

# AGENDA

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Road, Bradford on Avon, BA15 1DZ  
**Date:** Wednesday 17 March 2010  
**Time:** 7.00 pm

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

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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 your Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Kevin Fielding , on 012225 776655 ext: 115 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Dave Roberts (Corsham Community Area Manager), direct line 07979 318504 or (email) [dave.roberts@wiltshire.gov.uk](mailto:dave.roberts@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Rosemary Brown, Bradford-on-Avon  
North  
Cllr Trevor Carbin, Holt & Staverton

Cllr Linda Conley, Winsley &  
Westwood  
Cllr Malcolm Hewson, Bradford on  
Avon South (Chairman)

<b>Items to be considered</b>	<b>Time</b>	
<b><u>Items to be considered</u></b>		
<p>1. <b>Chairman's Welcome, Introduction and Announcements</b></p> <p>2. <b>Apologies for Absence</b></p> <p>3. <b>Declarations of Interest</b></p>	<b>(7:00pm)</b>	
<p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>		
<p>4. <b>Minutes (Pages 1 - 8)</b></p> <p>To approve and sign as a correct record the minutes of the meeting held on 21 Jan 2010.</p>		
<p>5. <b>Local Issues - Public Participation</b></p> <p>Points members of the community would like to raise.</p>	<b>(7:10pm)</b>	
<b><u>Community Items</u></b>		
<p>6. <b>Partner Updates_(Pages 9 - 20)</b></p>	<b>(7:20pm)</b>	
<p>7. <b>Changes to the Youth Development Service in the Bradford on Avon Community Area</b></p> <p>Kevin Sweeny, Head of Operations for Development Services for Young People.</p> <p>Dawn Froggatt, Youth Development Officer.</p>	<b>(7:30pm)</b>	
<p>8. <b>Councillor John Brady, Cabinet Member for Housing, Planning and Economic Development</b></p> <p>Cllr Brady will give a brief update on the progress of the Local Development Framework and answer other questions relating to his portfolio area. Housing Officer Kathy Green will present information about levels of housing need in the</p>	<b>(7:50pm)</b>	

Bradford on Avon Community Area.

9. **Bradford on Avon Town Economic Development Strategy** (8:10pm)

Gerald Milward Oliver, Bradford on Avon Town Council

Presentation by Bradford on Avon Town Council's Economic Development Consultation on the plans for Economic Development in Bradford on Avon.

10. **Improving the Bradford on Avon Area Board** (8:20pm)

Cllr Malcolm Hewson, Bradford on Avon Area Board Chair.

**Routine Items**

11. **Community Area Grant Applications** (*Pages 21 - 48*) (8:35pm)

- Bradford on Avon Community Farm - £4,100 requested to set up a Community Farm Initiative. The group are seeking funding for infrastructure and technical expertise to aid start-up of a Community Farm initiative.
- Priority for People - £996.85 requested to run a public engagement event as a follow-up to the Taming the Traffic Workshop run in 2008 and Priority for People initiative launched in Spring 2009.
- Castle Pre-school - £815 requested to purchase ICT equipment to improve the running of the nursery, specifically in the areas of record maintenance and publicity/ communications.

12. **Performance Reward Grants** (*Pages 49 - 54*) (8:50pm)

- Community Payback - Community Payback enables offenders to repay their debt to society through the contribution of time and labour to help local communities tackle a wide range of issues from graffiti and chewing gum removal to litter picking, ground clearance and other environmental improvement projects.

- Bradford on Avon Footbridge – to provide a safe pedestrian access to the new Bradford on Avon town centre.

13. **Future Meeting Dates**

(9:00pm)

Wednesday 19 May 2010 – St Margaret’s Hall.

Wednesday 21 July 2010 – Westwood Social Club.

Wednesday 22 September 2010 – venue to be confirmed.

Wednesday 24 November 2010 – venue to be confirmed.

14. **Evaluation and Close**

Please complete the pink evaluation sheet in your packs.

**Future Meeting Dates**

Wednesday, 19 May 2010

7.00 pm

date

times

Location

date

times

Location

# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** Holt Village Hall, The Street, Holt, Nr Trowbridge, BA14 6QH  
**Date:** Thursday 21 January 2010  
**Start:** 7.00pm  
**Finish:** 9.30pm

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Please direct any enquiries on these Minutes to:

Kevin Fielding (Democratic Services Officer), direct line 01225 776655 ext 115 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Malcolm Hewson (Chairman), Trevor Carbin, Linda Conley

Cabinet Representative – Toby Sturgis (Waste, Property & Environment)

### **Wiltshire Council Officers**

Elly Townsend – Community Area Manager  
Kevin Fielding - Democratic Services Officer  
Richard Parker – Service Director

### **Parish and Town Councillors**

Bradford on Avon Town Council – Gwen Allison  
Holt Parish Council - Martin Moyes  
Limpley Stoke Parish Council – Bill Bailey  
Monkton Farleigh Parish Council – Matthew Midlane  
Winsley Parish Council - John Allison  
Westwood Parish Council – Terry Biles

### **Partners**

Wiltshire Police – Inspector David Cullop & Chris Hams  
Bradford on Avon Library – Kathryn Preston  
Bradford on Avon Town Council Economic Development Consultant – Gerald Milward-Oliver

**Members of Public in Attendance: 30**

**Total in Attendance: 74**

<b><u>Agenda Item No.</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>	<b><u>Action By</u></b>
1.	<p><u>Chairman’s Welcome, Introductions and Announcements</u></p> <p>The Chairman welcomed everyone to the Holt village hall.</p> <p>The Chairman then introduced the Wiltshire councillors who made up the board and also introduced Toby Sturgis, (Wiltshire Council cabinet member) who was in attendance for this meeting.</p> <p>The Community Area Manager and Democratic Services Officer were also introduced.</p> <p>All town, parish and partner representatives in attendance were welcomed by the Chairman.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Councillors Rosemary Brown and Isabel Martindale (Bradford on Avon Town Council).</p>	
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
4.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting on 11 November 2009 were approved and signed as a correct record.</b></p>	
5.	<p><u>Local Issues – Public Participation</u></p> <p>A question was asked by Cllr Gwen Allison, (Bradford on Avon Town Council), regarding Health &amp; Social Care Teams.</p> <p><i>Would representatives of the Health &amp; Social Care teams attend a future Bradford on Avon Area Board meeting to discuss local health service issues in and around Bradford on Avon?</i></p> <p>Cllr Hewson invited suggestions as to how the Board moved</p>	

	<p>this topic forward. It was agreed that it would feature on a future agenda.</p> <p>The Chairman thanked Cllr Allison for the question.</p> <p>A question was asked by Mr Gerald Milward-Oliver, regarding the Performance Reward Grant application that had been submitted by the Bradford on Avon &amp; District Community Development Trust at the 11 November 2009, Bradford on Avon Area Board meeting.</p> <p><i>Would the Bradford on Avon Area Board challenge the grants panel decision to turn down the Bradford on Avon &amp; District Community Development Trust's application for it's sustainable town plan, and would the Bradford on Avon Area Board continue to work in partnership with Bradford on Avon Town Council to bring this project to fruition?</i></p> <p>Cllr Hewson reported that there was no formal appeals procedure to challenge a refused grant but that he would be attending a meeting with representatives from Bradford on Avon Town Council to discuss the project.</p> <p><b><u>Decision</u></b>  <b>It was agreed that Cllr Toby Sturgis would report back to the Cabinet of Wiltshire Council on the concerns raised by the Bradford on Avon Area Board following the refusal of the grant application.</b></p>	<p><b>Elly Townsend/ Cllr Sturgis</b></p>
<p>6.</p>	<p><u>Setting the Council's Spending Priorities</u></p> <p>Richard Parker (Service Director for the Bradford on Avon Area Board), gave a brief video presentation which outlined how Wiltshire Council currently spent it's budget and the budget setting process for 2010 – 2011.</p> <p>Attendees were requested to partake in an interactive ballot box session which gave them an opportunity to say in which areas they would like to see the Council's budget spent. The results of the questionnaires that attendees had completed would be announced at the end of the meeting.</p>	
<p>7.</p>	<p><u>Bradford on Avon Community Area Health Fair</u></p> <p>The Chairman advised that this event would be held in St Margaret's hall on Saturday 6 March from 10am. Various public health related stalls were planned, followed by an NHS Wiltshire health consultation event.</p>	

8.

Wiltshire Council Waste & Environmental Strategy

Cllr Toby Sturgis, (Wiltshire Council cabinet member for Waste, Property and Environment) gave the meeting an update of current developments within his portfolio.

Waste.

Points made included:

- With land fill taxes continuing to rise, it was essential that Wiltshire recycled as much of its waste as possible.
- Wiltshire Council was looking to work with other partner Authorities to investigate joint recycling ventures.
- Wiltshire Council has a commitment to reduce all waste going into land fill.
- A Recycling consultation exercise is planned over a twelve week period to investigate savings and good practices across the County.
- We need to find a balance that gives a good waste/recycling service without raising Council taxes to our customers.
- Households still needed to be educated as to the importance of recycling.

Property.

Points made included:

- A large number of properties inherited from the District Councils will eventually be disposed of as the property market improves.

Environmental.

Points made included:

- Wiltshire Council has gained funding from the Carbon Trust after proving that it is lowering its carbon emissions and that Wiltshire Schools are now being encouraged to sign up to the scheme.



	<ul style="list-style-type: none"> <li>• A green infrastructure map is to be drawn up.</li> <li>• Wiltshire Council continues to support low carbon business development across Wiltshire.</li> <li>• Wiltshire Council recognises the importance of the Bradford on Avon Historic Core Zone.</li> <li>• Wiltshire Council is looking to establish a Bradford on Avon cycle network.</li> </ul> <p>Representatives of Climate Friendly Bradford on Avon thanked Cllr Sturgis for the partnership working that had so far been achieved.</p> <p>The Chairman thanked Cllr Sturgis for his informative update.</p>	
9.	<p><u>British Waterways Consultation on Local Mooring Strategy</u></p> <p>The Chairman advised the meeting that Damian Kemp, (Project Officer, British Waterways) had been unable to attend the meeting at the last minute due to personal circumstances.</p> <p>Panda Smith, spokesperson for the local boating community outlined why boaters were against the revised mooring policy proposed by British Waterways.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• British Waterways were threatening to terminate boaters licences if they did not comply with the proposed new regulations.</li> <li>• The proposed regulations, if they came into effect would have a serious impact on the boaters way of life, with many boater families using local schools and working in and around Bradford on Avon.</li> <li>• The boating community is a well established part of the local community, helping with the canal side economy and helping to reduce canal side crime.</li> <li>• Various traditional boating crafts and services continue to be kept alive by local boaters.</li> <li>• Boaters are a show case community for a low carbon life style.</li> <li>• The local boating community felt that the would not be</li> </ul>	

