

AGENDA

Meeting: CALNE AREA BOARD
Place: Calne Town Hall, The Strand, Calne SN11 0EN
Date: Tuesday 9 December 2014
Time: 6.30 pm

Including the Parishes of Calne Without, Bremhill, Hilmarton, Heddington, Cherhill, Compton Bassett and Calne

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 6:00pm.

Please direct any enquiries on this Agenda to David Parkes (Democratic Services Officer) Tel: 01225 718220/ Email: david.parkes@wiltshire.gov.uk, on 01225 718220 or email david.parkes@wiltshire.gov.uk
Or Jane Vaughan (Calne Community Area Manager) 01249 706447 or email jane.vaughan@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Cllr Christine Crisp (Chairman)	Cllr Tony Trotman
Alan Hill (Vice Chairman)	Cllr Glenis Ansell
Cllr Howard Marshall	

Map enclosed at page 1

	Time
<p>1 Chairman's Welcome and Introductions</p> <p>The Chairman will welcome everyone to the meeting of the Calne Area Board.</p>	6.30 pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 4</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 07 October 2014.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 5 - 6</i>)</p> <p>The Chairman will provide information about:</p> <p>a. Wiltshire Car Parking Review.</p>	6.35 pm
<p>6 Partner Updates</p> <p>To receive an update from the partners listed below:</p> <p>a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Police and Crime Commissioner d. Calne Community Area Partnership e. Town and Parish Councils.</p>	
<p>7 Local Youth Network Update (<i>Pages 7 - 8</i>)</p> <p>Cllr Howard Marshall and Helen Bradley (Community Youth Officer) - To receive an update on the Local Youth Open Space Event, held on Tuesday 18th November and to hear about the next steps.</p>	6.45pm
<p>8 Respect 24/7 - Will Ruscoe (John Bentley School)</p> <p>Will Ruscoe (John Bentley School) will introduce the schools 'Respect 24/7' campaign. It will inform the Area Board that the campaign has been launched by the school to promote respectful relationships with and between young people, the community and the environment. The Councillors will be asked if they would like to join young people in signing up to the pledge and wearing their</p>	6.55pm

	campaign wrist band.	
9	<p>Positive Ticket Awards</p> <p>The Chairman will acknowledge the young people from the Calne Community Area who have been issued with Positive Tickets by the Neighbourhood Police Team in recognition of their positive actions in the Community.</p>	7.10pm
10	<p>Wiltshire Online Project</p> <p>Sarah Cosentino and Marie Nash - To update the Area Boards about the rollout of superfast broadband across the county</p>	7.20pm
11	<p>Calne Our Place Project Update</p> <p>Malcolm Gull (Calne Community Area Partnership) and Judy Edwards (Calne Town Council) - This project relates to the Community identified JSA/Area Board priority relating to: 'Building a positive reputation for the Calne Community Area to attract more visitors to venues and events'.</p>	7.40pm
12	<p>Develop Presentation</p> <p>Sian Wood (Develop) is to provide a presentation to the Area Board on the services Develop Enhancing Community Support can provide to all not for profit organisations in the community.</p>	8.00pm
13	<p>Your Local Issues (<i>Pages 9 - 18</i>)</p> <p>Councillors will provide an update on community issues and progress on area board working groups. This will include:</p> <ul style="list-style-type: none"> a) Skate board park working group – Cllr. Howard Marshall b) Highways working group (CATG) – Cllr. Christine Crisp c) Calne campus working group – Cllr. Alan Hill d) Sandpit Road (Section 106) working group – Cllr. Tony Trotman e) Air quality working group – Cllr. Glenis Ansell f) Dementia Friendly Calne Community Area – Cllr. Christine Crisp 	8.15pm
14	<p>Area Board Funding (<i>Pages 19 - 34</i>)</p> <p>To consider three applications to the Community Area Grants Scheme, as follows:</p> <ul style="list-style-type: none"> i. Goatacre phone box refurbishment group – to convert an old phone box into a community information point and 	8.25pm

book exchange - £600.

- ii. Jack and Jill pre-school - Asking for match funding towards an interactive SMART table to encourage early computer skills and family interaction - £2,490.
- iii. Calne Community Area Partnership – Requesting funds to improve access and security at the Hub - £950.

15 **Close**

The Chairman will set out arrangements for the next meeting.

