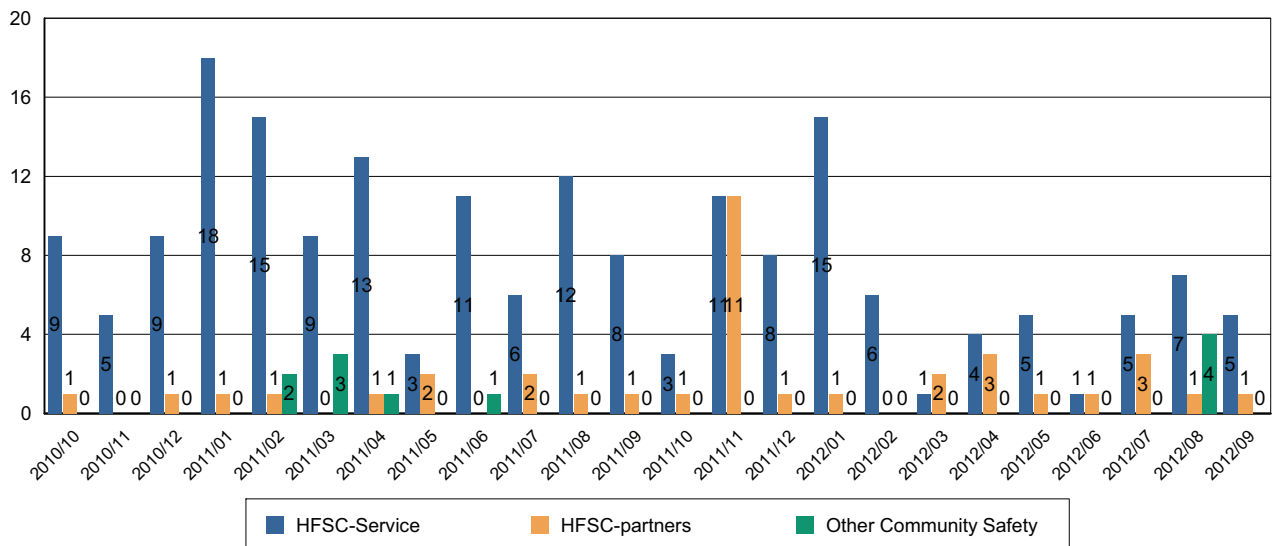
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Crime and Community Safety Briefing Paper
Southern Community Area Board
29th November 2012 Trafalgar School



Item 9

1. Neighbourhood Policing

Team Sgt: PS Dave Lennane

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

The main news this month is the fact that Dean Garvin, our Temporary Sergeant for some time in Southern Wiltshire, has recently been successful in being promoted to a substantive Sergeant post in Salisbury Custody commencing 21st December. He is replaced by Dave Lennane who swaps out of the Custody Suite to take over Dean's role. Dave is an experienced Sergeant and long term Detective, he is keen to join us and will be looking forward to meeting many of you soon.

Performance trend in Southern Wiltshire remains stable. Current local emphasis is upon engagement activity with local youth. I am pleased to report that Luke Taylor describes regular local use of the Downton Skate Park with no linked problems arising and that Rachel Gunn launched a successful Bluez & Zuz event to be shortly followed by another. We are also engaged with some specific work with partners on illegal money lending at Old Sarum. There is current funding available for community groups to bid in this area, contact: wendy.loades@birmingham.gov.uk

There has also been some local activity in Ford intended to moderate driver behaviour in Ford whilst the current diversion remains in force. I am aware that this forms part of wider work ongoing by the Parish with the agencies responsible for the works & traffic management.

CRIME & DETECTIONS (Oct 2011 – Sept 2012) compared to previous year

EU Southern Wiltshire	Crime				Detections	
	October 2010 - September 2011	October 2011 - September 2012	Volume Change	% Change	October 2010 - September 2011	October 2011 - September 2012
Victim Based Crime	630	668	38	6%	10%	15%
Domestic Burglary	38	40	2	5%	13%	20%
Non Domestic Burglary	113	125	12	11%	4%	6%
Vehicle Crime	79	89	10	13%	4%	3%
Criminal Damage & Arson	114	142	28	25%	4%	13%
Violence Against The Person	86	79	-7	-8%	42%	65%
ASB Incidents (Year to Date)	259	191	-68	-26%		
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 Violence Against the Person in the previous 12 month period (September 2011 -August 2012) and have recorded the lowest Domestic Burglary volume per 1,000 population.						
* Detections include both Sanction Detections and Local Resolution						

Andrew Noble
Inspector

September 2012 update

Item 9

Transition update

Wiltshire's Clinical Commissioning Group (CCG), the new GP-led commissioning organisation which will be responsible for buying local health services in Wiltshire, continues to develop its commissioning arrangements before it applies for 'authorisation' status in November 2012.

The organisation will take up commissioning leadership from April 2013. The organisation has established its Clinical Governing Board, with 14 voting members (consisting of a Chairman, three GPs who will act as 'locality representatives', an additional three GPs, a registered nurse and a secondary care specialist doctor, one Chief Accountable Officer, one Chief Finance Officer, one practice manager and two lay members) and eight non-voting members: (three 'locality' directors, Wiltshire Council's Director of Social Services, the Director of Public Health for Wiltshire, one member of HealthWatch and two lay members).

The CCG is considering its staffing structure whilst developing those commissioning functions it intends to keep in house. It is estimated that the organisation will have around 70 staff members and it will hold responsibility for managing a budget of approximately £460m to support the commissioning of high quality health services in Wiltshire. Working closely with GPs and other clinicians, the CCG will lead on the development of plans and projects which help meet the NHS's required national savings target of £20 billion.

Wiltshire CCG will take up responsibility for commissioning in 'shadow' form from October 2012, with support from the existing Primary Care Trust staff.

Wiltshire CCG Stakeholder Assembly

Representatives from patient groups, voluntary and community organisations, Army Primary Care, Wiltshire GPs and the local council met to discuss Wiltshire CCGs development and priorities across the county when Wiltshire CCGs held its Stakeholder Assembly on Tuesday 11 September.

Seventy Four delegates received presentations about Mental Health, Preventing Ill Health, Long Term Conditions (including dementia), Planned Care, End of Life, Community and Integrated Care and Unplanned Care & Frail Elderly with the assembly finishing with delegates given the opportunity to take part in a question and answer session with a panel consisting of health professionals and GPs. A wide range of questions were raised covering a variety of themes and attendees welcomed the potential to gain a deeper understanding and to hold meaningful discussions which have an impact on future decision making. The input from GPs was much appreciated as bringing a fresh dimension and honesty to the debate.

Stoptober - Smokefree Campaign

Stoptober will begin on 1 October 2012 and provides a wide range of support, guidance and encouragement for smokers wishing to attempt to go smokefree for 28 days. Stoptober is a positive and supportive campaign to help people achieve their stop smoking goal.

Stoptober is a through the line initiative, incorporating TV, radio, print and online advertising, social media, a regional roadshow, ongoing customer communications and partnership support - as well a full PR campaign and national media partnership.

It will centre around a new Stoptober pack, mobile phone app and 28-day text support programme. These will be available for participants to order and download through www.smokefree.nhs.uk/Stoptober. A range of other collateral including posters, information cards and in-pharmacy assets will be available on the NHS Smokefree Resource Centre www.smokefree.nhs.uk/resources.

NHS Wiltshire launches its Neurological Conditions booklet

The fourth annual stakeholder event for people with long term neurological conditions was held at Devizes Sports Club on Friday 3 August.

The booklet has been compiled and created by NHS Wiltshire with input from people living with long term conditions and their carers. It gives information on the services available in Wiltshire and copies are now available for the public.

