

# AGENDA

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** United Reformed Church, Main St, Holt BA14 6PW  
**Date:** Wednesday 12 March 2014  
**Time:** 7.00 pm

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Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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**The press and public are invited to attend the meeting**

**The Area Board welcomes and invites contributions from members of the public**

**ARRIVE EARLY! Refreshments will be available**

**Please note that there is limited car parking at the venue**

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Please direct any enquiries on this Agenda to Kevin Fielding , direct line 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## **Wiltshire Councillors**

Cllr Rosemary Brown (Chairman) - Bradford on Avon North

Cllr Magnus Macdonald - Winsley & Westwood

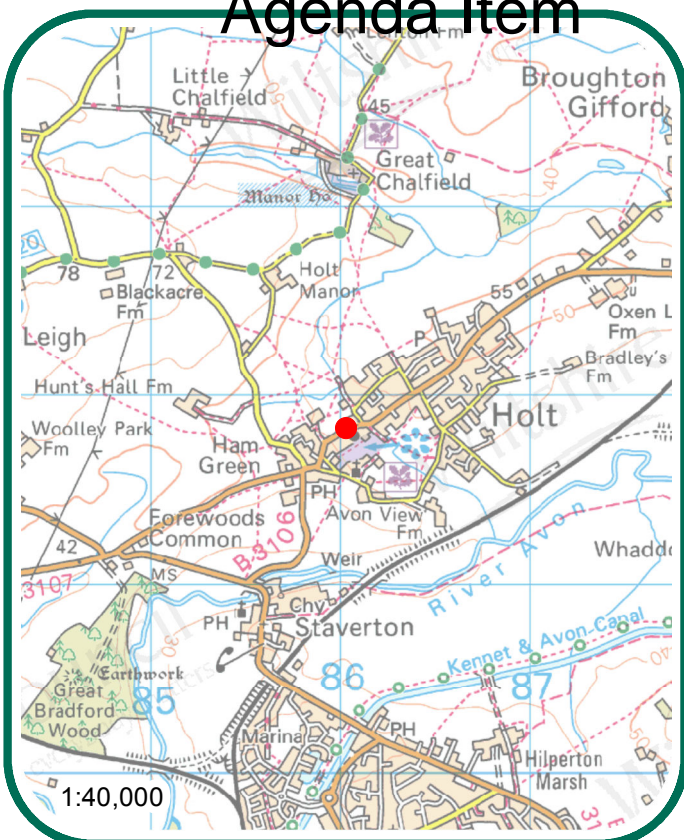
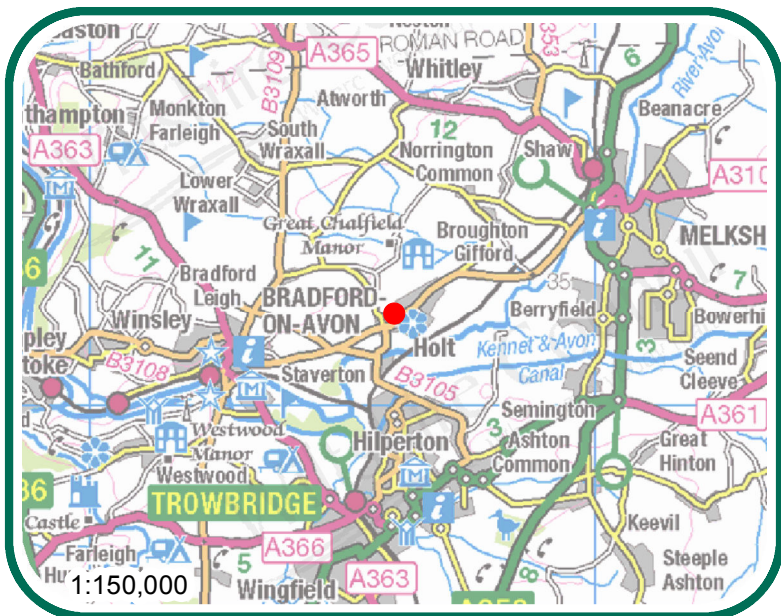
Cllr Trevor Carbin – Holt & Staverton

Cllr Ian Thorn (Vice Chairman) – Bradford on Avon South

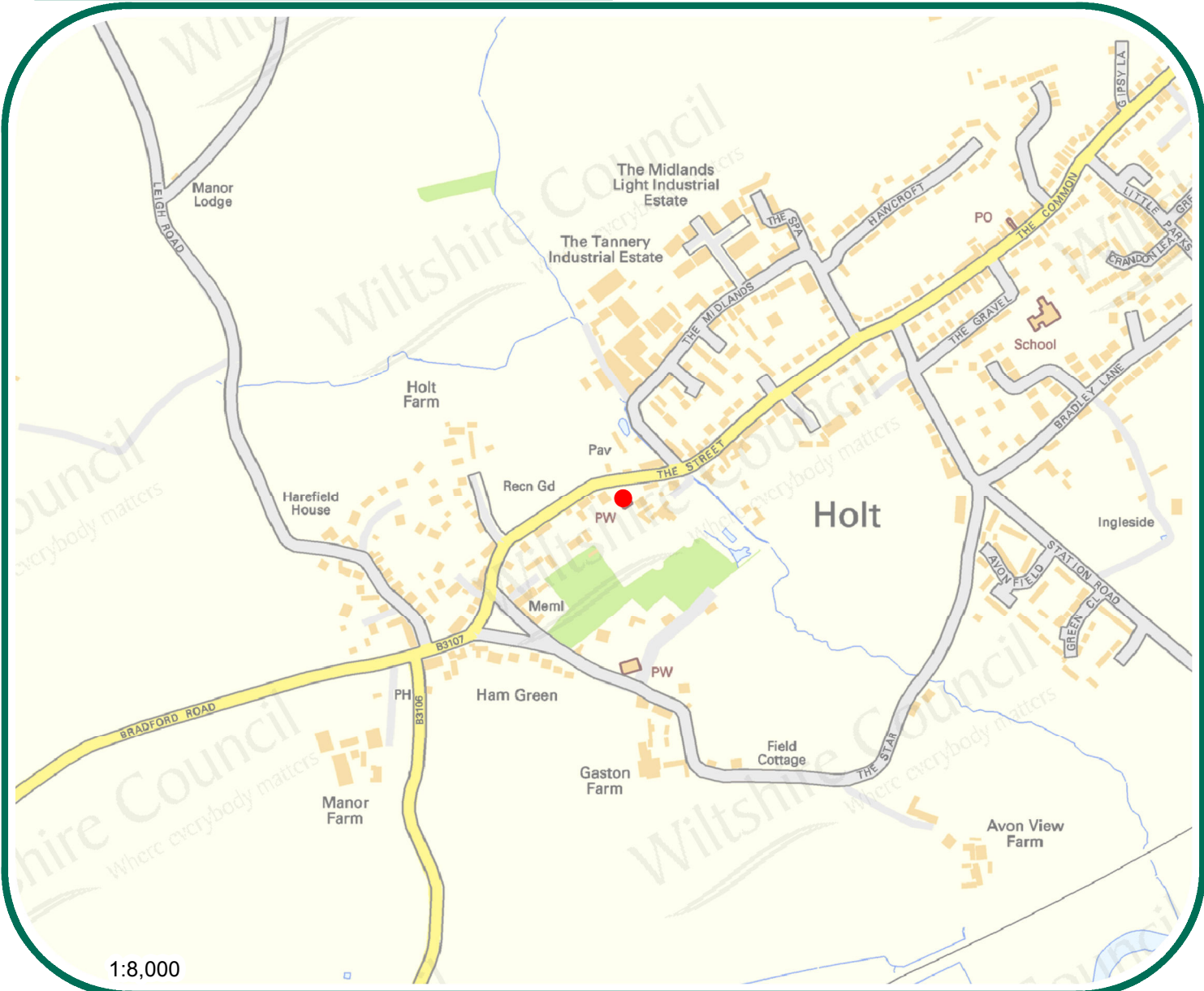


	<b>Time</b>
<p>1     <b>Arrival and Refreshments</b></p>	<p><b>6:30pm</b></p>
<p>2     <b>Chairman's Welcome and Introduction</b></p>	<p><b>7:00pm</b></p>
<p>3     <b>Apologies for Absence</b></p>	
<p>4     <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>5     <b>Minutes</b></p> <p>        i) To approve and sign as a correct record the minutes of the Bradford on Avon Area Board meeting held on 8 January 2014.</p> <p>        ii) To approve and sign as a correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on 3 March 2014.</p>	
<p>6     <b>Chairman's Announcements and Updates</b></p> <p>        i) Holt Manor</p> <p>        ii) Flooding</p> <p>        iii) Bradford on Avon Historic Core Zone</p> <p>        iv) Dementia Strategy Consultation</p> <p>        v) Library Memory Groups</p> <p>        vi) World War 1 Commemorations</p> <p>Youth Advisory Group Wiltshire Fire and Rescue Wiltshire Police</p>	

7	<p><b>Grant Funding</b></p> <p><b>i)Community Area Grant</b> Holt Pre-School seeking £353 for a new ipad.</p> <p><b>ii)Councillor Led Grant</b> Councillor Rosemary Brown requesting £1,000 towards the set up costs of the Bradford on Avon air quality analyser at its new location.</p>	7:20pm
8	<p><b>Youth Activity Review</b></p> <p>Cllr Laura Mayes – Cabinet Member for Children’s Services, Wiltshire Council.</p> <p>To consult the Area Board on the Review of Youth Activity.</p>	7:30pm
9	<p><b>Bradford on Avon Campus Consultation (Phase 1)</b></p> <p>Cllr Jonathan Brown – Bradford on Avon Town Council.</p> <p>To receive a report on the results of community consultation.</p>	8:00pm
10	<p><b>What Matters To You in Bradford on Avon?</b></p> <p>Peter Dunford - Community Area Manager</p> <p>To receive a report on feedback arising from the recent JSA event.</p>	8:30pm
11	<p><b>Community Asset Transfer: Land adjoining Tithe Barn, Bradford on Avon</b></p> <p>Simon Relph - Bradford on Avon Preservation Trust</p>	8:50pm
12	<p><b>Next Meeting Date</b></p> <p>Wednesday 14 May at St Laurence School, Bradford on Avon.</p>	9:00pm