8.35pm

MINUTES

Meeting: CALNE AREA BOARD
Place: Citadel Room, Monkton Park, Chippenham
Date: 4 November 2014
Start Time: 4.00 pm
Finish Time: 4.20 pm

Please direct any enquiries on these minutes to:

David Parkes (Democratic Services Officer), on 01255 718820 or david.parkes@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Christine Crisp (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Howard Marshall, Cllr Tony Trotman and Cllr Glenis Ansell

Wiltshire Council Officers

David Parkes (Democratic Services Officer) and Jane Vaughan (Community Area Manager)

Total in attendance: 7

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
39	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Cllr Christine Crisp, welcomed everyone to Calne Area Board and introduced the Councillors and Officers present.</p>
40	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Helen Bradley.</p>
41	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
42	<p><u>Funding Item</u></p> <p>Members were asked to reconsider a decision to reverse their approval of a road safety improvement scheme at Bentley Lane in June 2014 and to approve the funding of second scheme at Bentley Lane at an additional cost of £1000.</p> <p>Resolved: To reverse their previous decision to approve a highways improvement scheme at Bentley Lane, Calne and to approve funding of a second, alternative scheme.</p>
43	<p><u>Delegation of urgent Youth funding matters to the Community Area Manager</u></p> <p>The Area Board was asked to consider that funding decisions concerning the design and delivery of positive activities for young people may occasionally need to be made urgently between regular area board meetings. In line with the approach used by the Calne Area Board with community area grants, in respect of urgent matters that arise from time to time between meetings, the Board was asked to consider that the Community Area Manager be granted delegated authority to approve expenditure from the youth budget, in consultation with the chairs of the Calne Area Board, the Local Youth Network and the Community Youth Officer.</p> <p>Decision: To delegate authority to the Community Area Manager to approve expenditure of up to £1,000 per project for urgent projects falling between area board meetings in consultation with the Chairs of the Calne Area Board, the Local Youth Network and the Community Youth Officer.</p> <p>In addition it was possible that up to £1,000 in total for the year may be required to facilitate some meetings such as the one that will be held on the 18th</p>

	<p>November 2014. These costs may include occasional room hire costs, promotional materials and activity. Although, where possible, meetings would be held at free venues such as the Community Hub.</p> <p>Decision: To delegate authority to the Community Area Manager to manage a budget of up to £1,000 to cover expenditure related to the management of the LYN meetings, in consultation with the Chairs of the Calne Area Board, the Local Youth Network and the Community Youth Officer. A report explaining such decision and the reasons why it was considered to be urgent would be reported to the next ordinary meeting of the Calne Area Board.</p>
44	<p><u>Any Urgent Business</u></p> <p>Beverbrook Campus Site – Cllr Hill raised concerns in relation to three questions:</p> <ol style="list-style-type: none"> 1) Can Calne Town Council start work on the extension to the Pavilion by appointing their own contractor? 2) When would the all-weather pitch construction begin? A hedge needed to be moved/removed in order to allow the AWP to be put in; can Calne Town Council get on with this work before the nesting season in spring 2015 so as not to delay the installation of the pitch? 3) When could Calne Town Council expect to receive the necessary information regarding the road crossing so that they could comply with Condition 2 of the Planning Permission? When would the work be added to Highways forward work plan? <p>Cllr Hill was concerned that, after 10 working days, at this time, he was awaiting a response to these questions. Concern was also raised in relation to the funding for the all-weather pitch as phase one and two of the campus project had already been approved by Cabinet; Cllr Hill stressed the need to move the hedge before the nesting season in spring.</p> <p>Decision: To support the moving of the hedge before spring 2015 if possible.</p>
45	<p><u>Close</u></p> <p>The next Area Board meeting would be held at 6.30 pm on 9 December 2014 at Calne Town Hall, with refreshments available from 6.00 pm.</p>

Wiltshire's Car Parking Review Chair's Announcement

Introduction

Wiltshire Council is reviewing its car parking service and has completed a pre consultation assessment, which was undertaken in May and June of this year. It has also reviewed the evidence from the community workshops held in May. The findings of the pre-consultation exercises have been combined with parking data to form the basis of the next stage of the review.

The review focuses on car parking charges and management, with the potential use of new technologies and the future role of local communities. The review also covers other aspects such as parking standards, first hour free parking and other charging exemptions.

We are keen to hear the views of residents to help us shape the new strategy. The Council has made no decisions and would like to see how far you agree or disagree with the presented options, or alternatively suggest your own. Therefore, we have produced consultation documents which can be viewed at <http://consult.wiltshire.gov.uk/portal> (not available until the 27th October 2014). Hard copies of the background evidence will also be available at local libraries and the main council offices. The online questionnaire and one possible charging option will be available for viewing and completion from the 10th November.