	<p>effectively represented on the local steering groups proposed by British Waterways</p> <ul style="list-style-type: none"> <li>The local boating community was keen to engage with British Waterways to discuss the way forward.</li> </ul> <p><b><u>Decision</u></b></p> <ul style="list-style-type: none"> <li><b>That the Area Board will write to British Waterways inviting them to meet with the local boating community to discuss this matter.</b></li> <li><b>That the Area Board will write formally to Cllr Toby Sturgis requesting that he takes up this matter as a county wide issue.</b></li> </ul> <p>The Chairman thanked the Panda Smith and the boating community for their impressive turn out and informative presentation.</p>	<p>Elly Townsend</p> <p>Elly Townsend/ Cllr Sturgis</p>
10.	<p><b><u>Community Area Grant Applications</u></b></p> <p>Board members considered the following applications seeking 2009/10 Community Area Grant Funding.</p> <p><b><u>Decision</u></b></p> <p><b>Hollyhocks Kindergarten and Seedlings was awarded £1,600 to create a garden for Hollyhocks and Seedlings children with the condition that all matched funding should be in place before the money was released.</b></p> <p><b><u>Reason</u></b> <i>The application met the Community Area Grant Criteria for 2009/10.</i></p> <p><b><u>Decision</u></b></p> <p><b>Bradford on Avon Tourist Information Centre was awarded £1050 to reprint and distribute the Bradford on Avon Town Guide to other tourist information centres and tour operators to attract new visitors to the Bradford on Avon Community Area.</b></p> <p><b><u>Reason</u></b> <i>The application met the Community Area Grant Criteria for 2009/10.</i></p> <p><b><u>Decision</u></b></p>	

	<p><b>Limpley Stoke Parish Council was awarded £5000 to introduce measures to reduce intimidation of traffic in the village with the condition that the grant award of £5,000 would be returned to the Bradford on Avon Area Board if agreement could not be reached between Wiltshire Council Highways Department and Limpley Stoke Parish Council over the measures needed within 12 months.</b></p> <p><b><u>Reason</u></b>  <b><i>It was decided that community feeling was so strong on this issue that the grant should be awarded even though the application did not meet all of the 2009/10 criteria.</i></b></p>	
11.	<p><u>Performance Reward Grant Applications</u></p> <p>Martin Moyes gave a short presentation on bid that Holt Parish Council would like to make for the construction of a footpath in the village at the next Bradford on Avon Area Board meeting.</p> <p><b>Decision</b></p> <p><b>It was agreed that the Community Area Manager would work with Holt Parish Council to prepare the bid.</b></p>	<b>Elly Townsend</b>
12.	<p><u>Partner Updates</u></p> <p>Safer Community Action Group: Martin Moyes gave an update on the meeting held with Wiltshire Council Officers at the beginning of December.</p> <p>Concern was expressed by several members of the audience of the way in which the Highways Department had responded to traffic issues raised by the community.</p> <p>Bradford on Avon Historic Core Zone Project Group: David Moss advised the meeting that the group were disappointed by the reluctance of Wiltshire Council to discuss ongoing matters with both consultants and the action group, who were due to meet on the 25 January.</p> <p>A public meeting was planned for the spring of 2010 to discuss the emerging core zone.</p> <p>Wiltshire Police: Inspector David Cullop updated the meeting on current policing activities in the Bradford on Avon community area. The Inspector highlighted to the meeting of a number of house burglaries over the Christmas period and of the “Lock it or lose it” campaign which offered good practical advice on home security. Parish and Town Councillors were encouraged to take copies of this leaflet for distribution at local meetings.</p>	

	The written update distributed with the agenda pack was noted.	
13.	<p><u>Feedback from item 6 “Setting the Council’s Spending Priorities”</u></p> <p>Richard Parker gave the results of the meeting’s earlier vote on how the attendees viewed the Council’s spending priorities.</p> <p>Top 3</p> <ol style="list-style-type: none"> <li>1. Older People.</li> <li>2. Bus Services.</li> <li>3. Traffic management /Youth services.</li> </ol> <p>Bottom 3</p> <ol style="list-style-type: none"> <li>1. New road management and building.</li> <li>2. Planning.</li> <li>3. Archives/Town Centre Improvements.</li> </ol>	
14.	<p><u>Future Meeting Dates</u></p> <p>The date of the next Bradford on Avon Area Board would be Wednesday 17 March 2010 – St Laurence School, Bradford on Avon.</p>	
15.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending, and encouraged all parties present at the meeting to give feedback on the way that the Bradford on Avon Area Board should develop and evolve as it moved into its second year of operation.</p>	



## **Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 17<sup>th</sup> March 2010**

### **1. Neighbourhood Policing**

Since last April we have been working on a range of improvements to how Neighbourhood Policing would be delivered to provide a better service to the community. These changes were adopted to meet national targets as set out in the Policing Pledge; to respond to boundary changes in the Community Area brought about by the new unitary Wiltshire Council; and also to improve on lessons learnt locally after the first 2-years of NPT's.

I am very pleased to report that we have achieved what we set out to do and in doing so have increased community confidence. One of the key areas highlighted by our communities was the need to keep the same personnel in post or in other words 'know your local bobby'. All Bradford-on-Avon NPT staff are the same as 12-months ago apart from the new Team Leader, Sergeant Chris Hams. They all remain very committed to serving their local areas. We have also met our Abstraction Rate targets as set out below.

The Rural Team area was changed to include the Parishes of Staverton (including the Marina development) and Wingfield.

## **Abstraction Rate Performance:**

The Policing Pledge sets a target of a minimum of **80%** for the time spent by NPT staff on their respective areas. The performance figures for **January 2010** are:


Team Sergeant:	<b>90.8%</b>
Community Beat Managers:	<b>91.5%</b>
PCSO's:	<b>99.4%</b>

## **Current Priorities:**

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

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

## **Police Authority Representative**

**Cllr. Paul Sample** is the Wiltshire Police Authority member with the responsibility for the Bradford-on-Avon Community. He can be contacted via Wiltshire Police Authority ☎ 01380 734022 or  <http://www.wiltshire-pa.gov.uk/feedback.asp>

## **Team profile:**

### **Team Supervisor**

Sergeant Chris Hams

### **Town Centre Team**

Beat Manager – PC Martin Annetts  
PCSO – Laura Humphreys

### **Rural Team**

Beat Manager – PC Martin Barrett  
PCSO – Vicky Huntley

### **Special Constables**

Dave Lee

### **Community Volunteer**

Theresa Clayton

## **We are still recruiting Volunteers:**

The service provided to the community by our Special Constables and Police Support Volunteer is invaluable. They give up many hours of their own time to support the policing of the Community Area helping to make it one of the safest areas in the Country. We are keen to recruit more voluntary staff. For further details please contact:

### **Special Constabulary**

The Special Constabulary  
Police Headquarters  
London Road  
Devizes  
Wiltshire  
SN10 2DN

Call: **0845 408 7000**

E-mail: [hq.recruitment@wiltshire.pnn.police.uk](mailto:hq.recruitment@wiltshire.pnn.police.uk)

### **Police Support Volunteer**

Call: **01225 794775**

E-mail: [policesupportvolunteers@wiltshire.pnn.police.uk](mailto:policesupportvolunteers@wiltshire.pnn.police.uk)

## **2. Performance**

Crime performance is still good especially in areas of reduction. Overall reduction against target is **14%** or in other words **82** fewer victims of crime. With the growth of the Community Area coinciding with the global recession this continuing trend is fantastic news.

Dwelling burglaries remain the only real area for concern and I again would urge the community to follow these simple steps:

- Report any suspicious activity to police as soon as possible.
- Always close and lock all windows and doors when you are not in the room, especially when leaving the house or in the garden. Double-check that doors and windows are locked at night before you go to bed.

Please do all that you can to stop thieves targeting your homes. Prevention is always better than cure! The '**Lock it or Lose it**' campaign offers good practical advice.

'**Lock it or Lose it**' leaflets can be obtained from the Bradford-on-Avon NPT.

**Table 1 – Reported Crime Figures – Bradford-on-Avon Community Area April 2009 – 28<sup>th</sup> February 2010**

Crime Type	Target year to date	Actual Crime to date	No +/-	% +/-	% Current detected
Robbery	0	<b>0</b>	-	-	-
Violent Crime	99	<b>85</b>	<b>-14</b>	-14.1	56.5
Burglary Dwelling	24	<b>36</b>	<b>+12</b>	+50	19.4
Burglary Other	73	<b>58</b>	<b>-15</b>	-20.5	8.6
Theft from Motor Vehicles	37	<b>35</b>	<b>-2</b>	-5.4	5.7
Theft of Motor Vehicles	23	<b>15</b>	<b>-8</b>	-34.8	26.7
Theft & Handling	164	<b>130</b>	<b>-34</b>	-20.7	14.6
Fraud & Forgery	12	<b>10</b>	<b>-2</b>	-16.7	90
Criminal Damage	184	<b>120</b>	<b>-64</b>	-34.8	10.8
Drugs	<b>31</b>	<b>6</b>	<b>-25</b>	-80.6	100
Other Crime	9	<b>7</b>	<b>-2</b>	-22.2	85.7
<b>Total Crime</b>	<b>584</b>	<b>502</b>	<b>-82</b>	<b>-14</b>	<b>23.9</b>

*David W Cullop*  
**David W Cullop**  
Sector Inspector

05/03/10





## WILTSHIRE POLICE PROTECTIVE SERVICES

**Wiltshire Police Protective Services encompasses:**

- Major Crime
- Special Branch
- Economic crime
- Public order
- Civil Contingencies
- Critical Incidents
- Organised Crime
- Public Protection
- Forensic Department
- Operations ( including Roads Policing/Dog section/Firearms Departments)

**Commonly used acronyms:**

<b>TLA</b>	Three Letter Abbreviation
<b>CPU</b>	Child Protection Unit
<b>VAU</b>	Vulnerable Adults Unit
<b>DAU</b>	Domestic Abuse Unit
<b>PPD</b>	Public Protection DEPARTMENT (Sex/Dangerous Offender Management)
<b>ARG</b>	Armed Response Group (Firearms incidents)

**Wiltshire Police Protective services contacts:**

<b>NPT Via Website</b>	<a href="http://www.wiltshire.police.uk">www.wiltshire.police.uk</a>
<b>CPU Offices direct number</b>	Melksham 01225 794614 Swindon 01793 507801 Salisbury 01722 435316
<b>DAU Offices direct number</b>	Melksham 01225 794766 Swindon 01793 507869 Salisbury 01722 435390
<b>VAU Offices direct number</b>	Devizes 01380 733260 – Main office (Swindon 01793 507828 Salisbury 01722 435215 )
<b>Switchboard</b>	0800 408 7000
<b>Detective Sergeant Rob Findlay</b>	0845 408 7000 ext 7203539





## Wiltshire Police Domestic Abuse Units

**WANT TO KNOW MORE ABOUT  
DOMESTIC ABUSE ISSUES ?**

### WORKSHOPS 2010

**In the Conference Room  
at Salisbury Police Station**

**Fabulous Prizes to be won**

**To Book your Place**

**Contact  
Janet Murtagh  
Salisbury Police Station  
Wilton Road  
Salisbury  
0845 408 7000 ext 723377**

**Or DS Rob Findlay 07966818047**

**Sessions include:**

Domestic Violence awareness (Includes Policy and procedures)  
DASH risk assessment policy  
Disclosure in respect of domestic violence  
Crown Prosecution Service Codes of Practice

