

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Cricklade Town Hall, High St, Cricklade SN6 6AE
Date: Wednesday 26 November 2014
Time: 6.30 pm

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

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

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

Refreshments and networking opportunities will be available from 6.00pm.

Please direct any enquiries on this agenda to:

Kevin Fielding (Democratic Services Officer) on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Julia Densham (Community Area Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706496 or email julia.densham@wiltshire.gov.uk.

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

Press enquiries to communications on direct lines 01225 713114/713115.

Wiltshire Councillors

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

Items to be considered	Time
<p>1 Chairman's Welcome and Introductions</p>	
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 8</i>)</p> <p>To approve the minutes of the meeting held on Wednesday 24th September 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 Wiltshire - The Wider Picture (<i>Pages 9 - 10</i>)</p> <p>News and information on what's going on in your local community and across the county:</p> <ul style="list-style-type: none"> • Wiltshire's Car Parking Review. • Youth Activity. 	
<p>6 Spotlight on Partners (<i>Pages 11 - 14</i>)</p> <p>To receive updates from our key partners, including:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Lyneham Defence College of Technical Training d. Wiltshire Clinical Commissioning Group e. Neighbourhood Planning Working Group f. Community-Led Planning Steering Groups g. Chambers of Commerce/Business Associations h. Community Groups i. Housing Associations j. Network Rail k. RWB Arts Festival & Memorial Hall l. Royal Wootton Bassett Sports Association. 	<p>15 mins</p>

7	<p>Cricklade Campus Pre-Planning Consultation (<i>Pages 15 - 16</i>)</p> <p>To receive an update from the Chairman of the Cricklade SCOB about the recent pre-planning consultation work and note its outcomes.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That the Royal Wootton Bassett & Cricklade Area Board notes the work undertaken by the Cricklade SCOB, Architects and the Transformation Team to get the campus project to its current state • That the consultation responses be noted • Endorses the continuing work of the Cricklade Shadow Operations Board and to submit the planning application in due course. 	20 mins
8	<p>Local Youth Network (LYN) and Management Committee (<i>Pages 17 - 40</i>)</p> <p>Recommendations</p> <ul style="list-style-type: none"> • That the Royal Wootton Bassett & Cricklade Area Board adopt the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs) • To establish an interim LYN of interested parties which will develop the way of working for our area board and test out the new way of working with the final membership to be confirmed at the March 2015 area board meeting • To approve the Area Board councillor representatives on the LYNs: <p>Royal Wootton Bassett & Lyneham: Cllrs Mary Champion and Allison Bucknell</p> <p>Cricklade and Purton: Cllr Jacqui Lay</p> • That the Royal Wootton Bassett & Cricklade Area Board notes the budget for the remainder of the financial year 2014/15 of £16,578.02 • That authority is delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings. Inter-meeting decisions and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of 	15 mins

the Royal Wootton Bassett & Cricklade Area Board.

- To agree in principle funding for two bids to GreenSquare as detailed in the attached reports: Bid 1: £8,582 and Bid 2: £16,729.

- | | | |
|----|---|----------------|
| 9 | Neighbourhood Planning Update (<i>Pages 41 - 42</i>) | 5 mins |
| | To note the current position statement. | |
| 10 | Community-led Planning Report (<i>Pages 43 - 80</i>) | 10 mins |
| | To note the outcomes of the community-led planning groups. | |
| 11 | Community Asset Transfer - Land at Marlowe Way, Royal Wootton Bassett (<i>Pages 81 - 86</i>) | 5 mins |
| | To approve the transfer of land at Marlowe Way, Royal Wootton Bassett to Royal Wootton Bassett Town Council. | |
| 12 | Investing in our Community (<i>Pages 87 - 116</i>) | 15 mins |
| | To consider four applications to the Community Area Grants Scheme, as follows: | |
| | <ul style="list-style-type: none">• Lyneham Village Hall – requests £1,246 towards a new central heating boiler• Broad Town Village Hall – requests £380 towards the re-production of an historic parish map• Royal Wootton Bassett Friends of Guiding – requests £1,750 towards new toilet including disabled facilities• Royal Wootton Bassett Orchestra – requests £760 towards conductor’s podium, music stands and lights | |
| | <ul style="list-style-type: none">• To note inter-meeting spending - £28 room hire and £125 refreshments.• To note the area board budget and funding criteria for 2014/15.• To note the area board current budget balances. | |

Community Area Transport Group (CAT-G)

Recommendations:

- To note actions contained within these meeting notes.
- To note discussions relating to new issues and existing priorities.
- Remind town/parish councils that a contribution of 20-30% is requested towards CATG schemes (with the exception of substantive schemes).

13 **Spotlight on Parishes** *(Pages 117 - 120)* **10 mins**

14 **Task Group Updates** *(Pages 121 - 126)* **10 mins**

To consider reports from the following task groups and make any necessary decisions:

- a. Royal Wootton Bassett Shadow Community Operations Board
- b. Caring about Dementia Task Group
- c. Older Peoples Accommodation Task Group

Recommendation

- To approve the terms of reference.

- d. Cricklade Extra-Care Working Group.

15 **Wrap up**

MINUTES

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: RWB Library, Borough Fields, Royal Wootton Bassett.
Date: 24 September 2014
Start Time: 7.00 pm
Finish Time: 8.35 pm

Please direct any enquiries on these minutes to:

Kevin Fielding, direct line 01249 706612 or e-mail kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Julia Densham – Community Area Manager
Kevin Fielding – Democratic Services Officer
Sharon Smith – Communications Officer

Town and Parish Clerks/Councillors

Cricklade Town Council – Mark Clarke & Charlotte Rogers-Jones
Royal Wootton Bassett Town Council – Sue Doyle
Latton Parish Council – Graham Burke

Partners

Wiltshire Police – Insp Dave Hobman & Sgt Martin Alvis

Total in attendance: 100

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Wootton Bassett & Cricklade Area Board and thanked everybody for attending the Health Fair.</p> <p>The Chairman introduced the councillors and officers present and thanked Julia Densham and the team for their hard work in organising the Health Fair.</p>
2	<p><u>Wiltshire Council's Better Care Plan</u></p> <p>Deborah Fielding - Chief Officer, Wiltshire Clinical Commissioning Group introduced a short film on the Better Care Plan which was followed by questions and answers from the floor.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> • How realistic was it to expect specialist services to be delivered from community hospitals, and if so what services could be delivered at community hospitals? <i>a. Services would be low tech, which do not require a great deal of equipment to be transported.</i> • Where would Physio services be delivered from? <i>a. This was the type of service that local teams should have.</i> • Some services were currently delivered from hospitals that are not the closest to the communities that they are serving. It can be both difficult and expensive to get to these hospitals for certain types of appointments. <i>a. Yes, sometimes the nearest hospital isn't always been able to deliver all services, and other hospitals in the area had to provide these services, meaning that patients may have had to travel further for treatment.</i> • There never seems to be enough GPs. <i>a. Yes, there was an issue in trying to recruit new GPs.</i> • A lot of GP appointments are wasted by people who fail to attend, what can you do about this? <i>a. A difficult and frustrating issue. It would be nice to be able to fine the people who make appointments and then fail to attend, but this is not really practicable, when you take into account the elderly and infirm etc.</i> <p>The Chairman thanked Deborah Fielding for attending the Health Fair and giving the presentation.</p>

3	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Mollie Groom, Mike Leighfield – RWB SCOB, Ruth Szybiak – Cricklade Town Council, Ray Thomas – Purton Parish Council, Diana Kirby – Tockenham Parish Council, Paul Harrison – RWB Sports Association and John Davis – RWB Arts Festival.</p>
4	<p><u>Minutes</u></p> <p><u>Decision</u></p> <ul style="list-style-type: none"> • The minutes of the meeting held on Monday 23rd June 2014 were agreed a correct record and signed by the Chairman with the following amendment: <p>Agenda Item.No15 Dog Fouling Update</p> <p>That bags and badges had been produced to promote a dog fouling campaign for a week during October 2014. These bags were available from the Dogs Trust.</p>
5	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
6	<p><u>Positive Leisure Activities for Youth</u></p> <p>Pete Smith – Community Youth Officer - Early Intervention, Youth & Prevention, Wiltshire Council gave a short presentation that outlined implementing a community-led model for youth activities.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Wiltshire Council had adopted a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, the council was committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people. This means the positive activities offer would develop differently in each of the 18 Community Area Board areas to reflect local needs. • Local Youth Network (LYN) would be set up as a sub group of the Community Area Board. It would represent a wide range of community stakeholders who would work in partnership to facilitate a range of positive activities across the community area. Young people play a

	<p>central role in all aspects of the LYN.</p> <ul style="list-style-type: none"> • Local Youth Networks would identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed. • The need to work with the Youth Advisory Group (YAG). • That a Community Youth Officer role had been created, the Community Youth Officer would work with the young people and the Area Board to deliver the community-led model for the provision of positive activities for young people in the Royal Wootton Bassett & Cricklade community area. • That Wiltshire Council needed to understand the importance of youth work and the youth centres. <p>The Chairman advised that it was important that the Area Board supported the young people and the Local Youth Network (LYN), and that the young people engaged with the Area Board so that funding could be allocated accordingly.</p> <p>Chloe Elmore, a young person and Peer Leader from the Royal Wootton Bassett area, spoke to thank Pete Smith for all the work he put in via the Youth Development Centre and put in a plea for the important work with young people to continue.</p> <p>The Chairman thanked Pete Smith for his update.</p>
7	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcement was noted:</p> <ul style="list-style-type: none"> • Wiltshire Fire & Rescue – Consultation.
8	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police – Inspector Dave Hobman</p> <p>The written update was noted.</p> <ul style="list-style-type: none"> • That the NPTs would be visible during the Halloween period. <p>Cllr Jacqui Lay had requested at the last Area Board meeting figures for road traffic incidents in the RWB & C community area. Inspector Dave Hobman advised that there had been:</p>

	<p>1 – Fatality. 8 - Seriously injured. 29 - Slightly injured.</p> <p>RWB Arts Festival & Memorial Hall</p> <p>The written update was noted.</p> <ul style="list-style-type: none"> • The Memorial Hall now had a new web page and had re-decorated the side room, which could now be booked by local community groups. <p>Network Rail</p> <p>The written update was noted.</p> <p>Emergency Planning Group</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That the group had met for the first time on Tuesday 23rd September, with representatives now able to put together Town/Parish resilience plans. These plans could be returned to the Community Area Manager when completed. <p>The Chairman thanked all the partners for their updates.</p>
9	<p><u>Spotlight on Parishes</u></p> <p>Royal Wootton Bassett Town Council</p> <p>The written report was noted.</p> <p>Cricklade Town Council</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Cricklade Infants and Junior schools were to merge. • That Cricklade Church had a new vicar – Phil Brady. • That the Cricklade half marathon/fun run would be held on Sunday 5th October 2014.

	<p>Lyneham Parish Council</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Lyneham Parish Council had been awarded a Britain in Bloom silver award. The Parish Council, while supportive, did not lead the entry in the competition which was a community effort.
10	<p><u>Task Group Updates</u></p> <p>Updates were received as follows:</p> <ol style="list-style-type: none"> a. Community Area Transport Group – Cllr Bob Jones <ul style="list-style-type: none"> • Next meeting would be on Thursday 2nd October 2014. b. Cricklade Shadow Community Operations Board <ul style="list-style-type: none"> • Had met with Wiltshire Council officers, were now looking to re-energise the Cricklade plan. c. Royal Wootton Bassett Shadow Community Operations Board <ul style="list-style-type: none"> • Had last met on Tuesday 23rd September 2014. • Now looking to move forward with the Royal Wootton Bassett plan after meeting with Wiltshire Council officers. d. Dog Fouling Task Group – Cllr Jacqui Lay <p>Decision</p> <ul style="list-style-type: none"> • The task group had met its terms of reference to engage with, research and make suggestions about ways in which towns and parish councils could address the issue of dog fouling. • The remaining fund of £1,940 would be set aside until the area board meeting on 21 January 2015 for town and parishes to apply for their own projects that address issues of dog fouling where the criteria was one of public education about the necessity to clear up after your dog. Any applications for funding would be sent to the Community Area Manager.

	<ul style="list-style-type: none"> • The dog fouling task group continues to meet as an area-wide community group led by its area representatives. <p>e. Caring about Dementia Task Group - Cllr Mary Champion</p> <ul style="list-style-type: none"> • Looking for more people to become “Dementia Friends”. <p>f. Older Peoples Accommodation Task Group – Cllr Mary Champion</p> <ul style="list-style-type: none"> • The group had just had its first meeting, which had focussed on Purton. Each of the other communities would be focussed on in due course.
11	<p><u>Investing in our Community</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2014/15:</p> <p>Decision Royal Wootton Bassett Town Team – awarded £3,905 towards a regeneration project for the town.</p> <p>Reason <i>The application met the Community Area Grant Criteria 2014/15.</i></p> <p>Decision Royal British Legion – awarded £500 towards the purchase of road closure signs with the condition that a community register was to be held of road signage used for community events.</p> <p>Reason <i>The application met the Community Area Grant Criteria 2014/15.</i></p> <p>Decision Lyneham Village Hall – awarded £925 towards the purchase of interlinking seating.</p> <p>Reason <i>The application met the Community Area Grant Criteria 2014/15.</i></p> <p>Decision Latton Parish Council – awarded £382 towards an information board.</p> <p>Reason <i>The application met the Community Area Grant Criteria 2014/15.</i></p>

	<p>Inter-meeting spending - £60 room hire was noted.</p> <p>The area board's current budget balances was noted.</p>
12	<p><u>Wrap up</u></p> <p>The chairman thanked everybody for attending the meeting.</p> <p>Date of the next meeting</p> <ul style="list-style-type: none">• Wednesday 26 November 2014 – Cricklade Town Hall.

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

Crime and Community Safety Briefing Paper Royal Wootton Bassett & Cricklade Community Area Board – Nov 2014



1. Neighbourhood Policing

Sector Commander: Insp Dave Hobman

NPT Sgt: Martin Alvis

Wootton Bassett Town Centre Team

Beat Manager – In Process of being filled due to posting.

PCSO – Jim Wale

PSCO – Andrea Hector

Wootton Bassett Lyneham & Rural villages Team

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

Cricklade & Purton Team

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

EO Royal Wootton Bassett NPT	Crime				Detections*	
	12 Months to October 2013	12 Months to October 2014	Volume Change	% Change	12 Months to October 2013	12 Months to October 2014
Victim Based Crime	803	866	+63	● +7.8%	23%	13%
Domestic Burglary	32	61	+29	● +90.6%	13%	5%
Non Domestic Burglary	110	99	-11	● -10.0%	3%	2%
Vehicle Crime	79	85	+6	● +7.6%	4%	1%
Criminal Damage & Arson	166	152	-14	● -8.4%	17%	14%
Violence Against The Person	123	204	+81	● +65.9%	50%	25%
ASB Incidents	612	566	-46	● -7.5%		

* Detections include both Sanction Detections and Local Resolutions

You will see from the figures that we have had just under an 8% rise in crime compared with the previous rolling 12 months. The main reason for this is two areas, violent crime and burglaries.

Touching on violent crime, we have seen a rise in youth on youth with counter allegations made meaning that one incident could result in two crimes being committed. One recorded incident between two 15 yr old males resulted in four crimes being reported. Our Home Office counting rules have also meant that we are obliged to ensure full recording of every reported incident. Other reported violent crime refer largely to domestic incidents that we actively encourage reporting off to ensure a thorough investigation to safeguard victims. Open space public violence, stranger on stranger is very rare in our community.

Burglaries as with other areas in Wiltshire and neighbouring forces are higher. We are currently investing a lot of staffing hours and resources into establishing offender(s) details and preventing further offences. Operations have and are taking place including close working with our neighbouring forces. A number of recent arrest have been made, property recovered from three burglaries and an offender is currently on Police bail.

Ending on positive news, ASB and criminal damage are still down resulting in 60 less reported incidents.

Sgt Martin Alvis

MOD LYNEHAM PROGRESS BRIEF FOR LOCAL AREA BOARD 26 NOV 14



Aerial view of the Instructional Block



Instructional Block



The Officers and Warrant Officers Mess



The Senior Ranks Accommodation

Work to deliver the first tranche of the Defence College of Technical Training continues apace, with Hercules delivering the estate build, with about 750 personnel on site every day.

Progress is so fast that these photographs, taken only a month ago are now well out of date. All the steel structures for the new build are now complete, and external brickwork for the Instructional Block is now going ahead, with second fit now well underway.

The extensions to the Hangars are now constructed and clad, as are the Hangars, having had their doors replaced with new cladding. Internally these buildings have been fitted with new heating systems and the internal structures are now being fabricated.

A complete new 'service main' has been run over the length of the instructional and domestic area, with new drainage being provided to service all the new buildings.

All of the units for the accommodation, which are delivered by road from Scotland are now in course of supply, but are routed to not pass through RWB.

Work continues to deliver the necessary support services for the establishment, and it is now envisaged that there will be a phased handover of the site, with the MOD taking charge of some buildings by end May 15, with the site becoming MOD 'owned' by Jul 15. This is earlier than planned but allows us to phase the move in of the REME over a longer period, which allows better continuity of training.

We are well underway in delivering the necessary IT systems on site, which will enable trainees to access training material outside of the classroom, anywhere on the site, while also providing them with WiFi access for their own use.

At present a Review Note is with the MOD seeking endorsement of the necessary work that needs to be undertaken to scope the next move into Lyneham of the RAF training from St Athan. Currently it is envisaged that this school will have moved here by the end of 2016.

Hercules attended the Lyneham Primary School Remembrance event, and then held an event of their own outside of the Terminal Building, which was very well attended by the workers on site.

Great Western Route Modernisation Electrification Programme October – November 2014

Public engagement event in Wiltshire

We organised a public engagement event on 21st October at the Wiltshire Council offices in Trowbridge for local people to come and find out about the Electrification Programme.

The feedback we received was very positive, with people expressing their interest and support for the programme and the benefits it will bring.

As the programme progresses, we will provide updates on our public engagement events, publish information on our website, and on social media channels.

Next summer, we are undertaking a package of work in preparation for the electrification of the railway through Box Tunnel. Most of this will be completed at night, so trains can operate as normal for passengers.

Work which cannot be carried out at night is to be combined during a six-week period from 18th July to 31st August 2015, in two main phases.

This will lead to train services changes. Details are yet to be confirmed but below is a brief outline:

18th – 31st July 2015

- All trains will be diverted between Chippenham and Bath Spa
- One train per hour from Chippenham to London
- Trains via Westbury to Portsmouth and Weymouth will run as normal

1st- 31st August 2015

- Three trains per hour from Bath Spa: one to London, one to Cardiff and one to Gloucester via Bristol Temple Meads
- Comprehensive replacement bus service from Bath to Trowbridge and Westbury where connections are available for Salisbury
- Comprehensive replacement bus service between Bath and Chippenham

Wiltshire will remain open throughout the works next summer, even whilst we are undertaking these essential works to bring to people a quieter, greener and cleaner railway fit for the 21st century.

Corsham Station Footbridge

Work on this footbridge has been re-scheduled from Christmas 2014 to spring 2015. There will be minor works at beginning of December this year in order to divert utilities over a temporary services bridge. Once the diversion is completed, the bridge will reopen until beginning of 2015. Please bear with us while we reconstruct Corsham footbridge. We will do our best to keep the period of disruption to a minimum. We will be updating our webpage with details as the project progresses, please check <http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/>

Callow Hill

Work on this bridge is scheduled to start in spring 2015. As soon as the date is confirmed, we will be organising a public drop in event in Brinkworth, where all residents will be able to find out more about our plans and ask questions about the project. Please check our website for details:

<http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/>



Station Road/ Marlborough Road Bridge

Works on this bridge are scheduled to start in March 2015. We have agreed with Wiltshire Council to incorporate the footbridge into the new structure. We will be giving a presentation about this project to the Royal Wootton Bassett Town Council meeting in December 2014. In addition, we will be scheduling a public drop in event in January 2015. Please check <http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/>

Chaddington Lane/Swindon Road

The pre-application for listed building consent for this bridge was submitted to Wiltshire Council and conservation officers for their review. The full listed building consent will be submitted by the end of this year. Works on this structure are scheduled for spring next year. We will be maintaining access via a temporary bridge with a 38t weight limit.