The consultation will be open from 27th October 2014 to the 16th January 2015.

How to respond

Our preferred method to receive comments is through completion of the on-line electronic questionnaire (please note that there is no requirement to register or log-in to the portal to respond to this pre-consultation exercise).

Paper copies of the questionnaire will also be available on request by phoning the below number

Your comments need to be submitted by **5pm on 16th January 2015**.

If you have any queries, please contact us using the details below or by telephone on 0300 456 0100.

Sustainable Transport Group
Highways and Transport
Wiltshire Council
County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN
By email to: transportplanning@wiltshire.gov.uk

Calne Community Area Local Youth Network Update
Area Board 9th December 2014

- The Local Youth Network launched on 18th November with an open space event in the Town Hall. We are grateful to the Town Council for allowing free use of the Corn Exchange for this event. There were over 40 people present and young people, community members and representatives from many organisations looked at the JSA and discussed their own ideas for youth work in the area.
Many groups are already coming forward to develop their provision alongside the local youth network. Derry Hill Youth Club and Calne Deanery are working together to replicate the good work in Derry Hill in other villages in the Calne Community area. A group of young people are looking to set up their own organisation to run a Parkour club and train their members as coaches. There is a lot of interest in nature and environment focused groups and a local Forest School practitioner is looking to help set up an informal youth club around the Forest School idea. There is also a lot of discussion around providing more informal youth club style space for young people that isn't focused around an activity.
- Last week young people and community members who came to the launch event met as a smaller group to establish a LYN management group. This group will meet monthly to look at the progression of the local youth network, look at funding applications and receive updates from partners on youth issues and ideas to develop youth work. The closing date for the first round of funding is the 6th of January. The LYN management group will then make recommendations to the area board in February for funding from the youth budget.
- In January Calne will receive a youth work apprentice to work alongside the Community Youth Officer and the area board. They will be able to help with initial delivery of projects and work with other groups delivering youth work as well as completing a youth work qualification. The deadline was on 2nd December, we hope that local young people will have applied for this role.
- **The Area Board is asked to note that, in line with authority delegated to the Community Area Manager on 4th November 2014, in consultation with the Chair of the Area Board and the Community Youth Officer, a sum of £20.52 was drawn from the Positive Youth Activities budget in order to facilitate the delivery of the Local Youth Network Open Space Event and Consultation.**

Highways Working Group (CATG) report and recommendations to the Calne Community Area Board

Notes of the Working Group Meeting: 23rd October 2014

Attendees: Cllr Christine Crisp - Wiltshire Council (CC), Ed Jones - Focus on Five Parish forum (EJ), Richard Tucker - Bremhill Parish Council (RT), Anne Henshaw - Calne Community Area Partnership (AH), Mark Stansby - Wiltshire Council Senior Traffic Management Engineer (MS), Spencer Drinkwater - Wiltshire Council Principal Transport Planner (SD), Martin Cook - Wiltshire Council, Area Highways Engineer(MC), Jane Vaughan - Wiltshire Council Calne Community Area Manager (JV).

1. **Apologies:** Calne Town Council rep. (It was noted that the group has just been informed that a new Town Council rep has been nominated, Cllr. Rounds).

Notes of this meeting were taken by Jane Vaughan.

2. **Community Speed Watch (CSW)**

JV reported that an informal CSW scheme at Woodsage Way has been rejected by the CSW organisers due to the confirmed road calming scheme. JV had informed the local resident volunteers and they felt this was appropriate at present.

JV also reported that an informal CSW scheme at Church Road, Derry Hill had been rejected by the local residents who had submitted it as a community issue.

RT reported that the Tytherton Lucas CSW group had started to operate.

3. **SID (Speed Indicator Device)**

A new rota is due for 2015 and this will be posted on the website.

4. **Update on existing/outstanding works and priorities**

- 4.1. **Maud Heath Causeway:** The group discussed the Study pack and funding information that has been produced for the Maud Heaths Causeway Trust. It was felt that there may be some possibility of providing future support to the Trust once a fundraising programme is underway. JV was asked to forward the Study pack and funding information to the Trust and CC would

ACTIONS

JV send pack to the Maud Heath Trust.

CC contact the chairman of the

contact the Chairman to discuss further.

The group felt there was no further action to be taken at the present time and they should recommend that the issue is closed on the system by the Area Board.

