

## AGENDA

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** St Bartholomews School, The Rosary, Royal Wootton Bassett SN4 8AZ  
**Date:** Wednesday 19 March 2014  
**Time:** 6.30 pm

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Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

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**The area board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact the Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6.00pm.**

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Please direct any enquiries on this agenda to:

Kevin Fielding (Democratic Services Officer) on 01249 706612 or [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Penny Bell (Community Area Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706613 or [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Wiltshire Council 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

Allison Bucknell ( <b>Chairman</b> )	Lyneham
Bob Jones	Cricklade & Latton
Chris Hurst	Royal Wootton Bassett South
Mollie Groom ( <b>Vice Chairman</b> )	Royal Wootton Bassett East
Jacqui Lay	Purton
Mary Champion	Royal Wootton Bassett North

<b>Items to be considered</b>	<b>Time</b>
<p><i>During the networking session between 6pm and 6.30pm, entertainment will be provided by the Royal Wootton Bassett Arts Festival.</i></p> <p><i>There will also be an opportunity to talk to the Highways and Streetscene Team, as well as a representative from Network Rail about future road and bridge closures in our area.</i></p>	<b>6:00pm</b>
<p><b>1 Chairman's Welcome and Introductions</b></p>	<b>6:30pm</b>
<p><b>2 Apologies for Absence</b></p>	
<p><b>3 Minutes (Pages 1 - 10)</b></p> <p>To approve the minutes of the meeting held on the 22<sup>nd</sup> January 2014.</p>	
<p><b>4 Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p><b>5 Wiltshire - The Wider Picture (Pages 11 - 14)</b></p> <p>News and information on what's going on in your local community and across the county:</p> <ul style="list-style-type: none"> <li>• Dementia Strategy Consultation.</li> <li>• Library Memory Groups.</li> </ul>	
<p><b>6 Focus on Young People</b></p> <p>To receive information on the future of services for young people in our community.</p>	<b>6:40pm</b>

7	<p><b>Spotlight on Partners</b> (<i>Pages 15 - 22</i>)</p> <p>To receive updates from our key partners, including:</p> <ol style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue Service</li> <li>c. Military Civilian Integration Partnership</li> <li>d. Defence College of Technical Training</li> <li>e. NHS Wiltshire</li> <li>f. Youth Advisory Group (YAG)</li> <li>g. Neighbourhood Planning Working Group</li> <li>h. Community-Led Planning Steering Groups</li> <li>i. Chambers of Commerce/Business Associations</li> <li>j. Community Groups</li> <li>k. Housing Associations.</li> </ol>	7:00pm
8	<p><b>Working towards being 'Dementia Friendly'</b></p> <p>To hear about plans to make the community area 'dementia-friendly'.</p>	7:20pm
9	<p><b>Wiltshire's New Housing Allocation policy</b></p> <p>To learn about the new way that Wiltshire Council will allocate social housing.</p>	7:30pm
10	<p><b>Investing in our Community</b> (<i>Pages 23 - 48</i>)</p> <p>To consider applications for funding from the Area Board's 2013/14 budget.</p>	7:40pm
11	<p><b>Spotlight on Parishes</b> (<i>Pages 49 - 52</i>)</p> <p>To receive written and verbal updates from our town and parish councils.</p>	7:55pm
12	<p><b>Task Group Reports and Decisions</b> (<i>Pages 53 - 56</i>)</p> <p>To consider reports from the following task groups and make any necessary decisions:</p> <ul style="list-style-type: none"> <li>• Dog Fouling Task Group – to receive an update and consider a recommendation.</li> <li>• Cricklade Shadow COB – to receive an update.</li> </ul>	8:10pm

- Royal WB Shadow COB – to receive an update and consider new appointments.
- CATG – to note the next meeting date.

13 **Wrap Up**

**8:30pm**

The Chairman will invite any remaining questions from the floor.

**Future Meeting Dates**

Wednesday 21 May – Lyneham Primary School – 6:30pm

Wednesday 23 July – Cricklade Town Hall – 6:30pm

Wednesday 24 Sept – St Bartholomew’s Primary School, Royal Wootton Bassett  
– 6:30pm

Wednesday 26 Nov – Cricklade Town Hall – 6:30pm

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Royal Wootton Bassett Rugby Club, Ballards Ash, Royal Wootton Bassett  
**Date:** 22 January 2014  
**Start Time:** 6.30 pm  
**Finish Time:** 8.30 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), direct line 01249 706612 or e-mail [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Allison Bucknell (Chairman), Cllr Mary Champion, Cllr Chris Hurst, Cllr Bob Jones MBE and Cllr Jacqui Lay

### **Wiltshire Council Officers**

Penny Bell – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Laurie Bell - Associate Director (Communications and Communities)

### **Town and Parish Clerks/Councillors**

Cricklade Town Council – Mark Clarke  
Broad Town Parish Council – Veronica Stubbings  
Latton Parish Council – Graham Blunden  
Lydiard Millicent Parish Council – John Bennett & Dean Cobb  
Purton Parish Council – Geoff Greenaway  
Tockenham Parish Council – Diana Kirby

### **Partners**

Wiltshire Police – Inspector Mark Thompson  
Office of the Police & Crime Commissioner – Clive Barker  
Wiltshire Fire and Rescue Service – Mike Franklin  
MOD – Captain Bob Rusbridger  
Green Square Housing – David Line

**Total in attendance: 47**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and introduced the councillors and officers present, and Chris Elias – Chairman of Royal Wootton Bassett rugby club who welcomed the Area Board to the club.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Mollie Groom, Ruth Szybiak – Cricklade Town Council and Sergeant Martin Alvis – Wiltshire Police.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on the 27 November 2013 were agreed a correct record and signed by the Chairman.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Wiltshire Voices – Living with Dementia.</li> <li>• Community Enterprise Funding for Royal Wootton Bassett Post Office.</li> <li>• Community Infrastructure Levy (CIL).</li> </ul>
6	<p><u>Focus on young people</u></p> <p>The Area Board meeting was treated to a celebration of local youth talent including minis and juniors from Royal Wootton Bassett Rugby Football Club, who were on hand training outside under the new flood lights.</p> <p>Royal Wootton Bassett's Got Talent winner Frankie gave a short live performance, singing and playing acoustic guitar.</p>

Young people from the Royal Wootton Bassett Youth Development Centre were presented with their Peer Leader Awards by Kevin Sweeney - Area Manager for the Integrated Youth Service, and Cllr Mary Champion, which recognised and rewarded local young people for the time and effort that they had put into local youth work.

#### Purton & Cricklade YAG update

- We are currently working with Purton Parish Council and Cricklade Town Council to run a petition to reinstate the full 53 bus service.
- We have also made and ran a questionnaire about the local areas; we sent this out to as many young people as we could in the area. We were proud to have got over 280 responses and we refer to the results in our regular meetings.
- We have had a meeting with local councillors and MP's about the positive changes we would like to make in our communities. Using the results of our questionnaire as evidence of support.
- We are currently working to promote the Wiltshire app, to help other young people report problems in our area. We are currently planning assemblies to present to our fellow students in school about the app.
- Some of us are also going to be attending the next Area Board meeting and the county wide YAG meeting, to discuss the future of the Youth Service.
- Working alongside Purton Parish Council to improving public spaces, and cycle/ walking tracks to and from Swindon to Purton & Cricklade.
- Completed training to use this spark site for young people!

A short DVD film was shown which highlighted the new Spark site phone app which gives young people up to date information on a range of youth related topics such as local music gigs etc.

The Chairman thanked all the young people for attending the Area Board meeting.

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### Spotlight on Partners

Updates from partners were received as follows:

Wiltshire Police – Inspector Mark Thompson  
The written update was noted.

Wiltshire Fire and Rescue Service – Mike Franklin  
The written update was noted.

Points also raised:

- That Wiltshire & Dorset Fire & Rescue Services were considering a possible merger, a consultation would be carried out during 2014.

Military Civilian Integration Project - Captain Bob Rusbridger

Points made included:

- That the MCIP meets three monthly to bring together Wiltshire Council and the military.
- That the Lyneham and Tidworth 20/20 projects were both important projects for Wiltshire.
- That the help and input from the Lyneham Steering Group had been much appreciated.

Defence Technical Training

Captain Bob Rusbridger introduced Mark Brazington – (Hercules), who had been appointed as the contractor for the Lyneham project. Captain Rusbridger advised that he would be continuing in his role as the Lyneham MOD project manager.

Points made included:

- The building of 11 new buildings on the site as well as refurbishing existing buildings.
- Hercules were currently surveying current assets on the site.
- Hercules were working with the end users to validate their design for the site.
- Building expected to properly commence Easter 2014.



- That all excavated material would stay on site to be used as road build up etc.
- Hercules had assured the MOD of their intentions to contribute towards the local economy thus:

20% of labour to be resourced within a 25 mile radius of the site  
 10% of work opportunities to go to the previously unemployed  
 36 apprentices or trainees to be employed  
 2 graduates to be employed  
 20 weeks of work experience placements to be offered.