Neurological conditions include a wide range of conditions from stroke and brain injuries, Multiple Sclerosis, Parkinsons Disease and Motor Neurone Disease, through to very rare often genetic conditions.

Some conditions cause progressive decline and disability whilst others can cause sudden unpredictable periods of symptoms after long periods of general good health.

To view the booklet online go to:

<http://www.wiltshire.nhs.uk/Downloads/Publications/leaflets/NHS-Neurology-booklet.pdf>

The next PCT Cluster Board Meeting will be held on Wednesday 26 September at 10am in the Conference Room, Southgate House, Pans Lane, Devizes.

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)

October 2012 update

Item 9

Pregnant women offered whooping cough jab

Pregnant women across Wiltshire are being offered the whooping cough vaccination, following a national increase in the number of cases.

The vaccination will boost short term immunity passed on by women to their babies while they're still in the womb. Newborns will still need to be vaccinated between two and four months of age, so that they continue to be protected.

GPs will be giving the vaccination to women who are at least 28 weeks pregnant, in order to optimise its effectiveness.

Whooping cough – or pertussis is a highly contagious bacterial infection of the lungs and airways. The condition usually begins with a persistent dry and irritating cough which progresses to intense bouts of coughing. These are followed by a distinctive 'whooping' noise.

The Department of Health is encouraging all women who are 28 weeks pregnant or more to have the vaccination because immunity from the vaccine will pass to your baby through the placenta, helping to protect them in their first few weeks of life

If you're approaching 28 weeks pregnant or more, please contact your GP practice to find out more about the vaccine and book an appointment to receive it.

For more information on the whooping cough vaccine in pregnancy, visit the NHS Choices website: <http://www.nhs.uk/Planners/vaccinations/Pages/Adultshub.aspx>

Keep warm and well

Now that the clocks have changed and we have already seen temperatures plummet, NHS Wiltshire is urging people to keep warm and well this winter:

"The cold can have serious consequences, increasing the risk of strokes and heart attacks as well as colds and flu," says Medical Director Peter Jenkins; "Wrapping up warm, keeping the heating turned up and keeping a well-stocked medical cabinet incase you do catch a cold or flu are all sensible steps to take."

"It's particularly important to stay indoors during very cold weather if you have a respiratory illness – and all elderly people should avoid going out on icy pavements. This means staying at home until later in the morning when the ice has melted. Even if you have a doctor's appointment first thing, try and reschedule it for later – your surgery will usually be happy to help with this. It's better to wait than risk falling on the ice."

NHS Wiltshire has produced five top tips on staying warm and well this winter.

1. **Keep your home warm** – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during

- the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold (as it is at present), set the heating to come on earlier so that you're not waiting for your home to warm up.
2. **Have your flu jab.** Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
 3. **If you do fall ill with flu, it's best to stay at home.** Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
 4. **Vomiting and diarrhoea bugs** caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or school.
 5. **Keep a well-stocked medicine cabinet**, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you're ill

The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS Direct for advice on 0845 46 47 or go to www.nhsdirect.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance.

The next PCT Cluster Board Meeting will be held on Wednesday 28 November at 10am in the Conference Room, Southgate House, Pans Lane, Devizes.

Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

WILTSHIRE COUNCIL

ITEM 9

**SOUTHERN WILTSHIRE AREA BOARD
(29 November 2012)**

Your Local Issues

Purpose of the Report

To update the board on the issues **in progress** since the last meeting in September 2012.

Southern Wiltshire Area Board - Issues in progress

General

ID	Category	Division	Summary of Issue	Nov 2012 Update
1471	Waste	Laverstock	Litter problems in Laverstock	Informed that a newly installed bin on Bishopdown path has been vandalised, PC in liaison with officers
1879	Communities	Britford	Community Payback - Britford Memorial Hall	Work ongoing
1905	Highways	Laverstock	School traffic in Laverstock	CATG monitoring this issue
1558	Rights of Way	Firsdow	Increasing traffic on BOAT in Firsdow	PC in liaison with Council over potential transfer
2074	Car Parking	West Dean	Parking around Dean railway station	PC to liaise with new yard owner re. potential lease for car park

Highways Maintenance

ID	Category	Parish	Summary of Issue	November 2012 update
2628	Highways	Clarendon Park	Poor road surface near equine centre	Awaiting input from officer
2625	Highways	Redlynch	No Access signage needed at Moor Lane, Redlynch	Awaiting input from officer
2624	Highways	Downton	Drains blocked at zebra crossing, The Borough	Awaiting input from officer
2623	Highways	Downton	Faded white lining in the High Street	Awaiting input from officer
1338	Highways	Grimstead	Pot-holes and road break up in Grimstead	Seeking funding from Major Maintenance Team. Awaiting update

1836	Highways	Coombe Bissett	Repair white metal railings in Coombe Bissett	PC to investigate painting the railings themselves. Request update from PC
1877	Highways	Redlynch	Curbside hole on Appletree Road	Need to keep monitoring situation
1905	Highways	Laverstock	School traffic in Laverstock	Cllr Ian McLennan (with CATG support) pursuing path between P&R on London Rd and School site
1992	Highways	Landford	HGVs in Landford	Lorry Watch active, keep monitoring
2182	Highways	Redlynch	Poor road surface in School Road, Nomansland	Seeking funding from Major Maintenance Team Awaiting update
2193	Highways	Pitton & Farley	Potholes at the junction of Church Road, Pitton	Seeking funding from Major Maintenance Team. Awaiting update
2259	Highways	Pitton & Farley	road subsidence on narrow bend Church Road, Farley	Seeking funding from Major Maintenance Team. Awaiting update
2250	Highways	Downton	Disabled parking bay remarking at Co Op Downton	To be completed by end on November
2251	Highways	Redlynch	Road condition on Apple Tree Road	Need to keep monitoring this site.
2277	Highways	Laverstock	Queen Manor Road poor surface	Seeking funding from Major Maintenance Team. Awaiting update
2422	Highways	Southern Wiltshire	SID not operational for 2 week period	SID review update given at this meeting
2511	Highways	Redlynch	South Lane, Nomansland, road deteriorated and dangerous	Seeking funding from Major Maintenance Team. Awaiting update
2513	Highways	Redlynch	Clearance of brook, Vicarage Rd, Lover	PC to liaise with landowner over clearance of Brook

Updates for the above issues:

Full details on the issues are available online here:

www.wiltshire.gov.uk/southernwiltshireareaboard

You then click on **issue tracking**. If you would like to be sent hard copies of the issues and updates contact Tom Bray on tom.bray@wiltshire.gov.uk or 01722 434252.

Reporting an issue:

To report an issue go to www.wiltshire.gov.uk/southernwiltshireareaboard and click on "report an issue in your community now".

Report Author: Tom Bray – Community Area Manager

Tel No: 01722 434252

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

WILTSHIRE COUNCIL

ITEM 10

**SOUTHERN WILTSHIRE AREA BOARD
(29 November 2012)**

Community Area Transport Group (CATG) Report

Purpose of the Report

1. To update on the progress of agreed 2012/13 CATG schemes
2. To inform Parish Councils that new schemes/issues can be submitted for the CATG to consider in the new financial year via the issue system.
3. To update Parish Councils on the process for maintaining and/or improving bus shelters.
4. To update on the review underway into the Speed Indicator Device deployment.