**United Reform Church**  
**Main Street**  
**Holt**  
**BA14 6RS**





# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Rd, Bradford on Avon BA15 1DZ  
**Date:** 8 January 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 9.50 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding, Tel: 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

### **Wiltshire Council Officers**

Peter Dunford – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Allan Creedy - Head of Sustainable Transport  
Laurie Bell - Associate Director (Communications and Communities)

### **Town and Parish Councillor**

Bradford on Avon Town Council – Janet Repton & Jonathan Brown  
Holt Parish Council – Andrew Pearce  
South Wraxall Parish Council – Gilly Strawford

### **Partners**

Wiltshire Police – Inspector Lisette Harvey  
Wiltshire PCC – Angus Macpherson - Police & Crime Commissioner  
Wiltshire CCG – Jo Cullen  
Wiltshire Fire & Rescue Service – Mike Franklin & Jack Nicholson  
Bradford on Avon Community Area Partnership – Tony Haffenden and John Hutchinson

**Total in attendance: 67**





<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome</u></p> <p>The Chairman welcomed everybody to the St Laurence School.</p>
2	<p><u>Apologies for Absence</u></p> <p>There apologies for absence.</p>
3	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4	<p><u>Minutes</u></p> <ul style="list-style-type: none"> <li>• The minutes of the Bradford on Avon Area Board meeting held on 20 November 2013 were signed as a correct record.</li> <li>• The minutes of the Bradford on Avon Community Area Transport Group meeting held on 2 December 2013 were signed as a correct record.</li> </ul>
5	<p><u>Chairman's Announcements and Updates</u></p> <p>The Chairman made the following announcements which were covered in the agenda pack or tabled at the meeting:</p> <ul style="list-style-type: none"> <li>• NHS 111.</li> <li>• What Matters To You in Bradford on Avon? JSA event on 5 February 2014.</li> <li>• Reporting Community Issues online.</li> </ul> <p>Partner Updates</p> <p>Wiltshire Fire and Rescue Service – Mike Franklin</p> <p>The written report was noted.</p>

	<p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the Wiltshire and Dorset Fire &amp; Rescues services were in talks re a possible merger.</li> <li>• That the Wiltshire Fire and Rescue Service were keen to attend all Local Flood Resilience Forums.</li> </ul> <p>A question was raised as to whether the flood gates on the river Avon at Chippenham and Melksham had been opened during the recent period of flooding, exacerbating the flooding issues in the centre of Bradford on Avon. It was agreed that this would be followed up.</p> <p>Wiltshire Police Inspector Lisette Harvey</p> <p>The written report was noted.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the individual responsible for the recent narrow boat thefts on the Kennet &amp; Avon canal had now been apprehended.</li> <li>• That Wiltshire Police thanked the many residents of Wiltshire for their patience during the recent bad weather.</li> <li>• That Wiltshire Police were seeking to engage with councillors and residents re the night time economy.</li> </ul> <p>The Area Board formally thanked all the emergency services for their hard work during the recent bad weather.</p>
6	<p><u>Wiltshire Police Precept for 2014/15</u></p> <p>Angus Macpherson – Wiltshire Police &amp; Crime Commissioner gave a presentation that highlighted the Police and Crime precept.</p> <p>Funding for the police had reduced and main government grants had also reduced. Following the precept freeze in 2010-2011 the commissioner was now considering lifting the freeze and raising council tax payments by £3.15 per household in order for the police to continue to be funded adequately.</p> <p>Angus Macpherson presented statistics explaining that funding for Wiltshire compared to the rest of the South West was the 3<sup>rd</sup> lowest. Since 2010-2011 there had been reductions in the police force which has been offset with partnerships and collaborations.</p>

	<p>It was noted that there would be a consultation running from 6 January until the 3 February and any comments would be welcomed.</p> <p>The Chairman thanked Angus Macpherson for his presentation.</p>
7	<p><u>A lasting legacy for Wiltshire: looking forward to 2014</u></p> <p>Laurie Bell - Associate Director (Communications and Communities), Wiltshire Council outlined Wiltshire Council's "Legacy for Wiltshire", which highlighted events which had been supported since 2012 and what events were planned for 2014 in Wiltshire to bring communities together including the big pledge, cycle Wiltshire and WW1 commemorations.</p> <p>In 2013 the Council had supported business events, health fairs and checks, school Olympic Games and more.</p> <p>The Big Pledge – to be launched on 2 April. What will you do as an individual, a group or team, or a community to make a difference to improve your health and wellbeing?</p> <p>WW1 commemorations will include local events and remembrance; a briefing for communities will be held on 1 May; a countywide event with the military will be held on 30 July; a programme of education, local stories and history will also feature.</p> <p>Cycle Wiltshire will be a major event as part of British Cycling event calendar; a 2 day event in south of county including a family day and elite cyclists day; it will have a major impact on the local economy; will give a huge opportunity for participation and spectating; will provide a huge opportunity for communities en route; and will attract large numbers of visitors and media to area.</p> <p>The Chairman thanked Laurie Bell for her presentation.</p>
8	<p><u>Delivery of Health Services</u></p> <p>Jo Cullen – Executive Team, Wiltshire Clinical Commissioning Group and Dr James Heffer gave a presentation to increase awareness and understanding of the role of the Clinical Commissioning Group and changes to local health services.</p> <p>Points made by Jo Cullen included:</p> <p>Who are we, and what do we do</p> <ul style="list-style-type: none"> <li>• Commission services for the people of Wiltshire.</li> <li>• Clinically led.</li> <li>• 7 GPs sit on Governing body.</li> </ul>

- Our membership comprises 57 practices.
- 3 locality groups.

#### Aims

- Clinically led.
- Strategic plans to accommodate best needs.
- Address changing health requirements.
- Improving health and wellbeing.
- Sustainability.
- Communicate effectively.

#### Key Priorities

- Staying healthy and preventing ill health.
- Planned care.
- Unplanned care and caring for frail elderly people.
- Mental health.
- Long term conditions (incl. dementia).
- End of life care.
- Community services and integrated care.

Points made by Dr James Heffer included:

- A time of very real transformation of healthcare.
- Dementia – that waiting times for this condition had been dramatically reduced.

Patrick Wintour - Director, Healthwatch Wiltshire gave a presentation that aimed to raise awareness of the work of Healthwatch Wiltshire.

Points made included:

What is Healthwatch Wiltshire?

- Established under the Health and Social Care Act 2012.
- Is a Social Enterprise (Community Interest Company).
- Is independent.
- Has a Chair and four Directors.
- Has an office with a COO and a small staff.
- Is recruiting Volunteers.

	<p>Our role is</p> <ul style="list-style-type: none"> <li>• To promote the voice of the consumer in the development of health and social care strategies (children and adults);</li> <li>• To be a 'Critical Friend' to the commissioners and providers of Health and Social Care;</li> <li>• To provide and promote effective signposting and information systems;</li> <li>• To promote, monitor and inspect the quality of services commissioned by the NHS to meet health and social care needs (Enter and View).</li> <li>• To tell the Wiltshire story.</li> </ul> <p>How will we fulfil our role</p> <ul style="list-style-type: none"> <li>• Through our Volunteer Network Specialist Volunteers Generalist Volunteers</li> <li>• Associates.</li> <li>• Through Using Information.</li> <li>• Listening and Collecting.</li> <li>• Analysing and Researching.</li> <li>• Informing and Signposting.</li> <li>• Through Dialogue and Influence.</li> <li>• With the Community.</li> <li>• Commissioners and Providers.</li> </ul> <p>The meeting was asked to think of any healthcare related issues that impacted on them:</p> <p>Issues included:</p> <ul style="list-style-type: none"> <li>• The difficulties of non-car users getting to hospitals.</li> <li>• Hospitals and GPs taking weeks to send patient details to each other.</li> <li>• Lack of dialogue between University GPs and home town GPs.</li> <li>• Lack of aftercare for elderly people coming out of hospital.</li> </ul> <p>The Chairman thanked everybody for their presentations.</p>
9	<p><u>Traffic Study of Bradford on Avon and Holt</u></p> <p>It had been planned that representatives of Atkins Consultants would be attending the Area Board meeting to outline the findings of the Bradford on Avon and Holt traffic study carried out during Summer 2013.</p>

Atkins were unable to attend the meeting and Allan Creedy - Head of Sustainable Transport at Wiltshire Council - was able at short notice to present a small slide presentation of some of the study findings. Allan Creedy was keen to stress that the presentation was not the full report.

Emerging conclusions from the study:

#### Key Points

- 10% of vehicles seen on a weekday were making a through journey (11% on Saturday).
- 66% of observed vehicles were matched at more than one site (weekday), suggesting a local interest of some kind.
- HGVs represent c.1.5%-2% of traffic (1.5% of through weekday movements).
- Cars account for c.75% of vehicles during the week, and c.80%-85% on Saturday. The proportion of different vehicle types is fairly consistent throughout the day.
- The key through movement is northbound, between the A363/B3109 to the south, and A363 to the north.
- 1/3 of matched vehicles originated from within 5 miles of BoA. 81% are from within 25 miles.
- 1/3 of through movements originated 2 to 5 miles from BOA, another 1/3 between 5 and 25 miles away.
- 42% of HGVs making through movements originated over 50 miles away (note: could be due to being registered at a central office rather than local depot).
- 43% of cars making through movements originated between 5 and 25 miles away. 38% were from within 5 miles.

It was agreed that Peter Dunford – Community Area Manager would circulate the full study report as soon the report was published.

The Chairman thanked Allan Creedy for attending and outlining the presentation that he had received from Atkins Consultants late that afternoon.