- That the Area board would be the main conduit for information on the project.

Questions raised included:

- Have you taken into account the problems that may be caused by the temp closure of the Royal Wootton Bassett railway bridge?  
*a.this shouldn't be a problem as all site freight would be using the approved freight routes.*  
*Post meeting - Hercules had also looked in detail at potential road closures, considering the moratorium on site vehicles using the B4069, and having liaised with the local highway authority, are confident that site deliveries will not be disrupted or contribute toward local congestion.*
- Would any asbestos removed from buildings remain on site?  
*a.No, all asbestos had already been removed from the site.*

Cricklade Neighbourhood Planning Group – Mark Clarke

Points made:

- That an application had been received for 17 houses to be built on land on the outskirts of Cricklade on the Purton Road.

Green Square – David Line

Points made:

- Proposed development of the Green Hay estate, to increase the housing stock.

	<p>Royal Wootton Bassett Sports Association – Paul Harrison</p> <p>The written report was noted.</p> <p>Paul Harrison also advised that the RWBSA were keen to meet with the Area Board members to discuss site access for the proposed new site on the Malmesbury Road.</p> <p>The Chairman thanked everybody for their updates.</p>
8	<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 number of visitors and media to area.</p> <p>After a short discussion it was agreed that the Royal Wootton Bassett &amp; Cricklade Area Board would make the Royal Wootton Bassett &amp; Cricklade community area Dementia Friendly as their “Big Pledge”.</p> <p>The Chairman thanked Laurie Bell for her presentation.</p>
9	<p><u>Police and Crime Commissioner - precept consultation</u></p> <p>Clive Barker – Chief Finance Officer, 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>Clive Barker 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 6th January until the 3rd February and any comments would be welcomed.</p> <p>The Chairman thanked Clive Barker for his presentation.</p>
10	<p><u>Spotlight on Parishes</u></p> <p>Royal Wootton Bassett Town Council</p> <p>The written update was noted.</p> <p>It was agreed that a letter of thanks on behalf of the Area Board would be sent to Revd Canon Thomas Woodhouse who would be leaving the area to take up a new appointment in Dorchester on the 11<sup>th</sup> February.</p> <p>Cricklade Town Council</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• Cricklade Primary and Junior schools were planning to merge and become Cricklade Primary School.</li> <li>• The roundabout on the outskirts of Cricklade has now been planted up to give a good floral display come the spring.</li> </ul> <p>The Chairman thanked the Parishes for their updates.</p>
11	<p><u>Investing in Our Community</u></p> <p>Councillors were asked to consider the following applications for funding from the Area Board's 2013/14 budget:</p> <p><b>Decision</b>  <b>Purton &amp; Cricklade Youth Centre awarded the sum of £150 towards a new sound system for both centres.</b></p> <p><b>Reason</b></p>

	<p><i>The applications meet the Community Area Grant criteria 2013/14, and demonstrate links to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure.</i></p> <p><b>Decision</b>  Purton &amp; Cricklade Youth Centre awarded the sum of £399 towards a new table tennis table for both centres.</p> <p><b>Reason</b>  <i>The applications meet the Community Area Grant criteria 2013/14, and demonstrate links to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure.</i></p>
12	<p><u>Task Group Reports and Decisions</u></p> <p>To consider reports from the following task groups:</p> <p>Community Area Transport Group.  The Area Board members considered the consultation report from Lydiard Millicent Parish Council and the proposals for a part footway through Lydiard Green as deferred from the last meeting.</p> <p><b>Decision</b>  <b>The Area Board approved the following recommendations from the CATG:</b></p> <p><b>That the sum of £10,964 already allocated to this project from the 2012/13 budget, along with the sum of up to £3,536 from this year's 2013/14 budget, should be allocated to this project, resulting in a total CATG contribution of up to £14,500. This was on the basis that:</b></p> <ul style="list-style-type: none"> <li>• <b>Phases 1 , 2 and 3 of the project would be delivered as a minimum</b></li> <li>• <b>The Parish Council will contribute the remaining funds to enable phases 1, 2 and 3 to be completed – being a sum of at least £3,000. This sum was confirmed by the Parish Council.</b></li> <li>• <b>The Parish Council would approach the industrial units at Bagbury Lane to explore whether any financial contributions towards the project could be secured.</b></li> </ul> <p>Review of the C415 from Royal Wootton Bassett to Broad Hinton.</p> <p>A query was raised as to whether the parish/town council comments had been forwarded to the relevant Highways Officer for the next steps to be determined – It was agreed that this would be followed up.</p>

	<p>Royal Wootton Bassett Shadow Community Operations Board.</p> <p>The tabled update was noted.</p> <p>Cricklade Shadow Community Operations Board.</p> <p>The written report was noted.</p> <p>It was noted that the Cricklade SCOB would meet on the Tuesday 21<sup>st</sup> January.</p> <p>The Chairman thanked everybody for their updates.</p>
13	<p><u>Wrap up</u></p> <p>Concerns were raised over the proposed closure of Skew Bridges and the impact that this would have on the local community.</p> <p>The Chairman advised that a meeting was planned for the 17<sup>th</sup> February with Network Rail to discuss this. Outcomes of this meeting would be fed back at the next Area Board meeting.</p>



## Chairman's Announcements

<b>Subject:</b>	<b>Dementia Strategy Consultation</b>
<b>Officer Contact Details:</b>	Rhian Bennett 01225 712554 dementiaconsultation@wiltshire.gov.uk
<b>Weblink:</b>	<a href="http://www.wiltshire.gov.uk/council/consultations.htm">www.wiltshire.gov.uk/council/consultations.htm</a>
<b>Further details available:</b>	Please contact Rhian Bennett

### Summary of announcement:

A draft dementia strategy for Wiltshire has been developed and a consultation process will be launching in mid February (anticipated to be 19<sup>th</sup> February) for three months.

The draft strategy was agreed by Wiltshire Council Cabinet and the Governing Body of NHS Wiltshire Clinical Commissioning Group in January and these organisations will be inviting people with an interest in dementia, whether through personal or professional experience, to contribute their comments and viewpoints.

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.

To make this happen, one of the priorities within the strategy is to develop dementia friendly communities in Wiltshire. These will involve bringing together partners within local communities, including people with dementia, to deliver small improvements that make a difference to the quality of life for people living with dementia. Examples might include giving bus drivers dementia awareness training or local areas deciding that they want to set up dementia friendly activities. Community area boards will be central to this and Royal Wootton Bassett will be acting as the pilot area to test a new dementia friendly community toolkit, which will then be made available to all areas across Wiltshire. Work will be commencing in February and area boards will be kept informed of progress.

The strategy also 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.

The consultation documents will be placed upon the consultation pages of Wiltshire Council and NHS Wiltshire Clinical Commissioning Group websites on the launch date, allowing all interested parties to respond accordingly.





## 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.



## Crime and Community Safety Briefing Paper Wootton Bassett & Cricklade Community Area Board – March 2014



### 1. Neighbourhood Policing

**Sector Commander:** Insp Mark Thompson

**NPT Sgt:** Martin Alvis

#### **Wootton Bassett Town Centre Team**

Beat Manager – PC Nick Spargo

PCSO – Jim Wale

PSCO – Andrea Hector

#### **Wootton Bassett Lyneham & Rural villages Team**

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

#### **Cricklade & Purton Team**

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

### 2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### 3. Performance and Other Local Issues

For this reporting period the sector continues to show strong performance across a number of areas, Public Space violence and Criminal Damage are all showing a reduction on the same period as last year. Non Domestic burglary is showing a slight increase on the same period last year and we are working with colleagues from Swindon to combat these offences. The main area where these offences have occurred is in the north of the area, e.g. Latton and across the border into Gloucestershire. We are also working with colleagues from Gloucestershire as likely suspects live in their area.

Dwelling Burglary continues to be significantly lower than the same period last year although we have had a couple of offences reported since the last meeting. An individual from Bristol has been arrested for a series of offences across Wiltshire, two

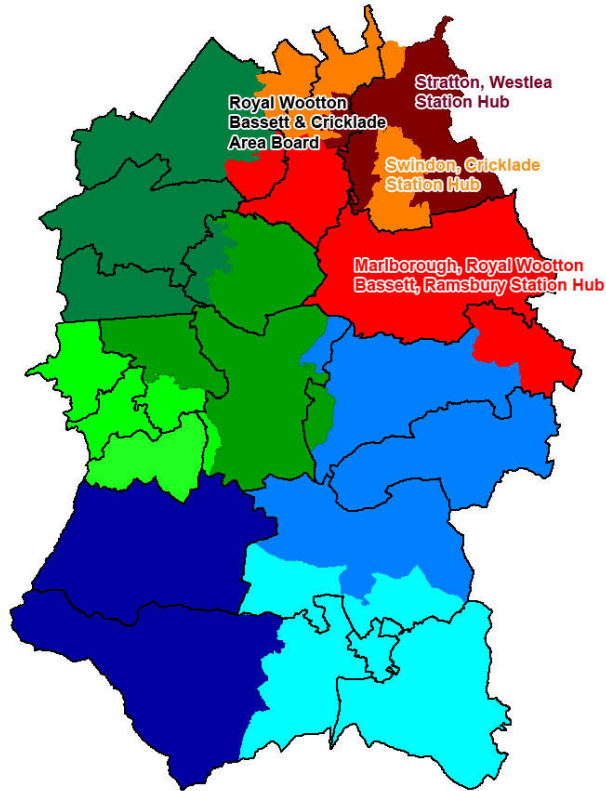
of which happened in this area and a recent burglary in Royal Wootton Bassett town resulted in the arrest and remand to prison for a local individual.