1. Southern Wiltshire Area Board – CATG schemes for 2012/13

CATG submitted schemes for consideration	Parish	Update	Total cost £	CATG £	PC £	Other £	Update
30MPH written on road through Ford Look at GATEWAYS into FORD	Laverstock & Ford	AB approved	£2,300	£1750	£250		Completed
Milford Mill Road –reduce speed and traffic, improved footway facilities over Milford Mill Bridge	Laverstock & Ford	AB approved	£1,500	£1000			December construction
Footpath from Whaddon to Grimstead	Alderbury/ Grimstead	AB approved	£10,000	£3,176	£3500	£3,570 PIGS	Nov/Dec Construction
Red surfacing at entrance to Whitparish on A27	Whiteparish	AB approved	£3,000	£2,500	£500		Jan/Feb Construction *weather permitting
Gateway improvements at entrance to village at A30 end of Firsdwn	Firsdwn	AB approved	£3,800	£3,000	£800		TBC
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	AB approved	£2260	£2,000	£260		Jan/Feb Construction *weather permitting
Signage to improve safety on Gunville Hill at Church	Winterslow	AB approved	£500	£250	£250		February installation
Issues to be kept on the list for consideration next year							
School traffic in Laverstock	Laverstock & Ford	KEEP ON LIST					
Road safety improvements through Homington (part 2 of project listed above)	Coombe Bissett & Homington	KEEP ON LIST					
		TOTAL	£23,360	£13,676	£5,310	£3,570	

2. CATG List for next year

For the CATG to continue to be successful it requires active participation from Parish Councils. There are currently only 2 issues on our CATG list to consider next year. We would like to remind communities that they can request highways improvements to be considered for funding by the CATG next year (subject to confirmation of funding).

The best way to do this is via the [issues system](#). To access the issue system go to our website www.wiltshire.gov.uk/southernwiltshireareaboard, then “report an issue in your community”.

We would like to receive submissions by 31 March 2012.

3. Bus Shelters

In recent months, the Area Board has received enquiries about the maintenance and improvement of local bus shelters. Wiltshire’s Highways Department currently do not have a budget to provide maintenance for the shelters and are proposing that Parish Council’s consider taking ownership of the facility.

In December 2011, Wiltshire Council’s Parish Newsletter set out the following information about Parish Council’s taking on their local bus shelters.

“Wiltshire Council wishes to give local communities the opportunity to look after these local facilities in a way that best meets local needs. This is in line with the policy to transfer assets to local communities.

Bus shelters provide a clear benefit to the local community. The use of buses in Wiltshire is increasing year on year and a surprisingly wide cross section of the community goes shopping or to work that way. Some people, particularly young people, rely entirely on public transport for independent travel. Even people who don’t use buses benefit because they reduce congestion and parking problems. In some places the local bus stop provides an informal meeting place and somewhere to display community information.

There are already many bus shelters in Wiltshire that were erected by town or parish councils and are successfully maintained by them, and over the last ten years more bus shelters have been built along main bus routes by Wiltshire Council or its precursor authorities. Returning these shelters to local communities would allow local councils to use their own suppliers and give complete local control over design, cleaning and maintenance. It could also create opportunities to do so more economically using local knowledge and resources.

The idea works – the bus shelters in Royal Wootton Bassett were recently taken over by the town council with real benefit to the community. A legal agreement between the two councils confers full ownership of the shelters on the town council. The town clerk, Johnathan Bourne, says “In taking over the ownership of bus

shelters we have been able to shape maintenance of our shelters to meet local requirements”

Where shelters are fitted with lights and real time bus information units connected to the street lighting power supply, Wiltshire Council will continue to own and look after these electrical items after the local council takes ownership of the shelter. This will avoid the local council becoming liable for the safety, maintenance or running costs of such items. The advertising (Adshel) shelters in Salisbury will continue to be owned and maintained by Clear Channel Ltd under the long term contract entered into with the former district council.

To find out more or discuss the possibilities contact Steve Ibbetson on 01225 776655 or email steve.ibbetson@wiltshire.gov.uk.”

Where community ownership does not take place, the issue can be **placed on the CATG list**, and it is likely that local funding will be required from the community in order to carry out the project, if prioritized by the CATG.

4. SID deployment review

The issues with the deployment of SIDs in the community area have been well documented at recent meetings. Please find attached an update on the review outcomes.

To recap, the agreed schedule was as follows:

Wk	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Ad-hoc site: Milford Mill Road 25m S of Nursing Home													
			Redlynch B3080 (Folly End Drive)											
				Firsdow - Firs Road										
						Ford - C287								
								Whiteparish - A27 Romsey Rd						
											Redlynch - Grove Lane			
													Britford - A338	

Nb. Ad-hoc site to be reviewed/changed at 6 months.

Recommendations:

1. To note the above.

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

Temporary Speed Indicator Devices (SIDs) – Deployment Process Update

As a result of concerns raised by Area Boards regarding the reliability of the SID devices and their presence at agreed sites, a review of the deployment process has taken place highlighting areas for improvement. The issues raised are listed below along with the proposed solution.

Issue A: “I don’t know when the SID is due to visit my area...”

Solution A: *A new programme, showing all SID sites within each Community Area has been prepared. The new programme will begin on the 7th January 2013, with our contractors Ringway starting the new deployment programme on that day.*

Where Area Boards have expressed an order in which they would like the SID to visit sites in their area, the programme adheres to this.

The programme will be issued prior to the 7th January to Community Area Managers (CAMs) for dissemination to Area Board/CATG members and other interested parties.

The programme will be reviewed, updated and re-issued to CAMs on a quarterly basis.

An indicative example of what the programme may look like is attached, for your information.

Issue B: “The Area Board has previously agreed a new site but it has not appeared on the programme. Why is this?”

Solution B: *When a SID site has been agreed by the Area Board and the request form received by the road safety team, the site will be added at the end of the programme for that Community Area. This will happen unless specific instructions are received regarding the order of SID deployment in that area. The CAM will be notified of the date when the new site will be serviced.*

Issue C: “The SID hasn’t been put up in the right place.....”

Solution C: *Each SID site is having an information sheet prepared for it, detailing the exact location of the SID and the direction in which it should face. The SID request form has been amended to ensure this information is collected as part of the initial request. These information sheets will be issued to the contractor and CAMs receive information sheets for the sites in their area.*

(An example information sheet is attached.)

Issue D: “The SID has not visited a location agreed by the area board”

Solution D: *A request was recently sent to all CAMs asking them to provide a list of the sites agreed by their Area Board for comparison with the current SID programme. These were very quickly returned and this enabled the comparison programme, which has highlighted a number of agreed sites that were not on the programme. Almost all of these sites have now been added to the programme for commencement on 7th January 2013. Future additions will be dealt with as described in solution B above.*

The review process highlighted a number of sites that do not have suitable street furniture on which to attach the SID. We are not allowed to attach SIDs to wooden poles and they cannot be located on speed limit terminal signs. The locations highlighted as part of the review process have been collated and new posts may be installed to house the SID during its deployment.

It is anticipated that for future additions to the programme, where suitable street furniture is not available, the Area Board may be asked to make a small contribution toward the cost of installing a new post on which to attach the SID.

Issue E: “The SID is in situ but is not working.....”

Solution E: *The first thing to note is that SIDs will not be triggered by every vehicle that passes them. The SIDs will only activate and show a speed when triggered by a vehicle exceeding the speed limit. During the review process, it was noted that some SID sites agreed by Area Boards (non-criteria sites) have 85%ile speeds of around 31mph. At these locations it is likely that the SID will rarely be triggered as the majority of vehicles are travelling at or below the speed limit.*

Battery life and SID reliability when on site has been an issue. Investigation into the working practices of SID deployment has been undertaken and advice sought from the equipment supplier. The supplier has identified some small changes that should be made with regard to the type and number of batteries to be used. These changes, in conjunction with yearly calibration of the equipment and weekly battery changes while on site, will increase the amount of time the SID is functional while on site. This will continue to be monitored and we strive to achieve full functionality at each site for the two week deployment period.

Currently, the SID stock comprises of 12 larger SIDs and 6 smaller SIDs. The larger SIDs are more responsive and able to be programmed with regard to their activation speed. We are seeking to replace the smaller SIDs with 6 new larger SIDs to ensure continuity across the stock. A significant investment will also be made to ensure all batteries are suitable and fit for purpose.