10

Community Area Grants

The Wiltshire Councillors were asked to consider five applications seeking 2013/14 Community Area Grant funding and one application for Councillor Led funding:

**Decision**

**Made in Bradford on Avon Community Interest Company awarded £5,000 towards the costs of expansion into the Vaults at Lamb Yard.**

***Reason***

***The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the local economy and community and cultural development.***

**Decision**

**Bradford on Avon Preservation Trust awarded £5,000 towards the enhancement of facilities at Barton Farm with the proviso that funding is successfully obtained from other funding streams.**

***Reason***

***The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the local ownership of assets and to the cultural life of the town.***

**Decision**

**West Wiltshire Model Railway Circle awarded £346 towards the installation of a new roof in new clubroom and exhibition area at Holt Tannery.**

***Reason***

***The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the cultural life of the community area.***

**Decision**

**Bradford on Avon Cricket Club awarded £480 towards a Mini Cricket Start Up project.**

***Reason***

***The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for active leisure opportunities for young people.***

**Decision**

**Staverton Parish Council awarded £1,500 towards a replacement bus shelter in the village.**

***Reason***

***The application demonstrates a link to the Bradford on Avon Community***

	<p><b><i>Plan and Wiltshire Local Area Agreement through its contribution to village services and safer communities.</i></b></p> <p><b>Councillor-led Grant</b>  <b>Councillor Carbin awarded £1,896 towards the employment costs of an Assistant Youth Worker to run the Holt Youth Club.</b></p>
11	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> <li>• Wednesday 12 March, Monkton Farleigh Village Hall.</li> <li>• Wednesday 14 May, St Margaret's Hall, Bradford on Avon.</li> </ul>
12	<p><u>Close</u></p>



## **Bradford on Avon Area Board – 12 March 2014 - Chairmans' Announcement**

### **Holt Manor**

The Council has now considered this complex matter in further detail including reviewing the older highway records held by the Council and has also obtained Counsel's advice. The Council has now decided it will exercise its discretion and will not take enforcement action concerning the posts/bollards located in the verge along the unclassified (U/C) road 6020, Holt at this time. The U/C 6020 is typical of many rural lanes in Wiltshire with widely variable widths of roadside waste (verges), not all of which is necessarily recorded as highway and where the primary route of passage can be used by the public without difficulty and has been so used for many years.

The Council has a duty as highway authority to assert and protect the rights of the public to use the highway and to prevent as far as possible the obstruction of highways (including roadside waste or verge) for which they are responsible but only in those cases where it is beyond serious dispute that the way (including roadside waste) is highway. In this case whilst it is accepted (and supported by the Council's records) by all the parties that the primary (surfaced) route of passage is highway, unfortunately in this case there is no certainty as to how far the highway status extends onto the roadside waste or verge. In the circumstances the Council is looking to prioritise its limited funding and resources to ensure the continued repair and maintenance of the remainder of the highway network ('A' and 'B' roads) in Wiltshire including dealing with weather events that have recently adversely affected significant sections of the network.

Both Parish Council representatives and the Landowner and his solicitor have been informed of the Council's decision.



## **Information Note for BoA Town Councillors on the Historic Core Zone**

**25<sup>th</sup> February 2014**

### **What consultation has taken place on the scheme?**

In 2010, transport consultants, Colin Buchanan held two workshops with key stakeholders in the town to enable them to develop a preferred design solution for the HCZ. The first workshop looked at issues, ideas and suggestions for the HCZ. The second 'Design Options' workshop considered a number of potential solutions and allowed the consultant to identify the technical design options and urban design elements favoured by stakeholders.

Colin Buchanan were able to draw on a number of previous consultations that have taken place in the town e.g. the Taming the Traffic workshop and the Priority for People initiative, as well as a wide variety of statistical data made available to them such as traffic count and speed data. All households in BoA were sent a leaflet showing the proposals drawn up by Colin Buchanan. Both the Area Board and Bradford on Avon Town Council gave their support for the proposals in the summer of 2010.

Wiltshire Council later commissioned consultants, Mouchel, to progress with the design of Phase 1 of the HCZ project at the Market Street/Church Street junction. In September 2012, a targeted consultation was undertaken to gather the views of vulnerable and disabled groups so that their comments could be incorporated into the scheme design process. As a result of this consultation exercise, the plans were amended to take into account the comments received.

In January 2013, further consultation with the wider public was undertaken and three public exhibitions were held. In March 2013, both the Area Board and Town Council gave their support for progression of the scheme with amendments to include making the pedestrian crossings more prominent in the scheme with the use of striping and including more informal crossings at the top of Market Street.

Wiltshire Council's transport consultants, Atkins, are now progressing with the detailed design of Phase 1 and the Traffic Regulation Orders for the proposed Restricted Parking Zone, which forms part of the HCZ proposals, will be advertised for consultation in early March 2014.

### **What will be the impact of the scheme on traffic and congestion?**

The traffic modelling tool VISSIM has been used to assess the proposed HCZ scheme. The proposals are not expected to create an unacceptable impact on the capacity of the road network as the scheme can accommodate the current levels of traffic demand. It is expected however, that the reduced carriageway widths, change in surface treatments and additional pedestrian crossing points will result in some longer journey times for vehicular traffic. However, it should be borne in mind that the volume of pedestrians is not overwhelming, so the impact of drivers allowing pedestrians more time and courtesy is not expected to have too great an impact on journey times.

Shifting priority from vehicles to pedestrians will also act to calm the traffic and make it less desirable to drive through the town. This may lead to some natural reduction in traffic flows either through migration to other routes or alternative modes of transport.

### **Explain the safety implications of removing the zebra crossing and replacing with informal crossings**

The informal crossing points are designed to provide greater connectivity and meeting existing and potential future pedestrian desire lines. It has been identified that pedestrians presently cross the road where it suits them, rather than detouring to a designated pedestrian crossing.

The informal courtesy crossings are expected to work in the same fashion as a zebra crossing, with drivers expected to give way to pedestrians. This is the same approach to that used successfully in the HCZ in Shrewsbury and in shared space schemes elsewhere in the country. The idea is that by removing the more familiar and formal elements of highway infrastructure, such as a zebra crossing, drivers proceed more carefully and cautiously.

The use of high quality visually distinct materials, gateway features and signage will ensure drivers are aware they are entering a special environment and encourage awareness of their surroundings and other road users, especially pedestrians. This approach, coupled with a reduction in carriageway widths, raised tables and informal crossing points will help to ensure vehicles are travelling at a low speed.

THIS DRAWING IS REPRODUCED FROM ORIGINATING SURVEY MATERIAL WITH THE UNDERSTANDING THAT THE USER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION AND MATERIALS SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION AND MATERIALS SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION AND MATERIALS SHOWN HEREON.

Sheet	Purpose of Issue	Date	Auth	Rev	Description
S2	For Information	24/02/14	KNB	P3.0	Amended in line with client comments.
S2	For Information	20/02/14	KNB	P2.0	Scheme Extents Added, Works Reduced
S2	For Information	15/01/14	KNB	P1.0	First Issue

**ATKINS**  
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**Wiltshire Council**  
 Where everybody matters  
 Bradford on Avon  
 Historic Core Zone

Sheet Size	Original Scale	Designer/Drawn	Checked	Authorised
A1	NTS	FC	JEA	KNB
Status	Drawing Number	Date	Date	Rev
S2	5122682-ATK-3033-SD-DR-C-020	15/01/14	15/01/14	P3.0

**SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION**  
 IN ADDITION TO THE HAZARDS/RISKS NORMALLY ASSOCIATED WITH THE TYPES OF WORK DETAILED ON THIS DRAWING, NOTE THE FOLLOWING SIGNIFICANT RESIDUAL RISKS  
 CONSTRUCTION  
 NONE  
 MAINTENANCE/CLEANING  
 NONE  
 USE  
 NONE  
 DEMOLITION/DEMOLITION  
 NONE



**Key**

- Scheme extents
- Carriageway - Asphalt
- Pennant Kerbs - Re-use existing where possible
- Tactile / contrasting paving margin
- Footway - Pennant stone slab
- Edge detail
- Crossing point - Granite setts (Light Grey and Dark Grey)
- Tactile - Brass studs
- Raised table - Buff coloured Asphalt



# Wiltshire Dementia Strategy

## Consultation Factsheet

### Introduction

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This factsheet provides information about the draft Wiltshire Dementia Strategy and the formal consultation process that is being held.

### Wiltshire Dementia Strategy

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The strategy outlines plans for how organisations in Wiltshire will work together to support people with dementia and their carers and families to live well in Wiltshire. With the number of people with dementia predicted to rise by 28% in 2020 to 8,350 people, the key message of the strategy is that dementia is everyone's business and we all need to play our part in making Wiltshire a good place to live with dementia.

The strategy looks at the care and support services that are available for people from the point at which they start to have concerns about their memory through to the end of lives. It also focuses on the role that communities have in supporting people to live well with dementia.

### The consultation

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The consultation period starts on 20 February for three months and will finish on 19 May 2014.

Wiltshire Council and NHS Wiltshire Clinical Commissioning Group are inviting people with an interest in dementia, whether through personal or professional experience, to contribute their comments and viewpoints.

People can respond by completing the consultation survey. For copies, see the contact details at the end of this factsheet.

## Frequently asked questions

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### **Q. What is the purpose of the dementia strategy?**

A. The strategy:

- covers a seven year period – 2014 to 2021.
- tells us about the population of Wiltshire who are living with dementia, including their experiences of care and support services and what they think needs improving.
- outlines how organisations in Wiltshire will work together to support people with dementia to live well and what people with dementia can expect from these organisations.
- tells us about the improvements that will be made to a range of services so that people are better supported to live well with dementia in Wiltshire.

### **Q. Who was involved in the development of the strategy?**

A. Wiltshire Council and NHS Wiltshire Clinical Commissioning Group have led the development of the strategy, with input from people with dementia and their carers and support from the Wiltshire Dementia Delivery Board. Members of the Wiltshire Dementia Delivery Board include:

- Alzheimer's Society
- Alzheimer's Support
- Avon and Wiltshire Mental Health Partnership
- Carer Support Wiltshire
- Dorothy House Hospice
- Great Western Hospital
- Prospect Hospice
- Royal United Hospital
- Salisbury Foundation Trust
- SWAN Advocacy
- Wiltshire and Swindon Users' Network
- NHS Wiltshire Clinical Commissioning Group
- Wiltshire Council



**Q. How were people living with dementia involved in creating the strategy?**

A. People living with dementia and their carers who attend community activities and groups were asked three questions about their experiences of living with dementia in Wiltshire:

- What is important to you?
- What is working well?
- What could be improved?