School Hill Road

Works on this bridge continue on schedule. The new bridge deck units have been successfully tied-in and the deck span waterproofed (see below). The proposed opening is December 2014.



Skew Bridges - Hunts Mill and A3102 Bath Road

Work is scheduled to start at the end of 2015. Hunts Mill is a Grade II listed bridge so we are working closely with the Council and English Heritage to ensure our solution will be sympathetic and acceptable. In due course we will be holding a public drop in event, so keep an eye on our website for details: <http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/>

Templars Firs

The construction works continue on schedule, with the bridge deck being laid (picture below), installation of concrete blocks and bath stone face works to south east & west sides of the bridge. The proposed opening is January 2015.



Thingley Road

We hosted a public drop in event on 23rd October at the Springfield Leisure Centre in Corsham, to gather feedback from residents about the proposed diversion routes and plan. Work on this bridge is scheduled to start in February 2015. The road will be closed from 20th February 2015 to 2nd June 2015. Pedestrian access will be maintained via a temporary footbridge.

***Our dedicated 24-hour National Helpline:
08457 114141
[www.networkrail.co.uk/great-western-route-modernisation/
wiltshire/](http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/)***

ROYAL WOOTTON BASSETT ARTS FESTIVAL
Affiliated to the British & International Federation of Festivals

Hon. Sec. Mrs. Sheila Dunn 01793 529678 sheiladunn@sky.com
41 Collett Avenue, Swindon SN2 1NQ

Report for Area Board Meeting at Cricklade
6.30pm Wednesday 26th November 2014

2015 is the Festival's 10th Anniversary Year. As a finale to the year, we are bringing together local singers and musicians to perform "A Requiem for Soldiers" in November 2015. Frank Harvey of Purton, the composer, taught music in a local secondary school and is heavily involved still in local music. It will be a world premier for him and for us! We have asked Fiona Fleet, another local music teacher and MD of RWB Choral Society, to be the MD for the final rehearsals and performance.

Important dates:

Fri 30th Jan 2015 - RWBAF AGM.

Fri 27th Feb 2015 - Launch of 2015 Syllabus.

7.00pm Saturday 18th April 2015 - a fund-raising concert by Wessex Male Choir with guests including Swindon Young Musicians Choir at RWB Academy.

Thursday 18th to Sunday 21st June 2015 - the Singing & Instrumental Festival at St. Bartholomew's Church and at the Memorial Hall including the local Rotary Young Musicians competition. Adjudicator: Sheila Kent.

Saturday 27th / Sunday 28th June 2015 - the new specialist Piano Festival at RWB Academy. Adjudicator: Eva Maria Doroskowska.

Saturday 14th / Sunday 15th November 2015 - Speech & Drama and Classical Guitar Festival at the RWB Academy. The Highlights Concert will be from 6.30pm Sunday 15th November 2015 with the "Requiem for Soldiers" as the second half of the programme.

John Davies Chairman RWBAF 26th October 2014

WOOTTON BASSETT SPORTS ASSOCIATION

Gerard Buxton Sports Ground, Rylands Way, Wootton Bassett, Wiltshire, SN4 8AY
Tel: 01793 853380

Relocation of Wootton Bassett Sports Association – Update to Area Board 26/11/14

Background

Wootton Bassett Sports Association (WBSA) is in the process of relocating from the 7 acre site at Rylands Way to a 23 acre site to the north of the Malmesbury Road and opposite the Ballards Ash sports ground. The Association hosts the Town's football, tennis, cricket and road running clubs, together with social clubs/members. The current site includes a football pitch, cricket pitch, four tennis courts, and associated clubhouse with changing and social rooms. The new site when fully developed will provide for a full size and floodlit 3rd generation artificial grass pitch (AGP), 2 cricket squares, 4 football pitches of varied sizes, 8 tennis courts, together with changing room and community/social facilities within the clubhouse.

Current Status

I'm pleased to report that development work continues at the new site broadly to schedule for opening in July 2015.

The major achievements in the last quarter are as follows:

1. The major focus has been on the natural turf works, with drainage and irrigation installation across the site completed. The soil has been tilled, levelled, and stone removed, in preparation for seeding. The stadium football pitch, 1st team cricket pitch, and 2nd cricket square have all been seeded and grass is establishing, though an overseed will be required in the spring. The remaining grass pitches will be seeded in the spring;
2. A power line crossing the site have been rerouted;
3. The attenuation pond, for capture of the drainage outfall, is currently being constructed;
4. Ground preparation for the clubhouse, artificial grass pitch, and tennis courts, is in progress;
5. A grant application to the English Cricket Board, targeted at helping to fund the cricket changing rooms and sustainability of the clubhouse, has been successful;
6. Budget remains tight but achievable, with all tender packages being scrutinised for value engineering and design compromise to ensure works costs are within budget;
7. Planning is ongoing to ensure the Association can "hit the ground running" regards the operation of the new site.

Any local clubs or organisations interested in discussing the development and usage of the facilities then please contact me on the number below.

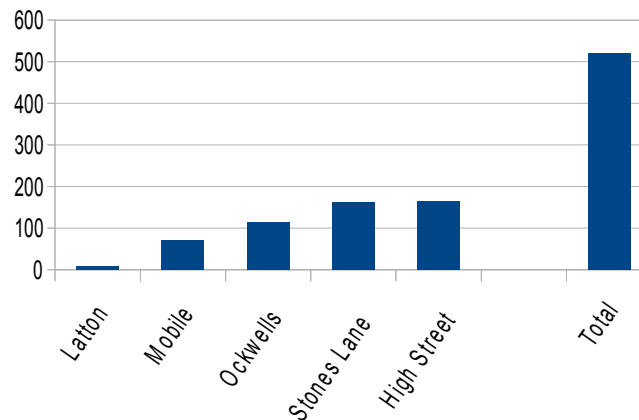
Please note that, despite mention in promotional material of additional facilities for the sports hub, WBSA is not involved with the proposed residential and Tesco store on the land adjoining our new site.

Paul Harrison
Relocation Manager
Tel: 01793 855665

Cricklade Campus – Pre-Planning Consultation 21st October to 5th November 2014

The Stones Lane Campus Building pre-planning consultation took place in Cricklade with a launch event on 21st October where the major stakeholders were invited to a preview of plans. To get the maximum feedback static displays were organised in Stones Lane and Ockwells with a SCOB member present each weekday for a minimum of two hours. On 22nd October the Wiltshire mobile display trailer was used outside our primary school to ensure input from a group representing young parents and children. To ensure maximum coverage over two weekend periods, and to give working people an opportunity to view plans, a “pop up” shop was utilised on the High Street, the SCOB is grateful to the owner and the local Town Crier who helped advertise the event. Finally a specific session was organised at Latton to enlist views from a surrounding villiage. Purton and Marston Meysey were invited to take part in the consultation also.

Number of people given full briefing on proposals



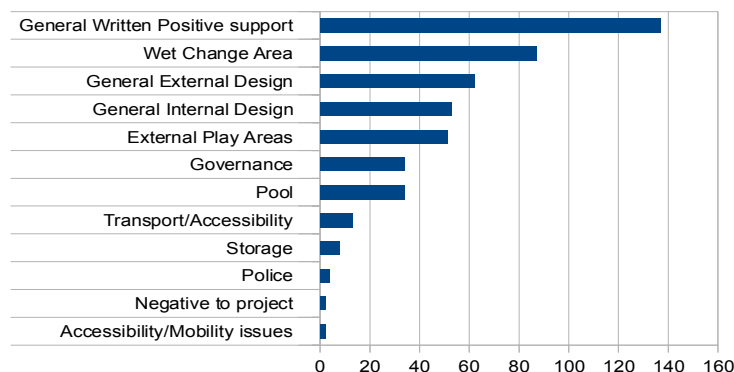
In total **521** people attended the consultations manned by a members of the SCOB and were given a full update on the plans. As there were three static displays around the town for the whole period it is not possible to estimate how many others viewed the display boards.

There is overwhelming support for the proposals, and the number of people who attended is very high as a proportion of our community when compared to similar consultation events on different subjects. There is a high level of interest in the plans for both Stones Lane and the High Street Campus facilities.

Not everyone wanted to make written comments, but the support was evident from comments personally made. 300 people did take the time to complete feedback forms, with 493 responses giving views on several different categories of the design and related issues.

Below is an analysis of the categories that emerged from the consultation.

Feedback Categories



Based on feedback received during the consultation the following areas of the design are under formal review to finalise plans in preparation for the official Planning Process, once agreed by Area Board:

- ◆ **Wet Change Area layout/swimming session planning**
- ◆ **Site Drainage**
- ◆ **Stones Lane Building Elevation appearance**
- ◆ **Investigate Installation of PV/Solar Thermal Panels**
- ◆ **Size of lift for indoor mobility scooters**
- ◆ **Acoustics in the sports hall, to allow more varied use**
- ◆ **Storage generally**
- ◆ **Swimming pool storage, pool cover and hoist**
- ◆ **Fencing to petanque / play area / car park**
- ◆ **Tractor shed (TC to confirm spec)**
- ◆ **Minimise disruption to local residents**

From the feedback forms it is apparent the positivity for the plans is exceptionally high, of the 300 forms submitted we not only got comments on the design, which is what we asked for, but the strongest message was that of enthusiasm and outright support for the project. It is fair to say that there were 3 negative comments from the 521 people consulted who felt there may be a negative impact to Council Tax and the building still looked ugly.

The second largest comment area covered the proposed villiage change facility and the comments stemmed around the fact that there may be resistance to unisex changing, even in separate cubicles and that the actual space itself may be too small specifically for school swimming groups.

General external areas, comments covered several items - positives on the extra parking and the modern external appearance of the front of the building, although mentioned also was the shame to loose any green space. Several comments on the fact the external appearance should be improved for the side and back of the building also not just the front. Solar panels and cycle racks recommended. The really bad issue with drainage on the site was raised especially as there will be more hard surface with the car park. Lighting for evening activities outside asked for and the issue of smoking areas raised particularly by Staff. The importance of security for the storage areas at the back of the building was raised as they are out of sight.

Comments on internal layout included support for the soft play area, the foyer/cafe in reception seen as good for mums with children playing outside. There was a request that the lift is large enough for carers and mobility scooters. During the refurbishment a request to check in case of asbestos in the building and also to ensure enough fire exists in hall. As there is no youth club now, a requirement that there be space for youth as a priority and more generally new furniture and fittings with adequate storage.

External Play areas popular with recommendations to fence off children's areas from the car parks for safety, also perhaps a hedge around the Petanque area. Picnic benches and seating wanted around play areas and request to re-look at the existing play equipment for suitability especially after it being dismantled if the plan is to re-erect. Many comments from the younger people on the skatepark and need to extend and re-look at design especially ramps – they are keen to help in review.

Governance - many comments made about the uncertainty being felt until some decisions are made, particularly the staff, as this is a time of uncertainty. Support for community led operation, continuity of staff who should have fair salaries and training. Many comments on keeping the charging system local, as now, and free parking. It was asked that the building remain open during construction.

There were comments on the Pool in that it very much needs refurbishment with broken tiles etc. Some feeling that a larger pool would have been good. Hoists to allow disabled swimmers and several views that Spa area would have been good for older members of the community.

Transport was raised by several people - there is likely to be two different issues. Firstly the Stones Lane complex is on the edge of town and older or less able Cricklade people could find it difficult to access the services, some form of local transport may need to be considered. Secondly, for outlying villiages to use the facilities some work should be done to review with the local public transport services to make the building more accessible.

In the main the proposal to house the Police at Stones Lane got a favourable response, obviously still also wanting to see a presence in the High Street areas too. Some comments about having the police vehicle more visible, not at back of building.

With the overwhelming support for the project from the Cricklade Community area, we would like to proceed as soon as possible with this exciting development.

Cricklade SCOB November 2014

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 26 November 2014
Title of Report	New Community Youth-led Model

Purpose of Report

To ask councillors to consider the following:

- That the Royal Wootton Bassett & Cricklade Area Board adopt the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs)
- To establish an interim LYN of interested parties which will develop the way of working for our area board and test out the new way of working with the final membership to be confirmed at the March 2015 area board meeting
- To approve the Area Board councillor representatives on the LYNs:

Royal Wootton Bassett & Lyneham: Cllrs Mary Champion and Allison Bucknell
 Cricklade and Purton: Cllr Jacqui Lay

- That the Royal Wootton Bassett & Cricklade Area Board notes the budget for the remainder of the financial year 2014/15 of £16,578.02
- That authority is delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings. Intermeeting decisions and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Royal Wootton Bassett & Cricklade Area Board.
- To agree in principle funding for two bids to GreenSquare as detailed in the attached reports: Bid 1 2014/15: £8,582 (appendix 3) and Bid 2 2015/16: £16,729 (appendix 4).

1. Background

- 1.1 In May 2014 Cabinet agreed to adopt a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, Wiltshire Council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people.
- 1.2 The community-led model will commence on 1 October 2014 and means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs. A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.
- 1.3 Area Boards will ensure that positive activity provision is inclusive and takes into account the needs of all vulnerable groups.
- 1.4 Each Area Board has delegated authority, a devolved budget and its dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level.
- 1.5 Each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN will be an open network of organisations in the area that have an interest or involvement in the provision of positive activities for young people. The LYN will be supported by a smaller coordination group facilitated by the Community Youth Officer.
- 1.6 In line with our approach with community area grants in respect of urgent matters that may arise from time to time between meetings, that the Community Area Manager, in consultation with the chairs of the Local Youth Network and Royal Wootton Bassett & Cricklade area board, be granted delegated authority to approve expenditure from the youth budget.
- 1.7 Royal Wootton Bassett & Cricklade Area Board has been allocated a youth budget of **£16,578.02** for 2014/15.

Appendices	Appendix 1 - Leaders Guidance for Positive Activities Appendix 2 - Terms of Reference for Local Youth Networks (LYNs) Appendix 3 - GreenSquare Bid 2014/2015 Appendix 4 - GreenSquare Bid 2015/2016
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Julia Densham Community Area Manager Tel: 01249 706496 Mobile: 07766 603962 E-mail: julia.densham@wiltshire.gov.uk
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Leaders Guidance for Community Area Boards on Positive Activities for Young People

September 2014

1. Context

Wiltshire Council has adopted a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, the council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people. This means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs.

Definition of Positive Activities

A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

Positive activities are for young people aged 13-19 (up to 25 years of age for young people with special educational needs and/or disabilities) and may include activities and support which:

- Helps young people connect with their communities, enabling them to belong and contribute to society e.g. through volunteering
- Provides opportunities for young people to take part in a range of sports, arts, music and other activities where they can socialise safely with their peers and develop relationships, including with adults they can trust
- Encourage young people's personal and social development
- Improve young people's physical and mental health and emotional well-being
- Help young people to achieve in education, work or training
- Prevent and divert young people away from risky behaviours e.g. teenage pregnancy, substance misuse and involvement in crime and anti-social behaviour

2. Legal Framework

The Education Act 1996

S507B of the Education Act requires Council's, so far as reasonably practicable, to secure for qualifying young persons (aged 13-19 in the local area¹) access to sufficient positive leisure-time activities which improve their well-being, and sufficient facilities for such activities. With an annual budget for positive activities for young people and enabling support from Wiltshire Council Children's Services, this responsibility has been delegated to Community Area Boards.

The Equality Act 2010

Community Area Boards are required to comply with the Public Sector Equality Duty under S149 of the Equality Act 2010. Community Area Board members must consider the equality issues and impact of proposals as part of the decision-making process. This requires the council to have regard to the need to:

¹ Up to 25 years of age for young people with special educational needs and/or disabilities

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act,
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The Duty is in relation to protected characteristic groups and has to be applied in the delivery of Wiltshire Council services and in the employment of its staff. The relevant protected characteristics include age, disability, gender reassignment, marital and civil partnership, pregnancy and maternity, race (including colour, and nationality, ethnic or national origins), religion and belief, sex, and sexual orientation.

Wiltshire Council Constitution

Area Boards are required operate in accordance with Wiltshire Council's Constitution. In particular, it states Area Boards will allocate their delegated funds in accordance with this guidance issued by the Leader and that they must operate in accordance with the council's budget and policy framework and in accordance with the requirements of the Constitution. Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement (Part 11) and the Code of Conduct (Part 13) and the objectives set out below.

3. Objectives

- Create, develop and maintain a sustainable Local Youth Network (LYN) as a sub group of the Area Board in accordance with attached terms of reference;
- Identify, plan and make available a broad offer of positive activities for young people in their area, taking into account the needs and views of young people, and priorities identified within the local Joint Strategic Assessment;
- Secure young people's participation and direct involvement in all stages of the decision making process about the needs, outcomes, priorities and options that form the basis of the offer;
- Identify and secure suitable, safe providers and/or projects/programmes to deliver positive activities, making the best use of local resources;
- Comply with the statutory duties outlined in section 2 and demonstrate compliance through monitoring and evaluation evidence;
- Promote the local positive activities offer effectively, in a way which maximises young people's participation and involvement;
- Promote improved partnership working between organisations and groups working with young people, and develop links with other Local Youth Networks and services for young people;
- Encourage volunteering and community involvement in the development and delivery of positive activities;
- Maintain effective communication with all members of the Local Youth Network to keep them informed and involved;
- Comply with any special requirements asked for by external/alternative funders.

4. Priorities

- Ensure that access to a broad range of safe positive activities is open to all young people regardless of their circumstances or needs;
- Ensure that young people are directly involved in the design, development, delivery and review of local provision. To include representation on the Local Youth Network and identification of needs and priorities;
- Ensure that the needs of the most vulnerable and disadvantaged young people are made a high priority;
- Ensure that the positive activities offer reflects the needs of young people and the wider community, enabling them to pursue and progress in their areas of interest.

5. Financial requirements

A budget for positive activities for young people will be allocated annually to Community Area Boards using the locally agreed Area Board Funding Formula based on the population of 13-19 year olds (using Office for National Statistics mid-year population estimates). This will ensure that funding is allocated equitably across community areas according to local needs.

The funding is revenue based and must be used for the provision of positive activities for young people, targeted at the 13-19 age range (up to 25 years of age for young people with special educational needs and/or disabilities). The funding is ring-fenced for these purposes only.

This funding is not to replace other local funding which is currently used to support services and activities for young people. Community Area Boards are required to use the positive activities for young people funding to complement and enhance other local resources, to secure an offer of positive activities which meets the needs of young people in their area.

Community Area Boards will be accountable for the budget, which will include regular financial reporting of spend and compliance with the council's budget and policy framework.

Budgets are allocated annually for use within year. Roll-over will not normally be permitted although funding that is committed to local positive activity provision but unspent at year end will be carried forward subject to the normal financial management arrangements.

6. Support

Community Area Boards and their Local Youth Networks will be able to access a wide range of support to enable them to develop and deliver a needs-led and sustainable positive activities offer for young people. This consists of technical, professional and developmental support which is set out in the 'Positive Activities Toolkit for Community Area Boards' and includes access to a Wiltshire Council employed Community Youth Officer.

7. Administration

Administration should be kept to a minimum and shared by members of the Local Youth Network, utilising relevant expertise from the stakeholders involved. The operation of the Local Youth Network and associated support will be provided by the Community Youth Officer with assistance from the Community Area Manager / Community Engagement Officer.

8. Wiltshire Council expectations of Community Area Boards and Local Youth Networks

Monitoring and evaluation requirements:

- Put into place monitoring and evaluation arrangements with providers of positive activities to ensure good quality services and that young people's needs are being met;
- Monitor and evaluate the impact and outcomes of the overall local positive activities offer on an annual basis, to include service user feedback;
- Provide Wiltshire Council Children's Services with regular information on the activity in the area so that a database of activity across the authority can be held centrally;
- Provide a breakdown of how funds are spent;
- Provide evidence that equality impacts and due regard to the Public Sector Equality Duty have been considered as part of the decision making process;

- Provide evidence that young people have participated and been involved in decision making processes to develop the positive activities offer, and that their views have been taken into account.
- Keep a record of actions agreed in accordance with Wiltshire Council regulations; to ensure that recommendations made to the Community Area Board and the decision making process are open and transparent.
- Provide evidence that the recommendations of Local Youth Network have been taken into account.
- Share best practice with other Community Area Boards and Local Youth Networks across the county.