If a SID is in situ in your area but does not appear to be working, we would advise that, if possible, you watch the SID for a short period to see if it is activated by any faster moving vehicles. If there still appears to be an issue, please report this via the Clarence system on 0800 23 23 23 or Clarence@wiltshire.gov.uk

Issue F: “The programme says the SID will be here but it is not. Why is this?”

Solution F: *A process has been put in place to ensure closer and more frequent communication between the contractor and the road safety team, including weekly reporting of which sites have been serviced and any issues regarding deployment. There may be instances where a SID cannot be deployed at a site at the correct time. There may be good reasons for this. (Examples may include – temporary roadworks, vegetation overgrowth, mechanical breakdown, weather or other emergency events etc.) Where this is the case, the SID will be deployed to the site as soon as possible once the situation is rectified. The CAM for the area will be notified of the situation and when to expect the SID to be deployed. Where this has a knock on effect on the programme for the community area concerned, the CAM will be issued an updated programme.*

SID DETAILS										Work Commencing												
ID	Community Area	Parish	Location	Poncote	Speed Limit	Mourning Location	Direction of traffic	Date of Last Metrocourt	85thile Speed	No of Vehicles	Next Metrocourt Due	07/01/2013	14/01/2013	21/01/2013	28/01/2013	04/02/2013	11/02/2013	18/02/2013	25/02/2013	04/03/2013	11/03/2013	
120	Chappenham	Gritton	Alerton Road, Gritton	SN14 6AN	30mph		Vehicles travelling toward di- restriction	16/08/2011, 42.7mph	7191	Aug 2013												
121	Chappenham	Yatton Keynell	Gritton Road, Yatton Keynell		30mph			01/02/2012, 36	24008	Feb 2013												
122	Chappenham	Yatton Keynell	Main Road		30mph		northwest out of village	01/02/2012, 35.6	11741	Feb 2013												
123	Pewsey	Wilcot	Alton Road, Wilcot	SN9 5NP	30mph		Vehicles travelling toward Avon Square	08/07/2012, 36.2	24742	July 2013												
124	Pewsey	Upson	Andover Road, Upson	SN9 6EB	30mph	Lamp column 22 between Avon Square and village		21/03/2012, 42.5mph	33597	March 2013												
125	Pewsey	Pewsey	Swan Corner	SN9 5JD	30mph			No info available														
126	Pewsey	Oare	Huish Corner, Oare	SN9 4JA	30mph			No info available														
127	Pewsey	Pewsey	Marlborough Rd, Pewsey	SN9 5NT	40mph		Vehicles travelling toward Marlborough Away from Pewsey	No info available														

Example of Site Information Sheet

Community Area Pewsey	Field1.FileData 
Parish Upavon	Date of Last Metrocount 21/03/2012
Location Andover Road, Upavon	85%ile Speed 42.5mph
Postcode SN9 6EB	No of Vehicles 33597
Speed Limit 30mph	Next Metrocount Due March 2013
Direction of traffic Vehicles travelling toward Avon Square	
Mounting Location Lamp column 22 between Avon Square and village	
124	

**SOUTHERN WILTSHIRE AREA BOARD
(29 November 2012)**

Community Safety Theme 2012/13

Purpose of the Report

1. To update the Area Board on the Downton Community Safety event that took place on 17 November.
2. To agree the guidance note for Community Safety Lead Members.

Background:

At the end of the 2011/12 Municipal Year the Area Board conducted a survey asking for views about what the Area Board's priorities should be for 2012/13. Once again participants identified the issue of Community Safety as being important to them and about which they felt the Area Board could bring about some improvements.

Communities have responded to concerns about safety by creating numerous "Watch" schemes – Neighbourhood Watch, Street Watch, Community Speedwatch, Farm Watch, Lorry Watch. These schemes exist in isolation from one another yet all have the same basic objective – for participants to keep their eyes and ears open when moving about their community (or even whilst still at their own property) and to be prepared to report to their NPT anything which strikes them as out of the ordinary or suspicious in any way. Our NPTs make regular reports via their e-mail list (especially through their Neighbourhood Watch contacts) and appear frequently at Parish Council meetings.

Our overarching goal, as agreed at our meeting in June 2012, is:

Revitalise Neighbourhood Watch and other voluntary community schemes and also to build on the NPT/PC liaison – both with each other and with the community at large.

To do this we aim to achieve the following, by working together with our Parish Councils, Community 'Watch' initiatives and the Police:

- For each PC to have a lead councillor for Community Safety. **(See guidance note for Community Safety Leads in appendix 1)**
- 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 beforehand by the NPT via e-mail or telephone.

- 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, as we have piloted in Downton on 17 November 2012.
- A joint "Community Watch" report to appear regularly in parish magazine or circular delivered to households inviting their participation in informal "Community Watching".

Recommendation:

That the guidance note for Community Safety Lead Councillors be agreed and circulated to each Parish Council and its nominated Community Safety Lead Councillor.

Report Author: Councillor Richard Britton & Tom Bray
Tel No: 01722 434252
E-Mail: tom.bray@wiltshire.gov.uk

The important role of the Parish Council's Community Safety Lead Member

Part of the Southern Wiltshire Area Board's Community Safety Theme 2012/13

Background

In each of the last 2 years the Southern Wiltshire Area Board has consulted residents on what it should focus on during the forthcoming year. Among other things, Community safety has always come out as a top priority for our residents despite low crime figures.

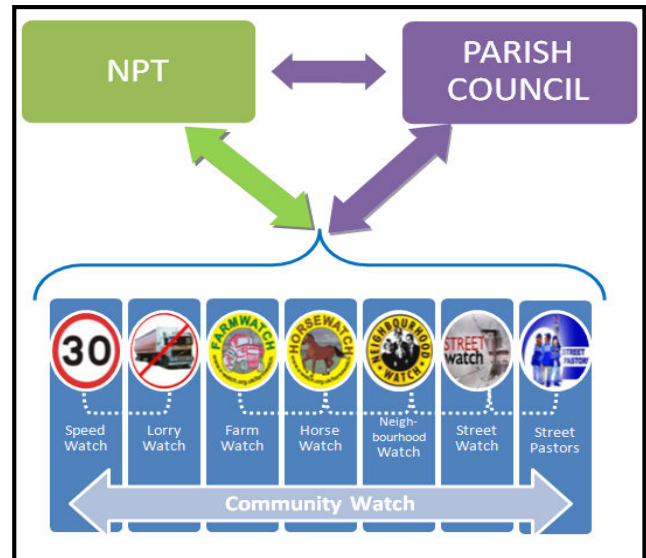
The Area Board's approach to this issue is to improve the networks of communication between Neighbourhood Policing Teams, Parish Councils and voluntary-led "watch" schemes, such as Neighbourhood Watch, Speedwatch, Farmwatch and so on.

Essentially, through developing stronger local networks, active residents will have a greater ability to influence local decisions. Through better networks of communication, residents should develop a greater understanding of the methods and importance of reporting crime and suspicious observations, know more about current local crime issues and also have an opportunity to actively engage in local "watch" initiatives.

Important role for Parish Councils

Whilst not a statutory function, the Parish Council has a vital part to play in promoting community safety in their village. We think the role of the lead councillors could include:

- ✓ Where NPTs are not able to attend a PC meeting there would be prior Email/telephone contact between the lead member and the NPT. The NPT will provide a simple bullet point list of pertinent issues for the parish – the points they would have made if they had



attended the PC themselves. The lead member will then be in a position to update the PC on any Police issues and priorities affecting the Parish. In this way there will be a police liaison report at every PC meeting. The regular dialogue will enhance the Parish Council's ability to influence Police decisions and inform residents about community safety issues. The lead member will be the two-way information conduit between PC (and residents) and the NPT.