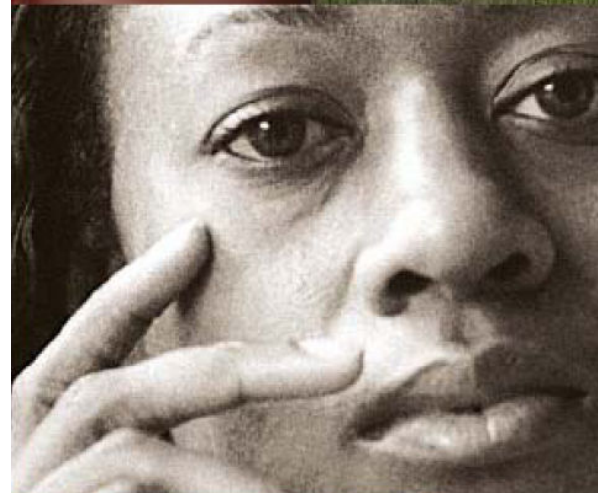
**AN ATTENDANCE CERTIFICATE IS PROVIDED**

**Thursday 6th May 2010** 2.00pm – 4.00pm

**Thursday 26th August 2010** 2.00pm – 4.00pm

**Thursday 28th October 2010** 2.00pm – 4.00pm

**SESSIONS LIMITED TO 40 PLACES  
BOOK EARLY**







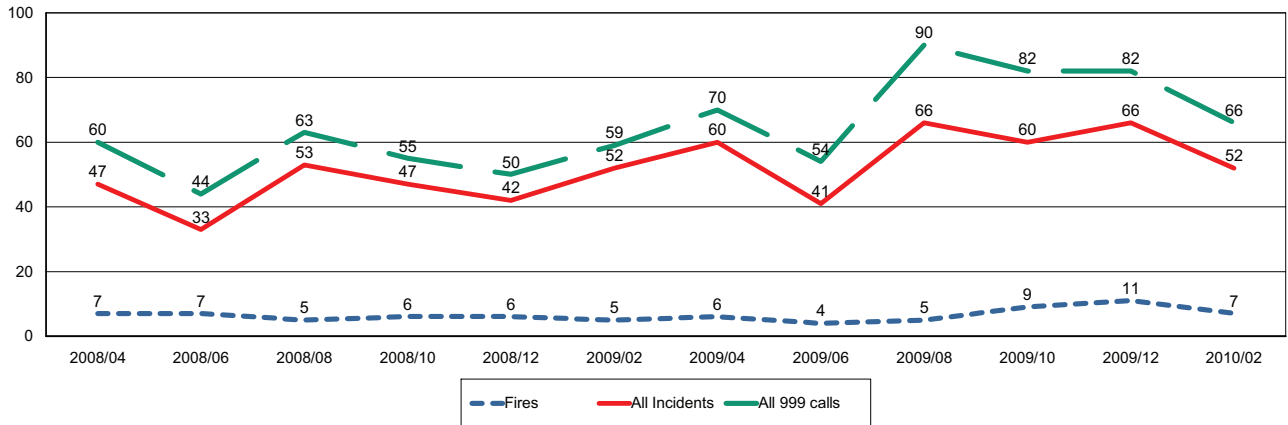
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

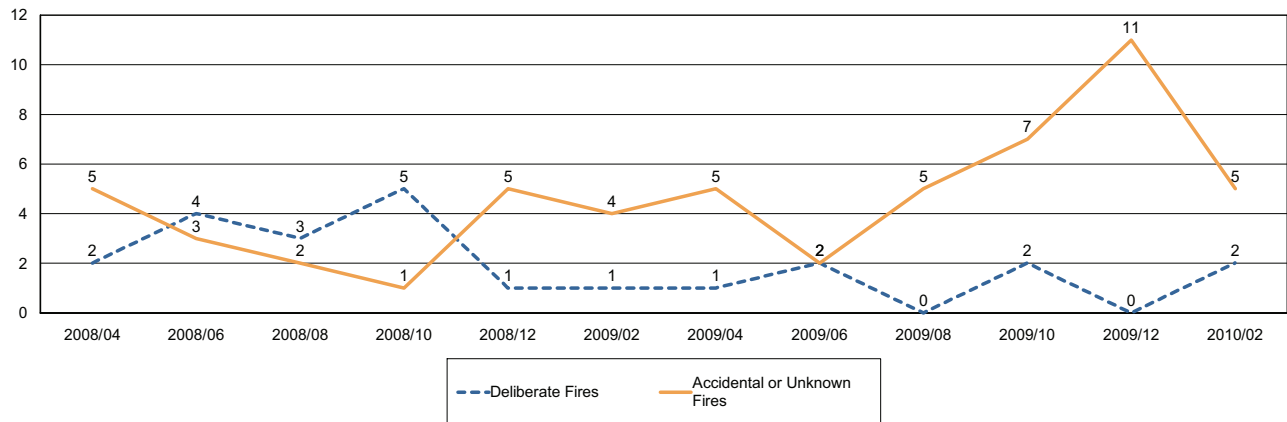
## Report for Bradford on Avon Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including February 2010. It has been prepared by the Group Manager for the Board's area.