ASB is also an area where performance is strong, to date there have been 93 fewer reported incident compared to the same period last year.

Insp Mark Thompson  
Sector Head, Royal Wootton Bassett,  
Malmesbury and Marlborough.



## Briefing report for Royal Wootton Bassett & Cricklade 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	Station Manager - Dave Geddes, Marlborough, Royal Wootton Bassett, Ramsbury Station Hub	07826 532607	david.geddes@wiltsfire.gov.uk
Operational matters	Station Manager - Bryan Morris, Swindon, Cricklade Station Hub	07809 548024	bryan.morris@wiltsfire.gov.uk
Operational matters	Mike Carter, Stratton, Westlea Station Hub	07824 608539	mike.carter@wiltsfire.gov.uk
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	<a href="http://www.wiltsfire.gov.uk">www.wiltsfire.gov.uk</a> 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	5	1	1	1	0	0	1	0	0	0	2	3
Emerg Spec Svc Calls		5	9	3	5	9	8	11	9	11	4	15	17	2
	Advice - App/Eq not Specd	0	0	0	0	0	0	0	0	0	1	0	0	0
	Animal Rescue	0	0	1	0	0	0	0	0	0	0	0	0	0
	Effecting Entry	0	0	0	0	1	0	0	0	0	0	1	1	0
	Flooding	0	0	0	0	0	1	0	0	0	0	2	1	0
	Lift Release	0	0	0	0	0	0	0	0	0	1	0	0	0
	Making safe	0	0	0	0	0	0	0	0	0	0	1	0	0
	Person Rescue/Release	0	0	0	0	0	1	0	0	0	0	0	0	1
	Remove Obj. from People	0	0	0	0	0	0	0	0	0	1	0	0	0
	RTC - Make Safe	0	0	0	3	2	0	1	0	1	0	1	0	0
	RTC - Person Trapped	1	1	1	0	1	0	3	1	0	2	0	1	1
	RTC - Services not req'd	0	0	0	2	0	0	0	0	0	0	0	0	0
	Spills and Leaks	0	0	0	0	0	0	0	1	0	0	0	0	0
False Alarm Good Intent		2	4	5	4	7	4	4	3	3	2	2	1	0
False Alarm Malicious		0	0	0	0	0	0	0	1	0	0	1	0	0
FDR1 Fire		1	3	3	5	5	3	4	5	0	4	3	7	0
Secondary Fire		0	0	0	0	1	0	1	0	0	1	0	1	0
	Fence/Lamp	0	0	1	0	0	0	0	0	0	0	1	0	0
	Grass/Heath/Railway/Tree	0	0	1	2	0	0	2	0	0	0	0	0	0
	Refuse/Container	0	0	0	1	0	0	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.









## **MILITARY CIVILIAN INTEGRATION PARTNERSHIP UPDATE** **(INCORPORATING WILTSHIRE'S COMMUNITY COVENANT PARTNERSHIP)**

### **Issue**

The significant military presence in Wiltshire is changing again. The Government announcement on Transforming the British Army (known as Army 2020), the Regular Army Basing Plan and new Defence College of Technical Training at Lyneham combined with other military related developments will have far reaching implications for local communities for the foreseeable future.

[Wiltshire Council](#) working with [43 \(Wessex\) Brigade](#) and partners need to assess what this means in terms of infrastructure, impact on the economy and delivery of services. Therefore, the Military Civilian Integration (MCI) Partnership will continue to shape and positively influence MCI-related changes for the benefit of the civilian and military communities.

The work of the MCI Partnership is based upon what is known as the Army's Firm Base<sup>1</sup> policy and the Wiltshire Community Plan<sup>2</sup>.

### **Aim**

The aim of the MCI Partnership is to optimise the *economic* and *social* benefits of the military presence in the area. In turn, such integration will benefit Armed Forces personnel, their families, veterans, and local communities.

### **Objectives**

The MCI Partnership has 7 main objectives:

- To identify and respond to the changing military 'footprint' in Wiltshire
- To maximise the economic contribution of the military to the area
- To enable the realignment of service provision by the Council and its partners to meet the changing needs of the military, their families and veterans
- To capitalise on opportunities for regeneration and building sustainable communities in line with the Army Basing Plan
- To ensure that the area continues to remain an attractive location for our Armed Forces and long-term investment by the MoD
- To encourage local communities to support the Armed Forces through the Wiltshire Community Covenant
- To assist Service leavers, and redundees in particular, in career transition and into employment in the area, helping soldiers back into society

### **Partnership Work Streams and Outputs**

**1. Salisbury Plain Super Garrison/Army Rebasing:** The Salisbury Plain Super Garrison is the 'core' work stream in the partnership. The significance of [Army 2020](#) and the [Army Basing Plan](#), involving troops returning from Germany and around £800m investment by MoD over the next 5 years or so, is being assessed. MoD invites views on the [initial plans](#) in the formal consultation

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<sup>1</sup> The 'Firm Base' describes a secure environment, at home and overseas, that sustains the Army, enables training for, and deployment on, operations and ensures the consent and support of the public and host nations. Most of the activities required to support soldiers are linked – welfare and accommodation being good examples. The delivery of these services, therefore, requires working closely with the community (Source: MoD).

<sup>2</sup> People, places and promises, The Wiltshire Community Plan 2011-2026.

opening in February 2014 for 6 weeks. It is anticipated that other Government departments will also be investing in infrastructure in the Salisbury Plain area.

**2. Defence College of Technical Training:** The new [Defence College of Technical Training](#) at Lyneham will open in 2016, with around 2,000 students and staff. Planning permission was granted in October 2013. The construction contract for the first stage of work, worth around £121m, was awarded to Hercules, a joint venture of Kier and Balfour Beatty in December 2013. The 'end state' will see around 5,500 students and staff on site by 2019.

**3. Armed Forces Covenant/Military Civilian Community Integration:** [Wiltshire's Armed Forces Community Covenant](#) was launched in August 2011. The aim of the Community Covenant, including the grant scheme, is to encourage local communities to support the Service community and nurture understanding and awareness amongst the public of issues affecting the Armed Forces Community. Wiltshire also adopted its [Armed Forces Veterans Charter and Action Plan](#) and is taking forward a number of community integration initiatives.

**4. Employment & Enterprise:** The main purpose of this work is to support the employment and enterprise aspirations of Service leavers and military spouses; to offer support and guidance to those thinking of starting a business, business start-ups, and existing small businesses; to link this work stream into the [Wiltshire Business Support Service](#) and [The Enterprise Network](#); and to work in collaboration with MoD's [Careers Transition Partnership](#).

**5. City Deal 2:** [City Deal](#) is a Swindon and Wiltshire Local Enterprise Partnership (SWLEP) initiative – currently being negotiated with government departments – to unlock the economic potential of the military presence and use the skills of Service leavers to support business growth. SWLEP and the MCI are working in collaboration to achieve these outcomes.

**6. Porton Science Park:** The purpose of this work is to develop the infrastructure for the Porton Science Park including a new incubation centre by 2015. [Tetricus](#), [Defence Science and Technology Laboratory](#) (Dstl) and [Public Health England - Porton](#) (formerly the Health Protection Agency) are involved in the new science park development which was awarded £10m through the [Regional Growth Fund](#).

**7. University Technical College:** The [University Technical College](#) (UTC) partnership will establish a new college, specialising in Science and Engineering for around 600 14-18 year olds, in Salisbury. The distinctive characteristic of UTCs is their close links with employers, including 43 (Wessex) Brigade, and universities. The college will open with an initial cohort of 14-16 year olds in September 2015 and is estimated to be worth £40m over the next decade.

**8. Troops to Teachers:** The [Troops to Teachers](#) initiative is a Government backed scheme to recruit ex-Armed Forces personnel as teachers.

**9. Research:** The evidence base for the partnership comes from: [Military Presence and Economic Significance in the South West Region](#) (March 2009), [Envisioning the Future](#) (July 2009) and [Military population in Wiltshire and the South West region](#) (October 2012). Our latest research is focusing on the veteran population in Wiltshire (due for publication in early 2014).