Policies and Procedures

Community Area Boards are required to adhere to Wiltshire Council policies and procedures. It is particularly important that Community Area Boards ensure they understand and are compliant with the equality of opportunity and safeguarding policies. Safeguarding guidance has been developed for Community Area Boards in respect of positive activities for young people and this will need to be adhered to at all times.

9. Quality and Standards Framework

Wiltshire Council has developed a quality and standards framework for positive activities for young people. Community Area Boards, its suppliers of positive activities for young people and Local Youth Networks are expected to adhere to this framework. This is included in the 'Positive Activities Toolkit for Community Area Boards'.

10. Decision-making process

Community Area Boards will make decisions at public meetings on how funding should be deployed to ensure that decision making is open and transparent.

The decision making process must:

- Take into account recommendations, advice and guidance from the Local Youth Network;
- Evidence that young people have participated and been directly involved in the decision making process and that their needs and views have been taken into account;
- Take into account and ensure compliance with the statutory duties outlined in Section 2 of this guidance;
- Demonstrate that safeguarding and quality assurance standards have been met;
- Ensure that impact assessment will form a condition of any funding and/or procurement decision so that the effectiveness of positive activities may be monitored.

Community Area Boards should implement their decision making powers in accordance with the 'Positive Activities Toolkit for Community Area Boards'.

11. Review

This guidance is subject to change and may be reviewed by the Leader at any time.

Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the '*Leaders Guidance for Community Area Boards on Positive Activities for Young People*'.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the management group (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

Rural North - proposed youth activities and projects

Proposed projects to be jointly funded by GreenSquare Group

Timescale: Nov 2014 – March 2015.

Who's it for: Young People aged 13-19 in Royal Wootton Bassett, Purton, Cricklade, Lyneham and surrounding villages particularly in areas of GreenSquare Group housing stock.

Overall Funding:

All funders can support all or any of the projects in the menu with the possibility of the Area Board match funding.

Total costs for this proposal: £8581.80

Menu of Proposals for projects Nov2014 - March 2015:

Project 1

Royal Wootton Bassett, After School support Group. 1 Junior session for Years 8&9, 1 Senior session for Years 10 and 11

Evidence of need:

This is a school term project for vulnerable Young People that have not got the confidence to go out in the evening or are unable to, due to family circumstances or geography, access Youth Provision in the evening. This group will be targeted at several Young People with learning and social difficulties, as referred by the school

Description of the work involved:

Activities include homework support, art, dance and cooking.

The cooking activity provides Young People the opportunity to learn new skills and tackle issues around healthy eating and lack of sustenance.

Number of sessions:

Senior sessions 18 between November and March

Junior sessions 18 (3 x 6 half terms)

Staffing required

1 paid lead project worker

2 volunteer assistants or agency workers

2 Peer leaders

What are the costs for this Project:

36 x 2 hour sessions at St Barts Hall = 36 x £20 = £720
 Staffing (allowing for set up and evaluation) 90 hours @ £15 hour = £1350
 Programme money = 36 X £10 = £ 360
 Total cost of project = £ 2430

Project 2

Friday Night Alternative in Royal Wootton Bassett (November – March)

Evidence of need:

Many agencies have identified the lack of facilities for Young People on a Friday evening and the social problem of Young People congregating in community areas often exacerbated by alcohol and recreational drugs.

Description of the work involved:

An hour programme of physical activity for Young People aged 13-15 in the Leisure centre, encouraging positive activity and a diversion from possible antisocial behaviour.

Number of Sessions

16 sessions between November and March

Staffing required

1 paid lead project worker

1 voluntary assistant or agency worker

2 peer leaders

What are the costs for this Project:

16 x 1 hour sessions at Lime Kiln = 16 x £27.30 = £436.80

Staffing (allowing for set up and evaluation) 24 hours @ £15 hour = £360

Total cost of project = £ 796.80

Project 3

Lyneham Youth Work.

Evidence of need:

The community is undergoing a huge transition period. Youth facilities supported by the 'churches together' are now limited to one night of Junior work. Large groups of Young People, socially isolated, with little group identity due to constant redeployment. Young People in need of support around all issues including those around being a services family member.

Description of the work:

A programme of activity for Young People aged 13-19 that is a consistent support group that will include positive activities and new opportunities.

Number of sessions = 18
Nov to March in Teal house

Staffing required
1 paid lead project worker
1 voluntary assistant or MOD worker
2 peerleaders

What are the costs for this Project:

Premises 18 sessions FOC
Staffing (allowing for set up and evaluation) 45 hours @ £15 hour = £675
Programme money 18 sessions X £10 = £180
Total cost of project = £ 855

Project 4

Community Area Peer Leaders Training Project.

Evidence of need:

Use of Peer Leaders in the Youth projects has proved invaluable due to older Young People supporting their younger peers and encouraging them in activities. Peer Leaders are also an invaluable resource for youth participation and empowerment. The project offers Young People the opportunity to take responsibility within their Youth Project, undertake training and obtain accreditation for future career choices and applications.

Description of the work involved:

Older Young People encouraged joining training opportunities, placements within the Youth project field and participating fully in local community decisions, via LYN or Area Board

Number of sessions = 6

Staffing required
1 Community Youth Officer
1 voluntary assistant or agency worker

What are the costs for this Project:

6 x 2.5 hour sessions at St Barts Hall or Memorial meeting room = 6 x £25 = £150
Staffing – Nil.
Programme money = 6 x £10 = £60

Total cost of project = £ 210

Project 5

Purton and Cricklade short projects

Evidence of need:

The area has an eclectic mix of young people attending various schools and colleges and therefore in need of a varied set of activities and opportunities.

Description of the work involved:

A variable programme of different projects lasting from 4 to 6 weeks. Projects selected by the LYN and local YP, from the following selection of projects that have been successful in recent years. Rock climbing, Skatepark visits, Cake making, Basic Cooking, Gym introduction and Dance.

Number of sessions between November and March =18
3 projects x 6 sessions

Staffing required

1 paid or voluntary lead project worker
1 paid or voluntary instructor
1 peer leader

What are the costs for this Project:

6 x 2 hour sessions at Cricklade Leisure Centre meeting room = 6 x £25 = £150
6 x 2 hour climbing session with instructor = 6 x £90 = £540
6 x 1 hour fitness gym group use = 6 x £25 = £150
Staffing (allowing for set up and evaluation) 36 hours @ £15 hour = £ 540
Programme money = 6 X £20 = £ 120
Transport for Purton YP 18 X £20 max = £360
Total cost of project = £ 1860

Project 6

Royal Wootton Bassett - Winter evening social sessions with a programme of activity

Evidence of need:

Large groups of disengaged young people with various issues frequenting the High St and local parks. There is little opportunity to meet socially in a safe dry and warm venue and limited support from trusted and skilled adults. Some of these young people have little or no opportunity to be involved in other activities that cost money.

Description of the work involved:

To create a safe, warm and dry evening space where young people can access a skilled and trusted adult and have the opportunity to participate in a programme of activity determined by the group. The programme will have a health bias challenging some of the issues around sexual and mental health.

Number of sessions

18 sessions between November and March

Staffing required

2 paid lead project workers

1 volunteer worker

4 peer leaders.

What are the costs for this Project:

18 x 2.5 hour sessions at St Barts Hall = 18 x £25 = £450

Staffing (allowing for set up and evaluation) 108 hours @ £15 hour = £ 1620

Programme money = 18 X £20 = £ 360

Total cost of project = £ 2430

Partner Agencies:

Wiltshire Council, GreenSquare Group, local Police, Area Board and local councillors.

Who will manage the Projects:

Lead Project workers

Supported by Pete Smith – Community Youth Officer

Projects will be monitored by the GreenSquare Community Involvement Adviser and the local LYN and Area Board.

What are the Outcomes:

Increase in youth contacts and participants, especially in targeted areas.

Young people given increased opportunity to have learning outcomes and accreditations.

Targeted groups will be receiving more opportunity and support.

Young people given more responsibility in the management of the projects.

Access to several projects for young people

What are the benefits and impacts to the residents:

Young People, including those who are GreenSquare residents, aged 13-19 will have increased access to Youth projects, especially those at risk, resulting in increased opportunities and support.

Young People, including those who are GreenSquare residents, will have increased awareness of employment and training opportunities available to them.

Increased community safety for Young People and other residents.

Increased support and access to support services and organisations.

Reduction in antisocial behaviour related to Young People.

How will you evaluate the projects:

Number of young people contacts.

Number of participants

Number of hours of provision delivered

Number of hours or programme sessions delivered in school holidays.

Programme or project feedback from young people.

Number of young people showing a learning outcome.

Feedback from local residents and the community

What other funding have you applied for:

Proposed bids to:

Wiltshire Police Authority Fund for support with the Friday project

What are the risks and how we counteract them:

Lack of interest from Young People from targeted area

Tackled by good publicity. If continued lack of interest, then re-evaluate, and retarget.

Lack of young people outside in the winter

Tackled by indoor project work in the winter and more street based activity in the summer.

Lack of volunteer staff

Tackled by good publicity, professional support from the CYO, accreditation and training.

What is your exit strategy:

Young People will be signposted to other services available to them in the area and will have increased opportunities to participate in projects run or funded by GreenSquare.

Young People will be encouraged to get involved in their communities, including volunteering opportunities.

New volunteer adults to be recruited involved and trained.

Possible future funding from other agencies e.g. churches

Pete Smith, Community Youth Officer

26/10/14

Rural North - proposed youth activities and projects

Proposed projects to be jointly funded by GreenSquare Group

Timescale: April 2015 – March 2016.

Who's it for: Young People aged 13-19 in Royal Wootton Bassett, Purton, Cricklade, Lyneham and surrounding villages particularly in areas of GreenSquare Group housing stock.

Overall Funding:

All funders can support all or any of the projects in the menu with the possibility of the Area Board match funding.

Total costs for this proposal: £16,728.50

Menu of Proposals for projects April 2015 - March 2016:

Project 1

Royal Wootton Bassett, After School support Group. 1 Junior session for Years 8&9, 1 Senior session for Years 10 and 11

Evidence of need:

This is a school term project for vulnerable Young People that have not got the confidence to go out in the evening or are unable to, due to family circumstances or geography, access Youth Provision in the evening. This group will be targeted at several Young People with learning and social difficulties, as referred by the school

Description of the work involved:

Activities include homework support, art, dance and cooking.

The cooking activity provides Young People the opportunity to learn new skills and tackle issues around healthy eating and lack of sustenance.

Number of sessions:

Senior sessions 4 between April and May, 17 between September and March = 21

Junior sessions 36 (6 x 6 half terms)

Total 57 sessions

Staffing required

1 paid lead project worker

2 volunteer assistants or agency workers

2 Peer leaders

What are the costs for this Project:

57 x 2 hour sessions at St Bart's Hall = 57 x £20 = £1140

Staffing (allowing for set up and evaluation) 142.5 hours @ £15 hour = £2137.50

Programme money = 57 X £10 = £ 570

Total cost of project = £ 3847.50

Project 2

Friday Night Alternative in Royal Wootton Bassett (October – March)

Evidence of need:

Many agencies have identified the lack of facilities for Young People on a Friday evening and the social problem of Young People congregating in community areas often exacerbated by alcohol and recreational drugs.

Description of the work involved:

An hour programme of physical activity for Young People aged 13-15 in the Leisure centre, encouraging positive activity and a diversion from possible antisocial behaviour.

Number of Sessions:

20 sessions between September and March

Staffing required

1 paid lead project worker

1 voluntary assistant or agency worker

2 peer leaders

What are the costs for this Project:

20 x 1 hour sessions at Lime Kiln = 20 x £27.30 = £546

Staffing (allowing for set up and evaluation) 30 hours @ £15 hour = £450

Total cost of project = £ 996

Project 3

Lyneham Youth Work.

Evidence of need:

The community is undergoing a huge transition period. Youth facilities supported by the 'churches together' are now limited to one night of Junior work. Large groups of Young People, socially isolated, with little group identity due to constant redeployment. Young People in need of support around all issues including those around being a services family member.

Description of the work:

A programme of activity for Young People aged 13-19 that is a consistent support group that will include positive activities and new opportunities.

Number of sessions = 42
 October to March in Teal house
 April to September in Slessor Park

Staffing required
 1 paid lead project worker
 1 voluntary assistant or MOD worker
 2 peerleaders

What are the costs for this Project:

Premises: 21 sessions FOC (21 sessions in the park)
 Staffing (allowing for set up and evaluation) 105 hours @ £15 hour = £1575
 Programme money 42 sessions X £10 = £420
 Total cost of project = £ 1995

Project 4

Community Area Peer Leaders Training Project

Evidence of need:

Use of Peer Leaders in the Youth projects has proved invaluable due to older Young People supporting their younger peers and encouraging them in activities. Peer Leaders are also an invaluable resource for youth participation and empowerment. The project offers Young People the opportunity to take responsibility within their Youth Project, undertake training and obtain accreditation for future career choices and applications.

Description of the work involved:

Older Young People encouraged joining training opportunities, placements within the Youth project field and participating fully in local community decisions, via LYN or Area Board

Number of sessions = 6

Staffing required
 1 Community Youth Officer
 1 voluntary assistant or agency worker

What are the costs for this Project:

6 x 2.5 hour sessions at St Bart's Hall or Memorial meeting room = 6 x £25 = £150
 Staffing – Nil

Programme money = 6 x £10 = £60

Total cost of project = £ 210

Project 5

Purton and Cricklade short projects

Evidence of need:

The area has an eclectic mix of young people attending various schools and colleges and therefore in need of a varied set of activities and opportunities.

Description of the work involved:

A variable programme of different projects lasting from 4 to 6 weeks. Projects selected by the LYN and local YP, from the following selection of projects that have been successful in recent years. Rock climbing, Skatepark event and visits, Cake making, Basic Cooking, Community involvement, Gym introduction and Dance.

This selection may change or increase.

Number of sessions between = 36 max
6 projects x 6 sessions

Staffing required:

- 1 paid or voluntary lead project worker
- 1 paid or voluntary instructor
- 1 peer leader

What are the costs for this Project:

12 x 2 hour sessions at Cricklade Leisure Centre meeting room = 12 x £25 = £300

6 x 2 hour climbing session with instructor = 6 x £90 = £540

6 x 1 hour fitness gym group use = 6 x £25 = £150

6 x 2 hour astra court = 6 x £25 = £150

6 x outside skate session FOC

Staffing (allowing for set up and evaluation) 90 hours @ £15 hour = £ 1350

Programme money = 12 X £20 = £ 240

Transport for Purton YP 36 X £20 max = £720

Total cost of project = £ 3450

Project 6

Royal Wootton Bassett - Winter evening social sessions with a programme of activity

Evidence of need:

Large groups of disengaged young people with various issues frequenting the High St and local parks. There is little opportunity to meet socially in a safe dry and warm venue and limited support from trusted and skilled adults. Some of these young people have little or no opportunity to be involved in other activities that cost money.

Description of the work involved:

To create a safe, warm and dry evening space where young people can access a skilled and trusted adult and have the opportunity to participate in a programme of activity determined by the group. The programme will have a health bias challenging some of the issues around sexual and mental health.

Number of sessions

22 sessions between October and March

Staffing required

2 paid lead project workers

1 volunteer worker

4 peer leaders.

What are the costs for this Project:

22 x 2.5 hour sessions at St Bart's Hall = 22 x £25 = £550

Staffing (allowing for set up and evaluation) 132 hours @ £15 hour = £ 1980

Programme money = 22 X £20 = £ 440

Total cost of project = £ 2970

Project 7

Project in the park

Evidence of need:

Many agencies and residents have identified problems with groups of young people congregating in residential areas during the summer across the locality.

Description of the work involved:

Responding to local community need, this team aim to locate and engage groups of young people in meaningful activity and as a diversion from possible anti-social behaviour.

Number of sessions:

16 sessions in 4 x 4 week projects in 4 separate parks

Staffing required:

1 paid lead project worker

1 voluntary assistant or agency worker

2 peer leaders

What are the costs for this Project:

Staffing (allowing for set up and evaluation) 48 hours @ £15 hour = £ 720
Programme money = 16 X £20 = £ 320
Total cost of project = £ 1040

Project 8

Dreamscheme

Evidence of need:

A tried and tested project enabling targeted young people to take an active role in the community.

Description of the work involved:

Targeted young people identified by local schools and agencies to undertake community work in their local area working alongside Greensquare staff. As a reward these young people will earn a day trip experience.

Number of sessions:

3 work parties of 4 sessions = 12 sessions
1 x 2 session trip
Total = 14 sessions

Staffing required:

Work parties. 1 paid Lead project worker , 1 Greensquare staff member or sub contractor
2 peerleaders
Reward Trip. 1 paid project worker, 1 volunteer assistant or agency worker
6 peerleaders.

What are the costs for this Project:

Staffing (allowing for set up and evaluation) 60hours @ £15 hour = £ 900
Programme money = 12 X £20 = £ 240
Transport for work party 6 x £20 = £120
Reward trip budget (for 24 YP) = £960
Total cost of project = £ 2220

Partner Agencies:

Wiltshire Council, GreenSquare Group, local Police, Area Board and local councillors.

Who will manage the Projects:

Lead Project workers
Supported by Pete Smith – Community Youth Officer

Projects will be monitored by the GreenSquare Community Involvement Adviser and the local LYN and Area Board.

What are the Outcomes:

Increase in youth contacts and participants, especially in targeted areas.
Young people given increased opportunity to have learning outcomes and accreditations.
Targeted groups will be receiving more opportunity and support.
Young people given more responsibility in the management of the projects.
Access to several projects for young people.

What are the benefits and impacts to the residents:

Young People, including those who are GreenSquare residents, aged 13-19 will have increased access to Youth projects, especially those at risk, resulting in increased opportunities and support.

Young People, including those who are GreenSquare residents, will have increased awareness of employment and training opportunities available to them.

Increased community safety for Young People and other residents.

Increased support and access to support services and organisations.

Reduction in antisocial behaviour related to Young People.

How will you evaluate the projects:

Number of young people contacts.
Number of participants
Number of hours of provision delivered
Number of hours or programme sessions delivered in school holidays.
Programme or project feedback from young people.
Number of young people showing a learning outcome.
Feedback from local residents and the community

What other funding have you applied for:

Proposed bids to:
Wiltshire Police Authority Fund for support with the Friday project

What are the risks and how we counteract them:

Lack of interest from Young People from targeted area
Tackled by good publicity. If continued lack of interest, then re-evaluate, and retarget.

Lack of young people outside in the winter.

Tackled by indoor project work in the winter and more street based activity in the summer.

Lack of volunteer staff.

Tackled by good publicity, professional support from the CYO, accreditation and training.

What is your exit strategy:

Young People will be signposted to other services available to them in the area and will have increased opportunities to participate in projects run or funded by GreenSquare.

Young People will be encouraged to get involved in their communities, including volunteering opportunities.

New volunteer adults to be recruited involved and trained.

Possible future funding from other agencies e.g. churches.

Pete Smith, Community Youth Officer
26/10/14

Royal Wootton Bassett and Cricklade Area Board

Update on planning policy matters, November 2014

Wiltshire Core Strategy

The Core Strategy Inspector has submitted his report to the Council for fact-checking. This is not the final report and is not for publication but provides council officers a 2 week period to check for factual and typographical errors. It is anticipated that the final report will be issued towards the end of November.

In relation to Royal Wootton Bassett and Cricklade the latest position for housing supply at April 2014 is as follows:

Area	Requirement 2006-26	Housing already provided for		Housing to be identified	
		Completions 2006-14	Specific permitted sites	Strategic sites	Remaining to be identified
Royal Wootton Bassett Town	1070	583	494	0	0
Remainder of the Community area	385	248	24	0	113
Community Area Total	1455	831	518	0	113

NB Specific permitted sites excludes any permission granted since April 2014.

Source: Housing Land Supply Statement, July 2014 (base date for data April 2014)

Royal Wootton Bassett Neighbourhood Plan

The steering group are continuing to work with Common Places to produce a draft plan. In the latest phase of work housing opportunities around the town are being investigated. The current timetable is to proceed to informal public consultation on a draft plan early in 2015. The consultation will involve an online survey, discussions with landowners and events in the town. It is anticipated that a final draft plan could be submitted to Wiltshire Council during spring 2015 with examination and referendum to follow later in the year.