Their responses were used to inform the development of the strategy and the areas that need to be focused upon in the future. More information can be found in the Appendix F of the strategy.

**Q. How was the strategy developed?**

A. There were several pieces of work involved:

- Identifying national and local policies, guidance and priorities
- Analysing the Wiltshire population
- Engaging with people with dementia and their carers
- Agreeing what we want services to look like in Wiltshire
- Looking at current services in Wiltshire, including the gaps, and whether they are able to meet people's needs.

**Q. Who has approved the draft strategy to date?**

A. The Wiltshire Dementia Delivery Board, Wiltshire Council Cabinet and NHS Wiltshire Clinical Commissioning (CCG) Governing Body have been presented the draft strategy and approved it for formal consultation.

**Q. How long do I have to submit a response to the consultation?**

A. The consultation period is running from 20 February to 19 May 2014.

**Q. I don't have access to the internet. How can I take part in the consultation?**

A. All of the consultation documents are available as hard copies and can be requested using the contact details at the end of this factsheet. Reference copies of the documents are also available in local libraries across Wiltshire.

**Q. I would like to participate in the consultation, but don't want to read a long document?**

A. Easy read versions of the strategy and consultation survey are available.

**Q. I am a member of an organisation/ group that would like to respond to the consultation. How does my group do this?**

A. Your organisation or group can respond to the consultation by completing a copy of the consultation survey. If your organisation or group would like someone to discuss the strategy with them, please use the contact details at the end of this factsheet to submit a request. Please note that capacity to attend meetings and groups is limited, but every effort will be made to accommodate requests.

**Q. What will happen when the consultation ends?**

A. At the end of the consultation period, all responses will be analysed and the draft strategy will be reviewed in light of these. An updated strategy will then be presented to Wiltshire Council Cabinet and NHS Wiltshire Clinical Commissioning Board Governing Body for final approval.

## Further information

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For more information about the consultation and to request copies of the consultation documents, please contact:

**Visit website:**

[www.wiltshire.gov.uk/council/consultations.htm](http://www.wiltshire.gov.uk/council/consultations.htm)

[www.wiltshireccg.nhs.uk/have-you-say/consultations](http://www.wiltshireccg.nhs.uk/have-you-say/consultations)

**Write to:**

Rhian Bennett, Adult Care Commissioning, Wiltshire Council, Monkton Park, Chippenham, SN15 1ER

**Call:** 01225 712554

**Email:** [dementiaconsultation@wiltshire.gov.uk](mailto:dementiaconsultation@wiltshire.gov.uk)

## Chairman's Announcements

<b>Subject:</b>	<b>Library memory groups</b>
<b>Officer Contact Details:</b>	Rebecca Bolton Email: <a href="mailto:rebecca.bolton@wiltshire.gov.uk">rebecca.bolton@wiltshire.gov.uk</a> Tel: 01225 713706
<b>Weblink:</b>	
<b>Further details available:</b>	Please contact Rebecca Bolton

### Summary of announcement:

#### Library memory groups launched

Four new library memory groups started in January for people with memory loss and dementia and their carers in Pewsey, Purton, Warminster & Mere.

Funded by Wiltshire Council and NHS Wiltshire Clinical Commissioning Group, they are run by The Reader Organisation and designed to provide an enjoyable environment where people with dementia can meet with each other to enjoy literature and reading.

Sessions are free of charge and run on a weekly basis in libraries. One or two pieces of literature are used as the focus of each session and people are encouraged to contribute as much or as little as they wish to. No one has to be able to read and no one has to read aloud – although many people do, as their confidence improves.

They will be taking place as follows:

#### Wednesdays

- Warminster Library, Three Horseshoes Walk, BA12 9BT - 11.30am – 1.00pm
- Mere Library, Barton Lane, BA12 6JA - 2.30pm – 4.00pm

#### Thursdays

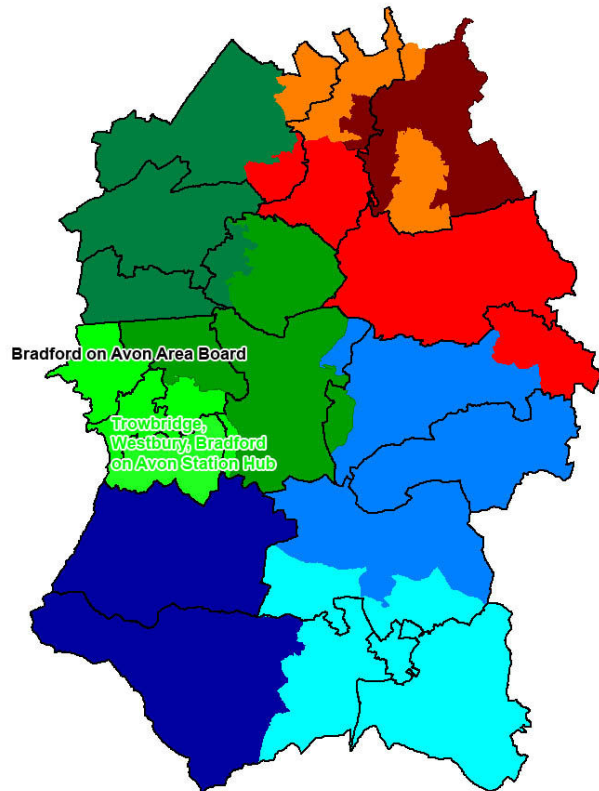
- Purton Library, High Street, SN5 4AA - 11.30am – 1.00pm
- Pewsey Library, Aston Close, SN9 5EQ - 2.30pm – 4.00pm

As well as promoting this opportunity to people with memory loss and dementia and their carers, Wiltshire Libraries are keen to speak to anyone who may be interested in volunteering at these groups.





**Briefing report for Bradford on Avon Area Board**



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

**Responding to incidents:**  
Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

**Prevention work:**  
Staff from other departments also provide the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

**Protection work:**  
Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: [www.wiltsfire.gov.uk](http://www.wiltsfire.gov.uk) or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Jack Nicholson, Trowbridge, Bradford on_Avon, Westbury Station Hub	07809 548048	jack.nicholson@wiltsfire.gov.uk
Operational matters			
Operational matters			
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	mike.franklin@wiltsfire.gov.uk
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	www.wiltsfire.gov.uk and then complete the on line request

Incident details for your community area

Incident Type	Detail	February, 2013	March, 2013	April, 2013	May, 2013	June, 2013	July, 2013	August, 2013	September, 2013	October, 2013	November, 2013	December, 2013	January, 2014	February, 2014
Chimney Fire		1	0	0	1	0	0	0	1	0	0	0	2	0
Emerg Spec Svc Calls		4	10	7	4	5	4	3	5	3	5	11	6	0
	Animal Rescue	0	0	0	0	0	1	0	0	2	0	0	0	0
	Assist Amb/Social Service	0	0	1	0	0	0	0	0	0	1	0	0	0
	Effecting Entry	0	2	0	0	0	0	0	0	1	0	1	1	0
	Flooding	0	0	0	0	0	0	0	0	0	0	12	2	0
	Making safe	0	0	1	0	0	0	0	0	1	0	0	0	0
	Person Rescue/Release	0	0	0	0	0	0	0	0	0	1	4	1	0
	RTC - Make Safe	1	0	0	0	0	2	0	0	1	0	0	0	0
	RTC - Person Trapped	0	0	0	0	0	0	0	0	0	0	1	0	0
	Spills and Leaks	0	0	0	0	1	1	0	0	0	0	0	1	0
False Alarm Good Intent	3	1	1	0	1	0	1	0	1	1	0	1	0	
FDR1 Fire	1	4	0	2	2	1	0	1	2	3	4	3	0	
Secondary Fire		0	0	1	0	1	2	0	0	1	0	0	0	1
	Grass/Heath/Railway/Tree	0	1	0	0	0	1	0	1	0	1	1	0	0
	Refuse/Container	0	0	0	0	0	1	0	0	0	0	0	0	0

To see more detail on incidents and fire service activity in your area please go to our website and select community area (In development)

Local news from your Station Manager.



## **Bradford-on-Avon Area Board March 2014**

### **Neighbourhood Policing current NPT Priorities:**

Up to date information about Neighbourhood Policing Teams (NPTs) including profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police website [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### **Bradford-on-Avon NPT:**

The team in Bradford-on-Avon comprises the following officers:

PC Martin Annetts, PC Lee Pelling, PCSO Joe Leeds and PCSO Andrew MacLachlan. All are under the supervision of PS James Brain and PS Jim Suter.

### **Overview**

1 As shown at the foot of this report the performance data for a 12 month period, to the end of January 2014, is not as positive as it has been in previous months, although detections are good for the town beat.

Bradford-on-Avon has been unfortunate in terms of travelling criminals who have committed burglaries and vehicle crime in volume of late.

Through Operation Magpie the team has continued to work very hard towards preventing such crimes through a variety of methods including both overt and covert policing, offender management, working with partner agencies and NHW as well as raising public awareness through the press and social media to promote crime prevention.

There will be further work under the leadership of PC Lee Pelling throughout March as the battle is far from over and the drive in to end the financial year with an overall reduction. The outcome of the work over the next 5-6 weeks will be reported on at the next 2014 Area Board.

Key prevention messages though do remain as:

- Report to police, or via Crime stoppers, any information you have or any concerns or suspicions about anyone involve in criminality
- Secure your property
- Mark your property
- Record details of identifiable property and/or take photos of you belongings.

This gives the police more of a chance to identify stolen property.

The website [www.immobilise.com](http://www.immobilise.com) can be used to record these details and may even prevent offenders taking the item in the first place.

2 Op Harness will have taken place by the time of the March Area Board. The theme on this occasion, as mentioned at the last Area Board, will be NPT Sector work. In Trowbridge this will be including the support of councillors and members of partner agencies.