### **Partnership Organisation**

The MCI Partnership Board provides strategic direction and guidance to the partnership and MCI Delivery Group in particular.

The Board comprises: The Leader Wiltshire Council, Commander 43 (Wessex) Brigade, Cabinet Member for Economy, Skills and Transport, Corporate Director, Associate Director Economic Development and Planning Services, Swindon & Wiltshire Local Enterprise Partnership representative, Community First/Plain Action, Defence Infrastructure Organisation, Defence Technical Training, Homes & Communities Agency, and work stream leads as necessary. The Board and Delivery Group meet about every 8-10 weeks.

For further information, please contact: Ian Cambrook, MCI Manager, on 07866 360334/email: [ian.cambrook@googlemail.com](mailto:ian.cambrook@googlemail.com) or go to the [MCI pages](#) on the Wiltshire Council website.

<b>Report to</b>	<b>Royal Wootton Bassett &amp; Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>Wednesday 19 March 2014</b>
<b>Title of Report</b>	<b>Investing in Our Community</b>

**Purpose of Report**

To ask councillors to consider officer recommendations in respect of the following applications for funding from the Area Board's 2013/14 budget:

1. Cricklade Cricket Club – requesting the sum of £5,000 towards new netting and bowling machine.
2. Jubilee Gardens Project – requesting the sum of £5,000 towards alterations to Church Bush Hall.
3. Wootton Bassett Sports Association – requesting the sum of £5,000 towards a tennis practice wall.
4. Lyneham Village Hall – requesting the sum of £500 to purchase and install new radiators.
5. Royal Wootton Bassett Town Council – requesting the sum of £1,320 towards a WW1 commemorative community flower festival.
6. Cricklade festival Committee – requesting the sum of £616 towards a new marquee and gazebo.
7. Royal Wootton Bassett Town Council – requesting the sum of £3,500 from the 'Legacy of 2012' budget to improve accessibility, usage and enjoyment of the Row de Dow footpath in Royal Wootton Bassett.
8. Councillor-led Project – Dog Fouling, £2,000 requested.
9. Councillor-led Project – Making Our Community 'Dementia-Friendly', £5,000 requested.
10. Councillor-led Project – Community-led Planning workshops, £4,000 requested.

## 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 Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation, Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. The Area Board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. [Northern Community Area Plan 2005 - 2015](#)  
[Local Area Joint Strategic Assessment](#)
- 1.5. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 capital budget of **£59,197** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£14,984**.
- 1.6. In addition to the capital-based Community Area Grants and Digital Literacy grants, councillors can submit an Area Board/Councillor-Led initiative from the revenue budget. This enables Area Boards to tackle sticky community issues and/or community identified priorities. The Cabinet has emphasised that it does not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic Legacy, in 2013/14 the Royal Wootton Bassett & Cricklade Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The Area Board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step-by-step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area Boards will not consider Community Area Grant applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor-led initiatives), although the decision to support applications is made by Wiltshire councillors on the Area Board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of Area Board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to upload information and photographs about their project on to their [blogsite](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p><b>Background documents used in the preparation of this report</b></p>	<p><a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a></p> <p><a href="#">Northern Community Area Plan 2005-2015</a></p> <p><a href="#">Royal Wootton Bassett &amp; Cricklade Joint Strategic Assessment</a></p>
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## 2. Main Considerations

- 2.1. The Royal Wootton Bassett & Cricklade Area Board has been allocated a total budget of **£74,181** for 2013/14, made up of a capital budget and revenue budget (see para 1.5) that may be allocated through Community Area Grants, Digital Literacy grants, Area Board/Councillor-Led projects and other local initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of

this report.

- 2.3. Councillors will need to be satisfied that grants awarded in 2013/14 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. This is the final funding round for 2013/14. Further funding rounds will commence from April 2014, and applicants should contact the Community Area Manager for further information.
- 2.5. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.
- 2.6. A budget of **£5,000** was accrued from 2012/13 for the purpose of supporting projects that seek to build a Legacy of the 2012 Olympic and Paralympic Games and the Jubilee celebrations.
- 2.7. The Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2013/14 of **£23,205**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.
- 2.8. The sum of £945 was returned to the Area Board from Purton Parish Plan Steering Group who no longer required the funds due to saving on printing costs.
- 2.9. Funding awarded to date during 2013/14 totals **£45,395**. This leaves a balance of **£28,786** in the Area Board's main budget.
- 2.10. Legacy funding to date during 2013/14 totals **£1,500**. This leaves a balance of **£3,500** in the Area Board's Legacy budget.

### **3. Environmental & Community Implications**

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

### **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.

- 4.2. If grants are awarded in accordance with officer recommendations, Royal Wootton Bassett & Cricklade Area Board will have a balance of **£350** in the main budget and a balance of **£0** in the Legacy budget.
- 4.3. At the time of writing, it is proposed that any remaining funds unspent by Area Boards in 2013/14 will not be carried forward to 2014/15, but will be transferred into a central 'Community Innovation Fund'. Therefore, it is unlikely that the Area Board will retain its unspent balance of £350.

## 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 will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Cricklade Cricket Club	New netting and bowling machine	£5,000

### 8.1.1. Officers recommend that Cricklade Cricket Club is awarded the sum of £5,000 towards new netting and a bowling machine.

8.1.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.

8.1.3. The club wishes to upgrade its current nets and to purchase a bowling machine to assist with junior and senior coaching.

- 8.1.4. Cricklade Cricket Club is an active sports club in the local community. It currently has an active adult membership and a growing junior membership.
- 8.1.5. The club is keen to expand its overall membership and particularly its junior membership. The new equipment will enhance the club's ability to attract, retain and coach both new and existing members and players.
- 8.1.6. The club's commitment to getting more adults and children playing cricket builds on Wiltshire Council's and the Area Board's aspirations to create a sporting legacy of the 2012 Olympic and Paralympic Games.
- 8.1.7. The club has worked hard to raise its own funds to put towards this project through a series of social fundraising events. The club is contributing more than 50% of the total project costs via these means which is impressive for a club of its size.

Ref	Applicant	Project proposal	Funding requested
8.2.	Jubilee Gardens Project	Alterations to Church Bush Hall	£5,000

- 8.2.1. Officers recommend that the Jubilee Gardens Project is awarded the sum of £5,000 towards essential alterations to Church Bush Hall.**
- 8.2.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure, and Education & Lifelong Learning.
- 8.2.3. The Jubilee Gardens project is a Purton-based charity that provides learning opportunities for people with learning disabilities, particularly in horticultural skills.
- 8.2.4. The project keeps students involved in practical healthy activities, much of which is outdoors, increasing access to positive activities for disabled people.
- 8.2.5. The project makes a contribution to the local economy by supplying horticultural produce to local restaurants. The project sells all that it produces.



- 8.2.6. People of all generations in the local community support the project and its open days and sales of fruit, plants and vegetables are well supported and bring in an income for the project.
- 8.2.7. Church Bush Hall is the main building in which the teaching, workroom and toilets are located and is in much need of internal renovation to meet current health and safety requirements, and to ensure the sustainability of the project.
- 8.2.8. The majority of the costs of this project are being met by the project's own fundraising, reserves, donations and volunteer time. Other free reserves held by the project are being retained to purchase a new vehicle and to cover core operating costs.

Ref	Applicant	Project proposal	Funding requested
8.3.	Wootton Bassett Sports Association	Tennis practice wall	£5,000

**8.3.1. Officers recommend that Wootton Bassett Sports Association is awarded the sum of £5,000 towards a tennis practice wall.**

8.3.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.

8.3.3. This project is part of the wider project to relocate the Wootton Bassett Sports Association from its current site to the new Gerard Buxton Sports Hub. As part of the project, eight new floodlit tennis courts are being provided.

8.3.4. This project is to construct a tennis practice wall to complement the tennis court facilities.

8.3.5. The wall can be used for professional tennis coaching, as well as fun activities and games. The main aims are to enhance the tennis practice facilities and to encourage more people to play tennis for fitness and leisure purposes.

8.3.6. The club is keen to get more people, particularly young people and disabled people, engaged in sport and physical activities, and the club has an extensive strategy for achieving this which is detailed in their supporting application.

8.3.7. This project will bring in a range of partners such as local sports clubs and schools to engage and encourage more people to get

active through sport.

8.3.8. This application build's on the Council's and the Area Board's aspirations to build a sporting legacy of the 2012 Olympic and Paralympic Games.

8.3.9. The club is committing 50% of its own limited reserves to the delivery of this project.

Ref	Applicant	Project proposal	Funding requested
8.4.	Lyneham Village Hall	Additional radiators	£500

**8.4.1. Officers recommend that Lyneham Village Hall is awarded the sum of £500 to purchase and install additional radiators in the hall.**

8.4.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.

8.4.3. Lyneham Village Hall is run by a management committee as an independent charity.

8.4.4. The hall is an important community facility and is used by a wide number of local clubs and groups such as the WI, exercise clubs, art groups and youth activity clubs, as well as members of the public.