4.2. Woodsage Way – Lickhill Road SD reported that the CATG had been successful in its bid to the Substantive Highway Scheme Fund for a contribution towards this scheme. MS reported that the detailed design process was under way.

4.3. Springfield School – Curzon Park A4 crossing MS reported that a feasibility report had been completed which included pedestrian and vehicle counts suggesting that a formal crossing is not deemed appropriate at this location. The report states that: 'Taking into consideration the data collected, the site assessment, the crossing options available and the adopted Wiltshire Council practice for pedestrian crossings it is recommended that an enhanced uncontrolled crossing be provided within Zone A as close as is practical to the busiest crossing location recorded during the pedestrian surveys. It is however noted that this will have to take account of the existing bus stop and shelter provision that exists in this area'.

The group discussed that such a scheme would cost approximately £7,000 and would need to be assessed by the Area Board as a potential priority scheme for 2015/16 alongside other potential schemes.

4.4. Stockley Bus stop MS reported that this scheme had been completed – it would now be closed.

4.5. Signage at Phelps Parade MS reported that this scheme was due to be implemented within the following week.

4.6. Bentley Lane Calne JV reported that the Area Board had approved the amended scheme when it met on 5th August 2014. However the decision taken and recorded in the Area Board minutes had failed to take into account potential requirement for additional funding. The Area Board was to hold an extraordinary meeting on 4th November and the request for additional funding would be considered.

4.7. Bus shelter at A4 Springfield School JV reported that written confirmation of approval of proposed designs and acceptance of ownership/maintenance had been received from the Calne Town Council. MS reported that it was hoped this scheme will be implemented by the end of the financial year.

5. Calne CATG budget MS reported that the 2013/14 account has now been signed off (appendix 1). The current balance for 2014/15 was noted (appendix 2).

Trust and recommend the Area Board closes this issue.

Area Board note.

CC report to the next Area Board and request consideration of priority issues at its meeting due to be held in February 2015.

Area Board note completion of this scheme.

Area Board note.

Area Board note.

Area Board note.

Area Board note.

6. **Wiltshire Council Policy on 20mph speed limits and zones:** MS reported that this piece of work is ongoing – selections are being assessed.
7. **Waiting Restriction Review:** It was noted that implementation of the review has been delayed until February/March 2015.
8. **Other current issues on the Area Board system not included in works/priorities list above (4)**

The group discussed all issues currently live on the Area Board issues system including:

3385 Derry Hill Extension bus clearway and yellow lines – This issue has been closed on the Area Board system, however MS and EJ reported that they had held a site meeting at which it had been decided that the bus clearway should be extended and access protection bars be implemented to try and deter parking at the location. This work would be carried out from central budgets and would not require Area Board consideration.

3381 Road Safety East Tytherton – MS reported that work on this issue is awaiting implementation.

3307 Mile Elm – Traffic speed/road safety. MS reported that the coroner’s report relating to this issue had been released and showed that the highway was not at fault. The Coroner had written to Wiltshire Council making recommendations relating to a review of signage and white line provision. This work would be undertaken as a high priority.

3298 A4 Yatesbury Junction – road safety. MS reported that this issue has been partially addressed and will be completed once other planned highways improvements have been completed. AH noted that work done to date is excellent.

3178 A4 near to 57 Curzon Street, Calne - extension of zigzags at the pedestrian crossing. JV reported that written confirmation had been received from the owners of 57 Curzon Street (St Mary’s School) relating to their support of a request to extend zig-zag lines in this location. MS reported that the legal process associated with undertaking the work would cost a minimum of £1,000. The group discussed the impact of this scheme upon limited residents parking in the whole area. It was felt the Area Board should consider rejecting this as a small scheme at this time in consideration of the impact upon all local residents and because it has not been prioritised for action by the Area Board. CC would update the Area Board.

Area Board note.

Area Board note.

Area Board note.

Area Board note.

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Area Board note.

Area Board note.

3147 A3102, Calne Bypass – This is not an area board issue, but has been kept on the list so that the Area Board can be kept informed. MC reported that work is being progressed by Peter Binley, MS asked whether warning signage was in place. MC stated that he thought there was.

2827 Church Road, Derry Hill – Speeding traffic. This issue was discussed at point 2 (above). The group felt that, as an informal Speedwatch scheme had been rejected by the local people who had raised this issue, no further action could be taken at this time, that a letter to this effect should be sent to the Parish Council and the issue should be closed.

Area Board to note, JV/MS/CC write to the PC.