- ✓ Gaining an understanding of the coverage of "watch" schemes operating in the parish. Starting a conversation within the Parish about setting up new schemes, promoting and coordinating existing schemes.
- ✓ Finding opportunities to bring people together to share ideas and resources. Eg. Could active Neighbourhood Watch members be interested in becoming Lorry Watch volunteers? Or if there is a Speedwatch team operating could they also look at setting up as a Lorry Watch group.
- ✓ Liaising with other parish leads to share ideas and identify sharing opportunities.
- ✓ Acting as the link with the Area Board on community safety matters.

NPT Contacts: Matt Holland/Henry Clissold. Tel: 101

SOUTHERN WILTSHIRE AREA BOARD
(27 September 2012)

Progress report: Rights of Way project

Purpose of the Report

1. To update the Area Board on the progress of this project.
2. To seek funding for the Southern Wiltshire Walks Guide.

Progress Report:

Installing the gates

Gates have now been ordered and are being distributed and installed.

- 2 of the 5 wooden gates that are made locally and funded by the New Forest National Park have been installed in Landford.
- An order of 39 metal gates has been received to start us off.
- On 15 October and 19 November, new volunteers worked alongside South Wilts Ramblers and the Wiltshire Council Rights of Way team to install 8 metal kissing gates in Downton.
- 2 have been installed in Odstock.
- 4 gates have been delivered to Laverstock and installation will be coordinated by volunteers at the River Bourne Community Farm.
- 4 gates have been delivered to Redlynch and local volunteer will organise installation, with support from Rights of Way.
- The one gate for Coombe Bissett will also be installed shortly.
- This leaves: Downton (6), Winterslow (14), Grimstead (7), Whiteparish, Landford and Redlynch (wooden gates)

Volunteer recruitment:

Our campaign to recruit volunteers is now well underway. We had a good turnout at our recent work days in Downton, working with the South Wiltshire Ramblers. People can sign up to get involved at:

www.southernwiltshirewalks.weebly.com

Communities with volunteers with the right skills that want to started locally can contact the Rights of Way Team who will assist them.

We would like to recruit local tradesmen to help with the installations in return for some advertising in the walks publication. We are teaming up with the Ramblers who are assisting with volunteer training during their monthly sessions.

Walks publication

At the cross-parish footpath meeting Susan Barnhurst-Davies from Downton agreed to take a lead role in this project.

We are currently still awaiting receipt of all 15 walks from the parish councils. Once we have these walks we will be able to get the guide designed and printed.

It is estimated that the cost of designing and printing 500 guides, A5 laminated walks in a folder, will be £1,623. This price includes the design of standardised maps to provide consistent artwork. To have only 250 printed it will be approximately £1,193.

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. The publication would also advertise the local businesses who installed kissing gates. It would be made available throughout the community area.

The guide will provide a focal point that will bring together footpath representative from across our 15 parishes, with the long-term objective of strengthening community ownership and participation in our community's footpaths.

We have asked local businesses to support this project and we are awaiting responses.

The total amount requested from the area board is £1,700 in order to print 500.

The guide will be sold for £5 and distributed to local outlets to be sold. It is envisaged that the revenue generated from sales should be re-invested in the footpath network, via a cross community area footpath group, set up as a result of this project.

Moving forward – Creating a Cross-Community Area Footpath Group

It is our ambition to encourage local collaboration amongst parish councils, local footpath groups and interested parties by creating a cross-community area independent footpath group that will carry forward the good work so far. The details of this group need to be widely discussed but the concept is quite simple.

A community-area wide footpath group would be able to take a more joined up approach to footpaths across our area. It would be able to continue with practical things such as bulk purchasing, and it would also be able to apply collectively for grants, from various sources. It would also receive revenue from sales of the Southern Wiltshire Walks Guide.

I will be airing this idea on Monday 19th November with the volunteers who attend the kissing gates project continuing at Witherington Farm to begin to gauge views. I will report back at the meeting.

Recommendation

That the Board sets aside a maximum of £1,700 for the design and print of the first order of

the Southern Wiltshire Walks guide.

Report Author: Councillor Leo Randall & Tom Bray

Tel No: 01722 434252

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

WILTSHIRE COUNCIL

ITEM 14

SOUTHERN WILTSHIRE AREA BOARD (29 November 2012)

Southern Wiltshire Volunteering Awards

Purpose of the Report

To propose the launch of the Area Board's own volunteering awards in line with its 3 themes for 2012/13; Footpaths, Community Safety and Volunteering.

How will it work?

Nominations can be made by any member of our community for the following categories:

1. Volunteering – working together with young people in our community
2. Volunteering – working to support older people in our community
3. Volunteering – working to help keep our community safe
4. Volunteering – working to improve our footpaths

Nominations should include the following:

1. Name of volunteer/or team of volunteers
2. 200 words about why you are nominating that person or team
3. The nominations should be sent to Tom Bray:

Email: tom.bray@wiltshire.gov.uk

Post: Wiltshire Council, Bourne Hill, Salisbury, SP2 2HX, POBOX 2281

A panel of councillors will decide prior to announcing the winners at our meeting on 31 January.

Winners will receive a cheque for £50.

Recommendation:

1. That the Area Board allocates £200 for the 4 awards as outlined above.

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

SOUTHERN WILTSHIRE AREA BOARD
29 NOVEMBER 2012

COMMUNITY ASSET TRANSFER

A Parcels of Land at Morgan's Vale

Executive Summary

This report deals with an application for the transfer of land at The Close, Morgan's Vale to be transferred to Redlynch Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider applications submitted by Redlynch Parish Council for the transfer of land at The Close, Morgan's Vale. The applicants' proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer.

Tom Bray
Southern Wiltshire Community Area Manager

SOUTHERN WILTSHIRE AREA BOARD
29 NOVEMBER 2012

COMMUNITY ASSET TRANSFER

A Parcels of Land at Morgan's Vale

Purpose of Report

1. The Area Board is asked to consider applications submitted by Redlynch Parish Council for the transfer of land at The Close, Morgan's Vale (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The applications before the Area Board

6. The application from Redlynch Parish Council is attached at Appendix 2 and relates to the transfer of land at The Close, Morgan's Vale for amenity and recreation purposes.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the applications. Cllr Randall, the local member, has been apprised.