8.4.5. The hall currently has four radiators which do not provide sufficient heat to keep the hall at a comfortable temperature. This could be affecting the hall's ability to attract hirers.

8.4.6. This project is to re-position two of the current radiators and purchase and install two additional radiators, which will provide a more effective heating system for the hall and make it much more comfortable to use all year round.

8.4.7. With the recent closure of RAF Lyneham and the loss of the related facilities, community facilities such as the village hall provide a valuable service to the community and will only become more important as more service personnel and their families move into Lyneham as the new Defence College of Technical Training becomes operational.

Ref	Applicant	Project proposal	Funding requested
8.5.	Royal Wootton Bassett Town Council	WW1 commemorative community flower festival	£1,320

**8.5.1. Officers recommend that Royal Wootton Bassett Town Council is awarded the sum of £1,320 towards a community flower festival to commemorate WW1.**

8.5.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.

8.5.3. 2014 marks the centenary of the start of World War One, and both Wiltshire Council and the Area Board are keen to encourage and support communities to come together to mark this occasion appropriately.

8.5.4. Royal Wootton Bassett Town Council is working with the community of Royal Wootton Bassett to coordinate a weekend-long flower festival that will bring the entire community together to commemorate WW1.

8.5.5. The project will involve support from 5 of the town's churches, the Ladies Guild, Business Association, Flower club, 3 Junior Schools and the Royal Wootton Bassett Academy. It will provide a venue for Wootton Brass Band to perform a concert and they hope to combine this with Wiltshire Council Poetry reading at the Wootton Bassett Library.

8.5.6. This event will be an occasion to bring the community, High Street shops, public houses, schools, local groups and surrounding parishes together, to show respect to all fallen soldiers.

Ref	Applicant	Project proposal	Funding requested
8.6.	Cricklade Festival Committee	Marquee and gazebo	£616

**8.6.1. Officers recommend that Cricklade Festival Committee is awarded the sum of £616 towards a marquee and gazebo.**

8.6.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan

2005 – 2015; Recreation, Culture & Leisure.

- 8.6.3. Cricklade Festival is an annual, free, community festival that has been running successfully since 2000 and attracts a large number of visitors to the town every year.
- 8.6.4. The festival takes place on Cricklade High Street and provides entertainment for all the family, activities and opportunities for Cricklade's groups and businesses to promote the town.
- 8.6.5. The festival actively encourages volunteering and is organised by a committee of 10 volunteers with a reputation for being well organised and professional. It is funded by sponsorship, fundraisers, donations and charging stallholders. All monies generated are reinvested in the next year's festival to ensure continuity and growth.
- 8.6.6. The festival organisers are looking to purchase a marquee and gazebo that can be used to enhance the all-weather facilities and activities that are currently on offer, for example crafts and activities for children as well as changing and first aid areas.
- 8.6.7. The festival committee is keen that the local community should have the opportunity to benefit from the equipment too, and already has a number of local organisations that would be interesting in making use of the gazebo and marquee for their own local events.
- 8.6.8. The committee re-invests all profits from each year's festival and so does not hold any reserves to be able to pay for this type of capital investment. However, a local donation has enabled the committee to be able to fund over 50% of the cost of this equipment.

Ref	Applicant	Project proposal	Funding requested
8.7.	Royal Wootton Bassett Town Council	Row de Dow footpath project	£3,500

- 8.7.1. Officers recommend that Royal Wootton Bassett Town Council is awarded the sum of £3,500 towards the Row de Dow footpath project.**
- 8.7.2. The application demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure, and Environment, Land-Based Issues and Countryside.
- 8.7.3. The application meets the criteria agreed by the Area Board under

the specified 'Legacy of 2012' funding that was set aside by the Area Board from its 2012/13 budget.

- 8.7.4. The year of 2012 was an exciting and inspiring year for the country, the county of Wiltshire and for our local community. The Olympic and Paralympic Games and the torch relay through Royal Wootton Bassett really brought the community together and brought sporting activities and achievements into our local communities.
- 8.7.5. Wiltshire Council and the Area Board were keen to build on this legacy by encouraging and supporting local projects and initiatives that encouraged more people to get more active through a range of sporting and leisure activities, as well as projects that sought to bring communities together and promote volunteering.
- 8.7.6. The Row de Dow is an ancient right of way that connects Royal Wootton Bassett town centre to the north of the town out towards Jubilee Lake.
- 8.7.7. The Row de Dow in its current state is overgrown and impassable in places, and so is not utilised to its full potential.
- 8.7.8. Royal Wootton Bassett has recently undertaken extensive community consultation as part of the development of a community-led plan, and the Row de Dow was highlighted by local residents as an important local facility that they would like to see brought back into full use.
- 8.7.9. Clearance and reinstatement of the path to a usable and pleasant condition would encourage leisure activities and healthy travel choices by creating a sustainable link between the town centre and the Jubilee Lake, Rugby Club and new Wootton Bassett Sports Association sporting facilities to the north of the town.
- 8.7.10. This project also links to Wiltshire Council's Local Transport Plan, in particular the recently approved sub-document that focuses on accessibility, cycling, powered two-wheelers and smarter choices.
- 8.7.11. It is proposed that the Town Council will lead on this project in partnership with the Area Board and a number of other local groups and organisations. Volunteering activities will also be investigated and encouraged as the project develops.

Ref	Applicant	Project proposal	Funding requested
8.8.	Councillor-led Project	Dog fouling	£2,000

- 8.8.1. This application has been submitted by Councillor Jacqui Lay as a councillor-led project, in accordance with the Cabinet member's scheme of delegation for Area Board funding.
- 8.8.2. In response to local concern regarding the issue of dog fouling, the Area Board set-up a Dog Fouling Task Group which has been working hard over the past 18 months to gather information, consult with the public and put together a set of potential actions that could be taken to address the issue.
- 8.8.3. The Dog Fouling Task Group, at its most recent meeting in February 2014, reviewed all progress to date and decided that a programme of education throughout the community area would be the most effective way to commence action against the issue of dog fouling.
- 8.8.4. It is proposed that the sum of £2,000 from the Area Board's budget should be ring fenced to kick-start this initiative, which could include posters, leaflets and promotional materials, as well as new dog waste bins.
- 8.8.5. If approved by the Area Board, officers and members of the Task Group will work with key stakeholders to develop and deliver this educational campaign.

Ref	Applicant	Project proposal	Funding requested
8.9.	Councillor-led Project	Making Our Community Dementia-Friendly	£5,000

- 8.9.1. This application has been submitted by Councillor Jacqui Lay as a councillor-led project, in accordance with the Cabinet member's scheme of delegation for Area Board funding.
- 8.9.2. This application comes following the recent launch of the Wiltshire Voices film 'Living with Dementia' which was initiated and supported by the Area Board when the Wiltshire Voices project was launched.
- 8.9.3. The Area Board is keen to respond to the issues raised by the film and to work towards making the community area 'dementia-friendly'. This will be done via the formation of a community-led steering group as well as with support from Wiltshire Council by way of a community toolkit.
- 8.9.4. It is proposed that the sum of £5,000 from the Area Board's budget should be ring fenced to support this project and its activities.

Ref	Applicant	Project proposal	Funding requested
8.10.	Councillor-led Project	Community-led Planning Workshops	£4,000

8.10.1. This application has been submitted by Councillor Allison Bucknell as a councillor-led project, in accordance with the Cabinet member's scheme of delegation for Area Board funding.

8.10.2. The Area Board has maintained a commitment to support the development of community-led plans across the community area.

8.10.3. We have now reached the stage where a lot of community-led plans are either completed, or nearing completion, and it is proposed that a series of workshops should be held to assist groups in the implementation and influencing stages of their plans.

8.10.4. The workshops will be managed and facilitated by Community First who have extensive expertise in both the development and implementation of community-led plans.

<b>Appendices</b>	Appendix 1 – grant applications and supporting details (available online or on request from the report author)
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	Penny Bell, Community Area Manager Tel: 01249 706613 Mobile: 07810 500368 E-mail: penny.bell@wiltshire.gov.uk
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## Royal Wootton Bassett & Cricklade Area Board

# Creating a Legacy of 2012

## Grant scheme application form

- Group/Club name and contact details**

*Please include contact name, postal address, telephone number and email address*

Johnathan Bourne, Town Clerk  
Royal Wootton Bassett Town Council  
117 High Street  
Royal Wootton Bassett  
Wiltshire  
SN4 7AU

Email: Johnathan@royalwoottonbassett.gov.uk

- Your project/initiative**

*Please outline the details of your project here, including where and when it is intended to take place. Please be as specific as possible about how your project will deliver exceptional benefits to the community and contribute to a lasting legacy of 2012.*

Row de Dow accessibility project.