9. New Issues received for discussion by CATG:

3483 Road Safety A4 Calne at the White Hart, Silver Street. It was felt that, if this issue was considered to be an area priority by the Area Board and the Town Council, it would potentially need a complete redesign and a feasibility study would need to be commissioned. Such feasibility study/surveys would cost approximately £1500. JV would contact the Town Council to seek its view on the issue.

JV contact Town Council.

3536 Anchor Road/Brewers Mead (links to issue no. 3639) Officers noted that the information provided by the correspondent on the issues system was very sparse and that, while initial investigations into the requirements of this issue have taken place, more time is required to enable them to provide informed comments to the CATG or the Area Board. The group decided to defer this issue to the next meeting.

3546 Traffic Calming/signage – Silver Street. Officers reported there was an opportunity to improve signage in the area, this would be funded centrally and added to the list of works to be implemented as soon as possible. The group discussed forthcoming development at Silver Street and potential changes to existing road layout. They felt the Area Board may want to consider this, alongside others, as a potential priority for the next financial year but that no major investment should be committed ahead of the new development.

Request Area Board forward to consideration of priority issues at its meeting due to be held in February 2015.

3585 Speeding C247 Stockley. The group asked MS to review signage in the area and JV to contact the Parish Council to identify whether there is any local appetite for undertaking investigations for a Community Speedwatch scheme.

MS review signage/JV contact PC

3586 Buzzard Road, Parking. This was not considered to be a CATG issue and it was decided that the correspondent should be referred to the Town Council, re double yellow line/waiting restriction process.

JV respond to correspondent

3619 Beech House, Old Derry Hill – speeding. JV reported that she is awaiting information from Wiltshire Police relating to accident reports referred to by the correspondent.

3639 Bollard at individual property/traffic calming at Anchor

Rd/Brewers Mead (links to issue no. 3536). MC reported that there was not space to site a bollard at the property. This issue would be deferred to the next meeting alongside issue 3639.

3644/3645/3646 These 3 issues had been received following the publication of the agenda. They all relate to maintenance issues and are located at Cox's Hill, the A4 Curzon Street and the Bypass. These are not Area Board issues and should be reported via the Wiltshire App. which is replacing Clarence. JV would close them down on the Area Board system.

JV close issues on the system.

10. CCAP Transport Strategy Plan

Anne Henshaw reported that the consultation period had been extended in order to capture more response, especially from schools. This has now ended and analysis by volunteers is underway. It was hoped that this would be completed early in the New Year.

1. Recommendations to the Area Board:

- 1.1. To note the completion of priority schemes at Maud Heath's Causeway (4.1) and Stockley Lane (4.4).**
- 1.2. To note the signed off 2013/14 budget (appendix1) and the current budget for 2014/15 (appendix2)**
- 1.3. To agree to consider priority issues for 2015/16 at its meeting due to be held in February 2015.**
- 1.4. To note actions laid out in these meeting notes**
- 1.5. To note discussions/actions relating to new issues and existing priorities.**

2. Date of next meeting

Jane Vaughan was asked to arrange the next meeting for Thursday 27th January 2015, 4pm at the Calne Community Hub.

Calne CATG expenditure 2013 / 14 as of 06/10/14

Budget £18,465 + £1,939.91 c/fwd = £20,404.91

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Maud Heath's Causeway (feasibility study)	£8,000	£0,000	£8,196.11 Final	£8,196.11
Calne Congestion Issue	£Nil	£Nil	£Nil	£Nil
Calne North St / Lickhill Rd Traffic Management	£Unknown	£0,000	£0,000	£0,000
A4 Calne Springfield Crossing (feasibility study)	£1,500	£0,000	£0,000	£0,000
Stockley Bus Stop	£2,300	£1,800	£0,000	£0,000
Totals	£11,800	£1,800	£8,196.11 Final	£8,196.11

Budget £20,404.91

Projected Spend £8,196.11

Balance £12,208.80

Contributions

Maud Heath Causeway - M. H. Trustees £3,500 Invoice issued ref 190160427

Maud Heath Causeway – Bremhill Parish Council £1,000 Invoice issued ref 190160431