The views of Council officers

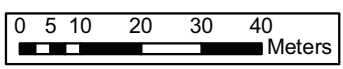
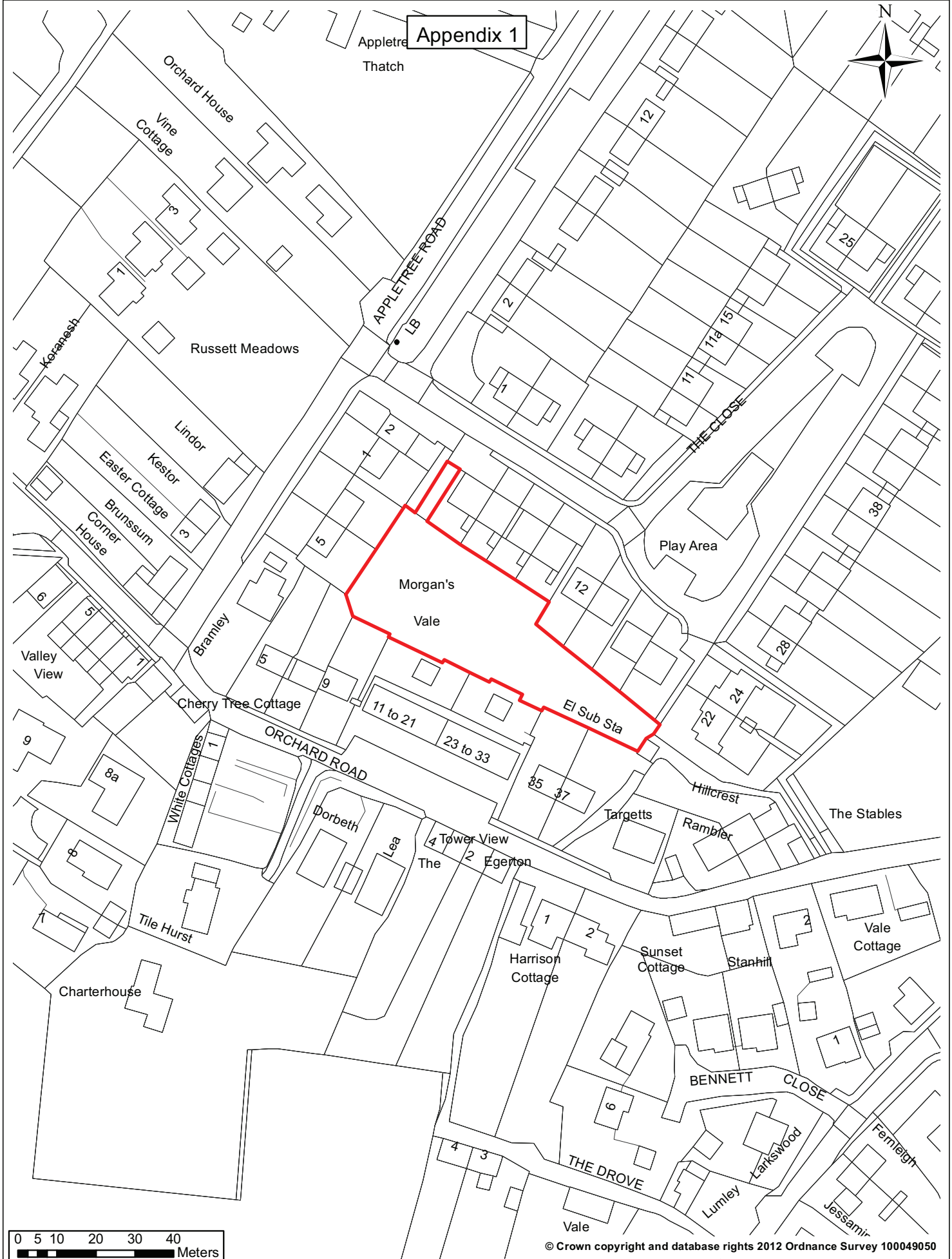
9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 There is an electricity sub station on land which is adjacent to the area to be transferred. Rights to enable Scottish and Southern Electric to gain access to this will be reserved out of the sale.
 - 9.2 The Close is a private road owned by Wiltshire Council. All necessary rights of access over The Close to allow the land to be used for community purposes will be granted.
 - 9.3 The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
 - 9.4 The land is steeply sloping and has no value other than as amenity land. Redlynch Parish Council will maintain it. Therefore, financial implications are that the cost of maintaining the land will be taken over by Redlynch Parish Council.
 - 9.5 The land is to be subject to rights for services to and from the surrounding houses to cross the land.
 - 9.6 Once the land has been transferred, the Parish Council must carry out detailed community consultation with residents regarding the future community use of the land.

Recommendation

10. To approve the transfer.

Tom Bray
Southern Wiltshire Community Area Manager
John Price
Senior Estates Officer

Appendix 1



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Title: Morgan's Vale Land at The Close	Date:	Nov 2012	
	Scale:	1:1,250	
	-	-	

Form CAT01

Community asset transfer: application

Your details

Your Organisation	Redlynch Parish Council
Contact name	Graham Budworth
Position held	Parish Clerk
Address	Woodbanks, Bohemia, Redlynch, Wilts.
Postcode	SP52PT
Telephone	01725513245
Email	redlynchpc@btinternet.com

Your proposal

(please complete Checklist CAT02 before filling in the following form)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Triangle of land to the rear of Morgan's Vale Road. Access through The Close alongside Wilts CC housing.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

This is the transfer of a piece of essentially waste ground. The council has long term plans to make use of the land in part for allotments and in part for an outdoor gym.

Community use

Please explain how the asset will be used
(Please refer to questions 5-8 in the checklist - CAT02)

Allotments and an outdoor gym. No utilities are on site and are not required.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

Land is effectively waste at present. It is in the centre of a significant portion of the population of the Parish and as such provides easy access.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(Please refer to questions 9-14 in the checklist - CAT02)

N/A

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

Q15 - No to the best of our knowledge. Insurance and H&SW are covered by the Parish existing policy and through the Parish Risk Register. There will be no requirement in the foreseeable future for Planning concerns and legal aspects will be covered by the Parish's appointed legal team.

Financial matters

How will you fund running costs and maintenance? Are you willing to pay for the asset? *(Please refer to questions 19-23 in the checklist - CAT02)*

Funding for the running of the site will come from Parish funds and from grants which the Parish will apply for from time to time as required and where appropriate. The Parish is willing to pay a reasonable fee for the land.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(Please refer to questions 24-27 in the checklist - CAT02)

A Management Committee will be formed from members of the Parish Council and local parishioners.

DECLARATION

I confirm that the details included in this application are correct

Signed:

[Signature box]

Name (please print):

Graham Budworth

Date:

November 2012

Form CAT02

Community asset transfer: checklist

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Legal

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

Finance

Question	Yes	No	Note
19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
23. Will any third party be assisting with the costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
24. Do you have any contingency funds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out your offer</i>

Management

Question	Yes	No	Note
26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
27. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
28. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

Report to	Southern Wiltshire Area Board
Date of Meeting	29 November 2012
Title of Report	Community Area Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking 20012/13 Community Area Grant Funding:

Application	Officer Recommendation
New kitchen for new Whiteparish Memorial Centre - £5,000 Applicant: Whiteparish Memorial Trust	Approve
Playground equipment for play ground at West Dean - £5,000 Applicant: West Dean Playground Committee	Approve
Floodlights for Downton Tennis Club - £5,000 Applicant: Downton Tennis Club	Approve
Marquee for Pitton Village Hall - £921 Applicant: Pitton Village Hall	Approve

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 awarded on 26 July 2012 - **£5,223 (Grants) & £8,000 (Footpath Theme)**
- Amount awarded on 27 September 2012 – **£998.40**

Amount available - £19,346

Amount requested at this meeting - £15,921 (grants) plus £1,700 (Footpaths guide) plus £200 (volunteering awards)

Amount left if all approved - £1,524

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 ONE more round of funding during 2012/13. 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 **£15,921** 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.

<p>New kitchen for new Whiteparish Memorial Centre - £5,000 Applicant: Whiteparish Memorial Trust</p>	<p>Approve</p>
--	----------------

Recommendation: Approve

This application meets grant criteria 2012/13.

Application demonstrates a direct link to the Community Plan 2010 – 15 as it aims to improve local facilities.

This project is to part fund the costs of the new kitchen at the Whiteparish Memorial Centre that is due to be built. This is a major local project that includes funding from various local sources. A clear need has been established hence the large project to build a new centre, replacing the old village hall.

Overall, this is a significant capital project and the Parish Council is involved in the overall funding arrangements of it.

The Area Board recognises the need to support and enhance local community facilities.

<p>Playground equipment for play ground at West Dean - £5,000 Applicant: West Dean Playground Committee</p>	<p>Approve</p>
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Officer recommendation: Approve

This application meets the grant criteria 2012/13.

The application demonstrates a direct link to the Community Plan 2010 -15 in that it enhances community facilities and improves play facilities for children and young people.

This project is to fund the cost of new equipment for the play park in West Dean.