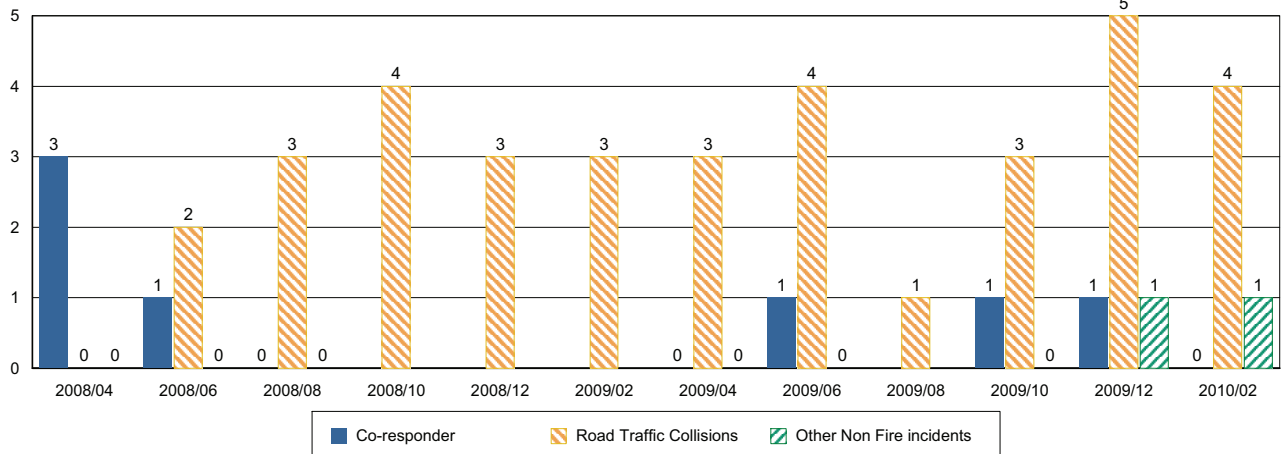
### Incidents and Calls



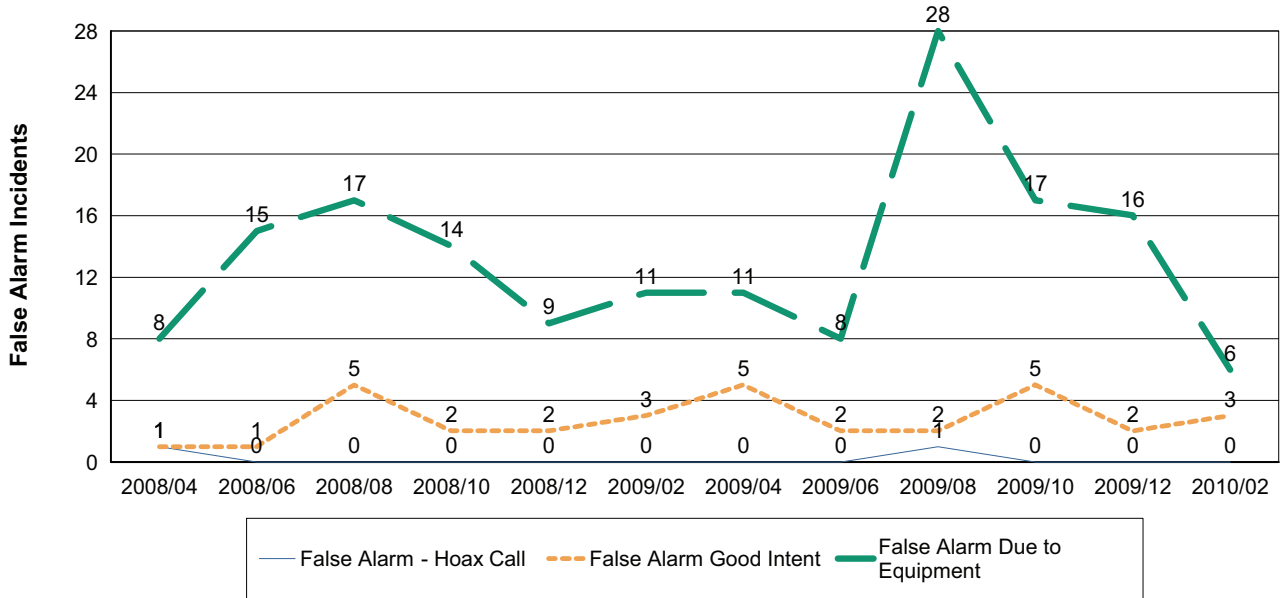
### Fires by Cause



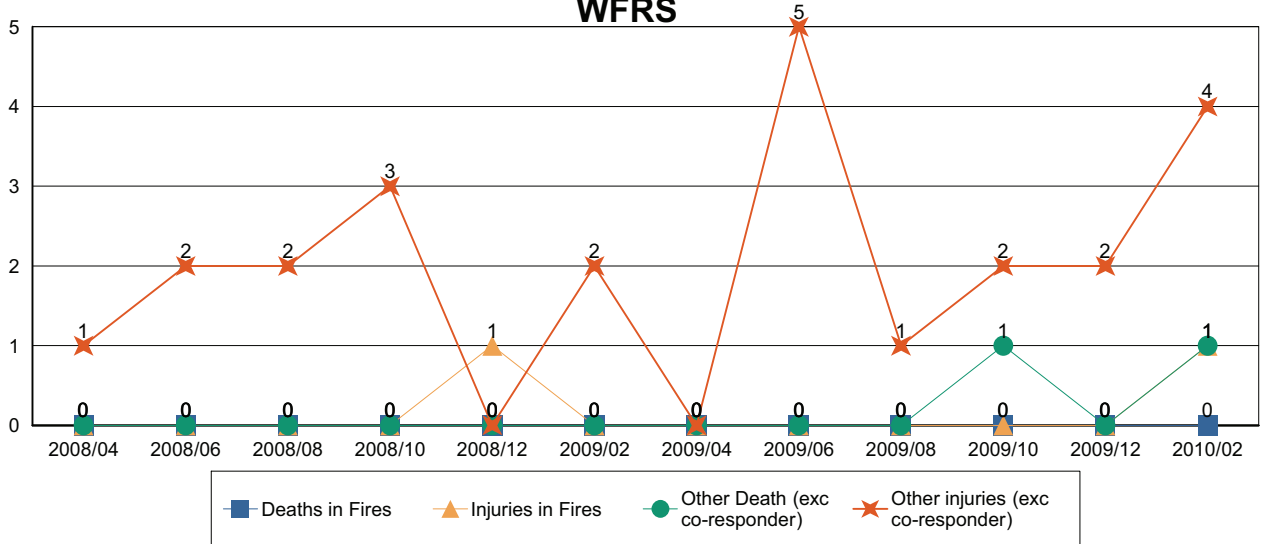
### Non-Fire incidents attended by WFRS



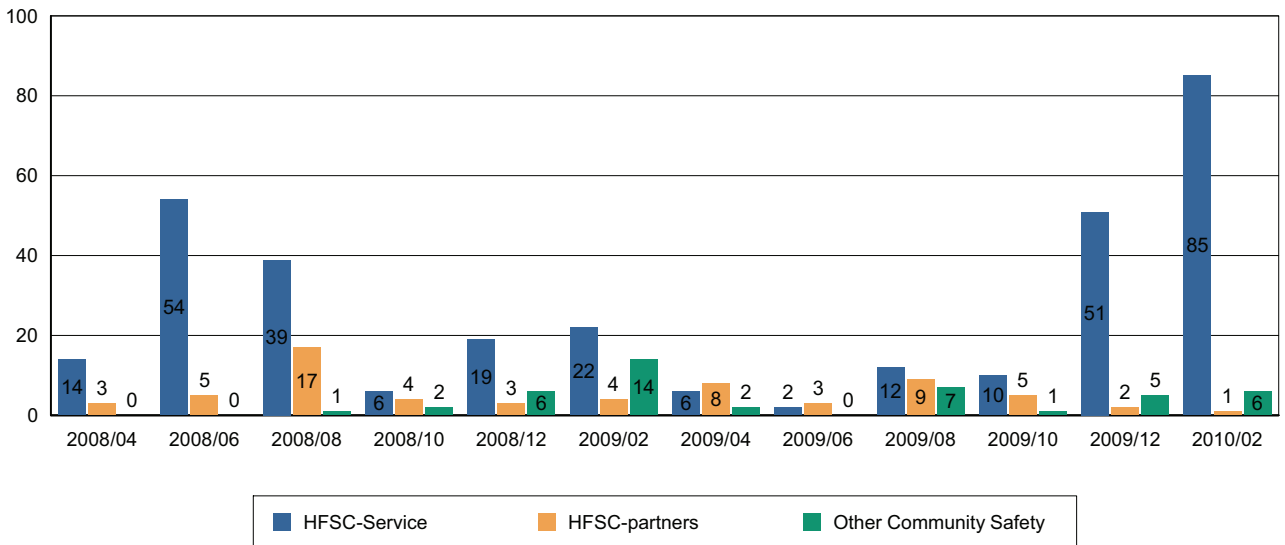
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **NHS Update - March 2010**

### **NHS continues to encourage vaccination as NPFS stands down**

Wiltshire's Director of Public Health, Maggie Rae, is calling for people who have been invited for a vaccination against Swine Flu to take up the offer.

The National Pandemic Flu Service (NPFS) stood down on 11 February 2010, seven months after it was launched at the height of the first wave of the pandemic. From this date the online and phone self-care service stopped. People with suspected swine flu should stay at home and contact their GP who will be able to authorise antivirals as appropriate.

### **Wiltshire welcomes the Electronic Prescription Service**

Every working day in England, 1.5 million paper prescriptions are issued by doctors and health professionals – and of these, about seven out of 10 are repeat prescriptions.

To handle this number more efficiently, the NHS is introducing the Electronic Prescription Service (EPS) nationwide, meaning that having to call into your GP practice and fill out a form every time you need to order a repeat prescription will become a thing of the past. The new service will let your GP practice send your prescription electronically, direct to the place you choose to pick up your medication, without the need for paper. This means there is less need for people with repeat prescriptions to call into their GP practice in order just to collect the prescription form.

With EPS, a person will be able to 'nominate' the pharmacy or dispensing practice of their choice rather than the one which the GP uses. For example, you could choose to nominate a place that is convenient to where you live, work or shop – the prescription will be sent electronically by your GP and you simply show some identification and pick up the medication, without having to collect the paper prescription on the way.

Information leaflets about EPS will begin to be distributed with medicine bags through pharmacies shortly, so that people are ready for the change.

### **NHS Wiltshire smashes target as NHS dental places soar**

NHS Wiltshire has smashed its 10% target for increasing NHS dentistry this year, achieving a 22.9% rise in the number of Units of Dental Activity (UDAs) – a total of 126,730. This means that, by the end of this financial year, around 43,000 extra patients will have been seen by an NHS dentist. The figures appear in statistics just released by the Department of Health.

### **Wiltshire's pioneering Neighbourhood Teams ahead of the game as Government announces more care at home**

Wiltshire patients in the care of the county's 11 Neighbourhood Teams continue to report high levels of satisfaction in the second annual survey carried out by NHS Wiltshire. The results of the survey come as the Health Secretary, Andy Burnham, sets out measures to shape NHS services around individual patients.

The Neighbourhood Teams, which were introduced in Wiltshire in 2007, were among the first in the country to bring nurses, physiotherapists, occupational therapists and others together to provide seamless, high-quality and holistic care for patients in their own homes.

Patients were surveyed in October 2009 and give the teams a ringing endorsement. When asked "how would you rate the quality of care you have been provided with by the team?", 86% of the responses scored "very good" and 13% scored "good" with 1% as "fair". 96% of patients found that the timing and frequency of visits met their needs. Responses were backed up with comments, all of which were positive.

### **Healthier weight in Wiltshire**

Recent figures published in the Health survey for England reveal that Wiltshire children are far more likely to have a healthy weight at the age of 11 compared to children in the South West region and the rest of England, and the numbers of Year 6 children in Wiltshire who are overweight or obese is also lower than the rest of the country.

### **Health & Wellbeing Fairs**

NHS Wiltshire and Wiltshire Council are working together to deliver a series of Health & Wellbeing Fairs across the county, to highlight the particular health issues for each of the community areas. The Fairs will give local people an opportunity to speak to health and wellbeing professionals, take some basic health and fitness tests and learn about healthy lifestyles. This will be followed by a workshop that looks more closely at the health needs of the community in order for Area Boards, Partnerships and other local groups to identify priorities to help improve the health and well being of the community.

Please contact your local Community Area Manager for details of the event in your area.  
[jo.howes@wiltshire.nhs.uk](mailto:jo.howes@wiltshire.nhs.uk)

The next Board meeting will be held on **24 March 2010, in the Conference Room at Southgate House, Devizes**

Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Maggie Goodman, NHS Wiltshire (tel: 01380 733827, email: [maggie.goodman@wiltshire.nhs.uk](mailto:maggie.goodman@wiltshire.nhs.uk))

For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or [jo.howes@wiltshire.nhs.uk](mailto:jo.howes@wiltshire.nhs.uk)



<b>Report to</b>	<b>Bradford on Avon Area Board</b>
<b>Date of Meeting</b>	<b>17<sup>th</sup> March 2010</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

## **Purpose of Report**

To ask Councillors to consider 3 applications seeking 2009/10 Community Area Grant Funding

1. Bradford on Avon Community Agriculture Cooperative, £4,100 to set up a Community Farm Initiative. The group are seeking funding for infrastructure and technical expertise to aid start-up of a Community Farm initiative.

**It is recommended that Bradford on Avon Community Agriculture Cooperative is awarded a grant of £4,100 to cover the start-up costs for a community farm initiative.**

2. Castle Gardens Nursery School, £815 to purchase ICT equipment to improve the running of the nursery, specifically in the areas of record maintenance and publicity/communications.

**It is recommended that Castle Gardens Nursery school is awarded £815 to purchase ICT equipment to improve the running of the nursery, specifically in the areas of record maintenance and publicity/ communications.**

3. Priority for People, £996.85, to run a public engagement event as a follow –up to the Taming the Traffic Workshop run in 2008 and Priority for People initiative launched in Spring 2009.

**It is recommended that Priority for People is awarded £996.85 to run a public engagement event. This event would enable the three groups would be able to report back on activities of last year, to debate issues raised and take forward proposals. Additional comments will be invited by those unable to attend the meeting through the website and a leaflet distributed across the Community Area.**

## 1. Background

- 1.1 A single and simple application process was accepted by the Implementation Executive on 13<sup>th</sup> May 2009 for use during 2009/10. Appendix 1 contains the Community Area Grants Pack, which has been developed and includes details of the grants process and criteria.
- 1.2 Area Boards have authority to approve Area Grants under powers delegated to the Area Boards by the Leader of the Council (13<sup>th</sup> May 2009). Under the terms of that delegation Area Boards must operate within the policies set by the Leader and /or the Council. The Council has adopted an Area Grants policy, with funding criteria, to which the Area Boards must adhere.
- 1.3 In accordance with the Scheme of Delegation, any recommendation of an Area Board that was contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 2009/10</li><li>• Bradford on Avon Community Area Plan</li></ul>
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## 2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2009/10 year are made to projects that can realistically proceed before 31<sup>st</sup> March 2010.
- 2.2. There will be 4 rounds of funding during 2009/10. The final round for 2009/10 is contained in this report.

## 3. Environmental & Community Implications

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

## 4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.
- 4.2. In 2009/10 the Bradford on Avon Area Board has been allocated a budget of £35,333. The Bradford on Avon Area Board has a remaining **£4,679** to allocate to community grants. Additionally, The Community Area Partnership has been awarded one tranche of funding this financial year, leaving **£6,313** unclaimed. This additional funding could be used for community grants or rolled forwards for bids to be

submitted in the next financial year.

## 5. Legal Implications

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

## 6. HR Implications

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

## 7. Equality and Inclusion Implications

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

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

## 8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Bradford on Avon Community Agriculture Cooperative	To set up a community farm initiative.	£4,100

8.1.1 Officers are of the opinion that this application meets 2009/10 grant criteria. It is recommended that Bradford on Avon Community Agriculture Cooperative is awarded a grant of £4,100 to cover the start-up costs for a community farm initiative.

8.1.2 This application links to the Bradford on Avon Community Area Plan by responding to community concern that there is a lack of locally produced food in the community area (Bradford on Avon Community Area Plan p 7).

8.1.3 The project relates to Wiltshire Council priorities by increasing the number of local people involved in volunteer work (volunteers will both prepare the land and to be involved in planting) and encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family. Once established, it has the potential to facilitate intergenerational activities and positive activities for young people. By creating a local food source, it contributes to other initiatives in the town that seek to increase awareness of climate change adaptation and to reduce carbon emissions (by providing local people with a source of local food which does not need to be transported. It will also create a new habitat, therefore potentially improving local biodiversity.