Maud Heath Causeway – Area Board grant £3,500 Transferred

Total contributions £8,000

Overall Balance £20,208.80 Final

Calne CATG expenditure 2014 / 15 as of 06/10/14

Budget £12,465 + £20,208.80 c/fwd = £32,673.80

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Calne Woodsage Way / Lickhill Rd Traffic Management	£51,500.00	£25,300	£0,000	£51,500.00
A4 Calne Springfield Crossing (feasibility study)	£1,500.00	£1,500.00	£685.00 Final	£685.00
Stockley Bus Stop	£2,300.00	£1,800.00	£0,000	£2,300.00
Calne Phelps Parade No cycling signs	£250.00	£250.00	£0,000	£214.49
Calne Bentley Lane Footway improvements	£5,000.00	£5,000	£0,000	£5,000.00
Calne Springfield Bus Shelter	£5,000.00	£0,000	£0,000	£5,000.00
Totals	£65,550.00	£33,850	£685.00	£64,699.49

Budget	£32,673.80
Projected Spend	£64,699.49
Balance	-£32,025.69

Contributions		
Stockley Bus Stop	£500.00	Calne Without Parish Council - to be collected upon completion
Calne Springfield Bus Shelter	£5,000.00	Calne Area Board – to be collected upon completion
Woodsage Way / Lickhill Rd	£3,037.19	S.106 Agreement
Woodsage Way / Lickhill Rd	£2,000.00	Calne Town Council (to be confirmed)
Woodsage Way / Lickhill Rd	£24,200.00	Substantive funding
Total contributions	£34,737.19	

Overall Balance £2711.50

Report to	Calne Area Board
Date of Meeting	9th December 2014
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider:

1. An application from Goatacre Telephone Box Repair Group for £600.00 capital funding towards refurbishment and conversion of a former public telephone box as a community information point and book exchange.
2. An application from Jack & Jill Preschool for £2490.00 capital funding towards an interactive SMART table.
3. An application from the Calne Community Area Partnership for £950.00 capital funding towards improved access and security at the Community Hub.

1. Background

- 1.1. Area Boards have authority to approve funding under delegated powers. Under the Scheme of Delegation area boards must adhere to the [area board funding criteria and guidance 2014/15](#).
- 1.2. Key aspects of the 2014/15 criteria include:
 - The decision to support a funding application and to what level will be the decision of the area board, with no officer recommendation.
 - Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
 - Amounts of £1,001 - £5,000 will be required to find matched funding.
 - The area board will rarely award more than £5,000.
 - Calne Area Board's Community Area Grants scheme will be for capital projects only.

- The area board will prioritise funding to projects which address the 3 priorities identified by local people under the JSA 2013 -2015 as top areas for the community and area board attention during the coming year.
 - Increase employment opportunities (especially through initiatives like apprenticeships and work experience) and social activities for and in consultation with young people.
 - Recognise and address child poverty and childhood obesity.
 - Build a positive reputation for Calne Community Area to attract more visitors to venues and events.
- 1.3. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.
 - 1.4. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet has emphasised it does not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
 - 1.5. There will only be a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. [The application process and funding criteria can be found here.](#)
 - 1.6. Funding will be considered at every area board and these dates including the [deadline for receipt of applications can be found on the Calne area board webpage.](#)
 - 1.7. There is 1 further funding round remaining during 2014/15. Deadline for receipt of funding applications is as follows:
 - 16 December 2014 for consideration at 3 February 2015 area board meeting
 - 1.8. Within the capital budget, £1,500 capital is ring-fenced for digital literacy grants of up to £500 each.
 - 1.9. Calne Area Board was allocated a budget of £38,536.98 capital funding and £6800.64 revenue in 2014/2015.
 - 1.10. Following decisions made in this financial year, the area board current balance is £30,598.98 capital and £600.64 revenue.

Background documents used this report	Area Board Community Area Grant Scheme and Digital Literacy Grants – information and funding criteria 2014/15
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded by the area board satisfy [2014/15 area board funding criteria](#) and financial regulations of the council and can proceed within a year of the award being made.
- 2.2. On 3 June, Calne area board agreed to prioritise three themes from the 2013-15 Joint Strategic Assessment, which had been highlighted at the 'What Matters to You', event held in March. These were to:
 - Increase employment opportunities (especially through initiatives like apprenticeships and work experience) and social activities for and in consultation with young people.
 - Recognise and address child poverty and childhood obesity.
 - Build a positive reputation for Calne Community Area to attract more visitors to venues and events.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Calne Area Board.
- 4.2. If grants are awarded as outlined in this report, Calne area board will have a capital balance of **£26,558.98** and a revenue balance of **£600.64**.