The Row de Dow is one of the historic footpaths in Royal Wootton Bassett originally thought to be *Reiu de dieu* or road of god linking religious establishments in Wootton Bassett and Malmesbury. The town council would now like to improve accessibility of this right of way so that it can be used as a formal link between the Town Centre and Jubilee Lake Nature Reserve and the nearly created sports hub at Ballards Ash. The town council is also promoting the creation of a Town Park, something supported by the Community Led Plan, which will run alongside the Row de Dow footpath.

- What is the desired outcome of this initiative and what legacy goal will it address?**

*Please refer to the guidance notes, in particular the 'What does Legacy of 2012 mean in practice?' and outline how your project will fulfil one or more of the goals listed.*

Contributes to legacy goals by:

- Increasing access to positive leisure-time activities by allowing for and encouraging walking, running, cycling, etc
- Bringing the community together by creating a usable right of way that will be both pleasant to use for recreational purposes and convenient for accessing the facilities in the town centre and up towards the Jubilee Lake and Rugby Club/Ballards Ash
- Increasing volunteering by encouraging the local community to contribute towards the path's clearance and maintenance.

The project also:

- Was identified as a strong priority by local residents in the community-led plan
- Addresses priorities in Wiltshire Council's Local Transport Plan 3, particularly in relation to the

recently approved sub-document regarding accessibility, cycling, powered two-wheeler and smarter choices strategies respectively.

It is hoped there are social, environmental and economic benefits of clearing the path, particularly in relation to encouraging it for leisure use (keeping healthy/active). The volunteers helping with this project will benefit from community engagement and hopefully take up an active past time.

### 1. Who will project manage this initiative?

This is a partnership project that will look to engage not only the Town Council and Area Board but also organisations such as the Rugby Club, Rotary, Running Club, Walking Club and many other clubs.

### 2. Costs/quotes/ match funding?

*Please provide a breakdown of how the funding is intended to be spent and details of any other project income, and please be prepared to produce quotes/estimates if requested)*

Applying for £3,500 to kick-start the project.

The Town Council is currently looking to buy land for the Town Garden, the first section of which is likely to be in excess of £20,000.

£3,500 might be used for Site assessments/risk assessments/feasibility studies for the wider project, together with equipment and supervisory manpower to clear the path. Disposal of waste and scrub that's cleared. Improved signage. Improved laying of path surface.

### 3. Monitoring and evaluation

*Please tell us how you intend to monitor the outcomes of your project and please be prepared to feed this back to the Area Board at a later date. Ideas could include a report, photographs, video, diary, display or a news article on the [community blogsite](#)*

Town Council to monitor and provide regular updates to the Area Board.

The advantage of a legacy project is that it seeks to provide something very special for future generations. The difficulty is that the benefits are difficult to monitor in the short term, particularly at an early stage in the project.

### 4. Additional information

*Please tell us anything else about your project which you feel is relevant*

The Row de Dow is on the Wiltshire Council rights of way map as footpath No3. Accordingly officers of the Town Council are meeting with Stephen Leonard, Rights of Way officer (co-ordinated courtesy of Penny Bell) to ensure that the work being proposed enhances the work being taken by rights of way officers.

Please return your completed form by email to Penny Bell, Royal Wootton Bassett & Cricklade Community Area Manager: [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)

## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

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

### 1. Contact Details

<b>Area Board Name</b>	Royal Wootton Bassett & Cricklade		
<b>Your Name</b>	Jacqui Lay		
<b>Contact number</b>	01793 770704	<b>e-mail</b>	jacqui.lay@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	Making Our Community 'Dementia Friendly'		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>The Area Board, as part of the Wiltshire Voices project, recently launched the film 'Living with Dementia' which has generated much community interest in making the Royal WB &amp; Cricklade area 'dementia friendly'. This is a process whereby the community reaches a number of key indicators that together help to make it a better place to live for people with dementia and their carers. A community-led group has been formed by volunteers in order to take this forward. As well as this, Wiltshire Council is currently developing a Dementia Strategy and dementia friendly toolkit which will guide communities through the process of becoming dementia-friendly. Royal WB &amp; Cricklade has been chosen by Wiltshire Council to pilot the toolkit, so it is proposed that funding should be allocated to support associated activities such as events, workshops, engagement strategies, promotional material etc.</i></p>		
<i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>			
<b>Where is this project taking place?</b>	Royal Wootton Bassett & Cricklade		
<b>When will the project take place?</b>	A long-term project starting immediately		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	This is an important project for the Royal WB & Cricklade community area, as highlighted by the issues raised in the Living with Dementia film.		

<b>How will the local community benefit?</b>	As the project is rolled out, it is intended that there will be an increased awareness and understanding of the issues associated with dementia amongst all sections of the community, including local businesses, schools, voluntary organisations, caring organisations and the general public. In turn, this will improve the quality of life for people living with demetia in the community, as well as the people who care for them.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes - this was a priority set by the Board as part of the Voices project.		
<b>What is the desired outcome/s of this project?</b> To make Royal Wootton Bassett & Cricklade a recognised dementia-friendly community			
<b>Who will be responsible for managing this project?</b> Area Board & the Dementia Friendly Action Group			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 5,000		
<b>How much funding are you applying for?</b>	£ 5,000		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)			
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Jacqui Lay			<b>Date:</b> 13/02/2014
<b>Position in organisation:</b> Wiltshire Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			

## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

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

**1. Contact Details**

<b>Area Board Name</b>	Royal Wootton Bassett & Cricklade		
<b>Your Name</b>	Councillor Jacqui Lay		
<b>Contact number</b>	01793 770704	<b>e-mail</b>	jacqui.lay@wiltshire.gov.uk

**2. The project**

<b>Project Title/Name</b>	Dog Fouling Task Group recommendations - education initiatives
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<i>The Dog Fouling Task Group has been working on behalf of the Area Board to respond to local concern about the issue of dog fouling in our communities. The Task Group has held a number of meetings and presented recommendations to the Area Board, supported by a public survey carried out in the autumn of 2013. At its most recent meeting on 17 February 2014, the Task Group has decided to recommend to the Area Board that a programme of education initiatives are pursued as a first priority. A sum of money is requested from the Area Board's budget to assist such initiatives coming forward from the community and from parish/town councils, such as school education, roadshows, promotional material, poster campaigns and new or relocated waste bins, etc. Please see appendix A for further details. The remaining recommendations will be kept in the Area Board's 'toolkit' for future use if required.</i>

<b>Where is this project taking place?</b>	Across RWB&C community area.
<b>When will the project take place?</b>	Throughout 2014/15 and regularly reviewed.
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Community concern and public survey.

<b>How will the local community benefit?</b>	A greater understanding of associated risks of dog fouling. This should subsequently result in less incidences of dog fouling and an improved sense of health and wellbeing .		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No.		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes - local priorities.		
<b>What is the desired outcome/s of this project?</b> A notable difference in the amount and frequency of dog fouling and greater community awareness.			
<b>Who will be responsible for managing this project?</b> Parish and town councils and local communities.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 2,000		
<b>How much funding are you applying for?</b>	£ 2,000		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)			
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b> <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Jacqui Lay			<b>Date:</b> 17/02/2014
<b>Position in organisation:</b> Wiltshire Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team <a href="#">(see section 3)</a></b>			

## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

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

### 1. Contact Details

<b>Area Board Name</b>	Royal Wootton Bassett & Cricklade		
<b>Your Name</b>	Allison Bucknell		
<b>Contact number</b>	07976 891377	<b>e-mail</b>	allison.bucknell@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	Community-Led Planning Training Workshops		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>In 2011, the Area Board made a commitment to supporting the development of individual community-led plans (CLP) across the community area, for which it offered financial assistance to groups wishing to undertake a CLP, and engaged the support of Community First to support the groups throughout the process.</i></p> <p><i>We are now reaching the stage where many of the CLP groups have either completed their plans, or are nearing completion. There are also some new groups forming. With this in mind, there is a need for ongoing support for these groups to ensure that the CLPs can be successfully implemented with the right partners being effectively engaged and influenced.</i></p> <p><i>It is proposed that Community First, through it's EnAct service, will offer a series of CLP workshops to support the groups through the next stages in their plans.</i></p>		
<b>Where is this project taking place?</b>	Across the RWB&C community area.		
<b>When will the project take place?</b>	Spring/summer 2014		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Area Board encouragement of and commitment to support this CLP model across the community area, with revenue funding allocated for this purpose.		