For more information visit the web site at <http://www.rwbneighbourhood.co.uk/>.

Cricklade Neighbourhood Plan

Cricklade Town Council became designated NP body in February 2013. A working party was founded and an informal consultation was undertaken in April 2014 on key issues. A report on this consultation has been prepared. The events also served as a promotion event for landowners. The neighbourhood plan group qualified for Locality grant funding and has created a website to document progress, see <http://crickladeNP.org.uk/>

The group is in the process of appointing consultants to work on a draft plan. Focus groups are working on housing, business, transport, town centre and open space issues. In terms of housing site selection there appears to be an emphasis on developing general criteria for development but for actual allocations reliance is being placed on Wiltshire Council's Housing Site Allocations DPD.

A project plan has been drafted. Current timeline for informal consultation on the draft plan is April 2015. Thereafter submission of final plan to Wiltshire Council, and formal consultation is anticipated August 2015 with examination and referendum to follow during the autumn/winter 2015

North East Wiltshire Villages Neighbourhood Plan

The steering group are continuing to work with Common Places to produce a draft plan. Initial ideas about policies for most parishes have been circulated for review and there are ongoing discussions about how each parish can develop these into individual area chapters. Review of the overall timetable for the production of a draft plan for informal consultation is to be discussed at the next steering group meeting.

In terms of housing site selection there is an emphasis on developing general criteria for development but for actual allocations reliance is being placed on Wiltshire Council's Housing Site Allocations DPD

14 November 2014

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 26 November 2015
Title of Report	Community-led Planning Outcomes for the Area Board

Purpose of Report

To ask councillors to consider the following:

- To note the Community-led Planning Report by EnAct;
- To note which of the report’s priority actions have already been resolved; and
- To note the priorities for the Royal Wootton Bassett & Cricklade area board.

1. Background

- 1.1. In 2011, the Royal Wootton Bassett and Cricklade Area Board committed to work in partnership with Community First and local parishes to produce community-led plans for their areas.
- 1.2. Workshops led by Community First were attended by Royal Wootton Bassett, Lyneham and Bradenstoke, Clyffe Pypard, Tockenham and Broad Town.
- 1.3. After the workshops, Cricklade, Purton, Latton, Lydiard Millicent and Marson Meysey contributed their views by identifying their top 5 priorities.
- 1.4. In October 2014, Community First presented their findings in a report entitled ‘Community Led Planning in the Royal Wootton Bassett and Cricklade Community Area - Bringing It All Together’ (attached as Appendix 1.)
- 1.5. Section 8 of the report lists the priorities for action and the support needed to address each priority.
- 1.6. This report sets out the priorities highlighted for action for the area board.

2. Priorities for action for the area board raised at the Community-Led Planning Workshops

Issue	Current position	Next steps
Transport:		
Community Area wide campaign to alert people to the effect of speeding / need to drive to road conditions		Special AB item led by Traffic Engineering Manager
Help local groups understand what is possible and what needs to change		
Share research on what works		
Seek 20mph limit near school - Purton	Agreed to fund at AB on 23 July 2014	With Highways department for implementation
Tackle speeding and road noise from A417 – Latton		Complete metro-count request form and submit to Community Area Manager
Seek weight limit on The Street - Latton	TRO issued	With Highways department for implementation
Use of Speedwatch – Latton / Lydiard Millicent	Parish councils to undertake metro-count surveys	Form CSW Group if metro-count results qualify
Use of Lorry Watch – Lydiard Millicent		
Gateway enhancements at approaches to village – Lydiard Millicent	Complete	None
Tackle speeding, particularly in view of the failure of the 20mph limit to have much of an impact - Cricklade	CSW now available in 20mph speed limits	Cricklade Town Council to contact Leanne Homewood, CSW, Leanne.homewood@wiltshire.pnn.police.uk
Tackle the volume of HGV traffic through the town centre - Cricklade	Passed to the Freight Management Team to assess	
Alterations to road junctions needed, in particular Lower Square – Purton	Various Highways schemes are being considered by CATG	

Construction of footpaths to promote road safety: prioritisation/funding assistance needed – Lydiard Millicent	Funding requirement is beyond capability of CATG	
Installation of dropped kerbs to facilitate access – Lyneham & Bradenstoke	Currently being considered by CATG	
Your community		
Area Board to co-ordinate communication from Wiltshire Council re: road maintenance programme so residents can see where parishes are on the 'to do' list	Road maintenance programme was issued in May 2014 and priorities agreed at Area Board meeting.	An annual list of road maintenance schemes will be considered and prioritised by the Area Board.
Broadband: clarify timetable for broadband roll out project, any areas not covered, options / alternative provision	Full details about the rollout programme is available here: www.wiltshireonline.org	
Seek broadband speed improvements: cross boundary discussions needed as exchange is in Kempford, Gloucestershire – Marston Meysey		
Assess potential for improvements to village hall to meet community needs - Latton		Grant funding available from various sources including AB and advice from Wiltshire Village Hall Association
Find ways of attracting more volunteers to support plan implementation - Latton		
Ensure that local people understand that the completion of the community-led plan is just the starting point and	Promoted through this report, area board and blog-site	Towns and Parishes will need to keep up the momentum at local level. Area Board will endeavour to work on priorities where it can

further work (and support) will be needed in its implementation – Clyffe Pypard		add value
Environment		
Tackle existing flooding 'hot spots' – Marston Meysey / Lyneham & Bradenstoke	The Flood Working group focuses on flooding matters	Contact Danny Everett (Daniel.everett@wiltshire.gov.uk) and the Flood Working Group
Improve maintenance of ditches and address inadequate drainage - Marston Meysey / Lyneham & Bradenstoke	Discussion between parish councils and landowners	Contact Malcolm Beavan, Highways Co-ordinator (Malcolm.beavan@wiltshire.gov.uk)
Increased potential for flooding with the surrounding counties' Mineral Extraction Plans – Marston Meysey		
Children & Young People		
A better youth centre - Purton	Cricklade & Purton Local Youth Network to decide local activities programme	
Clarity needed on future of youth programmes – Purton		
Community Safety		
Assistance needed to set up and Neighbourhood Watch Scheme – Lyneham & Bradenstoke	Bradenstoke already has an effective Neighbourhood Watch Scheme.	Contact Neighbourhood Watch Association – comprehensive advice here: http://www.wiltshire.police.uk/index.php/nhw-home/wiltshire-a-swindon-neighbourhood-watch-association
Economy		
Investigate potential to set up a job club in the library, perhaps jointly with the job centre - Lyneham & Bradenstoke		

Leisure		
Inadequate and outdated play equipment: assistance with accessing funding and planning processes - Lyneham & Bradenstoke		Funding advice available from Wiltshire & Swindon Community Foundation, Lottery Fund and area board

Background documents used in the preparation of this report	Community Led Planning In The Royal Wootton Bassett And Cricklade Community Area - Bringing It All Together
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Appendices	Appendix 1 – Community Led Planning In The Royal Wootton Bassett And Cricklade Community Area - Bringing It All Together
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Julia Densham Community Area Manager Tel: 01249 706496 Mobile: 07766 603962 E-mail: julia.densham@wiltshire.gov.uk
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**COMMUNITY LED PLANNING IN THE ROYAL
WOOTTON BASSETT AND CRICKLADE
COMMUNITY AREA**

BRINGING IT ALL TOGETHER



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1. Background

A couple of years ago, a number of the towns and parishes in the Royal Wootton Bassett and Cricklade Community Area started on an important journey to produce community led plans for each of their areas, supported by Wiltshire Council through the Area Board. A huge amount of volunteer time and effort has gone into producing these documents. It is therefore important that they are used - to evidence, influence and act as a catalyst to all sorts of exciting and interesting projects across the Community Area.

It was always the intention to hold an event at the end of the project to give everyone the opportunity to draw out and share information from the plans. This was seen as an opportunity to find out what other groups have been doing and learn from each other. It was a chance to pull out and discuss common themes, understand differences, look at what these plans tell us about priorities for action across the community area.

It was also an important opportunity to look at how the information that each community has collected could be used to help inform and influence strategic plans for the community area – in particular, the review of the Community Area Plan. It was a chance to identify any opportunities for collaboration or information sharing. It was a chance to identify actions that might need some Area Board or other support.

2. Attendance

The workshop was open to all towns and parishes in the Community Area, whether or not they had undertaken a plan. The invitations were targeted at community led plan groups as well as town and parish councils. Representatives from five of the twelve towns and parishes attended – Royal Wootton Bassett, Lyneham and Bradenstoke, Clyffe Pypard, Tockenham and Broad Town.

3. Shared issues

Prior to the meeting, Community First's EnAct team carried out an analysis of all town and parish plans in the Community Area to try to draw out the issues that they had identified. Where a plan had not been completed, the latest findings from local consultations and action planning work were used. The results were summarised in a matrix (Appendix A) and series of themed issue maps (Appendix B).



The analysis shows the wide range of issues identified. However, there were a number of common themes. These included:

Footpaths and cycle ways/access to the countryside (9 plans)

Maintaining and improving access to the countryside was mentioned in nearly all plans, with concerns about lack of maintenance of rights of way and, in some cases, the need for new footpaths and cycle ways high on the agenda. Where new footpaths and cycle ways were felt to be needed, reasons included:

- Enabling access to the countryside
- Promoting road safety
- Encouraging people to ditch the car
- Joining up dispersed/separated parts of communities

Two of the deterrents to cycle use were seen to be the state of the roads and the amount and speed of traffic.

Speeding (9 plans)

One of the biggest responses by far was around traffic and speeding. Whilst road safety was a significant concern, Latton's plan in particular also highlighted the negative impact that noise, vibration and air pollution from traffic was having on the wellbeing of some sections of their community. HGVs were seen as exacerbating traffic problems (7 plans). In most but not all cases, the source was relatively local – gravel extraction or waste sites, local industrial areas, bus routes, or agricultural vehicles. Whilst some respondents sought physical traffic calming measures, in many cases equal emphasis was placed on the need for speed limits and enforcement.

Affordable/low cost housing (8)

Most plans identified a need for affordable housing. A number of forms of affordable housing were mentioned including social rental, housing association, shared ownership as well as open market small starter homes.

Housing for older people (7)

Many plans discussed the trend towards aging communities and the potential future needs of their older residents. Whilst the underlying objective was to enable older people to continue to live within their communities, the solutions were varied and included open market, smaller housing units suitable for older people, bungalows, adapted housing, warden controlled, sheltered housing, day and residential care.

Lack of maintenance of roads and pavements (7)

Issues included potholes and poor surfacing, lack of maintenance of drainage gullies, overhanging vegetation and lack of gritting.

Parking issues (7)

Many plans identified issues with a lack of parking. In most cases, this was specific to certain locations such as shopping areas, doctors' surgeries, churches, recreation fields and schools.

Better broadband/IT/mobile phone connections (7)

Poor broadband connections and speeds were highlighted in 7 plans. In many areas, lack of mobile phone connectivity was also an issue – although this varied across networks. A number of plans reported that their local business community felt that poor communications had an impact on their ability to operate effectively.

Lack of/loss of shops and other services (7)

Loss of/lack of shops was an issue that many shared. In smaller communities this could simply be that they were unviable, others mentioned competition from nearby larger settlements (particularly near Swindon). For Lyneham, the loss of RAF was felt to have had a significant impact on business. Some of the plans highlighted the role of such retail facilities as hubs for the community – places to meet, to find out information etc.

Need for improvements to important community facilities (7)

Many of the plans talked about the importance, and in some cases difficulty of, maintaining those important community facilities that remained – local schools, halls, libraries, heritage centres etc. The cost of bringing them up to modern standards, making them accessible, finding funding and volunteers were all mentioned.

4. Specific concerns

The Community Area is by no means homogenous and so it is perhaps unsurprising that some issues had more prominence in certain places or in particular communities of interest. These are just a few examples:

Proximity to Swindon

Pressure from developers and the need to prevent coalescence with Swindon were particular issues for those around the urban fringe. Loss of facilities and services was often linked to competition from the nearby town. Where residents had to go out of the parish to find their activities and services it was felt by some that this had an impact on the sense of community and presented specific difficulties for those without access to a car.

Impact of military changes

The impact of the closure of RAF Lyneham was reflected in some of the comments from residents in Lyneham and Bradenstoke. Issues included the loss of the Little Alberts nursery, the military police, and a feeling that the community had lost a social hub or centre – somewhere for people to meet. The plan reported the impact on local business and a demand from the business community for better communication about the changes proposed.

Access to healthcare

Although problems accessing NHS dentists was a fairly common issue, as were long waiting times for doctor's appointments, there were particular difficulties reported in the Lyneham and Royal Wootton Bassett area around lack of capacity in local health services and health centres not taking on patients from the Lyneham area.

Those relying on public transport

There were particular challenges for those without access to a car, including young people and those with mobility problems or other disabilities. Issues included:

- lack of buses,
- confusion about operators and timetables,
- a demand for more frequent services, for later services, and more direct routes to places of work, key shopping areas, entertainment and leisure centres and hospitals.
- Some people talked about the difficulty of accessing buses with a mobility problem or if pushing a buggy.
- Those that used community transport were, in the main, happy with the service although some were obviously unaware of the services on offer.

Young people

Only a couple of towns and parishes appeared to have undertaken specific work with the young people in their area, although a number of the household surveys included questions about the needs of the younger members of their community. These identified a demand for more activities for young people, in particular teenagers. More leisure and sports facilities were high on the list as well as better play facilities and equipment – but for many young people it was as much about having a safe, warm and dry place to hang out, meet friends etc.

In the Lyneham survey, some of the young people talked about being cut off from school friends and from leisure activities. They relied on their parents or on public transport to get to where they wanted to go.

Young people dislike many of the things that we do - vandalism – particularly when it was to their play facilities – dog fouling, litter, traffic and speeding. They wanted to feel safe – some of them talked about bullying, young girls in the Royal Wootton Bassett survey disliked the way men responded to them. Other young people were concerned about the possibility of attack or abduction.

Teenage girls in Royal Wootton Bassett reported that they don't always feel positive about how they look. Some of the young people in Lyneham felt that adult's perceptions of young people were incorrect and unfair.

5. Priority issues

Each town or parish represented at the workshop was asked to identify their *top 5 issues* (represented by a star on the matrix at Appendix A). They were also given orange dots with which to identify 5 other issues that may not be top priorities at present but are still important issues that they would like to work with others on. The themes receiving the most "votes" were:

- **Transport**
- **Your community**

Although the remainder were relatively evenly spread, **Environment** was chosen as the third topic to discuss in more detail.



6. Priorities for action

The participants split into three groups. Each took one of the above themes and shared with each other what residents from their communities had said about that topic. The group focusing on the *Your community* theme also chose to include broadband/mobile phone issues in their discussions on village communications.

Each group was asked to:

- agree on priorities for action under the three themes
- identify what, if any, assistance they might need from the Area Board or others to help them address those actions.



You can see a summary of their results below in section 8.

7. Follow up work

As a number of towns and parishes were unable to attend the meeting, we contacted them all afterwards and asked them to identify their top 5 issues, any issues on which they saw benefits to working together with other parishes in the area, priorities for action and what support, if any, they would like from the Area Board or others to help deliver those priorities.

We received responses from a further 5 towns and parishes – Cricklade, Latton, Purton, Lydiard Millicent and Marston Meysey. 2 parishes who had attended the meeting (Lyneham & Bradenstoke and Clyffe Pypard) also sent further comments. Their responses have been added both to the matrix at Appendix A and summarised in the table below.

Three groups commented on the ranking process. Clyffe Pypard CLP group highlighted that there were other priority issues that didn't make the top 5 – but were still important for their community. (We have tried to ensure that these are covered in the table below). Royal Wootton Bassett CLP

group had prioritised by theme rather than by individual issues and so chose to place their stars on the matrix on the theme headings rather than against individual rows.

Cricklade CLP group reported that respondents were not asked to rank issues so felt that drawing reliable inferences was difficult, particularly as some issues affect only a small number of people but the impact on those people may be significant. However, the group was able to list five themes that appeared to be most significant. Again, their actions had not been prioritised; rather they have been split into two. All those relating to housing, open space and land use have been picked up by the Neighbourhood Plan Working Party. All of the other issues have been listed and essentially fall into two categories, either they are within the power or influence of the Town Council or not. Those in the former category are being dealt with by the Town Council at the time felt most appropriate. Progress is being monitored by an informal group of the respective committee chairmen. It is proposed to prepare a formal report at the end of the year which will be circulated to residents.

8. Results

TRANSPORT			
Issues	Priorities for action	Identified by	Support needed from
Priorities for action raised at the workshop			
<ul style="list-style-type: none"> • Speeding • Variable speeds • Need for reduction/consistency of speed limit through villages • Transport links to towns and facilities • Lack of footpaths • Road safety • Condition of roads • Physical/visual gateways needed 	Community Area wide campaign to alert people to the effect of speeding/need to drive to road conditions	Workshop group	Area Board
	Monitor average speed/speed watch from end to end of busy routes		Police
	Help local groups understand what is possible and what needs to change.		CATG/Area Board
	Share research on what works (mapping of actual issues).		Area Board
	Better consultation on diversion routes		Wiltshire Council
	Coordination needed across communities in the area		All
Additional priorities for action raised post meeting:			
Traffic volume, speeding and road noise	Seek 20mph limit near school	Purton	CATG/Area Board Highways Police Support needed for traffic mitigation and funding for measures to manage speed/improve road safety etc.
	Tackle speeding and road noise from A417	Latton	
	Seek weight limit on The Street	Latton	
	Use of Speedwatch.	Latton and Lydiard Millicent	
	Enforcement of existing speed limits	Latton	
	Use of Lorry Watch	Lydiard Millicent	
	Gateway enhancements at approaches to village.	Lydiard Millicent	
	Tackle speeding, particularly in view of the failure of the 20mph limit to have much of an impact	Cricklade	
Tackle the volume of HGV traffic through the town centre	Cricklade		
Road safety	Alterations to road junctions needed, in particular Lower Square	Purton	CATG/Area Board Highways

	Construction of footpaths to promote road safety. Prioritisation/funding assistance needed.	Lydiard Millicent	
	Installation of dropped kerbs to facilitate access	Lyneham & Bradenstoke	Area Board
Lack of maintenance of roads/street scene	Seek improvements to maintenance of roads, verges etc.	Latton Marston Meysey Lyneham & Bradenstoke	Wiltshire Council
	Is it possible for the Area Board to co-ordinate communication from Wiltshire Council re: road maintenance programme so residents can see where parishes are on the "to do"list?	Lyneham & Bradenstoke	Area Board
Lack of parking	Installation of a new parking area adjacent Parish Hall, helping to reduce congestion at school run times	Lydiard Millicent	

YOUR COMMUNITY

Issues discussed	Priorities for action	Identified by	Support needed from
Priorities for action discussed at the workshop			
Difficulties in attracting wider community engagement	Communities need to encourage wider community engagement in plan implementation	Workshop group	Assistance from Community First
Communication	Ensure that effective communication supports community involvement in plan implementation		
Village hall as a community hub – central meeting point – find more ways to use it.	A community survey to identify what activities residents would like to see in the village hall. (Tockenham?)		
Poor broadband	Clarify: <ul style="list-style-type: none"> • timetable for broadband roll out project. • any areas not covered. • options/alternative provision 		Wiltshire Council/ Area Board <i>CLlr Bucknell also directed the group to:</i> www.wiltshireonline.org
Loss of services	Look into: <ul style="list-style-type: none"> • potential for community shop or a mobile shop covering several communities • potential for corporate support • seek funding 	Lyneham and Bradenstoke	Advice from Community First Sainsburys Area Board

Need for local first aid facilities – defibrillator	Training in use of defibrillators	Tockenham	Ambulance Service
Helping to promote local businesses and services	Develop a business and services directory	Lyneham and Bradenstoke and Tockenham	
Additional priorities for action on this topic raised post meeting:			
Need for local first aid facilities	First aid training e.g. installation and training on use of defibrillators	Clyffe Pypard	Ambulance Service
Lack of a village hub	Assess potential for improvements to village hall to meet community needs	Latton	Community First Village Hall Adviser/Area Board
Difficulties in attracting community volunteers	Find ways of attracting more volunteers to support plan implementation	Latton	Area Board
	Ensure that local people understand that the completion of the community led plan is just the starting point and further work (and support) will be needed in its implementation	Clyffe Pypard	
Broadband speed (lack of)	Seek improvements. Cross boundary discussions needed as exchange is in Kempford, Gloucestershire	Marston Meysey	Wiltshire Council/Area Board