The project is run by a committee of local parents and grandparents who wanted to see improvements in the play park and have raised money locally towards the project.

The Parish Council supports this project demonstrated through funding towards the project (£1,500) and an ongoing financial commitment to maintain it.

The Area Board recognises the need to support and enhance local community facilities.

Floodlights for Downton tennis club - £5,000 Applicant: Downton Tennis Club	Approve
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Officer recommendation: Approve

This application meets the grant criteria 2012/13.

The application demonstrates a link to the Community Plan 2010 -15 in that it enhances community facilities and encourages participation in healthy activities.

This project is to fund the cost of installing floodlights on the 3rd tennis court, increasing floodlight coverage to all 3 courts. The aim of this is to increase the number of participating junior and adult tennis players and competitions. This was identified in the club's business plan as competition for court space is high. The club is a members and 'pay & play' centre so it is open to all.

The Parish Council supports this project and has confirmed that they will put £250 towards it. A large proportion of funding is also coming from other sources.

The Area Board recognises the need to support and enhance local sports and recreational facilities so that they are available for all.

Marquee for Pitton Village Hall - £921 Applicant: Pitton Village Hall	Approve
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Recommendation: Approve

This application meets grant criteria 2012/13.

Application demonstrates a direct link to the Community Plan 2010 – 15 as it aims to improve local facilities.

This project is to provide funding towards a marquee for Pitton Village Hall that would be used to enhance its many events, clubs and societies it has using the outdoor space at the hall during the year.

Although Pitton & Farley Parish Council are supportive of this grant they are not prepared to put any funding towards it as it would only benefit the residents of Pitton and not Farley. Members should bear this in mind when taking the decision.

The Area Board recognises the need to support local community facilities and encourage community cohesion through community events.

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	Whiteparish Memorial Trust		
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 Charity Number 282528		

2. Your project

Project Title/Name	Whiteparish Memorial Centre , the area grant towards kitchen fittings and servery shutters.		
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 Whiteparish Village Hall Trust and the Memorial Ground Trust had a mandate from the inhabitants of Whiteparish to build a Community Centre and sports facility on the Memorial Ground. The current Sports Pavilion and Village Hall are in poor order. All the clubs and societies in the village have been consulted . It will have a large hall ,a small hall,changing rooms,a kitchen,toilets and facilities for the disabled. We hope that this will act as a focal point for the residents and sustain a healthy and stimulate the community for years to come.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 2006 onwards	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 2006 onwards	

Where will your project take place?	The Memorial Ground Whiteparish	
When will your project take place?	To start in January 2012	
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Since 1970 the residents of Whiteparish have been trying to raise money for a new community centre to replace the current facilities. Minutes of both trusts show from that date the efforts that have been made to achieve a new building and the struggle to maintain the current accommodation. In 2006 a village meeting gave a mandate to pursue this with the financial assistance and help of the Whiteparish Parish Council. In March 2012 the villagers at a meeting voted in favour of the current proposals by a majority of 172 to 9. All clubs and societies in the village have been asked their views. This will give a focal point for village activities and assist residents health and well-being.	
How many people will benefit from your project?	1700 residents in the village.	
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.	Yes Page 10.28 and page 15.61 and 69	
Any other information about your project. (Limited to a 1000 characters) The particular grant request is for kitchen fittings and blinds which will be bought by the contractor before the end of this financial year. The kitchen has been chosen for support by a Southern Area Grant because both sport and community users will make use of this contribution and be aware of the Southern area grant. The whole project is worth approximately £996,600. The main contract will be signed at the 7 th November 2012. This application is supported by a letter from the bill of quantities supplied to the Quantity Surveyor, which he has given us after studying the lowest of five tenders. The tenders themselves have to remain confidential until the trustees have signed the contract.		
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="4"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text" value="3"/>	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?

A business plan and sensitivity analysis has been done to ensure the new facilities can support themselves in the future. Copy submitted.

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 trustees of the Whiteparish Memorial Trust (282528) will have a marketing strategy and monitor use. They have spoken to the current users and several new organisations. Many of the existing users hope to increase their membership numbers or run youth sections for example the Youth Club and tennis group . New users will include school gymnastics and community arts.

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

Yes Date contacted CIB March 2011 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
Viridor Landfill Tax	45,000	45000
CSG	27,000	27,000
Wiltshire Community Firs Grant	16,500	16,500
RDPE leader Fund	50,000	

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- 2012	Month: May	Year: 2012
A - Total income:	£20,138	
B - Minus total expenditure:	£2,433	
Surplus/deficit for year: (A minus B)	£17,705	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£	

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	
Kitchen Fittings	£9,364	Own fundraising/reserves	C	£9,280
Servery shutters	£4,916			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£14,280	Total Project Income		£9,280

Total project income B	£9,280
Total project expenditure A	£14,280
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	

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) 13/03/2012
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 22/10/2012

Position in organisation:

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	West Dean Playground Committee		
Contact name	J Greene		
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	Improving our playspace		
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>	West Dean is a village with no shop, pub or school thus our playground has an important additional social function as a meeting place for us all as well as being safe space for children. 25 years ago swings and a slide were erected and a wendy house was built. These are now showing their age and the number of children in the village has risen. Parents, grandparents and children, with support from the Parish Council, have joined together to see if we can bring the playground up to date, provide facilities for a much wider age group and include equipment for children with disabilities.		
In which community area does your project take place? (Please give name – see section 3)	Southern Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 07/11/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 07/11/12	No <input type="checkbox"/>

Where will your project take place?	West Dean Recreation Ground
When will your project take place?	February 2013 - August 2013
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>	As parents, we saw that our park was relatively un-used, hadn't been updated for a long time and catered mainly for younger children. Parks in some other places had been recently redeveloped and we wondered if ours could be too? We formed a committee and held an open meeting in the Village Hall where over 30 people brought their ideas. With over 50 children aged 0-16 and few amenities, we wanted to provide something with longevity as well as accessibility for those who can't drive. This will allow local families to enjoy a visit to a park within the village, enhance the baby and toddler group, provide a safe place for older children to play and space for teenagers to "hang out".
How many people will benefit from your project?	145 households inc over 50 children
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Support the provision of appropriately equipped children & young people's play areas taking into consideration access for people with special needs sec 58
Any other information about your project. (Limited to a 1000 characters) West Dean villagers, together with our Parish Council, have worked hard to maintain a strong and active community here despite having very few remaining amenities. We worked on our Village Design Statement together, involving the whole community, and are proud of what it says about us : how important a sense of design, concern for environmental sustainability and respect for wildlife is to this community. http://www.southwilts.com/site/West-Dean-PC/West%20Dean%20VDS.pdf Improving our playspace takes that work forward.	
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="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="2"/>
Disabled People	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Support from the Parish Council + funding from annual fete proceeds

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 be able to see immediately how and when children, teenagers and families are using the improved space. The Mother & Toddler group will be asked for their evaluation; older children, teenagers and interested adults will be asked for their comments and recommendations via the well established "Friends of West Dean" e-mail system.