<b>How will the local community benefit?</b>	All of the hard work put into developing the plans and obtaining community-based evidence will be continued through ensuring that the groups have the knowledge and tools required to successfully implement the plans and influence key partners and stakeholders.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes - community-led planning is a main priority for the Area Board.		
<b>What is the desired outcome/s of this project?</b> Successful implementation of CLPs.			
<b>Who will be responsible for managing this project?</b> Community First on behalf of the Area Board.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 4,000		
<b>How much funding are you applying for?</b>	£ 4,000		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)			
<b>4. Declaration – I confirm that...</b>			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified  <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
<b>Name:</b> Allison Bucknell		<b>Date:</b> 13/02/2014	
<b>Position in organisation:</b> Wiltshire Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			



## PROPOSAL TO PROVIDE TRAINING WORKSHOPS AND EVENT FACILITATION FOR COMMUNITIES OF ROYAL WOOTTON BASSETT & CRICKLADE COMMUNITY AREA

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### 1. Background

- 1.1 This proposal sets out progress to date regarding community led planning in Royal Wootton Bassett & Cricklade Community Area and a proposal for next steps and potential role for Community First support.
- 1.2 Community First is the leading independent local community development charity in Wiltshire & Swindon working to improve the quality of life and well-being of people in local communities. With the aim of strengthening and growing communities and tackling disadvantage across Wiltshire and Swindon, a team of professional staff provides technical advice, support and grant aid to promote local initiatives. Community First also manages countywide programmes bringing benefits to local people, informing and influencing policy makers in the development of rural policies and practices. .
- 1.3 For nearly two years Community First has worked with the Royal Wootton Bassett and Cricklade Area Board to facilitate the production of community led plans (CLP) for many of the towns and parishes within the area. Our support for the CLP groups has to date been funded by Defra via our national RCAN agreement which has enabled us to support each group to complete their plan. Alongside the support given by Community First's community led planning support team each parish or town was able to directly benefit from funding invested by the Area Board to assist with the process of preparing a community led plan.
- 1.4 Our support to the CLP groups in RWB&C is still ongoing and will continue until the last remaining groups have completed their plans. However our Defra funding is coming to an end and does not enable us to offer free support for the implementation stages. Although we will continue to offer free telephone and email help, anything more would have to be supported through our new EnAct chargeable service.
- 1.5 Many of the communities of Royal Wootton Bassett & Cricklade are now nearing completion of their community led plans and, together with their town and parish councils and stakeholder partners and agencies, are beginning to consider next steps. This milestone of completion of community led plans brings a new set of challenges for both the community led planning steering group and the parish or town council as there will be a need to ensure that:
  - the completed plans are adopted by their town or parish council
  - some consideration is given to the future roles of the community led planning steering group and the parish or town council in taking forward the actions from the plan
  - appropriate follow on arrangements are put in place to ensure implementation and monitoring of the plan actions into the future

- those involved in taking forward the actions have the necessary skills and resources to ensure success
- the information in plans is shared with the Area Board and other stakeholder agencies
- the findings and actions from each plan can be used to inform the priorities for a refresh of the Community Area Plan for Royal Wootton Bassett & Cricklade community area (as outlined in the process agreed with Area Board in March 2012).

1.6 Our experience of working with CLP groups over several years tells us that there are a number of real challenges associated with converting the plan into action. This is backed by recent feedback from several of the groups that we have been working with in the RWB&C area. One of the key challenges for whoever takes on the role of overseeing implementation is the need to re-engage with the community and draw in new volunteers to assist with converting ideas into action. Following completion of the plan a Parish Council, used to being responsive to issues and demands from residents, now needs to become an enabler of action and embed processes to ensure that the plan is evaluated, monitored and refreshed. These responsibilities may also affect roles (and development needs) of Parish Councillors and Parish Clerks.

1.7 We feel that there would be many benefits from providing CLP groups with some additional support on implementation, before providing an opportunity for everyone to come together to begin the process of sharing common themes for the refresh of the community area plan and identify opportunities for collaboration. The benefits would be:

- to ensure that the money that has been invested in developing these plans is not wasted
- to ensure that plans don't stay on the shelf.
- to ensure that for those people who have engaged with the process so far – their efforts are not wasted
- so that the community's expectations from the process are met
- to ensure continued growth of community engagement into the future

1.8 Through the EnAct service Community First would be pleased to provide some additional support in partnership with the RWB&C Area Board to help prepare the communities of the RWB&C community area in considering options for the next steps outlined in 1.4 above.

## 2. The Proposal

2.1 This Proposal is for the following work:

1. To deliver 4 training workshops for total of up to 80 participants drawn from the community led planning steering groups, parish and town councils, local community groups and other local stakeholder groups, to assist communities convert plans into action. The workshops to be held in 4 venues throughout the community area.
2. To undertake some preliminary analysis of the community led plans to help with development of an event that will involve all of the communities coming together to share information, draw out local issues, needs and aspirations and identify shared priorities for action.
3. To plan and facilitate this event for all of the communities to come together to share information and identify priorities for action to inform a refresh of the community area plan.

- 2.2 If approved, this Proposal and Schedule of Works and will be attached to our Consultancy Agreement (see draft enclosed) to form part of our Contract for the work.
- 2.3 The Schedule of Works can be found at section 5.1 and is broken down into 3 separate costed tasks. The timescales and costs are based on the following description of work.

### 3. Description of work

#### 3.1 **Delivery of 4 training workshops to assist communities convert community led plans into action.**

Our existing popular 'Engaging Communities' workshop will be modified and extended to include material to address some of the needs of those communities nearing completion of their plans. The 4 sessions will be held in venues geographically spread throughout the community area and will be 3.5- 4hrs in length. Holding joint sessions in several locations will provide a cost effective way of delivering advice and support and enable participants to choose their preferred date and venue. Each session will accommodate up to 20 participants drawn from the community led planning steering groups, parish and town councils, local community groups and other local stakeholder groups.

#### 3.2 **To undertake some preliminary analysis of the community led plans to help with development of an event that will involve all of the communities coming together to share information, draw out local issues, needs and aspirations and identify shared priorities for action.**

As it is an objective to hold an event in summer 2014 to bring together themes from across the range of plans it will be necessary to undertake some preliminary scoping of topics to assist in the development of the event format. This will be done as a mainly desk top exercise based on the published plans but may also require some visits to steering groups where plans are not yet completed or may have been completed some time ago.

#### 3.3 **To plan and facilitate this event for the all communities to come together to share information and identify and identify priorities for action to inform a refresh of the community area plan**

Following the training workshops and preliminary analysis the same range of representatives drawn from the community led planning steering groups, parish and town councils, local community groups and other local stakeholder groups will be invited to an interactive workshop event to be held by end of June 2014. The purpose of the event will be to share information from community led plans to identify specific needs, determine common themes, and agree on priorities for action across the community area to help inform the development of the community area plan. The event will also provide an opportunity to build informal networks to assist progress through collaboration or information sharing.

The event will be developed and facilitated by Community First and information from the event will be collated and passed to the Area Board following the meeting.

### 4. Personnel

- 4.1 The project will be managed by Marion Rayner, Community Development Manager and delivered by Marion Rayner, Community Development Manager and Belinda Fowler, Community Development Officer.

## 5. Detailed schedule of works and costs

5.1 The following table gives a detailed schedule of work, timescales and costs:

Activity	Personnel requirements	Timescale	Costs
Development and Delivery of 4 x 4hr training workshops for 4x 20 participants	2	March- June 2014	11 days @ £250/day
Preliminary collation of CLP issues	1	March- June 2014	2 days @ £250/day
Planning and facilitation of event	2	By end June 2014	3 days @ £250/day
<b>Total costs(excl VAT and expenses)</b>			<b>£4,000</b>

5.2 In costing the work assumptions have been made that the client will be responsible for organising and covering the costs of venue hire, refreshments and publicity to the target communities.

5.3 All costs are exclusive of VAT, which will be charged at the appropriate rate, and expenses.

5.4 The costs include all time spent on performing the services, including travelling.

5.5 Mileage will be charged at our current standard mileage rate and all other expenses at cost. Proof of expenditure if required will be submitted along with our invoice.

## 6. Timetable

6.1 A timetable shall be agreed with Royal Wootton Bassett & Cricklade Area Board Chair prior to commencement of the works.

## 7. Variations and payment terms

7.1 Any variation to the scope of works and/or costs must be agreed in advance in writing (see section 11 of our consultancy agreement). Full payment terms are set out in section 5 of the Agreement.

Marion Rayner, Community Development Manager  
T: 01380 732801  
M: 07736 872286  
E: mrayner@communityfirst.org.uk

11.02.2014

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## Update for Royal Wootton Bassett & Cricklade Area Board

Update from	Royal Wootton Bassett
Date of Area Board Meeting	19 <sup>th</sup> March 2014
<b>Headlines</b>	

- RWB Town Council was sad to hear that Percy Miles, who served as a town councillor for many years and was three times Mayor of the town, died this month. Percy was the first Mayor to lead the town in paying respects for the fallen at repatriations.
  - Mayor, Councillor Linda Frost held a Fun Run and Children's Fun Run on Sunday 16<sup>th</sup> March 2014 to raise funds for Macmillan Cancer Support.
- 
- A representative from Tesco made a presentation to councillors and members of the public at a meeting held on Thursday 27<sup>th</sup> February 2014 regarding the proposal of a new Tesco supermarket being built in the neighbouring parish of Lydiard Tregoze, along with a proposed 300 homes.
  - The first issue of the Royal Wootton Bassett Town Council's Bulletin newsletter will be published at the end of March 2014. The Bulletin provides news, information and events and is a quarterly newsletter available to members of the public by distribution to various points in the town, for example doctors' surgeries, library and from RWB Town Council office. An electronic copy will also be available on the RWB Town Council website.
- 
- The Royal Wootton Bassett Town Council Annual Report will be available in April 2014.