8.1.4 Bradford on Avon Community Agriculture Cooperative is constituted as an Industrial Provident Society. It has a core membership of 7 individuals with a wider group of 70 individuals who have joined meetings and events over the past 12 months. Landowners are also members of the IPS. The group works with the Climate Friendly Bradford on Avon Group who are supportive of the Community Farm Project.

8.1.5 The aim of the community farm project is to significantly increase the production of local fruit and vegetables in BoA. The food will be marketed to Coop members (70 people) and their friends, the Climate Friendly Group (100 people) and more widely through the community as the farm becomes established. The group aim to set up a vegetable box scheme in collaboration with other local growers known to the project, and to invite local volunteers including young people and school pupils to work with us on the land. The project addresses the need for the community to have access to more physical activities and aims to build resilience for an uncertain and resource constrained future. The box scheme will also reduce carbon emissions, not only through the approach to cultivation (chemical fertilisers will not be used), through local (as compared to regional, national or international) production), and through the setting up of local group pick up points for the boxes in the community saving on individual car trips. If funded, this project will initiate a direct link with one of the local primary schools Fitzmaurice who will set up a polytunnel to grow food in their grounds which will contribute to the school children's nutrition, education and to the box scheme. The bid for funding to the area board is for project set-up costs, specifically the preparation of the land and equipment to facilitate planting.

8.1.6 This scheme is partially targeted at people aged under 25.

8.1.7 If the area board decides against this grant application, the group will have to seek funding from alternative sources. The group is time-restricted in that they need to start the planting process immediately to facilitate a crop for this year.

Ref	Applicant	Project proposal	Funding requested
8.2	Castle Gardens Nursery School	Purchase of ICT equipment to enable better record keeping and better publicity and communication.	£815

8.2.2 Officers are of the opinion that this application meets 2009/10 grant criteria. It is recommended that Castle Gardens Nursery school is awarded £815 to purchase ICT equipment to improve the running of the nursery, specifically in the areas of record maintenance and publicity/ communications.

- 8.2.3 This application links to the Bradford on Avon Community Area Plan by working towards improving the quality of the pre-school experience (Bradford on Avon Community Area Plan p 10).
- 8.2.4 The project reflects Wiltshire Council priorities by working towards increasing the number of young people engaged in positive activities although it should be noted that this bid seeks to buy equipment which will improve the quality of provision but not increase the number of children receiving this service.
- 8.2.5 Castle Gardens Nursery is a charity. It seeks to provide affordable pre-school provision to children aged 3-5 years in the Bradford on Avon Community Area. Castle Gardens is an equal opportunities Pre-School, a member of the Pre-School Learning Alliance, registered with the Local Early Years Development and Childcare Partnership and registered and inspected by Ofsted.
- 8.2.6 Grant funding is requested to purchase ICT equipment to support the running of the nursery. The purchase of a laptop would enable the pre-school leader to store records centrally, complete end of term records, update the pre-school website and complete online forms. An external hard drive and memory stick would enable information to be backed up. The childproof digital cameras costed in the bid would enhance ICT educational provision and independence.
- 8.2.7 If the area board decides against this grant application, the group will have to seek funding from alternative sources.

Ref	Applicant	Project proposal	Funding requested
8.3	Priority for People	Public meeting/communication on Priority for People progress	£996.85

- 8.3.1 Officers are of the opinion that this application meets 2009/10 grant criteria. It is recommended that Priority for People is awarded £996.85 to run a public engagement event.
- 8.3.2 This application links to the Bradford on Avon Community Area Plan in responding to the concern of the community around traffic volume, density and congestion and danger and intimidation and hindrance for pedestrians and cyclists (Bradford on Avon Community Area Plan p16/17).
- 8.3.3 The project relates to Wiltshire Council priorities by engaging with local people to find out their priorities and to work with them to deliver solutions. As the priority for people

groups are run on a voluntary basis, it has the potential to increase the number of local people involved in volunteer activities. The event promotes the involvement of local people in working towards sustainable transport solutions which has the potential to reduce deaths through accidents and reduce carbon emissions from transport.

As work is currently being undertaken by consultations contracted by Wiltshire Council to develop the Historic Core Zone concept, it has been stressed by Wiltshire Council Officers that this event would need to support publicity work already being undertaken and not duplicate communications from this project.

8.3.4 Priority for people is defined as a 'Bradford on Avon Community Area initiative'. Four action groups progress the work of the initiative: The Historic Core Zone Group, The Safer Community Action Group, A Connected Community and Planning for the Future. Membership to these groups is open and each action group is expected to listen to and consult with the wider local community on all proposals put forward by each group. The Priority for People programme is overseen by a stakeholder body composed of representatives from all town and parish councils in the community area, the Community Area Partnership, Bradford on Avon Preservation Trust, Bradford on Avon and District Community Development Trust, Bradford on Avon Chamber of Commerce, Climate Friendly Bradford on Avon, Bradford on Avon senior Citizen's Forum, Representatives from schools within the community area, Wiltshire Council Officers from the highways and air quality departments and Linden Homes.

8.3.5 Funding is requested to run an engagement event to enable the groups operating as part of the Priority for People initiative to report back on activities of last year, to debate issues raised and take forward proposals. Additional comments will be invited by those unable to attend the meeting through the website and a leaflet distributed across the Community Area.

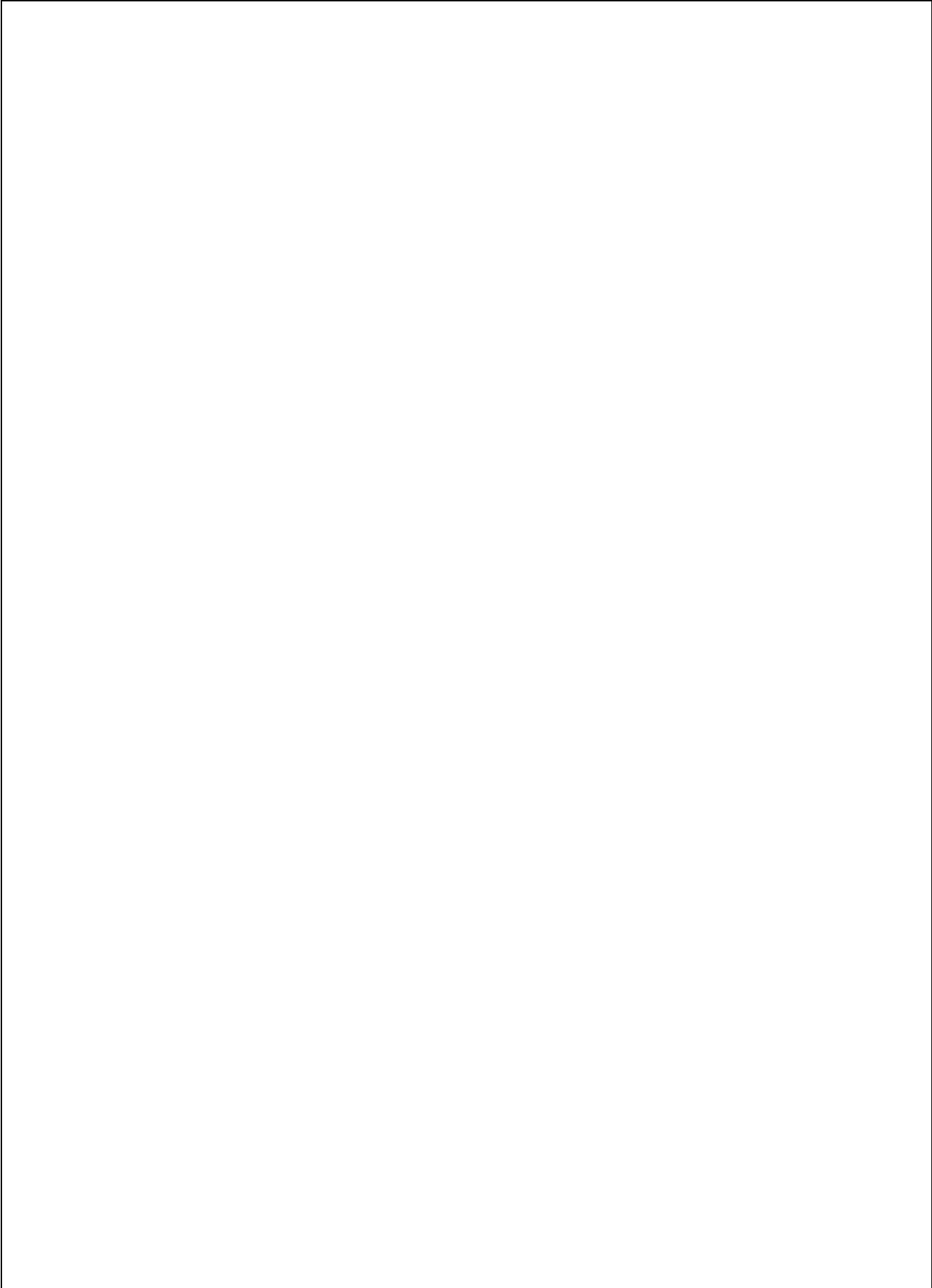
8.3.6 If the area board decides against this grant application, Priority for People would have to seek funding from alternative sources.

<b>Appendices:</b>	<b>Appendix 1 Community Area Grant Criteria</b> <b>Appendix 2 Grant application</b> – Bradford on Avon Community Agriculture Cooperative <b>Appendix 3 Grant application</b> – Castle Gardens Nursery <b>Appendix 4 Grant application</b> – Priority for People
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No unpublished documents have been relied upon in the preparation of this report.

**Report Author**

Elly Townsend, Community Area Manager  
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## Community Area Grant Application Form

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form **PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

<b>1 - Your Organisation or Group</b>			
<b>Name of Organisation</b>			
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input checked="" type="checkbox"/> <b>Parish/Town Council</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>		
<b>2 - Your Project</b>			
<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Bradford on Avon		
<b>In which Parish does your project take place?</b>	Bradford on Avon		
<b>What is your project?</b>	Community Farm		
<b>Where will your project take place?</b>	78 Bath Road, Bradford on Avon, BA15		
<b>When will your project take place?</b>	asap		
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	<b>YES</b> <input checked="" type="checkbox"/> P7: locally produced food <b>NO</b> <input type="checkbox"/>		
<b>Please confirm your project will be completed by 31<sup>st</sup> March 2010</b>	<b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/>		
<b>What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)</b> <small>IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)</small> The community farm will significantly increase the production of local fruit and vegetables in BoA. The food will be marketed to Coop members (70 people) and their friends, the Climate Friendly Group (100 people) and more widely through the community as the farm becomes established. We aim to set up a vegetable box scheme in collaboration with other local growers known to the project, and to invite local volunteers including young people and school pupils to work with us on the land. The project addresses the need for the community to have access to more physical activities, it provides fresh and therefore healthy food, and it builds cohesion and resilience for an uncertain and resource constrained future. The box scheme will also reduce carbon emissions, not only through the approach to cultivation (chemical fertilisers will not be used), through local (as compared to regional, national or international) production), and through the setting up of local group pick up points for the boxes in the community saving on individual car trips. If funded, this project will initiate a direct link with one of the local primary schools Fitzmaurice who will set up a polytunnel to grow food in their grounds which will contribute to the school children's nutrition, education and to the box scheme.			