A verbal update will be given at the March Area Board.

3 Although the end of the financial (and performance) year is not at an end, I would like to thank you for your support in all aspects. By working together, I believe we are continuously striving to make Bradford-on-Avon a good town to live in and visit. I look forward to moving forward and facing the challenges ahead.

**Lisette Harvey  
Sector Commander  
25 February 2014**



<b>EA11 Bradford on Avon Town</b>	<b>Crime</b>			
	12 Months to January 2013	12 Months to January 2014	Volume Change	% Change
Victim Based Crime	316	318	+2	+0.6%
Domestic Burglary	32	43	+11	+34.4%
Non Domestic Burglary	28	26	-2	-7.1%
Vehicle Crime	66	23	-43	-65.2%
Criminal Damage & Arson	65	71	+6	+9.2%
Violence Against The Person	48	59	+11	+22.9%
ASB Incidents (YTD)	239	185	-54	-22.6%

<b>Detections*</b>	
12 Months to January 2013	12 Months to January 2014
19%	18%
25%	30%
4%	15%
3%	22%
2%	1%
54%	34%

<b>EA12 Bradford on Avon Rural</b>	<b>Crime</b>			
	12 Months to January 2013	12 Months to January 2014	Volume Change	% Change
Victim Based Crime	205	249	+44	+21.5%
Domestic Burglary	17	27	+10	+58.8%
Non Domestic Burglary	34	44	+10	+29.4%
Vehicle Crime	43	36	-7	-16.3%
Criminal Damage & Arson	27	40	+13	+48.1%
Violence Against The Person	34	37	+3	+8.8%
ASB Incidents (YTD)	105	108	+3	+2.9%

<b>Detections*</b>	
12 Months to January 2013	12 Months to January 2014
16%	10%
41%	26%
12%	0%
2%	3%
19%	5%
35%	24%



<b>Report to</b>	<b>Bradford on Avon Area Board</b>
<b>Date of Meeting</b>	<b>12 March 2014</b>
<b>Title of Report</b>	<b>Community Area Grant</b>

**Purpose of Report**

**To ask Councillors to consider 1 application seeking 2013/14 Community Area Grant funding:**

- i) Holt Pre-School requesting £ 353 for a new ipad**

## 1. Background

- 1.1 Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3 In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4 Bradford on Avon Area Board has been allocated a budget in 2013/2014 of £ 51, 075 for community grants, community partnership core funding and councillor led initiatives.
- 1.5 It has been decided that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council website and hard copies will be available upon request.
- 1.6 The funding criteria and application forms are available on the Council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) and paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• <b>Community Area Grant Application Pack 2011/12</b></li><li>• <b>Bradford on Avon Community Area Plan</b></li><li>• <b>Wiltshire Local Area Agreement</b></li></ul>
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## 2 Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2013/14 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There will be five rounds of funding during 2013/14, this being the fifth.

### 3 Environmental & Community Implications

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

### 4 Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

4.2 If grants are awarded in line with recommendations, Bradford on Avon Area Board will have a balance of £ 561 funding remaining in the grants budget for the 2013/14 financial year.

### 5 Legal Implications

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

### 6 HR Implications

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

### 7 Equality and Inclusion Implications

7.1 Community Area Grants give all local community and voluntary groups an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

### 8 Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Holt Pre-School	New Ipad	£ 353

8.1.1 This application meets the community area grant criteria for 2013/14.

8.1.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the local economy and community

and cultural development.

8.1.2 Holt Pre-School recently had to dispose of its computer after many years of use. They no longer have any computer facilities for the children and would love to purchase an ipad for them. They would use this as a learning tool through the use of educational apps to include phonics and also to familiarise the children with IT and modern technology.

8.1.3 The use of an ipad will allow all pre-school children to experience technology and learning in a fun, interactive way. The children will be able to choose and explore their own favourite apps from a large selection of preselected educational apps to ensure they have an individual, fully interactive experience with the technology during their allocated time. The ability to touch, move and explore everything they see will make the iPad a perfect learning tool for the preschoolers overall educational experience at preschool. The iPads will be used for learning the basics about letters, numbers, shapes and colours, as well as drawing and even composing music. Staff can also use it for interactive storytelling. The children can press the characters and see them move. The use of an ipad will allow all children within the community to become computer savvy regardless of their background or the IT facilities they have at home. It will allow all families within the community to have access to modern technology.

8.1.4 Holt Pre-believes that outdoor play is an essential part of the pre-school learning experience and they regularly spend time outdoors either within the pre-school / school grounds or during Forest School sessions. The use of an ipad will never replace outdoor time or time spent reading books or pens and paper. The use of an ipad will be monitored closely and parents will be kept up to date on their child's progress and they provide / be provided regular feedback reports.

8.1.5 This project would meet the objectives of the digital literacy programme to improve access to broadband for citizens and businesses in Wiltshire; to increase the uptake and usage of council on-line services; and to ensure that everyone has the opportunity to become digitally literate and confident users of technology.

**Officers recommend that £ 353 is awarded to Holt Pre-School for an ipad**

<b>Appendices:</b>	<b>Grant application from:</b> Holt Pre-School
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**No unpublished documents have been relied upon in the preparation of this report.**

<b>Report Author</b>	<b>Peter Dunford, Community Area Manager</b> <b>Tel: 01225 713060</b> <b>E-mail <a href="mailto:peter.dunford@wiltshire.gov.uk">peter.dunford@wiltshire.gov.uk</a></b>
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## Councillor Led Initiative

### 1. What is the Initiative?

The re-location of the Air Quality Analyser from the top of Masons Lane to the bench plinth at the lower end of the road will allow us to secure the long term future for monitoring of Particulates (PM10) and Nitrogen Oxides, including Nitrogen Dioxide in this area of known poor air quality. However, the commissioning of the power supply has still to be finalised and a grant from the Area Board will ensure that this can be expedited immediately.

We are currently tendering for the supply of remote data handling which will allow instant access to the monitoring results via the internet rather than the current method of an officer visiting the site and manually downloading and processing the data. It is hoped that this can be installed in our Bradford monitoring station by mid-summer.

### 2. Where is the initiative taking place?

Bottom of Masons Lane, on the plinth to the former bench.

### 3. When will the initiative take place?

From 1<sup>st</sup> April 2014.

### 4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?

The power supply will remain at the site as a potential resource to the town if and when the analyser has to move again.

### 5. What is the desired outcome of this initiative?

The re-location of the Air Quality Analyser will allow us to secure the long term future for monitoring of Particulates (PM10) and Nitrogen Oxides, including Nitrogen Dioxide in this area of known poor air quality.

**6. Who will Project Manage this initiative?**

Peter Nobes, Senior Public Health Officer

**7. Costs/quotes/ match funding?** (total cost £5k require 1 quote, total cost £5k-25k require 3 quotes)

£ 1,000 to cover relocation and installation costs.

**8. Additional information**

The Public Protection budgets will pick up the ongoing costs of monitoring and power supply.



**Councillors Briefing Note**  
**No. (to be inserted by Democratic Services)**

**Service : Children's Services**

**Further Enquiries to:** Carolyn Godfrey / Terence Herbert

**Date Prepared:** 29<sup>th</sup> January 2014

**Direct Line:** (01225) 713750 / 713790

**Members briefing – Review of positive leisure-time activities for young people**

Introduction

A report, which considered current open access youth services and activities, was reviewed by cabinet last week (21 January). The report set out options for ensuring sustainable provision for the future which reflects the modern lives and needs of young people while encouraging more of them to access activities within their local communities. Cabinet members agreed to a wide ranging public consultation on the options and specifically requested that young people have the opportunity to have their say. The consultation will start with council youth service staff this week (Friday 31 January), followed by a full consultation process throughout February.

As the report set out options which could impact on staff it was discussed as an exempt paper and in keeping with human resource guidelines the content of the cabinet report was intended to be shared at the members briefing scheduled for next Tuesday (4 February) on the rise of the full council meeting and following the meeting with staff who are potentially affected (31 January). However, yesterday (Tuesday 28 January) the union UNITE (regionally) issued an unexpected press release that contained exempt information and did not set out the context or options that will form the consultation. Given the media interest we thought it would be helpful to provide a briefing note ahead of next week.

Why does the service need a review?

As a local authority, Wiltshire Council has a statutory duty to secure for young people aged 13-19<sup>[1]</sup> access to sufficient positive leisure-time activities to improve their well-being. For more than ten years, Wiltshire Council, and the former county and district councils, met this requirement through the provision of an open access development service for young people. The youth work team of the Integrated Youth Service currently operates across the county, offering a mix of centre and street-based youth work with an annual budget of £1.3m.

In the ten years since the service was first established the lives of young people have changed considerably. The rapid expansion of home entertainment, the growth in the number of commercial leisure providers, and the launch of smart technology combined with the phenomenon of social networking means young people are growing up in changing social environments and living very different lives. The council recognises that it needs to

<sup>[1]</sup> Up to age 24 for young people with a learning difficulty.  
CM08049/F

respond to these changes and consider the most appropriate approach to meet young people's needs. Feedback from prior consultation with young people reveals that;

- They want to have a greater influence about services which affect them;
- They value sport and leisure based activities;
- They want positive leisure-time activities to be decided locally; and
- They want community campuses to include suitable space for them.

At present, approximately 8 percent of the 13-19 population access the council's youth work provision.<sup>[2]</sup> Many young people are likely to be engaged in a vast array of other activities offered by voluntary, community and private sector providers. Based on this the council needs to reflect on the future provision of positive leisure-time activities – recognising the valuable contribution of the voluntary and community sector – as well as considering how it positively engages with young people given the change in their lifestyles.

The council also recognises the need to consider changes to government youth policy. In 2012, the Department for Education set out a new approach called Positive for Youth, which included updated statutory guidance on services and activities to improve young people's well-being. Local authorities were reminded of their responsibility to continue to support young people, especially those who are more vulnerable, to engage positively in their communities and make a successful transition to adulthood. The government also defined a new role for councils to shift their role to be an enabler of services, rather than a direct provider, with an enhanced role for the voluntary and community sector.