### Projects

- Following the departure of the former Chair of the RWB Community Led Planning Group, The Revd. Canon Thomas Woodhouse, the Steering Group will now be looking toward the election of new leadership.
- 
- New lighting has been installed at Jubilee Lake.

### Future Events/Dates for the diary

- Mayor Making, Friday 16<sup>th</sup> May 2014.



## **Update for Royal Wootton Bassett & Cricklade Area Board**

<b>Name of Parish/Town Council</b>	<b>Cricklade Town Council</b>
<b>Date of Area Board Meeting</b>	19 <sup>th</sup> March 2014

### **Headlines/Key successes**

- Charity fundraising event arranged by the Council to support British Heart Foundation on 7<sup>th</sup> February – support from local businesses and extensive press coverage.
- Fritillary Watch – to see if, and when, the Snakes Head Fritillaries make an appearance on North Meadow [www.crickladeinbloom.co.uk/fritillary](http://www.crickladeinbloom.co.uk/fritillary)
- Successful grant application to the Cotswold Water Park Trust for funds to enhance the leisure field along the Thames
- Big Tree Plant involving community support to plant 75 trees in woodland.

### **Projects**

- The Council has granted permission to the Cricklade RFC to build a new community facility on the edge of town. Building work will hopefully start later in the year.
- A Working Party is looking at the feasibility of hosting a Sunday Market in Cricklade, the first in many years.

### **Forthcoming events/Diary dates**

- **Annual Town Meeting** to be held on Wednesday 16<sup>th</sup> April 2014 with presentations from a variety of community groups and the council, attended by James Gray MP
- Cricklade Cinema continues with its monthly programme – [www.cricklادecinema.org.uk](http://www.cricklادecinema.org.uk)
- Cycling events: The White Horse Challenge on 13<sup>th</sup> April (900 cyclists passing through town)

Signed: Charlotte Rogers-Jones

Date: 5<sup>th</sup> March 2014





**Royal Wootton Bassett & Cricklade Area Board**  
**Dog Fouling Task Group**

Notes of meeting held on 17<sup>th</sup> February 2014 and recommendation to Area Board

## Meeting attendance

Rod Case – Cricklade Town Council  
Ray Bourton – Broad Town Parish Council  
Tom Blundell – member of the public representing Lyneham  
Penny Bell – Community Area Manager

## Background

The Dog Fouling Task Group was formed by the Area Board in 2012 in response to local concern that had been raised on the issue.

After holding a series of meetings to discuss the issues, the Task Group made a series of recommendations and presented them to the Area Board in September 2013. Following this, the Area Board commissioned a public opinion survey to gauge the level of public support for each of the recommendations.

This was completed and presented to the Area Board in November 2013, with the Area Board subsequently tasking the Group to assess the survey results and form a more detailed recommendation to be taken forward within the community area.

## Recommendation to Area Board

At its meeting on 17 February 2014, the Dog Fouling Task Group reviewed the work carried out to date, including the results of the public survey, and decided that it would be more effective to concentrate efforts on one of the recommendations at a time. The other recommendations would not be dismissed, but would remain in the Area Board's 'toolkit' to be pursued at a later date, if required.

The Dog Fouling Task Group recommends to the Area Board that 'education' would be the most effective priority to take forward at this stage. The group felt that education, particularly amongst primary and junior school-aged children, but also amongst the wider community, was key to tackling the root causes of the problem. The following actions have been identified:

<b>Action</b>	<b>By who</b>	<b>When</b>
Source/compile a list of the key health risks associated with dog faeces	Cllr. Jacqui Lay	By end April
Investigate what educational initiatives are taking place within schools and whether these can be enhanced locally by way of assemblies, competitions, etc	Penny Bell	By end April
Source existing literature/leaflets on the subject and determine whether there are any gaps that need to be filled	Task Group	By end May
Contact local vets and re-homing centres to enquire what educational steps they take and identify any room for improvements	Task Group	By end May
Encourage positive community action by offering financial assistance to community groups and parish/town councils that identify local initiatives in response to the problem	Parish/Town councils, community groups	2014/15 and ongoing

## **Area Board funding**

**The Task Group would like to request that the Area Board commits the sum of £2,000 from its 2013/14 budget to commit to taking these actions forward.**

This sum of money could be used to support parish and town councils and local communities to produce or improve educational literature, run poster campaigns, hold road shows, install or relocate waste bins, supply waste bags, or any other local initiatives that might come forward.

It is proposed that any application for funding would be made to the Area Board via the usual application process, and determined by the Area Board individually on merit.

**The Task Group would also like to recommend to the Area Board that a commitment is made to encourage and support local community initiatives that tackle dog fouling by welcoming such applications through the Community Area Grant scheme on an ongoing basis.**

## **Future role of the Task Group**

It is recommended that the Area Board reviews progress on a regular basis and reconvenes the Dog Fouling Task Group on an ad hoc basis according to need.

## **Contacts:**

Councillor Jacqui Lay – Area Board representative leading the Task Group  
[Jacqui.lay@wiltshire.gov.uk](mailto:Jacqui.lay@wiltshire.gov.uk)

Penny Bell – Community Area Manager  
[Penny.bell@wiltshire.gov.uk](mailto:Penny.bell@wiltshire.gov.uk)

## **Cricklade SCOB – Area Board update 19<sup>th</sup> March 2014**

### **Campus Progress update**

Over the past few weeks we have been developing designs for the Stones Lane campus site in more detail.

Surveys and information gathering which took place at the start of the year is being assessed by the technical design team. More information is needed relating to the pool and the technical team have been gathering this over the past few weeks.

We are still gathering information to understand what requirements are for a Multi-use games area (MUGA) – there is an outdoor sports pitch currently at the leisure centre and there was need identified for more multi-purpose outdoor space – we are finding out exactly what groups want to do with the space so we can further develop siting and costing options for the SCOB to consider

In February we met with Cricklade and District Community Association who operate the leisure centre and discussed the SCOBs initial ideas for the campus – C&DCA have had a strong involvement with the SCOB and the development of the ideas for the campus as their directors attend SCOB meetings.

### **Next steps**

Once the design for the Stones Lane campus is closer to being finalised we will be carrying out consultations with stakeholders and wider community to check we have taken all input and requirements into account. As part of this process we will be looking in detail at specific areas of the campus and at our next meeting, we will plan how local stakeholders can be involved in this.

### **Cricklade Extra Care update**

Some time ago a working group was formed to focus on Extra Care for Cricklade – The Cricklade Extra Care Working Group is a sub-group of the COB and Terri Robertson has been selected as Chair of the Cricklade Extra Care working group.

The group have been working with Wiltshire Council officers to understand what the options are for the delivery of Extra Care in Cricklade. The Group has looked at a number of sites for potential development over the last year and has also considered different approaches to the provision of older people's accommodation. The Group is now in the process of identifying a preferred option, working with key partners, and that option will be consulted on more widely in due course.

As well as the building of older people's accommodation specifically, the Group is also considering how this can be taken forward as part of a wider and integrated plan for Cricklade, for example as part of the plans for the development of a Community Campus.

New housing for older people cannot be developed in isolation and needs to be considered alongside appropriate service provision to ensure people can remain independent at home for longer.

As the main housing provider in the area, GreenSquare is taking a leading role in looking at the implications and viability of any proposal and has already started to consult with its residents in the Culverhay area on options as part of a wider strategy for the regeneration of its housing stock across the town.

The Working Group will continue to report progress to the Area Board via the Shadow COB and will communicate more widely with local people as soon as the Group has agreed its preferred option.

Residents and other local people will be consulted on any proposed developments.

**Ruth Szybiak**  
**Chair, Cricklade SCOB**

## **Royal Wootton Bassett and Area Shadow COB**

### **Update to Royal Wootton Bassett and Cricklade Area Board**

**19<sup>th</sup> March 2014**

The SCOB are currently working on developing a feasibility brief. This is a document which sets out what facilities and spaces could be incorporated within a campus as well as the high level principles for design and operation. The information within it has been compiled from the two consultations that the SCOB ran in 2011, the conversations the SCOB have had with partners and services, and the large amounts of work the SCOB have done to develop Royal Wootton Bassett campus values.

The document will then be passed onto a technical team which will look at a variety of sites and options. The technical team will provide a feasibility study which will contain give valuable information about what is achievable and realistic to deliver a campus facility, and help the SCOB to develop more detailed proposals.

Finally, we're also excited to be welcoming four new members to the SCOB, some of whom were able to attend an initial background meeting earlier this month.

**Mike Leighfield, Chair of the Royal Wootton Bassett and Area Shadow Operations Board**