ENVIRONMENT

Issues discussed	Priorities for action	Identified by	Support needed from
Priorities for action discussed at the workshop			
Wildlife conservation and enhancement	Join up green spaces	Royal Wootton Bassett	Funding, advice, partnership, influence all needed: Wiltshire Council, Braydon Forest and landowners
	Create woodland walks	Lyneham & Bradenstoke	
Access to the countryside	Provide better information about local footpaths etc.	Workshop group	
Better communications e.g. on A3102, flooding	Promote a more effective 2 way flow of information <i>(Author's note: this group felt that information, help and advice was readily available to address many of the issues raised – not just under the environment theme. They felt however that it was important that people knew where to access this assistance)</i>		
Additional priorities for action raised on this topic post meeting:			
Flooding	Tackle existing flooding hotspots	Marston Meysey	Area Board

		Lyneham & Bradenstoke	
	Improve maintenance of ditches and address inadequate drainage	Marston Meysey Lyneham & Bradenstoke	
	Increased potential for flooding with the surrounding counties' Mineral Extraction Plans	Marston Meysey	
Planning for Mineral extraction	An opportunity to work with neighbouring parishes on this issue	Marston Meysey	Neighbouring parishes Assistance from Wiltshire Council
Dog fouling	Education campaign needed	Purton	Funding already set aside by Area Board to help address this issue
	Educational programme about dog fouling (could do the same with litter), involving school children and young people as well as wider community	Lyneham & Bradenstoke	
	A Community Area campaign (for those that wish to participate) will attract wider publicity and also access to extra resources.	Cricklade	
Litter	Access to litter picking equipment	Purton	Wiltshire Council
	Support from Parish Steward to tackle roadside litter	Purton	

A number of other priorities for action under other themes were identified by individual towns and parishes after the meeting:

CHILDREN AND YOUNG PEOPLE			
Issues discussed	Priorities for action	Identified by	Support needed from
Facilities for young people	A better youth centre. Somewhere for young people to meet socially	Purton	Support needed from Area Board in securing new facilities.
Youth Service review	Clarity needed on future of youth programmes	Purton	Area Board

COMMUNITY SAFETY

Issues discussed	Priorities for action	Identified by:	Support needed from:
Petty crime i.e. outbuildings etc.	Resurrect Neighbourhood Watch Scheme	Latton	Police
	Assistance needed to set up and Neighbourhood Watch Scheme	Lyneham & Bradenstoke	Area Board Police

ECONOMY

Issues discussed	Priorities for action	Identified by	Support needed from
New local job opportunities needed. Limited scope for new, small business units	Issue has been taken forward to Neighbourhood Plan	Purton	New V Plan group
Assisting people into work	Investigate potential to set up a job club in the library, perhaps jointly with the job centre	Lyneham & Bradenstoke	Area Board
State and vibrancy of the town centre	Expand the retail offer	Cricklade	

HEALTH AND WELLBEING

Issues discussed	Priorities for action	Identified by	Support needed from
Concern about future of the Cedars Care Home	Seek an update from Wiltshire Council on plans for this facility	Purton	Wiltshire Council
Access to healthcare – difficulties in particular in accessing Malmesbury Hospital by public transport	Lack of direct bus to hospital. Investigate whether an alternative could be provided via the Link service	Latton	LINK/Community First
Access to healthcare	Lack of provision of NHS Dentist	Cricklade	

HOUSING

Issues discussed	Priorities for action	Identified by	Support needed from
More burial land needed	Seek assistance from Wiltshire Council to investigate potential sites	Purton	
Provision of housing for older	New small development of affordable housing and small	Lydiard Millicent	Working with New-V

residents & young residents (starter homes)	dwellings		Neighbourhood Plan group on this Landowners – need to identify (affordable) land Support from Wiltshire Council against any large developments
	More affordable housing and also additional housing provision for older people	Cricklade	These issues have been picked up by the Neighbourhood Plan Working Party
New housing	Maintaining the character of the town by allowing only a modest increase in housing numbers and resisting coalescence with Swindon	Cricklade	As above

LEISURE

Issues discussed	Priorities for action	Identified by	Support needed from
Inadequate leisure facilities	Perceived inadequate youth provision	Cricklade	
	Inadequate and outdated play equipment	Lyneham & Bradenstoke	Assistance from Area Board on accessing funding and with planning processes

APPENDIX A: Issues identified by Community Led Plans in the Royal Wootton Bassett and Cricklade Area

★ = top 5 priorities ● = may not be a priority at present but still important issues that would like to work with others on

Royal Wootton Bassett grouped their issues under themed headings and so chose to place their stars/circles on those themes, rather than on individual issues. Communities indicated by * have not undertaken a community led plan. Their responses are based on discussions with their local council.

THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Millicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
CHILDREN AND YOUNG PEOPLE				●								★
Lack of activities for young people								★				
Need a place for young people to hang out										★		
Isolation – from friends, leisure activities etc.												
Dislike anti-social behaviour – vandalism, litter, dog fouling, speeding												
Want to feel safe – bullying, possibility of attack, unwanted attention from men (girls)												
Teenage girls don't feel positive about how they look												
Adult perceptions of young people unfair												
Lack of job opportunities												
COMMUNITY SAFETY												●
Petty vandalism and anti-social behaviour												
Policing – visibility, response to issues etc.											●	
Neighbourhood Watch – support for/lack of knowledge of												
CCTV												
Road safety/ safe pedestrian access			★			★						

THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Millicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
Support for emergency/resilience planning												
CULTURE												
Finding resources to record, maintain and enhance historic and community assets												
Inefficient/lack of use of existing community buildings												
Need for church to continue to be effective and relevant for future generations												
Demand for more community activities												
Better advertising of local groups, events and activities												
Lack of co-ordination between/support for local groups and clubs												
Support for more adult learning opportunities												
ECONOMY												
Lack of/loss of village shop												
Improve number and variety of retail outlets												
Shopping areas in poor condition												
Loss of RAF and impact on business												
Competition from similar businesses locally and from nearby larger settlements												
Better parking near shops and businesses												
More business space needed												
Improve promotion of local businesses and services												

THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Millicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
No local route to promote jobs												
Use commercial areas as a link to local employment												
Lack of networking between businesses												
Lack of business support												
Support for local farming industry												
Better funding for social enterprise												
Support for homeworking												
Better broadband/IT/mobile phone connections			★						★		★	
Potential for tourism in supporting local business												
Insufficient visitor accommodation												
ENVIRONMENT												★
Litter/fly-tipping/flyposting												
Dog fouling		★	●	●						★	★	
Management of waste and recycling												
Flooding hotspots									★			
Poorly maintained ditches/inadequate drainage									★		●	
Planning for mineral extraction									●			
Noise pollution – traffic, music etc												
Air pollution												
Light pollution												
Maintenance of boundaries, frontages and communal areas												
Need to do more to support wildlife												
Support for local products and services												
More allotment space needed												
Support for appropriate renewable and sustainable energy												

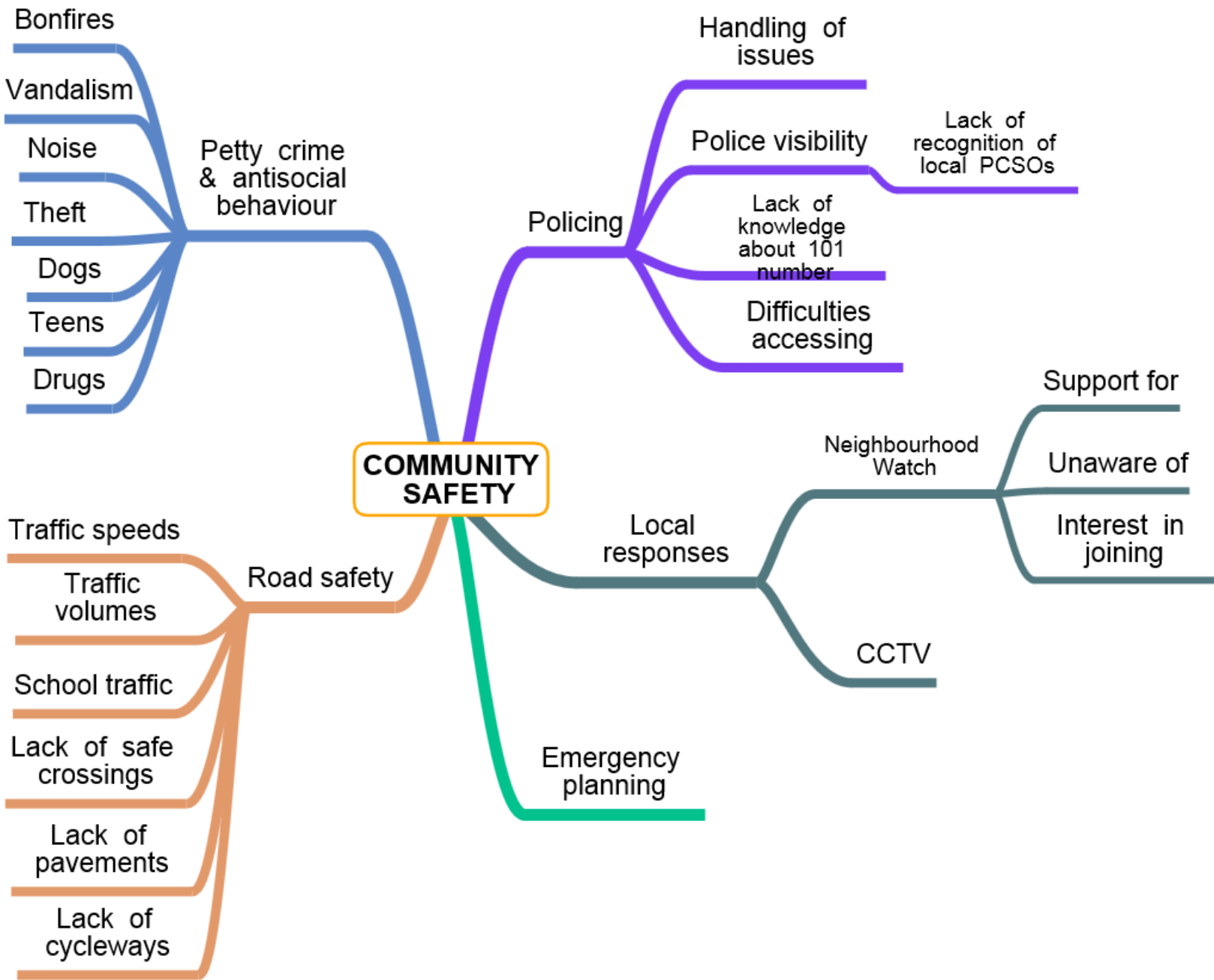
THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Milllicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
Cost of energy: interest in more information on energy saving												
HEALTH AND WELLBEING												
Lack of access to NHS dentists				★								★
Difficulties accessing doctors/lack of capacity								★				
Long waiting times for medical appointments											★	
Transport difficulties accessing medical care					★							
Lack of clarity of where/from whom health and social care services are available since social services moved from the area												
Lack of monitored residential health care for older people												
Possible loss of local care home										●		
Support for local first aid facilities											●	
HOUSING												
Lack of affordable/low cost housing		★		★		★						
Lack of appropriate housing for older people		★		★		★						
No building beyond existing settlement boundaries												
Prevent coalescence with Swindon and other settlements				★		★						
Respect and protect green space/distinctive landscapes			●									
Development to be more sympathetic to existing local style and character												
Development to meet local needs			★									

THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Millicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
Development need to be accompanied by improvements in infrastructure												
Lack of mains drainage, sewerage												
Sewerage system unable to cope in some areas												
Poor water pressure												
Lack of mains gas												
No faith in local planning decision making												
Continued pressure from developers for new housing												
More burial land needed												
LEISURE												
More/improved play equipment needed												
More seating required												
Need for more public open space												
Improvements to leisure centre needed												
More leisure facilities needed												
Support for new swimming pool and indoor leisure facility												
Need to maintain, improve and extend footpaths and cycleways/access to the countryside												
Difficulties accessing leisure facilities												
Barriers to volunteering/getting involved in the community												
TRANSPORT												
High traffic volumes												
Speeding												
HGVs												
Road noise/pollution												

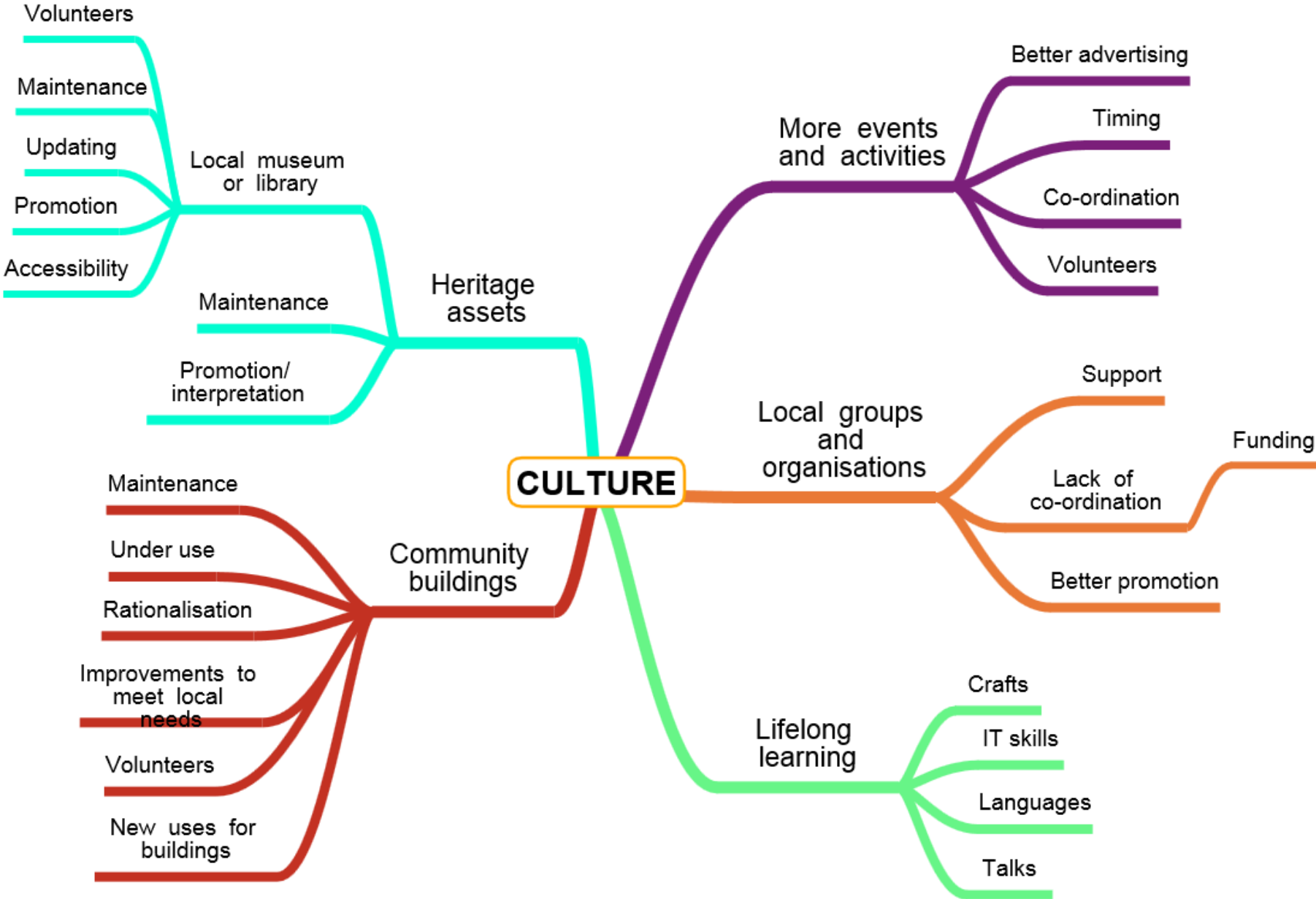
THEME/ISSUE	Braydon*	Broad Town	Clyffe Pypard	Cricklade	Latton	Lydiard Millicent	Lydiard Tregose*	Lyneham	Marston Meysey*	Purton	Tockenham	Royal Wootton Bassett
Lack of maintenance of roads and pavements		●			★			●	★		★	
Lack of maintenance of verges and hedgerows					★							
Need more passing places											●	
Road signage												
Lack of dropped kerbs												
Lack of parking/parking hotspots/parking on pavements		★						●				
Lack of bus services/improvements needed												
Support for re-opening rail station												
Reliance on public/community transport in absence of a car												
Lack of awareness of community transport alternatives												
YOUR COMMUNITY												
Lack of/loss of local shops								●				
Lack of pub		★	★									
Lack of/loss of post office								●				
Lack of a community hub					★							
Competition from nearby settlements												
Improvements needed to important community facilities											★	
Fear about loss of/importance of supporting key community facilities e.g. local school/pub etc.		●										
Communication: Lack of information/too much information/lack of co-ordination/information arrives too late								●				
Lack of community engagement in			★									

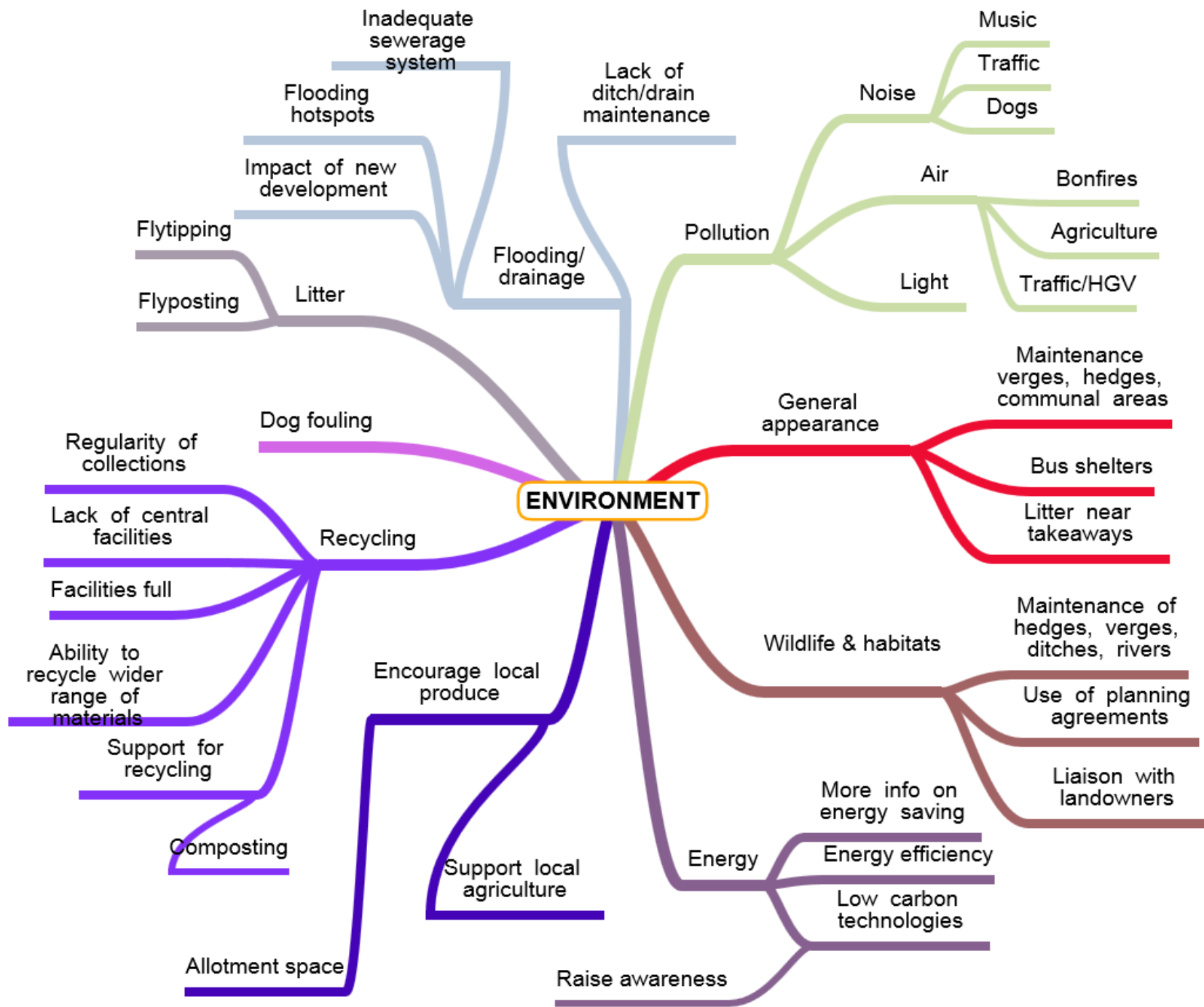
APPENDIX B: Issue mapping – a summary of issues raised by plans in the Community Area by theme