This approach aligns with the principles of the Localism Act, which shifts power and control from local authorities and public sector providers into the hands of local communities and individuals. This also reflects the council's vision; to create stronger and more resilient communities by encouraging and supporting local communities to do more for themselves and, as a consequence, become less reliant on decreasing public sector resources.

Since becoming a unitary council in 2009, Wiltshire Council has adopted a radical and forward thinking approach to delivering its vision and services. A major programme of transformation will deliver significant savings and improved public services through the development of 18 community campuses. The campuses, designed by communities, will provide the services they want and need, in a location they consider best for their community and run by communities. The campuses will provide modern, sustainable, fit for purpose facilities, offering co-located services including libraries, leisure, police, health and community services. The first campus will open in Corsham in June 2014. The campuses offer new opportunities for local communities, including the younger generation, to participate and get involved in a range of services, activities and local decisions that affect them.

The council also needs to manage unprecedented financial challenges by balancing the growing demand for services against the reduction in funding from central government. This will mean the need to make decisions to reduce spending over the next four years (£120 million). In February 2013, the council agreed to reduce spending across the Integrated Youth Service by £250,000 per annum, based on the changes as highlighted above. It is proposed to reduce spending in next year's budget (2014/15) in the youth service by £500,000 per annum. The budget will be considered by full council on 25 February.

### Next steps

Cabinet members agreed to progress with a full consultation process on all four options that were proposed in the report. All members stressed the importance that young people, staff and other key partners and stakeholders are consulted. A provisional recommendation to

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<sup>[2]</sup> Represents 3585 individuals covering the period 01/04/2013 to 30/09/2013.  
CM08049/F

develop a community led approach was discussed but no decision will be made on a future option until consultation has taken place on all four options.

The four options are;

1. **Retain the current in-house service but reduce the value** – a number of options would be considered to make the required savings and deliver a service that meets the needs of young people in local community areas.
2. **Outsource the service** - this option would involve developing a new service specification for the provision of positive leisure-time activities; shaped by key stakeholders, including young people based on the resources available.
3. **Encourage and support staff to form a Public Service Mutual (PSM)** - A mutual can deliver a public service involving a high degree of employee control. It can operate for profit, not for profit, charity, social enterprise and community interest company.
4. **Develop a community led approach** - empower communities via community area boards, with funding from the council, to develop and make available positive leisure-time youth activities within their local area.

Option 4 - the community led approach includes a proposal to increase resource to strengthen local safeguarding arrangements by providing more early help to the most vulnerable young people.

The council takes its Public Sector Equality Duty seriously and will continue to assess the equality issues and impacts of each of the options as part of the decision making process. Plans for consultation are detailed within the cabinet report and alternative proposals will be welcomed during the process.

A briefing for members will be held following full council on Tuesday 4 February, and the full report will be published on the council's website on Monday 3 February.

Briefing ends.

**For further information please contact:**

Councillor Laura Mayes (Cabinet Member Children's Services) 01380 739177  
Carolyn Godfrey (Corporate Director) 01225 713750  
Terence Herbert (Associate Director) 01225 713790



**Bradford on Avon Shadow Community  
Operations Board (COB)**

**Phase 1 consultation results**

Cllr Jonathan Brown – COB Chairman

Cllr Rosemary Brown – Chair of Area Board

Campus Team rep Lucy Murray-Brown – Head of  
Campus Operational Models

# 1<sup>st</sup> phase of consultation – what we did

- Consultation Window: September – November 2013
- Website developed [www.yourcampus.me](http://www.yourcampus.me)
- Face to face events held (Fringe Festival, St Laurence School, St Laurence Street Party, BOA Swimming Pool, Library, Poulton Party, Winsley Rugby Club, Wiltshire Music Centre)
- Promotion at Area Board and on community blog site
- Press release in Wiltshire Times and consultation material in 'Local Life' magazine
- Video's of pupils at St Laurence School giving their 'big idea.' Information shared with Community Area schools through schools cluster co-ordinator.
- Mobile Library used to take consultation out to Parishes (Staverton, Holt, Wingfield, Westwood, Limpley Stoke and Winsley) and consultation information shared with Parish Clerks
- Surveys sent to Wiltshire Council services.
- Consultation material sent to 100+ user and community groups inviting them to respond to consultation
- Group responses encouraged

# Phase 1 consultation – responses received

- 548 Individuals feedback
- 15 Group responses
- Over 289 young people responded
- 1409 hits on website (2/12/13)



# Phase 1 consultation – Biggest topics and recurring themes

- Improve and include the swimming pool in the campus
- Provide a gym
- Provide more community ICT
- Better library facilities / include in campus but don't move from Town centre
- Bigger museum needed
- Provide studio space
- Improve changing facilities
- Provide a wider range of activities for all ages
- Provide an outdoor performance area
- Support for co-locating facilities and 'one stop shop'
- Opening times should be extended
- Traffic and congestion needs to be resolved
- Don't move facilities from centre of BOA



## What you told us

- “Volunteer bureau to coordinate volunteers across organisations and point "clients" to where there are services available”
- “Access to information and advice. Support for vulnerable and marginalised people. A central, modern, informal hub that enables and helps people to live better lives and communicate with their community”
- “A space for teenagers to socialise and do activities”
- “All new facilities great! Better than keep existing ones”

“A hub and meeting point for community groups”

“a club outside of school to do homework on computers, a quiet place”

“There should be a public access notice board for displaying notices of up and coming events open to the public.”

“Provide the services that are best for Bradford. Communities differ”

“Community Orchard”

**Community Services**

## What you told us

- “Faster computers in the Library, keep it in the centre
- “Cafe at the Library”
- “longer Library opening hours”
- “ An internet cafe and social meeting area would also be of benefit to people”
- “A new home for our museum to tell Bradford's history”
- “ Improved museum with temporary exhibition space in the campus foyer”

“Culture, Heritage, Museum & Tourism should be under one roof”

“a space for creators”

“around the world culture festival”

“paint your own statue, community project painting together”

## What you told us

- “I would like to see a gym to help young people keep fit!”
- “A proper gym with facilities for running classes as well as the usual cardio/weights would be a great addition for BoA”
- “It would be great to have indoor facilities in Bradford on Avon e.g. sports courts, gymnastic facilities.”
- “ The swimming pool is a great hub for Bradford on Avon. It needs to stay (and be improved)”
- “ My first priority would be to open the swimming pool on Sundays and later on weekday evenings. The only chance I have to take my children swimming is on Sundays so we always drive to Bath”
- Club house facilities for cycling / running
- “ Multi-use games area” .... “Outdoor equipment”

“Winter ice rink for families at Christmas”

“Town Sports Days”

“New skate park”

# Response from young people

- Over 289 responses received
- Key messages:
  - Skate park
  - Gym
  - Swimming pool
  - Sports hall/indoor facilities
  - Athletics track
  - More spaces for young people

## Next Steps

- Communicate phase 1 consultation results **March / April 2014**
- Develop working proposal in consultation with services and partners for Area Board consideration **Spring / Summer 2014**
- Plan and carry out second phase consultation **Summer/Autumn 2014**



# Questions and discussion

**WILTSHIRE COUNCIL  
BRADFORD ON AVON AREA BOARD**

**12 March 2014**

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**What Matters To You in the Bradford on Avon Community Area?  
Conference Report – Local Priorities for Action**

**1. Purpose of the Report**

To update members on the outcome of the recent 'What Matters to You?' conference at St Laurence School and to recommend that the Area Board uses the outcomes from the event to stimulate local action and to inform its priorities for the next two years.

**2. Background**

The 'What Matters to You?' conference was held on 5 February and over 100 members of the public and partner agencies took part. The event focused on the data set out in the [Community Area Joint Strategic Assessment 2014-16](#), and used themed roundtable discussion to identify local priorities underpinned by JSA evidence. All participants had an opportunity to vote on the priorities and the results are set out in this report. Following identification and agreement on the priorities the themed roundtables then looked at practical community-led actions that could be taken to address the issues.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Inform (or become) the community plan for the area
- Provide the Council and partners with a clear focus for actions

The Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

**3. Priorities identified**

The priorities identified at the event are set out at Appendix 1. These will be available to view on screen at the meeting.

#### 4. **Moving forward with community-led action**

To address the priorities, the Area Board will need to use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to initiate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

To enable the Area Board to select such areas of focus, it is proposed that participants rank the top 10 priorities in terms of importance and by the ability of the community to make most impact. This may be facilitated by the use of hand held voting equipment at the meeting. This will provide the Area Board with a clear idea of those areas it can target most effectively. It will be up to the Area Board whether it wishes to champion a particular issue or theme over the next year and target its resources to support community-led initiatives around these themes and issues.

#### 5. **Recommendations**

- That the Area Board adopts the priorities identified by the 'What Matters to You' community event and works to facilitate local action to tackle those priorities.
- That the Board uses a participatory process to select a priority theme (s) and issues (s) to be targeted by the Board over the next 2 years.
- That the Board considers earmarking funding to promote, initiate and support community-led action around the selected priorities.
- That the Board considers appointing a lead member to champion any priority (priorities) adopted.
- That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered.