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?**

We are seeking funding for infrastructure and technical assistance to aid start up. The funding applied for will give us the skills to maintain the infrastructure and get us to the stage where further voluntary work will generate the first crop Application for additional grant support from other sources is planned to support further development and expansion, including the purchase of polytunnels.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

We have constituted ourselves as an Industrial Provident Society which has a core membership of 7 but a wider group of 70 who have joined meetings and events over the past 12 months, and have declared an interest. We are very fortunate to have our landowners as members of the IPS. There is also some cross over of membership of the farm group with Climate Friendly Bradford, who are aware and very supportive of this project. And there is a dormant local food group in Bradford which was convened through the consultation around the Community Plan 2003-5 which is now being revived. This group found funding for a local food website and therefore have a network of both local growers and customers of locally produced food. This application also draws in Fitzmaurice School who would like to feature the growing of local food in the life of the school, which opens up for the school children the opportunity to visit and learn from the main community farm. We have connections to St Laurence School who have expressed an interest in more locally grown produce for their canteen. Measures of our success will include the number and diversity of volunteers beyond the core membership of the IPS, the number of hours that they invest in the community farm and the numbers of local residents who sign up for a box scheme.

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	<input type="checkbox"/>
Increase number of local people involved in regular volunteering	<input checked="" type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input checked="" type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input checked="" type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input checked="" type="checkbox"/>
Improve local biodiversity	<input checked="" type="checkbox"/>

**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

**5 – Information relating to your last annual accounts (if applicable)**

<b>Year Ending:</b> 2009	<b>Month:</b> 12	<b>Year:</b> 2009
<b>Total Income:</b>	£71.00	
<b>Minus Total Expenditure:</b>	£	
<b>Surplus/Deficit for year:</b>	£15.00	
<b>Reserves held:</b>	£	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <u>full</u> breakdown e.g equipment, installation etc.		<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Rabbit fence	£500	10volunteers 9 days @£50 p day	C	£4,500
Plastic Windbreak	£500			£
Land preparation	£300			£
Greenhouse glass, blocks, cement	£300			£
Benches	£50			£
Seeds	£150			£
Spades, forks, hoes	£300			£
Small shed	£300			£
Polytunnel (Fitzmaurice)	£400			£
Rainwater catchment	£200			£
Tech expertise 11 days@£100 10	£1,100			£
Volunteer labour to prepare land (10 volunteers 9 days @ 50 per day)	£4,500			
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£8,600</b>	<b>TOTAL PROJECT INCOME</b>		<b>£4,500</b>

<b>Total Project Income B</b>	£4,500
<b>Total Project Expenditure A</b>	£8,600
<b>Project Shortfall A - B</b>	£4,100
<b>Award sought from Wiltshire Council Area Board</b>	£4,100
<b>Is your organisation able to claim VAT?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**7 – Management**

**How many people are involved in the management of your group/organisation?**

<b>People Over 50 years</b>	Male 2	Female 3
<b>People Under 25 years</b>	Male	Female
<b>Disabled People</b>	Male	Female
<b>Black &amp; Minority Ethnic people</b>	Male	Female

**8 – Supporting Information – Please enclose the following documentation**

**Enclosed (please tick)**

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)
- Terms of Reference/Constitution/Group Rules

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

Yes  No If 'Yes' please tick...  Under 25's  Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

Yes  No

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

Yes  No If 'Yes' please tick....  Male  Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

Yes  No If 'Yes' please tick....  Gay  Lesbian  Bisexual

**e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?**

Yes  No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White**  British  Irish  Other **Mixed**  Mixed ethnic background

**Asian or Asian British**  Indian  Pakistani  Bangladeshi  Other Asian

**Black or Black British**  Caribbean  African  Other Black

**Chinese or other ethnic group**  Chinese  Other ethnic group

**f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?**

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes  No If 'Yes' please specify

**10 – Declaration (on behalf of organisation or group) – I confirm that.....**

Accounts and quotes where appropriate are enclosed.

A copy of our constitution or terms of reference are enclosed.

The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.

If an award is received, I will complete and return an evaluation sheet

That any other form of licence or approval for this project has been received prior to submission of this application

That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.  Child Protection  Public Liability Insurance

Equal Opportunities  Access Audit  Environmental Impact

Planning permission applied for (date) or granted (date)

That acknowledgement will be given of Wiltshire Council support in any publicity or printed material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Position in organisation:

Date:

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)

# Community Area Grant Application Form

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form **PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

<b>1 - Your Organisation or Group</b>			
<b>Name of Organisation</b>	Priority for People		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<del>Non-profit organisation</del>	<del>Parish/Town Council</del>	<b>Other</b>
<b>2 - Your Project</b>			
<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Bradford on Avon		
<b>In which Parish does your project take place?</b>	Bradford on Avon, Holt, Monkton Farleigh, Limpley Stoke, South Wraxall, Staverton, Westwood, Wingfield, Winsley		
<b>What is your project?</b>	Public meeting/communication on Priority for People progress		
<b>Where will your project take place?</b>	Public meeting: Bradford on Avon Communication: across the community area		
<b>When will your project take place?</b>	March/April 2010		
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	<b>YES</b> 16-18 (Traffic & transport: impact on the town & villages) 19-21 (Housing & the built environment)		
<b>Please confirm your project will be completed by 31<sup>st</sup> March 2010</b>	<b>NO</b> Cannot be confirmed because completion will depend on CAB decision made on 17 March 2010		

**What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

This project follows the **Taming the Traffic** workshop held in Nov08 & the launch of **Priority for People** initiative in Spring09 (part-financed by WCC/WWDC + Town/Parish Councils & CAP). The initiative  addresses the top public concern expressed by BoA Community Area residents in public consultations. With the Historic Core Zone at planning stage & engagement with Wiltshire Council over issues across the community area related to vehicle speed, vehicle size & crunch points, the time is right to respond to numerous requests & communicate progress to people across the community area. The **public  meeting** will allow the three working groups (Historic Core Zone, Safer Community, and Long-term  Issues) to report on the past year, to debate issues raised & take forward suggestions and proposals. The **production & distribution of a simple leaflet** — distributed through schools, shops, library, TIC, pubs & town/parish council offices — will allow a report back to those unable/willing to attend the  meeting. It will also be used to recruit people to join the action groups & to provide a focus for people's ideas & thoughts for future developments. The leaflet will also be made available on the **web-site [www.priorityforpeople.org](http://www.priorityforpeople.org)** & people will be invited to add comments & use the site for discussion.  Finally, articles will be prepared for local media. In this way, we will seek to communicate with our target audience — the entire population of the community area (15,000+). Follow up meetings and leaflets tailored to individual parishes may well be desirable. This will be assessed and organized as a separate project.

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?** The grant is sought for a one-off exercise.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**



**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

The Priority for People initiative was part-initiated by BoA Town Council, has been supported by Wiltshire Council, WWDC, BoA Community Area Partnership, BoA Development Trust, BoA Preservation Trust, Climate Friendly Bradford on Avon, and Community Area Parish Councils. The individual PFP Action Groups each include approx. a dozen unpaid volunteers from across the community, with strong representation from the Town Council and stakeholder groups, also across the community. // The whole population of the community area will benefit from an understanding of progress made and challenges to be handled. The Action Groups will benefit through input from the wider public and from additional recruits. // Wiltshire Council Highways will benefit from a greater public understanding of the issues and challenges, and from consultation feedback from members of the public. // Note that all work conducted by the Action Groups since Nov08 has been handled on a voluntary basis, with no funding. A small element of Gerald Milward-Oliver's time has been funded by BoA Town Council within his remit as Economic Development Consultant (effectively c. 3/4 hours pcm).

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	√
Increase number of local people involved in regular volunteering	√
Increase the number of affordable homes	
Improve access to services for people with dementia	
Improve access to primary care services for people with learning disabilities	
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	√
Improve adult participation in sport	
Improve young people's participation in positive activities	√
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	

Increase the number of people who feel safe in their community	√
Improve local area through intergenerational activities such as street clean ups and community events	√
Reduce perceptions of antisocial behaviour	
Reduce deaths through accidents	√
Increase uptake of energy efficiency and renewable energy measures	√
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	√
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	√√
Improve local biodiversity	

**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

**5 – Information relating to your last annual accounts (if applicable)**

<b>Year Ending:</b>	<b>Month:</b>	<b>Year:</b>
<b>Total Income:</b>	£	
<b>Minus Total Expenditure:</b>	£	
<b>Surplus/Deficit for year:</b>	£	
<b>Reserves held:</b>	£	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <u>full</u> breakdown e.g equipment, installation etc.	<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
		<b>P/C</b>	
Hire St Margarets Hall	£91.00		£
Artwork for leaflet/website	£352.50		£
Print cost for 3000 leaflets	£489.90		£
40 leaflet dispensers	£63.45		£

	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£996.85</b>	<b>TOTAL PROJECT INCOME</b>	<b>£0</b>
<b>Total Project Income B</b>			
	<b>£0</b>		
<b>Total Project Expenditure A</b>			
	<b>£996.85</b>		
<b>Project Shortfall A - B</b>			
	<b>£996.85</b>		
<b>Award sought from Wiltshire Council Area Board</b>			
	<b>£996.85</b>		
<b>Is your organisation able to claim VAT?</b>			
	<b>No</b>		
<b>7 – Management</b>			
<b>How many people are involved in the management of your group/organisation? 5</b>			
<b>People Over 50 years</b>	Male	Female	
<b>People Under 25 years</b>	Male	Female	
<b>Disabled People</b>	Male	Female	
<b>Black &amp; Minority Ethnic people</b>	Male	Female	
<b>8 – Supporting Information – Please enclose the following documentation</b>			

**Enclosed (please tick)**

Latest inspected/audited accounts or Annual Report – n.a.

Income & expenditure budget for current financial year – n.a.

Project budget (if applicable) – see (6) above

Terms of Reference/Constitution/Group Rules – see attached documents

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

**Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.**

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

~~Yes~~ **No**    If 'Yes' please tick...    Under 25's    Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

~~Yes~~ **No**

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

~~Yes~~ **No**    If 'Yes' please tick....    Male    Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

~~Yes~~ **No**    If 'Yes' please tick....    Gay    Lesbian    Bisexual

e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?

~~Yes~~ **No** If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White** British Irish Other **Mixed** Mixed ethnic background  
**Asian or Asian British** Indian Pakistani Bangladeshi Other Asian  
**Black or Black British** Caribbean African Other Black  
**Chinese or other ethnic group** Chinese Other ethnic group

f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith? (e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

~~Yes~~ **No** If 'Yes' please specify

**10 – Declaration (on behalf of organisation or group) – We confirm that.....**

Accounts and quotes where appropriate are enclosed.  
A copy of our constitution or terms of reference are enclosed.  
The information on this form is correct, that any award received will be spent on the activities specified, that we will complete a monitoring form (if requested) following completion of the project.  
If an award is received, we will complete and return an evaluation sheet  
That any other form of licence or approval for this project has been received prior to submission of this application  
That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance  
Equal Opportunities Access Audit Environmental Impact  
Planning permission applied for (date) or granted (date)  
That acknowledgement will be given of Wiltshire Council support in any publicity or printed material.  
We give permission for press and media coverage by Wiltshire Council in relation to this project.