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

Viridor

£4,500

West Dean Fete Cttee

£1,200

£1,200

West Dean Parish Council

£1,500

£1,500

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

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	
creation of new path	£2,475	Own fundraising/reserves	c	£1,200
birds nest swing	£2,323	2013 fete	p	£700
pavilion with seating	£3,081	Parish/town council	c	£1,500
smaller equipment	£993	annual parish maintenance	c	£1,200
train + carriage	£1,712	Trusts/foundations	p	£4,500
tunnel	£800			£
installation	£4,002	In kind	c	£1,686
annual maintenance	£1,200	donation of tunnel	c	£800
	£			
	£	Other		£
	£			£
Total Project Expenditure	£16,586	Total Project Income		£11,586
Total project income B		£11,586		
Total project expenditure A		£16,586		
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		Lloyds TSB		
Please give the name of the organisations' bank account e.g. Chippenham Scouts		West Dean Playground		

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:

Position in organisation:

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

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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	Downton Tennis Club		
Contact name	A Bushby		
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	Installation of Floodlights on 3 rd court at Downton Tennis Club		
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 Club has 2 floodlit and 1 unlit court. Permission has been granted for installation of floodlights for the 3rd court. This is important for 6 key objectives: 1. Growth of junior tennis through a year round pgm, evening play & court time for play twice per week 2. Increased number of Regular Competing Juniors 3. Stronger integration of junior and adult pgms through doubles tennis tactics & competition 4. Growth of adult pgm through beginner courses, coaching & competition 5. Junior & Adult floodlit leagues 6. Increased membership opportunities for community sport & club prosperity		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern Wiltshire		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 25/10/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 5/11/12	No <input type="checkbox"/>

Where will your project take place?	Downton Tennis Club
When will your project take place?	As soon as funding is in place
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>	The need for the additional floodlights is apparent from discussion with players at a previous AGM and from competition for court space on weekday evenings – junior coaching x 2, club mix in x 2 and match practice. All sessions are junior or adult/junior sessions. In addition, the club business plan has identified the need for additional court time at peak periods to enable growth. Finally the Lawn Tennis Association is trying to drive up membership and competition within junior programmes and so this is fulfilment of a national objective.
How many people will benefit from your project?	All players at the Tennis Club - 180
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.	Project directly supports community elements within the S Wilts Community Plan 2010-15. The project will increase youth and adult leisure activities page 15 & 16. Items 58, 59, 61, 69.
Any other information about your project. (Limited to a 1000 characters) Downton TC is both a members club and a pay & play centre. The club has 135 members and a further 45 regular players who are non members. The club has good links with local schools (Primarys: Downton, Whiteparish, Morgans Vale, Hale, Western Downlands/Rockbourne, Breamore; Secondarys: Trafalgar School, The Burgate School) which are frequented by our coaches to encourage greater participation in the sport. Several of our schools entered the Salisbury Schools Sports Partnership 2011/12. Downton TC is clubmark approved (recognising good standards and child protection policies) and was awarded Beacon Status in 2011 in recognition of its free and affordable tennis opportunities. The club also hosts an annual charity day (Cancer Research) and open days to encourage greater community participation. The club reserves funds every year (sink fund) for maintenance of existing facilities. This currently stands at £11000. This is essential for court resurfacing (£24000) in 2014/15.	
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"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="4"/>
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?

The club puts aside £6000 per annum into a sinking fund to ensure that the courts, lights and clubhouse are maintained or replaced once beyond economic repair

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 club collect data such as membership numbers, the number of regular competing juniors and the usage of court time.

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

Yes

Date contacted CIB 21/10/12

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
LTA	3000	
Parish Council	250	
Landfills Community Fund	3000	
Bag4Sport	250	

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

If yes, please state which one(s).

Yes

No

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

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month: March	Year: 2012
A - Total income:	£12931	
B - Minus total expenditure:	£11898	
Surplus/deficit for year: (A minus B)	£1033	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£2020	

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	
Installation	£11,652	Own fundraising/reserves		£1,116
Planning	£150			£
Bat survey	£564	Parish/town council	P	£250
	£			£
	£	Trusts/foundations		£
	£	Landfill Community Fund	P	£3,000
	£	In kind		£
	£			£
	£	Other		£
	£	LTA	P	£3,000
Total Project Expenditure	£12,366	Total Project Income		£7,366

Total project income B	£7,366
Total project expenditure A	£12,366
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	Lloyds TSB
Please give the name of the organisations' bank account e.g. Chippenham Scouts	Downton Tennis Club

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) 20/07/2012
- 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: Alastair Bushby

Date: 06/11/2012

Position in organisation: Chairman

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 Village Hall		
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	Marquees for Pitton Village Hall		
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>	Pitton Village Hall is used to host many local community events. The main example is the Pitton Carnival, which is held once per year. The Carnival includes many stalls and the marquees and gazebos are required to house these stalls. Other users of the Hall include; the Theatre Club; the Social Club; the Art Club, the Pittonque Club and many others. A number of these clubs hold outside activities and when the weather is inclement, protection is a requirement - hence the need for marquees and gazebos. These varied societies and clubs provide facilities for all ages and all ethnic groups.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern Wilthshire		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 24/10/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date November	No

Where will your project take place?	Pitton Village Hall and field	
When will your project take place?	Continuously throughout the year	
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>	For the Pitton Carnival we were able to borrow a tent from the Army. However, that facility was withdrawn for the 2012 Carnival. This event was held on 14 th July 2012, when there was a lot of rain. We did manage to find something suitable, but without a permanent replacement we will have great difficulties in the future. Without this tent we cannot provide the required number of stalls for the Carnival. It also becomes difficult for other village societies and clubs to hold their outside events when the weather is inclement. There are others in the community who use the Hall and the availability of cover from these tents is imperative to allow such events to be accommodated in all weathers.	
How many people will benefit from your project?	300	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Maintaining local facilities (including village halls) - Southern Wiltshire Community Plan 2004-2009. Page 20	
Any other information about your project. (Limited to a 1000 characters) The main activity addressed for this project is the annual Pitton Carnival, which has been held for many years. The Carnival includes stalls set up in the field for purchases (bric a brac etc.) and for games. These stalls are suitable for people of all ages. The Carnival attracts people from Pitton and other communities around Pitton. The Carnival is seen as a major event to bring villagers together in a true community spirit. The Hall is also used for many other club activities and for parties, weddings and other social gatherings. Parish Council Meetings are also held in the Hall. Outside the Hall is the playing field, which provides an excellent facility for children to play games and for people to walk their dogs. The playing field includes a pittonque terrain, tennis court and basketball area. Many of these club hold activities outside the Hall, which requires the use of marquees and gazebos - especially if the weather is inclement (which appears to be happening more and more).		
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="2"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

This funding will cover the initial purchase of a marquee and a gazebo.

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 include a feedback form at the next Carnival to assess the impact of the new marquee.

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

Parish Council

£100

NIL

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: December	Year: 2011
A - Total income:	£13787	
B - Minus total expenditure:	£10734	
Surplus/deficit for year: (A minus B)	£3053	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£17783 (£15k for heating system)	

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	
Marquee	£750	Own fundraising/reserves	C	£100
Tie down kit	£56			£
2 x light sets	£100	Parish/town council		£0
Gazebo	£115			£
	£	Trusts/foundations		£0
	£			£
	£	In kind		£0
	£			£
	£			
	£	Other		£0
	£			£
Total Project Expenditure	£1,021	Total Project Income		£100
Total project income B		£100		
Total project expenditure A		£1,021		
Project shortfall A – B		£921		
Grant sought from Wiltshire Council Area Board		£921		
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				

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: 06/11/2012

Position in organisation:

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. XX

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
31 January 2013	Cllr Keith Humphries	Winterslow Village Hall	<ul style="list-style-type: none"> • Community Safety – Reports on Progress • Footpaths Update • Wiltshire Online – Broadband improvements in our area • Youth Service Update • Gypsy & Travellers Item • Impact of Welfare Reform • Community Infrastructure Levy (CIL) & Implications of change from SW Core Strategy to the Wiltshire-wide strategy • Review of Our Community Plan <p>Also items including Partner and / or Parish Council Updates, Local Issues CATG update and Community Area Grants.</p>
6 June 2013	TBC	Morgans Vale & Woodfalls Village Hall	<ul style="list-style-type: none"> • Matters Arising <p>Items including Partner and / or Parish Council Updates, Local Issues, CATG update and Community Area Grants.</p>
1 August 2013	TBC	TBC	<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)