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Report Author: Peter Dunford, Community Area Manager for Bradford on Avon  
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# Agreeing our priorities

Your chance to vote



# Children and young people

1. Youth centre greater investment and open to all with extended hours. **31%**
2. Increase sports and Arts participation by eliminating costs and increasing transport availability. **21%**
3. A "one stop shop" for all information about all available activities,(Youth centre, Sport, Clubs) **21%**
4. St Laurence school 'Here to Help' support service - further improve and extend the service. **7%**
5. Opportunity to engage in discussions about what YP want. **20%**



# Community safety

1. Maintain Low ASB by targeting persistent offenders better lighting on pathways/alleys, hedge cutting and Youth Service provision for young people. **18%**
2. Road Safety, speeding on key routes, Moulton Drive, Trowbridge Rd, New Town, A363 Cumberwell, Wingfield. Community Speed Watch. 20pmh Town limit. **29%**
3. Core Zone, Full understanding needed. Pedestrian crossing and Safety, loss of pavements, increased traffic significant ageing population **31%**
4. Vulnerable Persons at home. home fire/security checks, dementia risk, missing persons, Welfare checks, Cocoon Watch. **23%**



# Culture

1. Better statistics required as currently portrays a distorted image of low engagement due to narrow definition of culture. **2%**
2. Need to capture vast range of culture i.e. ad-hoc events/festivals with fuller detail of groups on asset base. **20%**
3. Celebrate local social history, involving locals, helping community integration and less gentrification of arts. **28%**
4. Building on tourism as biggest employer in area. Strategy/package needed to capture tourists. **36%**
5. Potential of campus in increasing or best utilising volunteers, communication of local culture. **15%**



# Economy

1. Do something about parking in the centre to encourage bigger footfall **18%**
2. Move wilts council market way from a car park that actually discourages footfall in the town **10%**
3. Re brand the town - independent, fair trade, quirky just 6 miles from bath **24%**
4. Superfast broadband now to encourage innovators into the town encourage IT crowd **18%**
5. Do something about safety aspects of the town to encourage people to visit **15%**
6. Events manager - awareness of what we have to offer, trade shows, mini Crufts **15%**



# Environment

- 1. Flooding, including drain maintenance and development control to mitigate flooding i.e. sustainable urban drainage systems. **33%**
- 2. Traffic, providing sustainable transport including community buses, delivery/collection services and a footbridge **39%**
- 3. Climate change. Renewable energy e.g. hydropower at Avoncliff., more support for energy efficiency e.g. with Selwood **14%**
- 4. Protecting wildlife, improving our declining SSSI's, facilities for birds on buildings **2%**
- 5. Support sustainable local food production, including working with farmers to reduce flooding **12%**



# Health and wellbeing

- |   |            |
|---|------------|
| 1. Getting the right care for vulnerable people - both paid and unpaid  | <b>38%</b> |
| 2. Poverty: Supporting vulnerable people                                | <b>17%</b> |
| 3. Improving access to information and advice                           | <b>8%</b>  |
| 4. Improving mental wellbeing: tackling loneliness and social isolation | <b>36%</b> |



# Housing

1. Affordable housing need more particularly in Villages, ensuring they stay as affordable homes in the future **48%**
2. Developing a quality measure for future proofing houses, larger rooms, accessibility for older and disabled people **12%**
3. Homelessness, especially hidden, overcrowding living with parents, cant afford to buy or rent locally **15%**
4. Private rented rate very high in Bradford on Avon **5%**
5. Housing stock, identifying what private home owners need now and in the future, ensuring homes are maintained well. **20%**





# Leisure

- 1. Communication and raising awareness of existing leisure offer within the town. **9%**
- 2. Improving swimming pool & incorporating gym to get better facility. **26%**
- 3. Informal space (bandstand) in the park - recreational gathering bringing the music into the community. **14%**
- 4. Youth provision such as skate park and including youth shelter / cafe. **25%**
- 5. Protecting all the existing leisure / green space offer from developers. **26%**



# Transport

1. Developers to address the transport impact of new development with new transport infrastructure. **23%**
2. Support the aim of the Historic Core Zone to improve the environment for pedestrians. **29%**
3. Public transport to meet the needs of the community. **37%**
4. Reduce vehicle speeds outside of town centre limits. **12%**



Thank you for voting. All of the priorities will be included in our conference report, but tonight we want to focus on the top priorities for action.



Next we would like you to discuss and agree what actions we could take together locally to tackle the top one or two priorities. Make use of the idea cards or add your own.



Thank you, your ideas will be included in our write-up and sent to everyone here tonight.



# Close of conference.



Thank you for your time  
have a safe journey home







**What Matters To You in Bradford on Avon?**

**5 February 2014 at St Laurence School**

**Project Ideas**

<b>Children and Young People</b>	<b>Greater investment in Youth Centre and open to all with extended hours.</b> <ul style="list-style-type: none"><li>- Produce a video to publicise the services on offer</li><li>- Promote more knowledge about the centre in the community</li><li>- Promote wide use by other community groups eg. Age Concern, Barnardos, Pre-school</li><li>- Transport available for those who live in the outlying parishes</li><li>- Increase the opening hours and days open</li><li>- Further develop the outreach programme</li><li>- Help for Job Seekers with job hunting</li><li>- Recruit more Youth Workers</li></ul>
<b>Community Safety</b>	<b>Support a post to coordinate volunteer recruitment and retention so that people who need volunteers can match their needs with the interests of the volunteers on their database.</b> <ul style="list-style-type: none"><li>- Lorry Watch/ Community Speed Watch</li><li>- Tourist Information Centre/ Library</li><li>- Tourism</li><li>- Youth Services e.g Scout Leaders</li><li>- Local Community Safety Group</li><li>- Environmental/ architectural/ historical projects</li><li>- Community events (music/ leisure)</li><li>- Supporting vulnerable groups and clubs</li></ul>

<p><b>Culture</b></p>	<p><b>Building on tourism as biggest employer in area. Strategy/package needed to capture tourists.</b></p> <ul style="list-style-type: none"> <li>- Role of TIC is crucial: too much advertising of Bath, not enough on local places and events; lack of local knowledge amongst staff</li> <li>- More publicity and banners should be on display to attract passing drivers</li> <li>- Need a Tourism Focus Group to discuss issues, including TIC</li> <li>- Need one Town Map not several and better tourist signage and dispenser with event flyers</li> <li>- TIC has resource issues and charges groups to advertise</li> <li>- Very few shops open on Sundays; not enough to attract more tourists</li> <li>- Shopping Guide with discount vouchers needed</li> <li>- Lack of communication between hotels/ B&amp;Bs and shops/ events/ activities</li> <li>- Tourism packages needed around accommodation, food, activities, canal, days out</li> <li>- Town entrances by car and rail need better signs and plaques</li> <li>- Target coach operators to offer tailored packages</li> <li>- More publicity and visibility needed for the shops</li> <li>- Campus near station as welcome point to the town</li> <li>- Town identity and niche marketing needed</li> </ul>
<p><b>Economy</b></p>	<p><b>Re-brand the town eg. “independent, fair trade, quirky, just 6 miles from Bath”.</b></p> <ul style="list-style-type: none"> <li>- Brand as ‘Business Friendly Bradford’ and offer networking and support</li> <li>- Support for home workers eg. shared office space</li> <li>- Make more of day trip visitors from Bath through links with Bath Tourism Plus</li> <li>- Develop a USP around strengths such as creativity, arts, food and drink</li> <li>- Make more of hidden gems, world leaders in business and talented people to create stories that can promote the town</li> <li>- Create a Bradford on Avon event to engage businesses eg. boat race on River Avon</li> <li>- Establish award ceremonies for the town every quarter with categories such as business/ artistic/ outstanding achievements/ citizenship/ best foreign import</li> <li>- Establish a Bradford on Avon virtual department store - ‘click and collect’</li> <li>- Establish a Town Discount/ Residents Card</li> <li>- Instigate a PR campaign to increase awareness that BoA is a 95% independent shop location</li> </ul>

	<ul style="list-style-type: none"> <li>- Encourage more tour buses to stop in the town</li> <li>- Establish more whole town events eg. A Bradford on Avon Day</li> <li>- Encourage companies to offer employment opportunities to people with learning disabilities eg. to help elderly with packing goods in shops</li> <li>- Develop a local trade /event directory</li> <li>- Expedite superfast broadband rollout</li> <li>- Create an innovation fund to support new branding ideas</li> <li>- Re-branding to include signs, websites, posters, leaflets</li> <li>- Learn best practice from local towns such as Frome</li> <li>- Up-skill the Chamber of Commerce to do more</li> <li>- Make the centre of town more pedestrian friendly</li> <li>- Reduce car use by local people</li> <li>- BoA as 'independent, ethical, local and fair trade'</li> <li>- Community energy production that is self sustaining eg. water turbines on all weirs</li> </ul>
Environment	<p>Traffic, providing sustainable transport including community buses, delivery/collection services and a footbridge.</p> <ul style="list-style-type: none"> <li>- Community minibus needed, ideally an electric vehicle</li> <li>- Target reduction in frequent visits eg. to Wiltshire Music Centre, Sainsburys, shopping deliveries</li> <li>- More research needed to identify needs</li> <li>- Implement Cycle Network proposals</li> <li>- Maintain footpaths within the town including main routes into town, from Holt etc.</li> </ul>
Health and Wellbeing	<p>Getting the right care for vulnerable people - both paid and unpaid.</p> <ul style="list-style-type: none"> <li>- Identify unpaid carers, information from GPs</li> <li>- Provide respite care so carers can take a break</li> <li>- Talk to Carers Support Wiltshire about the help available</li> <li>- Talk to Spurgeons about young carers</li> <li>- Provide local support groups for unpaid carers</li> <li>- Consider needs of young carers, involve schools</li> <li>- Improve the information and advice that is available</li> </ul>

	<ul style="list-style-type: none"> <li>- Expand and develop the Neighbourhood Friend scheme</li> <li>- Influence Care Commissioners regarding care provision</li> <li>- Get to know your neighbours</li> <li>- There is a problem in BoA regarding premises and available space</li> </ul>
<b>Housing</b>	<p>More affordable housing needed, particularly in the Villages, and ensure they stay as affordable homes in the future.</p> <ul style="list-style-type: none"> <li>- Form partnerships with housing associations to develop land, especially infill sites</li> <li>- Promote self build construction in communities</li> <li>- Neighbourhood Planning process to help ascertain supply and demand</li> <li>- Consider Community Asset Transfer</li> <li>- Consider Community Land Trusts</li> <li>- Set up Self Build Action Groups</li> <li>- Set up Community Associations</li> <li>- Consider Eco- Housing</li> </ul>
<b>Leisure</b>	<p>Protecting all the existing leisure / green space offer from developers.</p> <ul style="list-style-type: none"> <li>- Use SPICE leisure time credit scheme</li> <li>- Develop local directories and communicate what is happening and available</li> <li>- Community Asset Transfer is wanted but Council is dragging its heels</li> <li>- Greater use of Country Park needed for outdoor gym, BMX etc.</li> <li>- Village facilities to be promoted – trails, treasure hunts, local services</li> <li>- Encourage children to participate in more leisure activities</li> <li>- Encourage communities to come together to pledge healthier lifestyles</li> <li>- Surrounding areas have football pitches and active village halls</li> <li>- Need to promote what is available (even TIC don't know what is available so can't signpost)</li> <li>- One central website to make information available (community website) could be a full time job</li> <li>- Local magazines can promote</li> <li>- Improving swimming pool will help increase its usage</li> <li>- St Margarets Hall refurbishment will help increase usage and enable viewing as well as participating</li> </ul>