CULTURE





HEALTH & WELLBEING

Barriers to healthcare

- Lack of available NHS dentists
- Doctors
- Hospitals
- Pharmacies

Difficulties

- Transport
 - Lack of direct buses
 - Ill health or mobility
- Parking
- Capacity
 - Long waiting times
 - Over subscribed
 - Catchment area
- Knowing who does what

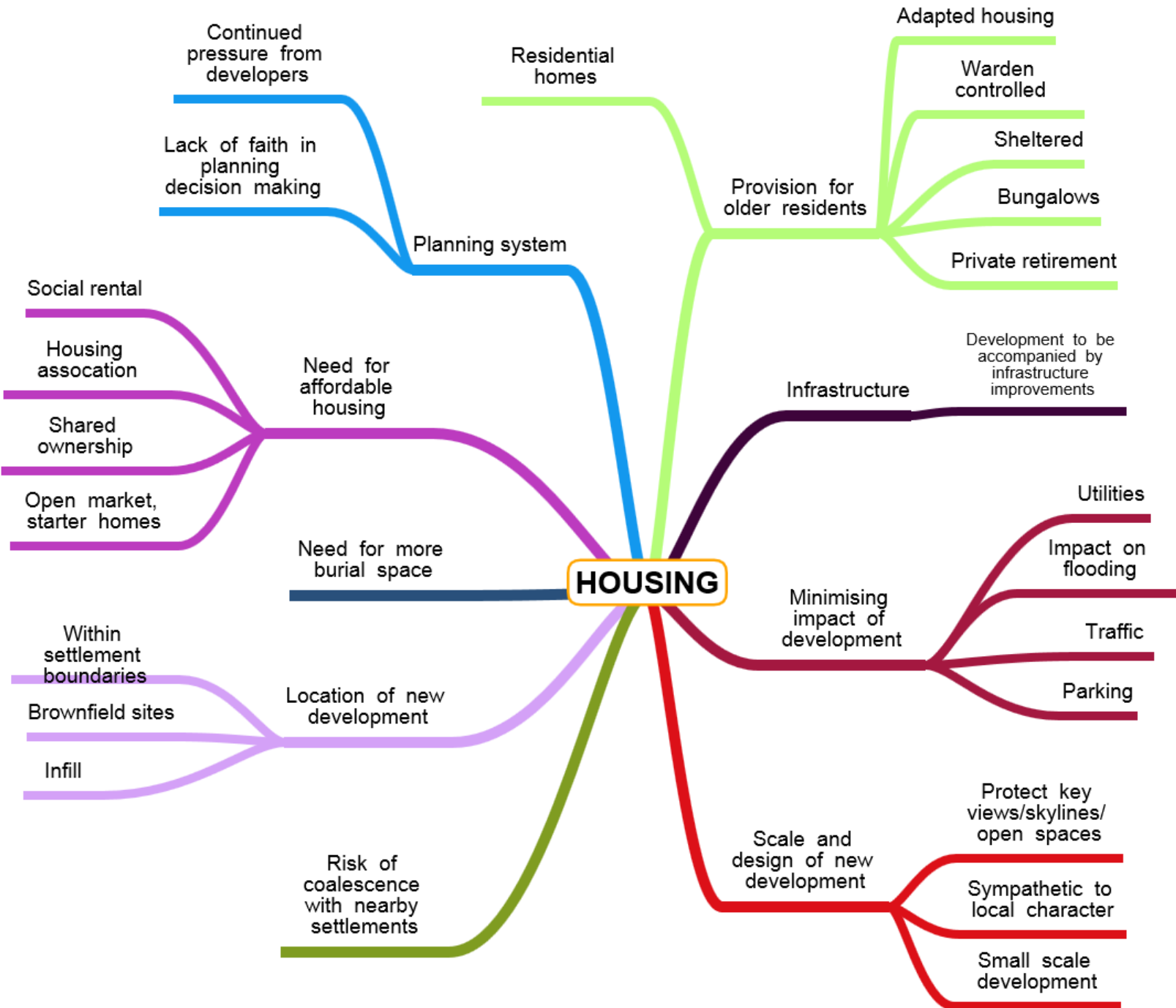
Emergency provision

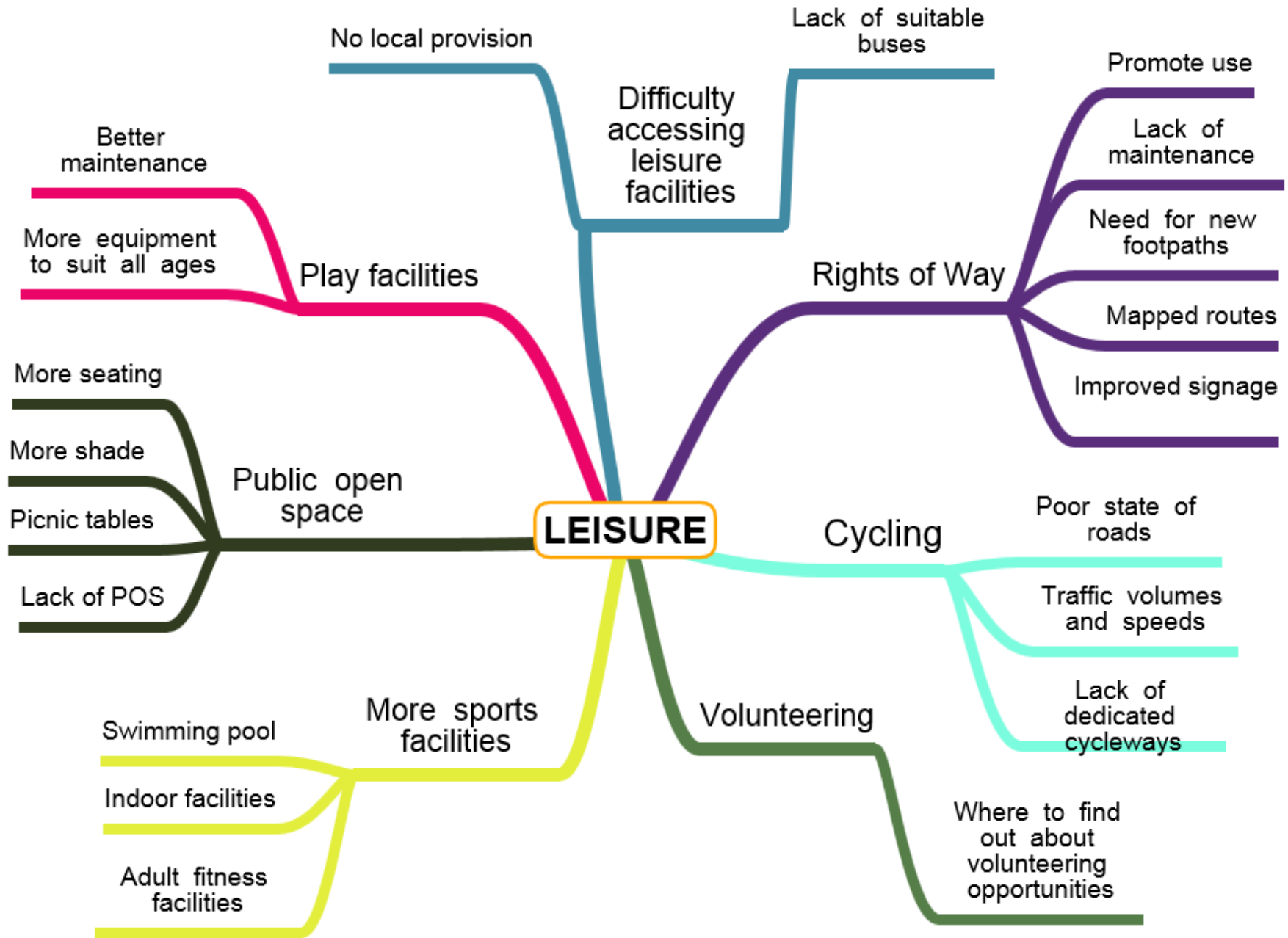
- Local first aiders
- Defibrillators

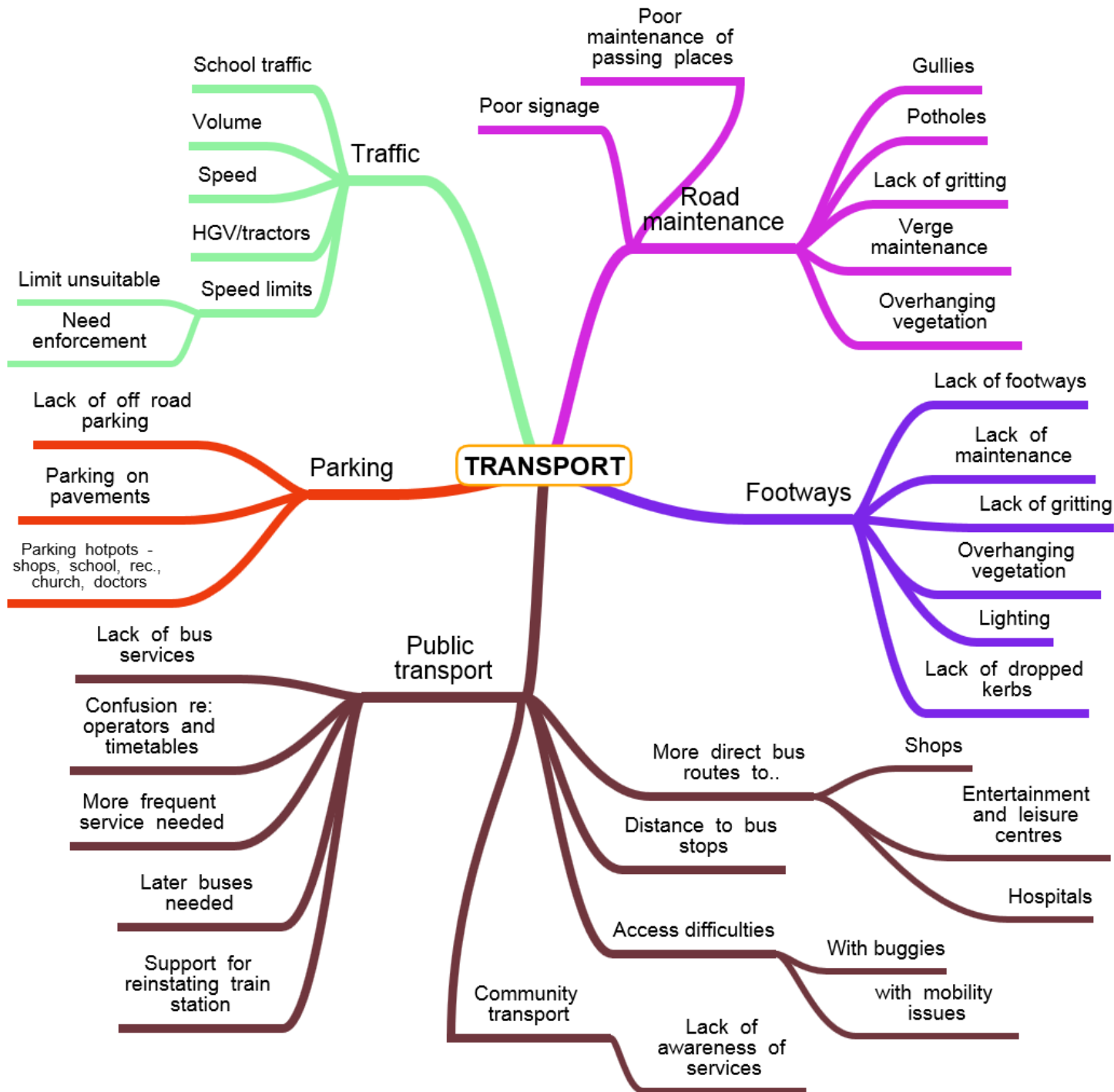
Older people

- Lack of local care facilities
- Concern about loss of existing facilities

HOUSING







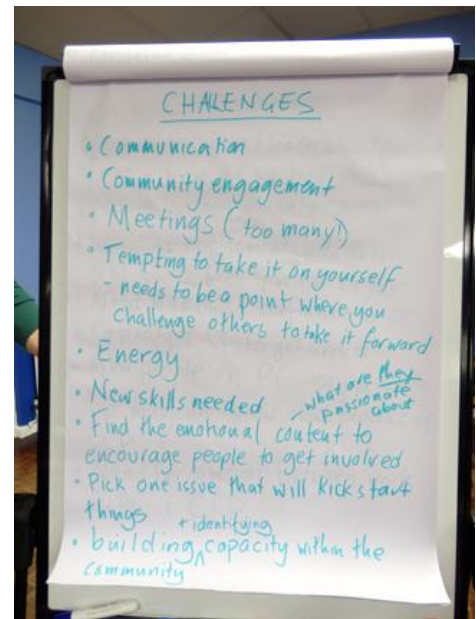


APPENDIX 3: On the Shelf?: A short report

In the lead up to the *Bringing it all Together* event we advertised a series of four workshops entitled *On the Shelf? Converting Plans into Action*. In the months leading up to these events, a number of community led plan groups had identified concerns about how to ensure that their plans would be implemented. The aim of these workshops was to discuss these concerns and to the groups some of the tools that they would need to take their plans forward.

Three of the four workshops went ahead, attended by a total of 24 participants from Cricklade, Lyneham and Bradenstoke, Clyffe Pypard, Royal Wootton Bassett and Tockenham. The participants were a mix of members of community led plan steering groups and representatives from local town and parish councils.

Although we developed a structure for each workshop, it remained flexible, to enable participants to bring their issues and concerns to each session. The participants' main concerns about implementation included:



Converting plans into action

- How do we ensure the plan doesn't sit on the shelf?
- Now that the plan is completed work has stagnated – how do we move it forward?
- How do we maintain impetus?

Putting a structure in place for implementation

- What are others putting in place to support implementation of their plans?
- We probably need to pick one issue to kick start implementation (2 respondents)

Communication

- How do we feed our achievements back to our community?
- Now we have completed the plan we need further communications with the community
- We need to get our communications right in order to engage our community in implementation

Community engagement

- How do we re-engage the community – consultation fatigue!
- Difficulties in getting and keeping volunteers (3)
- Effective communication and engagement (3) – especially young people
- Too many meetings – community fatigue!
- If we are to get people involved, we need to find out what they are passionate about
- How do we widen engagement to those people that haven't been involved so far? (2)

“It's tempting to take everything on yourself – there needs to be a point at which you challenge others to help take it (the plan) forward”

Resources/capacity

- Lack of resources – time and capacity
- Energy (lack of)
- New skills needed (for implementation stage)
- How do we identify and build capacity in our community?

- Need co-ordination, leadership, driving force – how do we find these people?

Role of the Parish/Town Council

- We need to ensure that our Parish Council gets involved/supports implementation
- What is the role of the Parish Council in helping to take things forward?
- There are new people on our Parish Council. It could be an opportunity, but some may not know about the process of community led planning
- Need for cohesion between the work of the community led plan group and the Parish Council

Adopting the plan

- As a local council we felt that we could not adopt the plan as some of the actions identified were out of our direct control.

Relationship with other plans and activities

- How does the plan fit with other initiatives e.g. our work on the neighbourhood plan?

“Sticky” issues

- How do we tackle actions that are out of our direct control (2)?
- Issues from previous plans still haven't yet been tackled
- How do we deal with those tricky issues (i.e. ongoing issues that don't seem to ever get resolved?) (2)
- We need to understand why something has gone wrong – why it is not happening
- We have concerns about how to take some of our projects forward

Coping with community changes

- Our community is going through lots of changes. How can these be built into a review of the plan?

We shared with the groups some of the structures that communities have put in place to support the implementation of their plans.

Many of the groups recognised that, now that they have published their plans, they needed to re-engage with the wider community to view the results, agree priorities for action and discuss their next steps on implementation. They recognised that new energy and skills may be needed to take projects forward and so they needed to widen involvement and bring in new volunteers.

Many saw challenges in attracting those volunteers – getting beyond the same familiar faces - and reported a lack of capacity, particularly in smaller communities, to take projects forward. We discussed some of the sources of support and lessons learnt from other groups on attracting and keeping volunteers, identifying the skills needed and building capacity within the community.

We discussed the role of the local council, initially as an active partner and champion in the development of the plan. It is then generally asked to adopt the plan once it is completed. As the established, elected body it is often also asked to take on co-ordination and monitoring of the implementation plan, although ideally this is still done in collaboration with the wider community.



Most plans identify actions for the local council, actions for the community and actions that you will need the help of others to achieve. By adopting a community led plan, the local council is not committing to deliver every action itself. It is demonstrating that it has read and understood the views of the community and is committed to work with others on the implementation of the plan.

Action plans should be realistic and achievable. However, they may contain longer term aspirations – things that may not be achievable in the short term. The plan can be used to influence other agencies to undertake action by demonstrating community concerns, evidencing need and showing community support for a particular course of action. In some cases further research and evidence gathering may be needed to understand the underlying issues and strengthen the case for action. In others, alternative solutions may need to be negotiated.

All plans should be subject to monitoring and review. Action plans are living documents and may need to change to reflect changing circumstances. Ideally, changes are made with ongoing community consultation.

Towards the end of each workshop, participants were invited to choose topics to discuss in more detail from:

- community engagement/volunteer recruitment
- understanding issues
- influencing for success
- networks and communication
- community leadership
- collaboration and partnership working

The resources from these sessions will be posted on our website in due course. All CLP groups in the community area will be sent a link to those resources.



WILTSHIRE COUNCIL

**ROYAL WOOTTON BASSETT & CRICKLADE AREA BOARD
DATE 26TH NOVEMBER 2014**

COMMUNITY ASSET TRANSFER

Land at Marlowe Way, Royal Wootton Bassett

Executive Summary

This report deals with an application for the transfer of land at Marlowe Way, Royal Wootton Bassett to Royal Wootton Bassett Town Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider a transfer of land at Marlowe Way, Royal Wootton Bassett to Royal Wootton Bassett Town Council.

Reasons For Proposal

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

Recommendation

To approve the transfer.

John Price

Estate Officer, Asset Management & Corp Building Programme

COMMUNITY ASSET TRANSFER

Land at Marlowe Way, Royal Wootton Bassett

Purpose of Report

1. The Area Board is asked to consider the transfer of land at Marlowe Way, Royal Wootton Bassett (see plan attached at Appendix 1).

Background

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

The proposal before the Area Board

6. Royal Wootton Bassett Town Council (RWBTC) has been offered a sculpture and needs land on which to site it. A suitable location on Wiltshire Council land has been identified and it is considered that the most appropriate way of dealing with the matter is for Wiltshire Council to transfer the land edged red on the plan to RWBTC in accordance with the Community Asset Transfer policy.
7. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Councillor Mary Champion, the local member, has been appraised.