Names:  
Position in organisation:

Date:

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)

## **PRIORITY FOR PEOPLE ACTION GROUPS TERMS OF REFERENCE**

### **1. PURPOSE**

The Priority for People programme will be implemented through four action groups:

- A safer community
- The historic core zone
- A connected community
- Planning for the future.

See attached schematic for the mission statement of each action group, their tasks and a fuller explanation of their remits.

### **2. MEMBERSHIP**

- (i) Each action group will be formed by volunteer members of the public; parish, town and Wiltshire Council councillors; relevant Wiltshire Council officers; and any experts that the group wishes/needs to recruit.
- (ii) Each action group will nominate and appoint a chairperson for the group. It is the responsibility of the chairperson to call meetings, allocate work within the group, report as necessary to the stakeholder body, and generally ensure that the group remains on track to completion of the task.
- (iii) Each group will determine a satisfactory means of recording decisions and handling basic administrative tasks. While this would be achieved logically by the appointment of a secretary to the group, an alternative means can be used so long as it does not hinder the smooth functioning of the group. It is anticipated that each group will wish to provide some modest funding for the secretarial function, as a part of its overall funding effort (see 4 below).
- (iv) Each action group will be responsible for recruiting new members as necessary.

### **1. WORK PROGRAMME**

- (i) Each action group will be free to determine their work programme as they consider necessary to achievement of their task within the agreed timelines.
- (ii) Each action group will prepare a business plan which must be submitted for comment and endorsement to the stakeholder body (see below for definition), the Community Area Partnership, the six Parish Councils and the Town Council.
- (iii) It is recognised that a considerable proportion of the work of the action groups will be driven/constrained by policies and actions of Wiltshire Council, and influenced by Parish and Town Council agendas. Part of the work of each action group, therefore, will be to establish a working method that is acceptable to all members and focused on delivery of the task.
- (iv) It is particularly important that a strong, constructive relationship based on teamwork is established with Wiltshire Council at all levels. This is likely to embrace departments dealing with highways, planning, environment/air quality, regulatory issues, public transport etc. Relationships will also need to be forged with other agencies, such as bus companies, rail companies, transport campaigning organisations (e.g. Sustrans) etc.
- (v) There is likely to be extensive cross-working between action groups (for example, safer community initiatives that fall within the historic core zone). Each action group must therefore ensure that they work hand-in-hand with other action groups as relevant. It is also essential that action groups coordinate between themselves over levels of consultation, in order to avoid unnecessary duplication. To facilitate this, minutes must

be taken of all meetings according to a standard template, and must be distributed (generally by email) to individual members of all action groups. In principle, minutes should also be posted to the programme website ([www.priorityforpeople.org](http://www.priorityforpeople.org)).

- (vi) As appropriate, each action group is encouraged to approach the Town and Parish Councils, Community Area Partnership, amenity and other groups to collaborate on aspects of mutual interest and concern.
- (vii) Each action group will be expected to listen to and consult with the wider local community on all proposals. This will be primarily driven through the programme website, but also through the use of local media, posters, leaflets, bodies such as libraries, PTAs, Councils and other means of reaching the maximum number of people – including those without access to the Internet.

#### 4. FUNDING

- (i) Each action group will be responsible for working with the relevant bodies to establish funding requirements. It is expected that each Group will also need to identify a modest level of core funding requirement.
- (ii) There will be substantial capital costs to many of the planned and proposed improvements in the programme, which may be financed from a variety of sources. Once these improvements have been completed, there will also be continuing costs required for maintenance/ongoing management. Each group will be responsible for agreeing with the relevant partner authorities/organisations a management regime to cover future requirements.
- (iii) It is envisaged that all funding requests to Wiltshire Council will be filtered through the Bradford on Avon Area Board (set to begin its work following the June 2009 Wiltshire Council elections). This will cover not only small sums that fall within the direct remit and funding capability of the Area Board but also larger sums that must be approved and budgeted at corporate level. The operation of this procedure will be agreed with Wiltshire Council and the Area Board as soon as possible, but inevitably will be tempered by the final makeup and remit of the Board, which is not expected to be fully understood until the middle of 2009.

#### 5. ACCOUNTABILITY / RESOLUTION OF DISPUTES

- (i) The Priority for People programme is defined as a ‘Bradford on Avon Community Area Initiative’. The action groups will be independent in their work, subject to the requirements of these Terms of Reference, and will not come under the control of any other body, excepting as set out below.
- (ii) The stakeholder body will provide oversight of and democratic legitimacy to the Priority for People programme. Membership of the stakeholder body will be based on representation of community-based organisations (see below). At the present time, membership is based on those organisations that participated in the ‘Taming the Traffic’ workshop in November 2008, but may be changed over time as necessary:
  - Bradford on Avon Town Council (up to 4 councillors + Town Clerk)
  - Holt Parish Council (up to 2 representatives)
  - Limpley Stoke Parish Council (up to 2 representatives)
  - Monkton Farleigh Parish Council (up to 2 representatives)
  - South Wraxall Parish Council (up to 2 representatives)
  - Westwood Parish Council (up to 2 representatives)
  - Winsley Parish Council (up to 2 representatives)
  - Bradford on Avon Community Area Partnership (2 members of the CAP)
  - Bradford on Avon Preservation Trust (2 members of Council of Management)
  - Bradford on Avon & District Community Development Trust
  - Bradford on Avon Chamber of Commerce
  - Climate Friendly Bradford on Avon
  - Bradford on Avon Senior Citizens Forum
  - BoA community area schools (parent governors?) (up to 2 representatives)

- Wiltshire Council (Highways)
- Wiltshire Council (Air quality)
- Linden Homes Western Limited
- Freshford Parish Council (observer status).

The administration work of the stakeholder body will, for the time being, be handled by Gerald Milward-Oliver in his role as economic development advisor to the town.

- (i) The stakeholder body will meet three times a year (slated as February, June and October) with members of the action groups in order to report and assess progress and resolve any broad issues of concern.
- (ii) In the event of an issue arising that an action group cannot resolve, then the stakeholder body will seek to resolve it. If they are unable to do so, then, as relevant, the issue will be escalated for arbitration successively to:
  - ↑ Town and/or Parish Councils ↩
  - Bradford on Avon Area Board ↩
  - Wiltshire Council.

## 6. PRIORITY FOR PEOPLE PROGRAMME TIMELINES

*[see attached chart]*

February 2009.



## Community Area Grant Application Form

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form **PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

### 1 - Your Organisation or Group

<b>Name of Organisation</b>			
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input checked="" type="checkbox"/>	<b>Parish/Town Council</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>

### 2 – Your Project

<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Bradford-On-Avon
<b>In which Parish does your project take place?</b>	Bradford-On-Avon
<b>What is your project?</b>	Improving ICT and Communications
<b>Where will your project take place?</b>	Lambert Rooms, Bradford-On-Avon
<b>When will your project take place?</b>	ASAP
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	<b>YES</b> <input type="checkbox"/> <b>NO</b> <input checked="" type="checkbox"/>
<b>Please confirm your project will be completed by 31<sup>st</sup> March 2010</b>	<b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/>

### What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

Castle Gardens is the only charitable community run Pre-School in Bradford-On-Avon. Our project will benefit approximately 20 children, aged between rising 3 and 5 years, their parents and carers and 2 members of staff. We are an equal opportunities Pre-School, a member of the Pre-School Learning Alliance, registered with the Local Early Years Development and Childcare Partnership and registered and inspected by Ofsted. We currently face the challenge of competition from several private nurseries that have recently opened in our area. Whilst we can't compete with flexibility (as we hire our hall), we do aim to provide low cost quality provision for children aged rising 3 -5 years. Our project would mean that ICT provision and Communications would be vastly improved. At present the Pre-School leader uses her own personal home computer for Pre-School work eg to plan, log on and complete the Pre-School SEF, etc. A laptop would enable her to have greater flexibility eg be able to store records centrally, to complete end of term reports, update the Pre-School website, complete online forms etc. An external hard drive and memory stick would mean files were able to be backed up. The Lambert Rooms is a hired hall and therefore there is no landline. The Pre-School uses a mobile phone which needs to be updated. Wireless internet connection would enable us to use email and access the internet. Childproof digital cameras would enhance ICT educational provision and independence.

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?**

As a group we regularly fundraise. We have just had our Christmas raffle, Yellow Moon commission from catalogue purchases, Easter cake sale, Sports day events, etc.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

Publicity will raise the profile of our Pre-School. We already have a website, better ICT facilities would make it easier to keep this updated. Internet access would mean communication to the Pre-School by email would be possible. Records, reports, planning, policies, etc could be done and held centrally which would mean better channels of communication and smoother transitions between committee, staff, County, etc. The children would become more ICT proficient with digital cameras designed for their age group that they were able to use themselves and were robust. It would increase their independence and skills. The photos would also be able to be used in their Learning Journals and be displayed in the setting.

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	<input checked="" type="checkbox"/>
Increase number of local people involved in regular volunteering	<input type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>

**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

**5 – Information relating to your last annual accounts (if applicable)**

<b>Year Ending:</b>	<b>Month:</b> August	<b>Year:</b> 2009
<b>Total Income:</b>	£26467.57	
<b>Minus Total Expenditure:</b>	£25258.45	
<b>Surplus/Deficit for year:</b>	£1209.12	
<b>Reserves held:</b>	£12000	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <u>full</u> breakdown e.g equipment, installation etc.		<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Laptop	£400			£
separate keyboard	£25			£
mouse	£20			£
Microsoft Office(Home & Student)	£100			£
external hard drive	£50			£
memory sticks (£10 x 2)	£20			£
Mobile phone (Nokia-use same sim card and number)	£100			£
	£			£
Child's digital cameras(£50 x2)	£100			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£815</b>	<b>TOTAL PROJECT INCOME</b>		<b>£</b>

<b>Total Project Income B</b>	<b>£</b>
<b>Total Project Expenditure A</b>	<b>£965</b>
<b>Project Shortfall A - B</b>	<b>£965</b>
<b>Award sought from Wiltshire Council Area Board</b>	<b>£965</b>
<b>Is your organisation able to claim VAT?</b>	<b>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></b>

**7 – Management**

**How many people are involved in the management of your group/organisation?**

<b>People Over 50 years</b>	Male	Female 1
<b>People Under 25 years</b>	Male	Female
<b>Disabled People</b>	Male	Female
<b>Black &amp; Minority Ethnic people</b>	Male	Female

**8 – Supporting Information – Please enclose the following documentation**

**Enclosed (please tick)**

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)
- Terms of Reference/Constitution/Group Rules

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

**Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.**

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

Yes  No If 'Yes' please tick...  Under 25's  Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

Yes  No

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

Yes  No If 'Yes' please tick....  Male  Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

Yes  No If 'Yes' please tick....  Gay  Lesbian  Bisexual

**e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?**

Yes  No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White**  British  Irish  Other **Mixed**  Mixed ethnic background

**Asian or Asian British**  Indian  Pakistani  Bangladeshi  Other Asian

**Black or Black British**  Caribbean  African  Other Black

**Chinese or other ethnic group**  Chinese  Other ethnic group

**f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?**

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes  No If 'Yes' please specify

**10 – Declaration (on behalf of organisation or group) – I confirm that.....**

Accounts and quotes where appropriate are enclosed.