	<ul style="list-style-type: none"> <li>- <b>Young people's facilities needed for leisure/ hanging out</b></li> <li>- <b>Skate Park needed plus informal seating/ youth shelter/ cafe</b></li> </ul>
<p><b>Transport</b></p>	<p><b>Public transport to meet the needs of the community.</b></p> <ul style="list-style-type: none"> <li>- <b>Analyse results of traffic surveys to identify journeys that could be replaced by public transport</b></li> <li>- <b>Increase awareness of public transport information/ options</b></li> <li>- <b>Use smaller vehicles for town services</b></li> <li>- <b>Use electric vehicles for town services</b></li> <li>- <b>Next Bus and Real Time information at bus stops</b></li> <li>- <b>Demand responsive transport services</b></li> <li>- <b>More capacity, better quality and better punctuality on rail services needed</b></li> <li>- <b>Services to better meet the needs of villages eg. Holt and Westwood</b></li> <li>- <b>More bus services to stop at railway station</b></li> <li>- <b>Measures to encourage car drivers to use public transport</b></li> <li>- <b>Better co-ordination needed of public transport services</b></li> </ul>



WILTSHIRE COUNCIL

AGENDA ITEM No.11

**BRADFORD ON AVON AREA BOARD**  
**12 MARCH 2014**

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**COMMUNITY ASSET TRANSFER**

**Land adjoining Tithe Barn, Bradford on Avon**

**Executive Summary**

This report deals with an application for the transfer of land adjoining the Tithe Barn, Bradford on Avon to be transferred to Bradford on Avon Preservation Trust in accordance with Wiltshire Council's Community Asset Transfer Policy.

**Proposal**

The Area Board is asked to consider an application submitted by Bradford on Avon Preservation Trust for the transfer of land adjoining the Tithe Barn, Bradford on Avon. 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 subject to the matters referred to in paragraph 9 of the report.

**Peter Dunford**  
Community Area Manager for Bradford on Avon

**BRADFORD ON AVON AREA BOARD  
12 MARCH 2014**

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**COMMUNITY ASSET TRANSFER**

**Land adjoining Tithe Barn, Bradford on Avon**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Bradford on Avon Preservation Trust for the transfer of land adjoining the Tithe Barn, Bradford on Avon (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 application before the Area Board**

6. The application from Bradford on Avon Preservation Trust is attached at Appendix 2 and relates to the transfer of land adjoining the Tithe Barn, Bradford on Avon.
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 application. Cllr Ian Thorn, the local member, has been appraised.

### **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 The land forms the access to the Tithe Barn and Barton Farm Country Park from the car park to the north of Nursery Field. Wiltshire Council will reserve all necessary rights to allow continued access to the country park.
  - 9.2 The land is currently leased by Bradford on Avon Preservation Trust at a peppercorn rent but it would make sense to transfer ownership in this case.
  - 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 has no value other than as amenity land and Bradford on Avon Preservation Trust already maintains it in accordance with the terms of the lease. Therefore, there are no financial implications.

### **Recommendation**

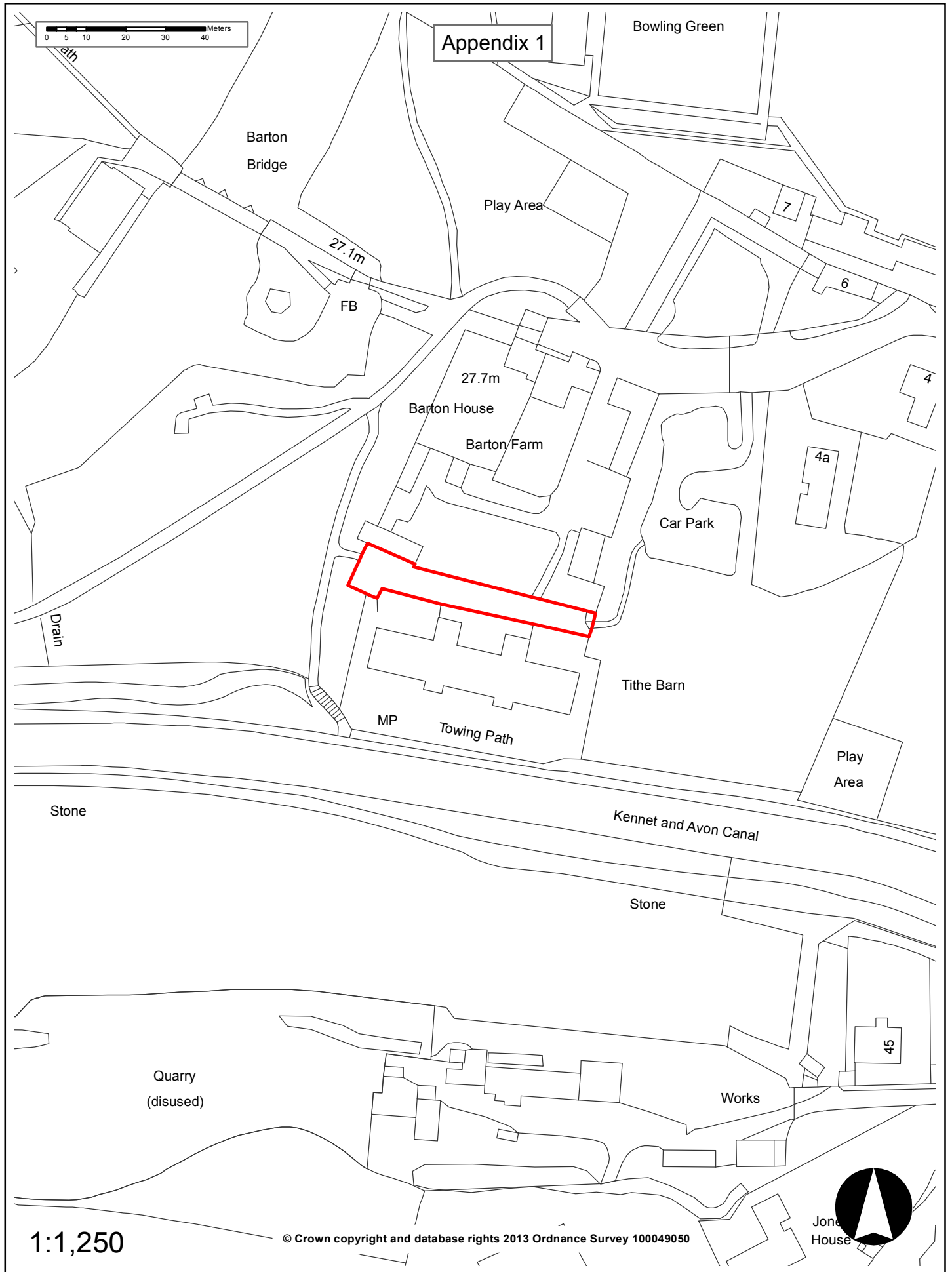
10. To approve the transfer subject to the matters referred to in paragraph 9 above.

**Peter Dunford**

Community Area Manager for Bradford on Avon

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Form CAT01

## Community asset transfer: application

### Your details

<b>Your Organisation</b>	<i>Bradford on Avon Preservation Trust</i>
<b>Contact name</b>	<i>SIMON RELPH</i>
<b>Position held</b>	<i>Member Of Committee of Management</i>
<b>Address</b>	<i>Barton Farm Pound Lane Bradford on Avon WILTS</i>
<b>Postcode</b>	<i>BA15 1LF</i>
<b>Telephone</b>	<i>01225 964905</i>
<b>Email</b>	<i>simonrelph@onetel.com</i>

### 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

*Pathway in front of Tythe Barn leading from Victory Field to Country Park*

#### Summary of proposal

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

*Bradford on Avon Preservation Trust leases this pathway from Wiltshire Council. It now owns the rest of Barton farm Stockyard and seeks a Community Asset Transfer of the Nursery Field so it makes sense for the pathway to be re connected to the rest of the Farm.*

#### Community use

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

*The Pathway continues to provide access for the community to the Country park and the Farmyard and the Tythe Barn and the West Barn*

#### Suitability for purpose

Please explain why this asset is suitable for the intended purpose  
*(Please refer to questions 5-8 in the checklist - CAT02)*

*Its purpose would remain as it is now.*

**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)*

*Since the Trust is already the long term leaseholder of this piece of Land it did not seem necessary to consult widely about the proposed change of ownership. As far as the Public is concerned it is maintained and looked after by the Trust. It was separated from the rest of the Farmyard when that was in Private ownership. Now that that is no longer the case .*

**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)*

*We do not believe that there are any legal issues that would arise from this transfer.*

**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)*

*The Bradford on Avon Preservation trust already maintains this piece of land out of the revenues it receives from the rent of the buildings in the farmyard and will continue to do so. We do not believe that a payment for the asset is appropriate.*

**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)*

*The farmyard and the buildings around it already provides the income which is more than sufficient for their own maintenance and the ground around them including this path. The Trust is establishing a special committee to look after the Barton Farm complex – the administration of the Tythe Barn on behalf of EH, the administration of the West Barn, the establishment and maintenance of the community orchard in Nursery field and the ongoing upkeep of the farmyard itself and this committee will report directly to Trust’s Committee of Management.*

**DECLARATION**

**I confirm that the details included in this application are correct**

Signed:

Name (please print):

Date:



	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Community use</b>	1. Is the asset to be provided for a public purpose?	yes	<input checked="" 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"/>	no	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	yes	<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?	yes	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

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

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

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

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

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

## Community Asset Transfer