The views of Council officers

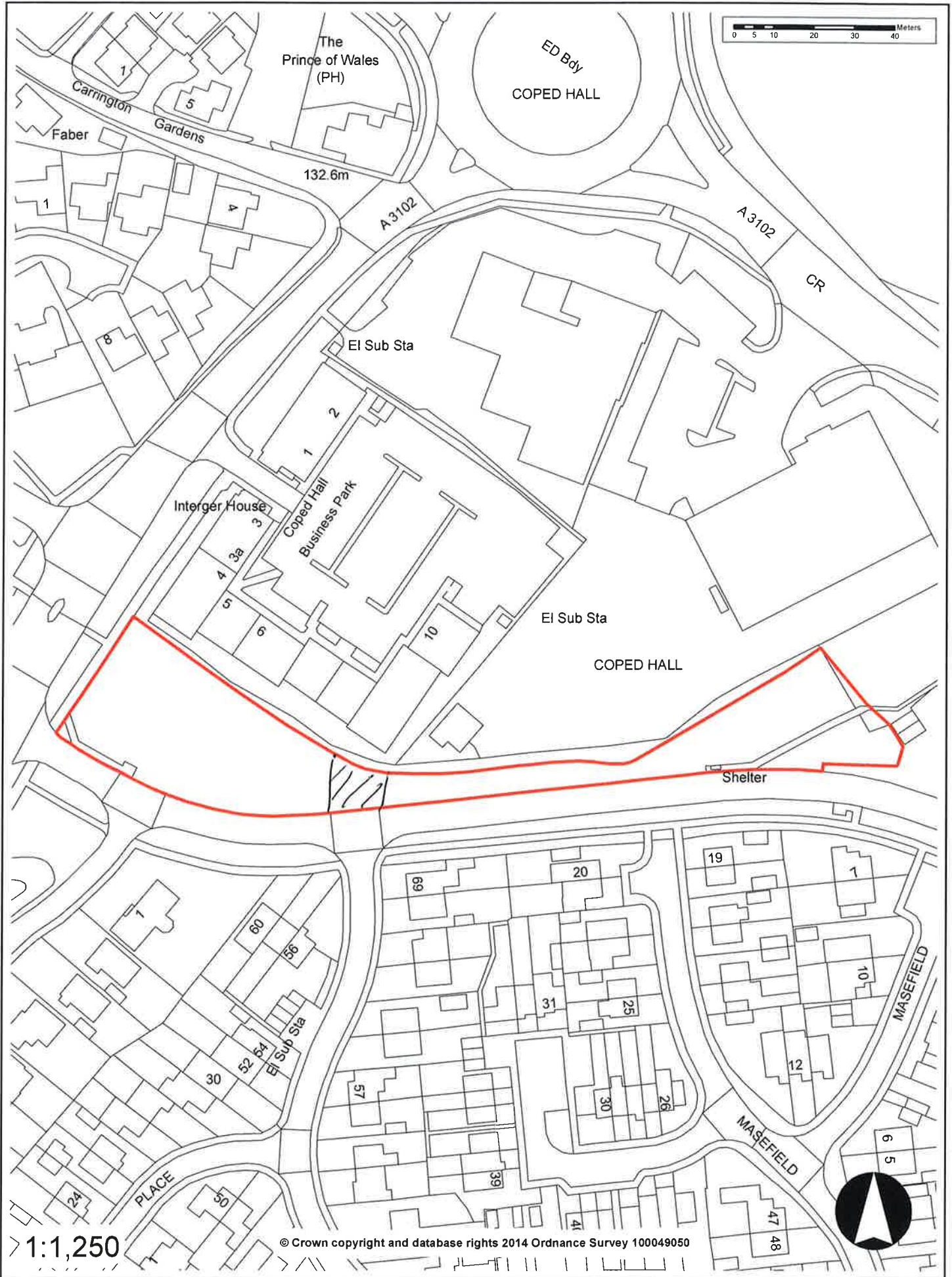
8. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
9. The land forms part of a collection of areas of open space in the adjoining housing estate.
10. As the land is open space the disposal will have to be advertised in the local paper. RWBTC will be required to bear the cost of this.
11. The transfer will be subject to any conditions which may be imposed in the deeds, which have not been checked.
12. There is an easement to R J Leighfield & Sons Limited permitting them to lay a foul sewer and surface water drain at Marlowe Way. The locations of these pipes have been checked prior to committing to a specific location for the sculpture and are shown at Appendix 1.
13. The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.

Recommendation

14. To approve the transfer.

John Price

Estate Officer, Asset Management & Corp Building Programme



1:1,250

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Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 26 November 2014
Title of Report	Investing in Our Community

Purpose of Report

To ask councillors to consider the following:

- To note the area board budget and funding criteria for 2014/15
- Lyneham Village Hall – requests £1,246 towards a new central heating boiler
- Broad Town Village Hall – requests £380 towards the re-production of an historic parish map
- Royal Wootton Bassett Friends of Guiding – requests £1,750 towards new toilet including disabled facilities
- Royal Wootton Bassett Orchestra – requests £760 towards conductor’s podium, music stands and lights
- To note inter-meeting spending - £28 room hire and £125 refreshments
- To note the area board current budget balances.

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 Grants Guidance 2014/2015](#).
- 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.
 - The area board will prioritise funding to projects relating to priorities chosen by the board according to the What Matters to You? event held in March 2014, having identified them as top areas for community and area board attention during the coming year.
- 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 have emphasised that they do 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. Access to the online grants application process is [here](#).
- 1.6. Funding will be considered at every area board. There are 5 funding rounds remaining during 2014/15. Deadlines for receipt of funding applications are as follows:
 - 11 June 2014 for consideration at 23 July 2014 area board meeting
 - 20 August 2014 for consideration at 24 September 2014 area board meeting
 - 22 October 2014 for consideration at 26 November 2014 area board meeting
 - 10 December 2014 for consideration at 21 January 2015 area board meeting
 - 4 February 2015 for consideration at 18 March 2015 area board meeting.

- 1.7. Royal Wootton Bassett & Cricklade Area Board has been allocated a capital budget of **£47,392.98** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£8,804.64** in 2014/15.
- 1.8. Within the capital budget, £2,500 capital is ring-fenced for digital literacy grants of up to £500 each.
- 1.9. Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2014/15 of **£16,626**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.

Background documents used in the preparation of 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 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.

3. Environmental & Community Implications

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

4. Financial Implications

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

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

8. Applications for consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Royal Wootton Bassett Friends of Guiding	New toilets including disabled facilities	£1,750 capital

- 8.1.1. The application meets the Community Area Grant criteria 2014/15.
- 8.1.2. The Friends wish to refurbish the toilets which are over 40 years old incorporating disabled access and improving the health and safety standards of the Guide Hut.
- 8.1.3. The Guide Hut provides the space for Girlguiding volunteers to run 11 units which cater for girls aged 5 - 26 years old. The hall is used every week day evening by a minimum two units.
- 8.1.4. There are 280 members of Girlguiding RWB. The organisation aims to provide a safe girl-only environment to help members develop personally and make a positive contribution to their community and the wider world.
- 8.1.5. The refurbishment helps to address the lack of youth facilities throughout the Northern community, improve disabled access to the guide hut and the ability for inclusion of all girls to Girlguiding RWB.
- 8.1.6. The total cost of this project is £3,500 – this grant represents 50% of the total project cost. The balance of funding comes from the organisation's reserves and fundraising.

Ref	Applicant	Project proposal	Funding requested
8.2.	Lyneham Village Hall	New central heating boiler	£1,246 capital

- 8.2.1. The application meets the Community Area Grant criteria 2014/15.
- 8.2.2. Lyneham Village Hall has been undergoing an extensive renovation programme. The unexpected failure of the existing boiler was not factored into the costs of this programme.
- 8.2.3. The village hall has been able to maintain the heating system using the existing boiler but can't supply any hot water which limits hiring of the hall.

8.2.4. The total cost of this project is £3,126 – this grant represents 40% of the costs and the balance of funding required will come from a Landfill Communities Fund.

Ref	Applicant	Project proposal	Funding requested
8.3.	Royal Wootton Bassett Orchestra	Conductor's podium, music stands and lights	£760 capital

8.3.1. The application meets the Community Area Grant criteria 2014/15.

8.3.2. Royal Wootton Bassett is a multi-generational community orchestra run by volunteers with a sole income source of players' subs.

8.3.3. The orchestra contributes to the town's cultural activities.

8.3.4. The orchestra took part in Wiltshire's Big Pledge by holding a Saturday Open Rehearsal, recruiting several younger people and provided a free of charge performance. The orchestra also works with other local groups including WBLOS, The RWB Choral Society, and have a cup to present at the RWB Music Festival.

8.3.5. The increasing size of the orchestra (particularly young people) and joint working with other groups has led to a need for additional equipment.

8.3.6. If granted, RWB Orchestra is willing to loan the new resources to other community groups.

8.3.7. The total cost of this project is £970 – this grant represents 22% of the total project cost. The balance of funding for the project will be found from reserves.

Ref	Applicant	Project proposal	Funding requested
8.4.	Broad Town Village Hall	Reproduction of an historic parish map	£380 capital

8.4.1. The application meets the Community Area Grant criteria 2014/15.

8.4.2. The village hall have an 1890 Parish Map, 6' x 6' printed on cotton/linen backed paper, which is too fragile and large for permanent display. The committee wish to obtain a digital copy of the map and have a 1400mm x1400mm Diabond (aluminium and fibre glass composite) sign made for display on the front wall of Broad Town Village Hall.

8.4.3. The consultations carried out for the Parish Plan and for the emerging Neighbourhood Plan showed a desire to better establish a village identity for Broad Town. This project, showing the heritage of the village, will help meet this need as well as be of interest to villagers and visitors.

8.4.4. The total cost of this project is £480 – this grant represents 20% of the total project cost. The balance of funding for the project will be found from reserves.

9. Inter-meeting spend

The following amounts were paid from the area board revenue budget:

- Emergency Planning Workshop 23 September 2014 Buffet Supper - £125
- CATG 10 July 2014 Room Hire - £28

10. Area Board Budget Balances

Community Area Grants, Digital Literacy - Capital	£39,906.98
Revenue	£8,591.64
Community Area Transport Group	£3,300 approx

Appendices	Appendix 1 – individual grant applications and supporting details
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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	Julia Densham Community Area Manager Tel: 01249 706496 Mobile: 07766 603962 E-mail: julia.densham@wiltshire.gov.uk
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Grant Applications for Royal Wootton Bassett & Cricklade on 26/11/2014

ID	Grant Type	Project Title	Applicant	Amount Required
967	Community Area Grant	Lyneham Village Hall new oil central heating boiler	Lyneham Village Hall	£1246

Submitted: 09/10/2014 17:22:22

ID: 967

Current Status: Application Appraisal

To be considered at this meeting:

26/11/2014 Cricklade

1. Which type of grant are you applying for?

Community Area 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?

Lyneham Village Hall new oil central heating boiler

6. Project summary:

Our present central hating boiler has reached the end of its life. Our plumber has managed to make repairs so that we have heating in the Hall, but no hot water. Please see below for further explanation and information.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Lyneham

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

SN15 4PE

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

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2014

Total Income:

£3538.36

Total Expenditure:

£3355.26

Surplus/Deficit for the year:

£183.10

Free reserves currently held:

(money not committed to other projects/operating costs)

£00.00

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

The current Management Committee has been in post a little over 12 months. Unfortunately, the previous Management Committee did not set up a Reserve Fund to pay for items such as a new central heating boiler. The failure of the boiler has come as quite a blow to the Management Committee as we have made considerable efforts over the past year to bring the Hall up to standard, including complete redecoration carried out by Community Payback Scheme using paint we purchased from our limited funds. We also paid for a necessary deep clean from our own funds. Grant funding was obtained for two additional radiators (Area Board) new window blinds (Parish Council) minor building works (Parish Council). The final project to make the Hall fit for purpose is to purchase new upholstered chairs. We have submitted a grant application to the Community Landfill Fund (CFL) for grant funding towards this and the Area Board has granted £925 towards this capital cost. We are very grateful for all the grant funding we have received, but it will be all for naught if we cannot afford to purchase the new central heating boiler.

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

10b. Project Finance:

Total Project cost		£3126		
Total required from Area Board		£1246		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
New boiler and fitting	3126		CFL grant funding	£ 1880
Total		£3126		£1880

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

All residents of Lyneham and Bradenstoke will stand to benefit. If we are unable to replace the central heating boiler, the Village Hall will have to close during the winter months. This will affect our income from hirings and would also have an adverse effect on the fabric of the building. This facility will be greatly missed as we currently have 9 regular users, most weekly, who will have to find alternative accommodation for their groups to meet. Lyneham has suffered already from the closure of RAF Lyneham, in that community facilities on the base were lost due to the closure. It is not anticipated that these facilities will become available again with the new occupant due to security reasons.

14. How will you monitor this?

By increased use of the Hall and increased hire fees. We currently have 9 regular users of the Hall, mostly weekly but some monthly. Lyneham Village Hall is the only Hall that has a stage and, once we have purchased the new, more comfortable chairs, we hope to attract a drama group and to show films on a regular basis. However, heating will be essential to continue to give users a good experience of the Hall. A new boiler may be more economical to run and may help to make the Hall warmer. Users constantly complain of the Hall being cold in the winter months. It is unfortunate that gas is not available at this end of the village, so we have no choice but to use oil for our heating fuel.

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

This will not apply as this is one off capital expenditure.

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):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

978	Community Area Grant	Broad Town Parish map	Broad Town Village Hall	£380
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Submitted: 27/10/2014 10:26:03

ID: 978

Current Status: Application Appraisal

To be considered at this meeting:

26/11/2014 Cricklade

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?

Broad Town Parish map

6. Project summary:

We have an 1890 Parish Map which is 6' x 6' printed on cotton/linen backed paper. It is fragile and too large for permanent display in the village. We wish to obtain a digital copy of the map and have a 1400mm x1400mm Diabond (aluminum and fibre glass composite) sign made for display on the front wall of Broad Town Village Hall. The digital copy will be held by the Village Hall Management Committee and can be made available to interested parties, including the School.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Wootton Bassett East

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

SN4 7RL

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2013

Total Income:

£7347.00

Total Expenditure:

£4463.00

Surplus/Deficit for the year:

£2283.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£721.83

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

Although we had a surplus last year of income over expenditure we have had to replace the water heater in the Hall and effect repairs to the roof in the last few months. The above figure is the amount in our current account as at 25th September and is necessary for day to day running costs.

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

10b. Project Finance:

Total Project cost		£480		
Total required from Area Board		£380		
Expenditure (Itemised £ expenditure)		Income (Itemised income)	Tick if income confirmed	£
Photography & artwork	180	Free Reserves	yes	100
Sign printing	240			
Total	£420			£100

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?

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

The consultations carried out for the Parish Plan (adopted by the Parish Council in May 2011) and for the emerging Neighbourhood Plan showed a desire to better establish a village identity for Broad Town. We believe this project, showing the heritage of the village, will help in this, as well as be of interest to villagers and visitors alike. The digital copy will ensure the information is preserved for future generations.

14. How will you monitor this?

Speaking to villagers/visitors on an informal basis. Village Hall meetings are held every 6 weeks and are open to the public. Parish Council meetings are held monthly and public questions/comments are invited before every meeting.

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

N/a

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):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

965	Community Area Grant	Royal Wootton Bassett Guide Hut - New Toilets	Royal Wootton Bassett Friends of Guiding	£1750
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Submitted: 08/10/2014 22:52:36

ID: 965

Current Status: Application Appraisal

To be considered at this meeting:

26/11/2014 Cricklade

1. Which type of grant are you applying for?

Community Area 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?

Royal Wootton Bassett Guide Hut - New Toilets

6. Project summary:

Royal Wootton Bassett Friends of Guiding runs the Guide Hut in R.W.B. which provides the space for Girlguiding volunteers to run 11 units which cater for girls aged 5 - 26 years old. The hall is used every week day evening by at least two units if not three. We are requesting a grant to help with the cost of the complete refurbishment of the original toilets which are over 40 years old. Supplying disabled access and improving the health and safety standards of the guide hut.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Wootton Bassett North

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

SN4 8AD

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

Children & Young People

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2013

Total Income:

£3339.27

Total Expenditure:

£2393.36

Surplus/Deficit for the year:

£945.91

Free reserves currently held:

(money not committed to other projects/operating costs)

£2507.89

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

We cannot fund this project from our reserves due to the cost of the project being much higher. We also need to keep a certain amount of our reserves ring fenced for emergency expenditure.

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

10b. Project Finance:

Total Project cost		£3500		
Total required from Area Board		£1750		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Supply and fit flooring, 2 toilets (1 disabled), 2 sinks, 3 doors, disabled rails and alarm	3500	Our reserves	yes	1500
		Fundraising		250
Total	£3500			£1750

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?

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

The project will benefit the 280 members of Girlguiding R.W.B. who provide a safe girl only environment to help members develop emotionally, mentally, physically and spiritually, so that they can make a positive contribution to their community and the wider world. The complete refurbishment of the guide hut toilet facilities will help with the area boards aim to develop the lack of youth facilities throughout the Northern community and will improve the disabled access to the guide hut and the ability for inclusion of all girls to Girlguiding R.W.B

14. How will you monitor this?

We will know the project has been a success when the current girlguiding meetings can continue to happen on the weekday evenings and at other times as the toilets will have been updated and the facilities will be in safe and accessible condition.

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

Not applicable

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.

974	Community Area Grant	Royal Wootton Bassett Orchestra Concert Equipment	Royal Wootton Bassett Orchestra	£760
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Submitted: 20/10/2014 17:18:26

ID: 974

Current Status: Application Appraisal

To be considered at this meeting:

26/11/2014 Cricklade

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?

Royal Wootton Bassett Orchestra Concert Equipment

6. Project summary:

The orchestra is needing replacement music stands for concerts, together with stand lights, and a conductor's podium. The orchestra is growing in size, especially with young people and seeks to present a professional appearance and provide further opportunities to engage with the local community.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Wootton Bassett North

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

SN4 8EN

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

Children & Young People

Arts, crafts and culture

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2013

Total Income:

£3568.73

Total Expenditure:

£3092.53

Surplus/Deficit for the year:

£476.20

Free reserves currently held:

(money not committed to other projects/operating costs)

£6272.35

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

The orchestra receives no funding from any sources other than from the players, who pay yearly subs. From our funds we need to pay for our rehearsal venue, concert venues, music, insurance, PRS fees, guest players (as often we don't have enough brass, double bass players etc), promotional materials and to keep enough in reserves. Reserves are needed to allow for continued increased costs in all the above, while trying to keep subscription costs low so that those in the community feel able to join us, for example, we have concessionary rates to encourage young people/students and can waive subs for those in exceptional circumstances. It also enables us to keep a reasonable ticket price for the local community.

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

10b. Project Finance:

Total Project cost		£970		
Total required from Area Board		£760		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Conductor's Podium	280			
20 music stands	360			
15 stand lights	120			
Conductor's Stand	210	Our reserves	yes	210
Total	£970			£210

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?

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

Royal Wootton Bassett is a community orchestra. Our conductor is from within Wiltshire and gives his time and abilities freely. Orchestra members pay yearly subs - this is our only source of income. For more information about the orchestra, visit our website:

<http://www.rwbo.org.uk/> We actively encourage young people in the community to join us.

This enables them to engage with a very wide age range of people in RWB, gain valuable

skills for their CVs and experience playing in a complete symphony orchestra. We strive to be a local orchestra that RWB can be proud of and to contribute to the town's cultural activities, engaging the whole community both as participants in the orchestra and within the audience. We continue to look for opportunities to engage with the local community, and recently took part in Wiltshire's Big Pledge, by having a Saturday Open Rehearsal. Through this we recruited several younger members of the community and provided a free of charge performance for the local community. We now hope to make this a yearly event. We have also joined forces with many other local groups e.g. WBLOS, The RWB Choral Society, and have a cup to present at the RWB Music Festival. We would like to provide a children's concert so that they can experience an orchestra and wide range of instruments in action. In order to continue to cope with the increasing size of the orchestra (particularly young people), and to be able to put on concerts jointly with other community groups (thus having a larger ensemble for our conductor to conduct) we are now in need of: additional and replacement music stands, additional and replacement music stand lights, a conductor's podium. New music stands and stand lights will benefit all the orchestra - our current stands are in need of repair and currently are mismatched (as the photos on our website testify) with members often having to substitute them with their own. Having new ones will promote a professional appearance to the community. It will also benefit those who currently do not have music stands (e.g young people). Stand lights will enable us to make better use of lighting for our concerts to enhance the audience's experiences, and also help those in the orchestra who have visual difficulties or are unable to afford their own lights. For more efficient and effective conducting of larger ensembles, our conductor would benefit from a podium so that all members of the orchestra can see him, thereby enhancing the members' experience and the audience's. This will enable us to provide the community with low cost concerts of a well presented orchestra that they can be proud of. We would be happy to loan these resources to other community groups if the need arose.