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

8. Applications for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Goatacre Telephone Box Repair Group.	Refurbishment of public telephone box as a community information point and book exchange. (appendix 1)	£600 capital

- 8.1.1. This application meets the grant criteria 2014/15.
- 8.1.2. The project will provide local people with opportunities to feel part of the village community, and will further attempts to combat social isolation in the rural community.
- 8.1.3. Local people will be encouraged to maintain the facility as a landmark.
- 8.1.4. A similar project has been implemented in Hilmarton and appears to be a popular and successful initiative.
- 8.1.5. The application is seeking approximately 40% of the costs of the project; and it should be noted that in kind offers of voluntary help are included within the contribution of the group.

Ref	Applicant	Project proposal	Funding requested
8.2.	Jack and Jill Preschool.	To provide an interactive SMART table for the use of the preschool children and their families.	£2490 capital

- 8.2.1. This application meets the community area grant criteria 2014/15.
- 8.2.2. It also meets the Digital Literacy grant criteria 2014/15
- 8.2.3. The SMART table is a piece of interactive learning equipment that can be used by multiple people at the same time. It encourages the development of computer skills, problem solving and collaborative learning/play from an early age.
- 8.2.4. Members may wish to consider that there are a number of preschools in the community area who may benefit from this kind of equipment and if all pre-schools in the community area were to receive funding for similar projects, it could represent a major expenditure for the area board.
- 8.2.5. This pre-school includes the most deprived wards within its catchment area and the applicant intends to encourage the children and their families, to engage with opportunities to interact with modern technology, and enjoy playing and learning activities together. This will also encourage parents to engage more with their children's development.

- 8.2.6. As such the project addresses one of the 3 main community identified JSA priorities that the area board has resolved to target. (Recognise child poverty and childhood obesity and engage with parents to address it).
- 8.2.7. The Jack and Jill pre-school is a charity and is allocating £2490 towards the project.
- 8.2.8. If Members decide to make an award to this project, it would represent 50% of the total project costs.

Ref	Applicant	Project proposal	Funding requested
8.3.	Calne Community Area Partnership	To improve access and security at the Hub	£950.000 capital

- 8.3.1. This application meets the grant criteria 2014/15.
- 8.3.2. The Hub is a Community facility that is managed, maintained and facilitated by a group of enthusiastic and dedicated volunteers.
- 8.3.3. The Area Board has been involved and has supported the Hub since the pilot project in 2009. It is regularly used to promote and facilitate the work of the area board and Wiltshire Council and offers a free venue for its working groups, officers and members to progress their work.
- 8.3.4. In addition the Hub has become an important facility for a wide range of local people attending the venue for clubs, classes, advice and information, a friendly chat and a cup of tea as well as a shop window for the extensive range of local events and activities organised by local groups, the Community Area Partnership and its JSA themed groups.
- 8.3.5. Local demand for the Hub has resulted in it being made available to local groups outside of normal opening hours and has led to a complicated and inefficient arrangement of collecting keys in advance of use or of volunteers making out of their way journeys to provide access.
- 8.3.6. The Hub management group has reviewed access and security arrangements and identified a number of improvements including the provision of a new and more secure front door to the Hub, which will also improve energy efficiency.
- 8.3.7. The project will also provide key safes that will be located outside the building, secured with a combination lock. The combination will be changed regularly and users will be provided with the correct code remotely, prior to their arrival.
- 8.3.8. If Members decide to make an award to this project, it would represent 100% of the total project costs.

Appendices	Appendix 1 – Grant applications: <ul style="list-style-type: none"> • Calne Community Partnership application • Goatacre Phone box application • Jack and Jill SMART table application
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Jane Vaughan Community Area Manager Email: jane.vaughan@wiltshire.gov.uk
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Grant Applications for Calne Area Board on 09/12/2014

ID	Grant Type	Project Title	Applicant	Amount Required
1041	Community Area Grant	Hub access security	CCAP	£950.00
984	Community Area Grant	Goatacre Telephone Box Refurbishment	Goatacre Telephone Box Repair Group	£600.00
977	Digital Literacy Grant	Jack & Jill Preschool - interactive SMART table	Jack & Jill Preschool	£2490.00

ID	Grant Type	Project Title	Applicant	Amount Required
1041	Community Area Grant	Hub access security	CCAP	£950.00

Submitted: 25/11/2014 16:36:26

ID: 1041

Current Status: Application Received

To be considered at this meeting:

09/12/2014 Calne

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Hub access security

6. Project summary:

We are seeking to improve the access security of the Calne Community Hub. The current Hub front door only has a single locking point which is not considered secure. The problem is made worse by the necessity to have many keys cut to allow the numerous community

organisations access outside of opening hours

7. Which Area Board are you applying to?

Calne

Electoral Division

Calne Central

8. What is the Post Code of where the project is taking place?

SN11 0BS

9. Please tell us which theme(s) your project supports:

Children & Young People

Countryside, environment and nature

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Heritage, history and architecture