A copy of our constitution or terms of reference are enclosed.

The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.

If an award is received, I will complete and return an evaluation sheet

That any other form of licence or approval for this project has been received prior to submission of this application

That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.  Child Protection  Public Liability Insurance

Equal Opportunities  Access Audit  Environmental Impact

Planning permission applied for (date) or granted (date)

That acknowledgement will be given of Wiltshire Council support in any publicity or printed material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 13/02/2010

Position in organisation:

**Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)**

**Report to** Bradford on Avon Area Board  
**Date of Meeting** 17<sup>th</sup> March 2010  
**Title of Report** LPSA Funding Bid: Community Payback

Community Payback enables offenders to repay their debt to society through the contribution of time and labour to help local communities tackle a wide range of issues from graffiti and chewing gum removal to litter picking, ground clearance and other environmental improvement projects. Offenders work in the community as part of a fully supervised team. In Wiltshire over 72,000 hours of community payback time are completed every year by offenders, this equates to £378,500 of free labour to local communities.

This scheme can be of major benefit to Area Boards - offering fast and effective responses to issues of concern to local people. A wide range of works can be undertaken including litter, gum and graffiti removal, footpath clearance and repair, river clearing, decorating and maintenance of community facilities. Ideas for projects will be sought from the public, councillors and parishes through the issues system. These will be prioritised by Area Boards and the Community Payback team will develop programmes of work in response.

An investment of £73,000 is now sought from the LPSA fund to extend the scheme in terms of the range of services offered and also the reach of the scheme into more rural parts of the County. This latter will be achieved through the provision of 3 utilities trailers allowing teams access to hot water, toilets and refreshments during the day - enabling teams to be more self sufficient and able to undertake work in isolated rural areas. Investment will be used to purchase of high pressure cleaners for removal of graffiti and gum and additional equipment. This investment will be of direct and immediate benefit to the Area Boards and the local communities they serve.

The objectives of the project are

- To increase resources directed at key street scene issues that affect community wellbeing such as vandalism, graffiti, gum and littering
- To involve the public, parishes and area boards more directly in the criminal justice system building public awareness and service responsiveness and linking the scheme with the Area Boards' Community Issues system
- To target resources at projects and priorities identified by local communities
- To extend the reach of Wiltshire Community Payback into rural communities

The scheme supports objectives in the Local Agreement for Wiltshire around building more resilient and safer communities, protecting the environment, improving the way in which organisations in Wiltshire work together and supporting elected members in their community leadership roles. There are additional benefits for offenders, particularly young offenders, including the development of work skills and experience which increases future employability and contributes to reducing re-offending.

***The support of the Area Board is now sought for this bid.***





## Performance Reward Grant Scheme APPLICATION FORM

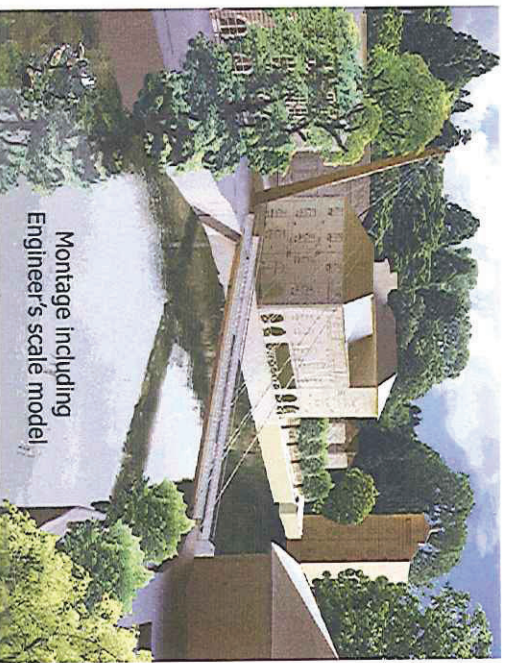
Ref number:

To be returned to:

Karen Spence, Performance Manager, Performance Team

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

Area Board	Bradford on Avon
Form submitted by (contact for all queries)	Bradford on Avon Town Council St Margaret's Hall St Margaret's Street Bradford on Avon BA15 1DE  Tel 01225 864240 Email <a href="mailto:townclerk@bradfordonavontowncouncil.gov.uk">townclerk@bradfordonavontowncouncil.gov.uk</a>  Contact Mrs Diane Holmes Town Clerk
Name of initiative	Kingston Bridge
Brief Description of Initiative	<p>In order to provide safe pedestrian access to the new Bradford on Avon town centre, a new site specific, single mast cable stay foot/cyclebridge is proposed as it is considered essential to cross the river from a point near the library to ensure that the new town centre is economically viable.</p> <p>The town centre, Kingston Mills site is currently being developed to provide a new town square and 4825 sq metres of commercial space and 170 dwellings including 30% affordable housing.</p>



Montage including  
Engineer's scale model

The main pedestrian access through the town centre is across the Town Bridge with very narrow footways, which are difficult for pedestrians to safely negotiate, particularly the elderly, disabled and those with push chairs and young children.



Please put a cross against the ambition(s) that this initiative will support

Building resilient communities	X
Improving affordable housing	X
Lives not services	X
Supporting economic growth	X
Safer communities	X
Protecting the environment	X
Action for Wiltshire – combating the recession	X
Amount of funding sought	£100,000

See funding strategy enclosed



Capital cost of the bridge and associated ramps/paths is estimated at £850,000

What will this money be spent on? (please show split between capital and revenue. For capital expenditure guidance – see Appendix 1 in the Bid Pack)

Bridge supply, transportation, assembly and erection: 595,000  
 Foundations: 65,000  
 Library ramps: 35,000  
 Lighting: 45,000  
 Fees and other on costs: 110,000  
 TOTAL: 850,000




This application is for a contribution to the capital cost of the public access element of the bridge including ramps, paths, railings on the library side and lighting (foundations £15,000, ramps £35,000, lighting £45,000 and fees £5,000). The application is therefore for 100% capital cost.

Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken

Attach separate documents if appropriate  
 The requirement for a footbridge was highlighted in the Bradford on Avon Community Plan (see page 21)  
 It has received strong support from the community and will ensure that the new town centre will be vibrant.  
 The new development will include 30% affordable housing and the footbridge will be of great benefit to residents enabling them

"Bradford on Avon  
 Community Plan 2005.jp



	<p>to safely access vital services such as health centres, library and public transport without the risks to pedestrians on the narrow, congested town bridge.</p> <p>The bridge will improve quality of life for local residents of all ages by offering a safe route through and to the town.</p> <p>The new commercial centre, shops, offices and restaurants will depend on footfall and it is essential that access to the centre is easy to allow the local economy to thrive despite the recession.</p> <p>The bridge will also be for cyclists and the reduced number of parking spaces means that more residents and visitors will have to walk or cycle. A reduction in car journeys is essential for Bradford on Avon part of which has been declared an air quality management area due to traffic congestion.</p> <p>The quality of the design which is supported by English Heritage and the Commission for Architecture in the Built Environment will add to the ambience of the town and will attract more tourists both to the new shops and restaurants and existing traders thus further boosting the local economy further. Planning Permission has been obtained from Wiltshire Council.</p> <p>The bridge is planned to be built December 2010./Jan 2011.</p> <p>The element of the project for which this funding application is made will improve safety and public access to facilities in the vicinity of the bridge, enhance the environment and ensure maximum use of the bridge to contribute to economic vitality.</p> <p>A feasibility study was carried out by Hyder Consulting (see file attached) with much research to predict use of the bridge.</p> <p>3 Public meetings have been held, an exhibition in the library, the production of a model and questionnaires. The design of the bridge has been controversial which is understandable due to its close proximity to the ancient town bridge and being in the conservation area but nearly all (89%) of respondents are in favour of a bridge. The results of the questionnaire are attached.</p> <p>The bridge has been the subject of consultation and research over the last 10 years. I attach a summary of this work.</p>   
<p>What makes this initiative a local priority (eg evidence from research and local support)</p>	<p>The new Kingston Mills commercial development will thrive.</p> <p>Footfall on the new bridge will be significant.</p>
<p>How will you know you have been successful?</p>	<p>The new Kingston Mills commercial development will thrive.</p> <p>Footfall on the new bridge will be significant.</p>

<p>How will you measure the impact? (may have more than one measure)</p>	<p><i>eg performance indicator, public perception survey, number of...</i></p> <ul style="list-style-type: none"> <li>• Footfall on the bridge</li> <li>• Cyclists using the bridge</li> <li>• Number of occupied/unoccupied commercial units</li> </ul>
<p>What is your improvement target (s), and when do you expect to achieve this/these?</p>	<p><i>In some cases improvement may be achieved in stages, so you may want to give more than one improvement target</i></p> <p>The bridge should be constructed by Spring 2011 by which time some of the housing units will be in occupation. The commercial units should follow on and success of the bridge in relation to economic development should be measurable by Spring 2013</p>
<p>How will you ensure that the improvement continues after the end of the initiative?</p>	<p><i>Sustainable improvement</i></p> <p>The bridge is a substantial low maintenance structure built for the long term and will be maintained by Wiltshire Council</p>
<p>Who will benefit from this initiative?</p>	<p><i>Consider the number of people likely to benefit and the impact on disadvantage or vulnerability in your area</i></p> <p>Residents of the new housing, all residents and visitors accessing the town. Disabled people, carers of young children and cyclists will have safer access to the town centre.</p>
<p>Confirm no unfunded commitments from this initiative</p>	<p><i>Please delete the statement that does not apply:</i></p> <ol style="list-style-type: none"> <li>1. I confirm that there will be no unfunded financial commitments arising from this initiative, or</li> <li>2. <del>There may be on-going commitments of £ [put in amount] which will be funded from [please complete showing funds within your control that will be committed to this]</del></li> </ol>
<p>What are the key risks to success and how will these be managed?</p>	<p><i>National Economic Crisis</i> – so far Bradford on Avon has not suffered from empty shops/offices due to local buoyant trade and there is no reason to think that this will not continue to be the case.</p> <p><i>Development of Kingston Mills slows down or stops</i>- This capital investment is for the long term. The Developer is proceeding to schedule and the affordable housing is planned to be occupied by February 2011.</p>
<p>Who will manage the initiative</p>	<p><i>Town Clerk Mrs Diane Holmes and experienced Project Manager and Architect Jack Konyneburg</i>  <i>Bradford on Avon Town Council</i>  <i>St Margaret's Hall</i>  <i>Bradford on Avon</i>  <i>BA15 1DE</i>  <i>Tel 01225 864240</i></p>

Signed:

Dated:

Chairman of Area Board