Inclusion, diversity and community spirit

Safer communities

Transport and roads

Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

10/2014

Total Income:

£22665.88

Total Expenditure:

£14794.60

Surplus/Deficit for the year:

£7871.28

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

All the monies currently held are to fund the Community Hub until the Calne Campus Centre site project goes live. CCAP are mindful that the area Boards revenue allocation is diminishing and therefore this surplus will be used to fund the Hub in future years

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£950.00		
Total required from Area Board		£950.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Front door replacement	900.00	0.00		900.00
2 x external key safes	50.00	0.00		50.00
Total	£950			£950

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

No

12. If so, which Area Boards?

Calne

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The project is to enhance the security aspects of the Community Hub by (a) providing a new front door with a 7-point locking system instead of the current single point system. It is also to provide easier key access to the community groups who use the Hub outside of normal hours

14. How will you monitor this?

Feedback will be sought from the Hub users to check that they have found access easier without the need for addition door keys being continually provided.

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

It is not expected to continue but, if required, additional funding will be used from CCAP funds

16. Is there anything else you think we should know about the project?

not applicable

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

984	Community Area Grant	Goatacre Telephone Box Refurbishment	Goatacre Telephone Box Repair Group	£600.00
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Submitted: 29/10/2014 14:42:28

ID: 984

Current Status: Application Received

To be considered at this meeting:

09/12/2014 Calne

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Goatacre Telephone Box Refurbishment

6. Project summary:

Refurbishment of the non operational telephone box. Provide notice board and shelving for a small community information and book exchange.

7. Which Area Board are you applying to?

Calne

Electoral Division

Calne Rural

8. What is the Post Code of where the project is taking place?

9. Please tell us which theme(s) your project supports:

Heritage, history and architecture
 Inclusion, diversity and community spirit
 Recycling and green initiatives

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:****Total Income:**

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£1520.00		
Total required from Area Board		£600.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials	735.00	Materials donated	yes	135.00
Labour	700.00	Labour in kind	yes	700.00
Tools & Plant	85.00	Tools & plant donated	yes	85.00
Total	£1520			£920

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

No

12. If so, which Area Boards?

Calne

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Local community will benefit by having a small information centre and book exchange. Individuals will be encouraged to maintain this as a local land mark.

14. How will you monitor this?

This project will be monitored by the small organising group and local councillors living nearby.

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

Maintenance of the telephone box is to be an ongoing requirement. A working party will ensure it's continued use.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

977	Digital Literacy Grant	Jack & Jill Preschool - interactive SMART table	Jack & Jill Preschool	£2490.00
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Submitted: 23/10/2014 14:38:02

ID: 977

Current Status: Application Received

To be considered at this meeting:

09/12/2014 Calne

1. Which type of grant are you applying for?

Digital Literacy Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Jack & Jill Preschool - interactive SMART table

6. Project summary:

Purchase & installation of a multi-touch interactive SMART table to encourage development of computer skills, collaborative learning and play from an early age.

7. Which Area Board are you applying to?

Calne

Electoral Division

Calne North

8. What is the Post Code of where the project is taking place?

SN11 9BX

9. Please tell us which theme(s) your project supports:

Children & Young People

Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2014

Total Income:

£104163.00

Total Expenditure:

£108260.00

Surplus/Deficit for the year:

£-8282.00

Free reserves currently held:**(money not committed to other projects/operating costs)**

£6600.00

Why can't you fund this project from your reserves:

We will be funding 50% of the project costs from our reserves, but any greater amount would deplete our reserves to a level where we would be unable to address any unforeseen circumstances arising during the year.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£4980.00		
Total required from Area Board		£2490.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Smart Table 442i	4980.00	Our reserves	yes	2490.00
Total	£4980			£2490

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

No

12. If so, which Area Boards?

Calne

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

SMART Table is a collaborative, interactive learning centre for early years learning. The system provides a modern touchscreen environment which can be used by several children at the same time. The multiple apps that can run on this system provide a myriad of learning opportunities for early years. The children of the pre-school, staff and parents will benefit from the use of up to date IT equipment. Children from the \

14. How will you monitor this?

We will regularly observe the childrens use of this equipment and assess their development in IT skills, recording their progress in their learning journals.

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

This is a stand-alone project and any ongoing costs for software upgrades, training and insurance will be met by ourselves.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