14. How will you monitor this?

We will seek and make a note of feedback from members of the audience as well as those that play in the orchestra and other community groups that join with us for concerts. We will keep a record of groups that borrow our resources. The orchestra will continue to add to the membership, numbers adding concerts, and range/number of opportunities to work jointly with other community group and in the community.

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

N/A

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

N/A

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.

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	26 November 2014
Title of Report	Small Scale Transport and Highway Improvement Schemes – Recommendations from Royal Wotton Bassett & Cricklade Community Area Transport Group (CATG)

Purpose of Report

- To note actions contained within these meeting notes
- To note discussions relating to new issues and existing priorities
- Remind town/parish councils that a contribution of 20-30% is requested towards CATG schemes (with the exception of substantive schemes)

1. Background

- 1.1. In 2014/2015 Royal Wootton Bassett & Cricklade Area Board was allocated a discretionary budget of £14,204 for the assessment and selection of small scale transport schemes to be progressed in the community area. The funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.2. Royal Wootton Bassett & Cricklade area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues / schemes with the support of highways officers and make recommendations to the area board. The means by which the public and parishes can identify issues for consideration to the RWB&C CATG is primarily via the [area board community issues process](#)
- 1.3. The membership of the RWB&C CATG comprises of RWB&C Area Board councillors and a nominated parish council representative from each parish or town council. Nominations for 2014/15 are identified below.

Division	Area Board	Nominated representatives
Cricklade & Latton	Bob Jones	John Coole (Cricklade TC) Graham Blunden (Latton PC) Simon Ballard (Marston Meysey PC)
Lyneham & Bradenstoke	Allison Bucknell	Veronica Stubbings (Broad Town PC) Marion Kent (Clyffe Pypard PC) Richard Bullock (Lyneham&Bradenstoke PC) Diana Kirby (Tockenham PC)
Purton	Jacqui Lay	Ray Thomas (Purton PC)
RWB North	Mary Champion	
RWB East	Mollie Groom	Dean Cobb (Lydiard Millicent PC) Peter Willis (Lydiard Tregoze)
RWB South	Chris Hurst	Mike Farrow (RWB TC)

- 1.4. Further information about how the CATGs operate can be found at <http://www.wiltshire.gov.uk/catg-area-boards-practice-papers.pdf>.
- 1.5. Individuals who have submitted issues being discussed by the CATG are also invited to attend CATG meetings as observers.
- 1.6. All issues referred to RWB&C CATG will be assessed and scored to assist members of CATG to prioritise projects.
- 1.7. A condition of progressing schemes relies on parish councils consulting locally and demonstrating community support for schemes. They are also asked for a contribution of 20-30% towards the cost of schemes. Town/parish councils are reminded to consider this when setting their precepts. The exception of the 20-30% contribution applies to substantive schemes. The area board members may use their discretion regarding contributions.
- 1.8. RWB&C CATG last met on 2 October 2014 and will next meet on 10 February 2015.

2. Recommendations from CATG and other information

- 2.1. The area board is asked to note and approve actions and recommendations of the 2 October 2014 RWB&C CATG meeting contained in Appendix 1. These are available from the [RWB&C area board pages](#) of the council's website.
- 2.2. The balance on 2 October 2014 was £3,300.

3. Environmental & Community Implications

- 3.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community.

4. Financial Implications

- 4.1. RWB&C Area Board approved the recommendation of the CATG that town/parish councils should contribute 20-30% to all schemes. An exception being substantive schemes.
- 4.2. All decisions must fall within the funding allocated to RWB&C Area Board.

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. The schemes recommended to the area board will improve road safety for all users of the highway.

Appendices	Appendix 1 – RWB&C CATG Action Notes 2 October 2014
Report Author	Julia Densham, Community Area Manager Tel: 01249 706496 Mobile:07766 603962 E-mail: julia.densham@wiltshire.gov.uk

Community Area Transport Group - Notes

2 October 2014

Notes of this meeting were taken by Julia Densham

Attendees:

Parish Representatives:

Graham Blunden (Latton Parish Council), Dean Cobb (Lydiard Millicent), John Coole (Cricklade Town Council), Diana Kirby (Tockenham Parish Council), Veronica Stubbings (Broad Town Parish Council), Ray Thomas (Purton Parish Council)

Wiltshire Councillors:

Bob Jones (BJ) (Chair), Mary Champion (MC), Chris Hurst (CH), Jacqui Lay (JL)

Officers:

Steve Hind (SH), Spencer Drinkwater (SP), Malcolm Beavan (MB), Julia Densham (JD)

1. Apologies

Allison Bucknell (AB) and Mollie Groom (MG) (Wiltshire Council), Simon Ballard (Marston Meysey PC), Mike Farrow (RWBTC) and Marion Kent (Clyffe Pypard PC)

2. Matters arising from 10 July 2014 meeting (other than contained in the agenda)

None

3. RWB&C CATG Budget 2014-15

SH reported that there was approximately £3,300 remaining in the CATG budget due to differences between estimated costs and actual expenditure.

4. Update on approved schemes in progress

Hook – Issue 2282 - road markings and splitter island

SH reported that the safety audit was underway.

Action: SH to report to MG when the scheme has been received by Balfour Beatty

Lydiard Green – Issue 2015 – footway

SH reported that the drainage issues were unresolved. Danny Everett (Highway Project Manager) was considering installing chambers under the maintenance budget.

Action: SH to chase Danny Everett on resolution of the flooding issue

Purton – Issue 1731 - zebra crossing

The scheme has been further delayed by a week.

Purton – dropped kerbs and tactile paving

SH reported that this scheme would be implemented at the same time as the zebra crossing above.

Lydiard Millicent – traffic calming at Stone Lane

SH reported that there had been no progress on this scheme.

Broad Town – Issue 3038 - traffic calming

SH reported that the design was underway. Veronica Stubbings asked if they would be ready by 13 October in time for their next parish council meeting.

Action: SH to send completed drawing to Veronica Stubbings as soon as possible

C70 Hayes Knoll Lane – Issue 1734 - speed limit reduction

SH reported that the Traffic Road Order had been advertised. The meeting was asked to consider how unclassified roads might be impacted by speed limit changes when they make their requests. The meeting also asked how roads with faster speed limits can be assessed.

Action: JD to find out how high speed roads can be assessed

Post-meeting note: 'The Malmesbury CATG met on 7 October when they agreed not to support the C70 speed limit review which falls in the Malmesbury community area, which was raised by RWB&C CATG. This is in line with the decision made earlier in the year by Malmesbury CATG regarding the C class roads review.'

C415 RWB to Broad Town (in part) – Issue 2935 / Issue 3038 - speed limit reduction

SH reported that the Traffic Road Order was to be advertised within the next two months.

Purton, Peak / Reids Piece/ High St to Reids Piece estate roads – 20mph limit

SH reported that he was awaiting confirmation from Purton Parish Council in support of this scheme.

Action: Ray Thomas to pursue with parish council

Post-meeting note: confirmation has been received and forwarded to SH.

5. Issues approved for initial officer assessment

B4069 / Bradenstoke junction – Issue 3136 - proposed footway with dropped kerb

The Chairman requested that this issue was held over until the next meeting as there was no parish representative present.

Purton, Manor Hill – Issue 1732 - footway improvement

The Chairman requested that this issue was held over until the next meeting as further information was required.

Action: SH to send highways boundary maps to Purton Parish Council

Tockenham – Issue 2574 - footpath request

Diana Kirby agreed that this issue was to be closed due to the large costs involved for the scheme.

Action: JD to close issue

6. Issues awaiting CATG consideration

Lydiard Millicent, Washpool / Common Platt - Issue 2762 / Issue 3565 - traffic calming / mini roundabout

Dean Cobb agreed that this issue was to be closed until more information regarding the S106 agreement was known.

Action: JD to close issue

Bradenstoke, C124 - Issue 1860 - road safety review

The Chairman requested that this issue be held over to the next meeting as there was no parish representative present.

RWB, High Street - Issue 3111 - footpath request

This issue required agreement from several private landowners to give up land to create the footpath. This was not a viable CATG proposal so it was agreed that the issue would be closed.

Action: JD to close the issue

Action: CH to explain the decision to the person who submitted the issue

Broad Town, Broad Town Hill – Issue 3326 - request for HGV weight limit

This issue had just been passed to SD who agreed to look into it.

Action: SD to report to the next meeting on the possibility of the request

Cricklade, Calcutt Street - Issue 2342 - HGV traffic

The outcomes of the independent survey were required before any action could be taken.

Action: John Coole to chase the survey results and send to SD

Cricklade, High Street – Issue 3329 - Clock to Gas Lane – continually cracking pavements

The meeting agreed that this issue would be sent to Peter Binley (Head of Highways Asset Management and Commissioning) to consider.

Action: MB to send issues to Peter Binley and report results to JD and John Coole

Cricklade, Calcutt Street – Issue 3328 - North side, bus stop to Horsefair Lane - road surface and pavement collapse

The meeting agreed that this issue would be sent to Peter Binley (Head of Highways Asset Management and Commissioning) to consider.

Action: MB to send issues to Peter Binley and report results to JD and John Coole

Cricklade, High Street (north) – Issue 3336 - additional bollards North end of the High Street

The meeting agreed that this issue would be sent to Peter Binley (Head of Highways Asset Management and Commissioning) to consider.

Action: MB to send issues to Peter Binley and report results to JD and John Coole

RWB, Wood Street – Issue 3413 - footpath request for wheel chair user

Chris Hurst agreed that he would take some photos so that meeting could better understand the issue.

Action: CH to bring photos to the next meeting

RWB, Sheridan Avenue – Issue 3464 - request for bollards

The meeting requested some photos to better understand the request.

Action: MB agreed to take photos of the location and to discuss with MC

RWB – Issue 3448 - dropped kerbs in various locations

SH will undertake an initial officer assessment and report to the next CATG meeting.

Action: JD to send the issue to SH

7. Issues in Progress

Cricklade / Purton, C70 Hayes Knoll Road - Issue 1814 - HGV weight limit request

SD reported that this request had been added to the freight assessment list. Several approaches would be explored before a limit could be considered. The location would be reassessed annually.

RWB, Wood Lane / Queen Street - Issue 2471 - HGV weight limit request

SD reported that this request had been added to the freight assessment list. Several approaches would be explored before a limit could be considered. The location would be reassessed annually.

Purton, Mouldon View - Issue 2847 - Pedestrian crossing

The meeting was advised that the crossing would be installed when the tenth house on the new estate was occupied. It was agreed that this issue could now be closed.

Action: JD to close the issue

8. C/UC speed limit reviews

Lyneham, A3102 - Issue 3127 - speed limit review

The meeting agreed that it was not possible to accurately assess this issue until RAF Lyneham was fully occupied again. The meeting therefore agreed to close this issue until further information was available.

Action: JD to close the issue

RWB, Bincknoll Lane - Issue 1887 - speed limit review

As there was no representative from the RWB Town Council present, CH agreed to take it to the next RWB council meeting to confirm their continued support for this request in line with CATG's decision not to support any new speed limit reduction requests. If supported this issue would be placed before the next area board meeting for a decision.

Action: CH to confirm RWB Town Council's support for this request

Action: Subject to RWB Town Council's support, JD to add to the next area board agenda

Purton, C414 - Issue 3061 - speed limit review

SH reported that this section of road could not be considered for a 20mph speed limit. It was agreed that Ray Thomas would discuss it at the next parish council meeting and bring the issue back to the next CATG meeting.

Action: Ray Thomas to consider the issue further with the parish council

Lydiard Tregoze, Hook to Coped Hall - Issue 3059 - speed limit review

There was no parish representative present so no report was made.

9. 20mph requests (please note that all requests should be registered via the online issues system)

Royal Wootton Bassett – Longlease junction to New Road junction

Only the section from Wood Street to Borough Fields was feasible. The next section requested was downhill and was not feasible to be considered for a 20mph speed limit.

Action: CH to discuss the issue further with RWB Town Council to find out what it is that they wish to achieve more specifically

Cricklade – Bath Rd/West Mill lane junction to include Culverhay area

Discussions with GreenSquare had been successful and they would take on the issue.

10. Minor signing requests

Purton – direction signs to schools

The signs had not yet been installed.

SH to chase and report to the parish council

Lyneham – various roads – village name signs

There was no parish representative present to make a report.

11. SID Programme

The Chairman reported that it was now possible to operate a Community Speed Watch group in a 20mph speed limit.

JD reported that a new rota was to be issued shortly showing the the SID locations and timescales for the next few months.

Action: JD to circulate the email referring to the operation of CSW in 20mph speed limits

Action: JD to circulate the new SID rota when it becomes available

12. Any other business

Graham Blunden said that there had been repeated delays about the consultation period for the new weight limit at Latton. He accepted that delays occurred but requested better communication about why the delays were occurring.

Action: SD agreed to send an update to Graham and the Chairman.

Dean Cobb expressed his thanks to MB for the road surfacing that had been successfully completed at Lydiard Millicent.

Veronica Stubbings requested better information about the Network Rail road closures. Joanne Heal (Network Manager) was considered the first point of contact.

Action: JD agreed to send the contact details to Veronica

John Coole wanted to know how to expedite the request for waiting restrictions at North Wall.

Action: JD agreed to send the contact details to John

Diana Kirby said there had been a sign in the hedge for nearly a year and needed re-erecting.

Action: JD agreed to send this to Mark Stansby as an issue raised at CATG

JL raised the issue of Swindon metro-counts and whether the information could be shared with Wiltshire Council. Jacqui also asked if any action could be taken about the road safety of Whiddon Bridge. This was considered too expensive a scheme for CATG.

Action: SD agreed to contact Swindon Borough Council and make the request

The Chairman requested that the Wiltshire Councillors bring a list of outstanding highways issues to the next ABC meeting.

Action: All Wiltshire Councillors

13. Date of next meeting: tbc

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Royal Wootton Bassett
Date of Area Board Meeting	26 th November 2014

Headlines/Key successes

- Road closure, Royal Wootton Bassett High Street on Friday 5th December from 15.00 hrs. – 21.30 hrs. for the switching on of the Christmas Lights and the Christmas Lights and Shopping Event. Please join us for our annual event.
-
- We welcome two new members of staff to the team. Naomi Coleman joined our Administrative team in October 2014 and Stephen Chadwick joined our Grounds team in November 2014.

Projects

- Voluntary Work - The ancient Row-de-Dow footpath was cleared during a single day's hard work by 18 volunteers from SITA UK on 7th October 2014. Litter and vegetation was cleared and the team also built a footbridge. Our sincere thanks to SITA for their efforts and to the Area Board for a grant awarded to Royal Wootton Bassett Town Council that supported the project.
-
- No further bookings are being taken for room hire at the Civic Centre, Station Road from 23rd December 2014. Royal Wootton Bassett Town Council hopes to market the property in January 2015.
 - A Community Resilience Plan is currently being put together and members of the public are being asked to get involved. A form has been devised to let us know how members of the community can or would like to help in the event of an emergency or major event. Completed forms should be returned to the Town Council office by 4th December 2014. A copy of the form is available on our website and Facebook page and can also be provided upon request.

Update for Royal Wootton Bassett & Cricklade Area Board

Forthcoming events/Diary dates

- Christmas Lights and Shopping Event, Friday 5th December 6.00 pm – 9.00 pm. The High Street will once again be filled with stalls, Santa will be in his grotto, and all the family can enjoy various entertainment and activities. The lights will be switched on at 6.00 pm.
-
-

Signed:

Date: 13 November 2014

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Cricklade Town Council
Date of Area Board Meeting	26 th November 2014

Headlines/Key successes

- The resignation of Cllr Hema Jain-Brar in September prompted a by-election which was held on 6th November. Peter Colmer has been elected as the new councillor. There was a good turn out with 19.77% (660) of the electorate voting. People may remember Peter as a former Town and Wiltshire Councillor.
- Two very well supported events took place on Remembrance Sunday: A parade down the High Street to the War Memorial, followed by a church service and a second outdoor service at the Blakehill Cairns on the disused airfield, attended by representatives from local military groups and the Honorary Colonel of 437 (T) Sqn “the Huskies” of the Royal Canadian Air Force. A further Armistice Day service was held at the war memorial attended by the local school children.

Cricklade has been presented with a beautiful oil painting by the Cricklade Art Group which recently hosted a special exhibition as part of the World War One commemorations. Ron Holmes, a local artist, has donated this painting, which depicts the 2013 service at the War Memorial, to the town and it will be officially received by the council at its next meeting, however it has been on display for all to see.

- Two recent community events: Children from a local primary school participated in the Big Tidy Up, part of the Keep Britain Tidy Campaign, and filled 6 large bags of rubbish from 2 public spaces in the town. Children from our pre-school helped plant a new hedge on Armistice Day, supported by members of the Royal British Legion.
- Time Capsule
The Town Council contributed contents to a time capsule to be laid at the end of the month and opened in 100 years, to mark the success of the recent Jenner Hall refurbishments. Interesting to provide information on what the town is like now and think about what might change over the coming decades.

Projects

- The Neighbourhood Planning Working Party have recruited a new member (Lesley Cowley), said good bye to another member (John Harmer to whom the group is very grateful for his support over the past 3 years) and been very busy behind the scenes designing a questionnaire for receiving views from the public, following a large public engagement event last year. It hopes that the responses will be analysed in December and the group can focus its resources into drafting

Update for Royal Wootton Bassett & Cricklade Area Board

the plan in the early part of 2015.

Forthcoming events/Diary dates

- There are many events in Cricklade and it is not possible to list them all here, but please have a look on the website and Facebook as daily posts are added for activities and events, which are not just aimed at residents but things for families to do at the weekends. www.cricklade-tc.gov.uk
- Cricklade is now a member of Visit Wiltshire and receives a wide range of leaflets for activities in and around the area. Leaflets on local walks, the Heritage Trail and the local Towns and Villages Trail are all stocked so please pay a visit to our offices.
- The Cricklade Walking Group, part of Get Wiltshire Walking, often has more than 30 walkers on a Friday morning and a smaller group on a Tuesday evening, who enjoy a walk around the area and refreshments. If you would like to join them please contact rosie.golding@wiltshire.gov.uk in the first instance. Walks start at 9.30am on Fridays from the council offices; Tuesdays at 6.30pm from the Leisure Centre. Supervised groups, led by qualified walking coaches, cater for a range of abilities.
- Our Cricklade Cinema Club recently won a commendation in the Cinema For All national awards. The group continues to go from strength to strength and with the grant awarded by the Area Board have been able to buy a permanent screen. Their Spring Season will be announced on the website www.crickladecinema.org.uk
- Cricklade Community Christmas Lights Switch on – Saturday 29th November at 6pm
- Cricklade Leisure Centre Christmas Quiz – Friday 12th December at 7.30pm
- Cricklade Bloomers Christmas Wreath Making – Saturday 13th December from 9.30am in the Jenner Hall

A Merry Christmas to all the residents within the
Royal Wootton Bassett and Cricklade Area Board

Signed: Charlotte Rogers-Jones

Date: 14th November 2014



Wiltshire Council:

Terms of Reference for the Royal Wootton Bassett and
Cricklade Older People's Accommodation Task Group

v1 July 2014

Contents

- 1. Background**
- 2. Objectives**
- 3. Membership**
- 4. Chair**
- 5. Roles and Responsibilities**
- 6. Confidentiality**

These Terms of Reference were adopted on 17 September 2014

1. BACKGROUND

- 1.1. This document is the Terms of Reference for the above mentioned Task Group.
- 1.2. This Task Group is constituted as a sub group of the Area Board and the representatives on the group are people nominated through the Area Board.

2. OBJECTIVES

- 2.1. The Task Group's objectives are as follows:
 - To consider the accommodation needs of older people across the Royal Wootton Bassett and Cricklade Community Area. This should also include the specific needs of Purton and Lyneham.
 - To consider the affordable and open market housing needs of older people and to look at all forms of accommodation that may be appropriate, including extra care housing and residential care.
 - To identify a suitable location[s] for any development, working with all relevant parties to secure its viability.
 - To ensure that the community have an opportunity to understand and inform the development of older people's housing.
 - To provide a consultative voice for local people and to reflect service user views and opinions.
 - To ensure the development and its associated facilities meets the needs of local community.
 - To support the integration of the development[s] with local services, including working with the local COBs on the development of the Campuses.
 - To work alongside other Groups that are looking at older people's accommodation in the area, such as the Cricklade Extra Care Working Group.
 - To ensure that the nature of the development is reflective of person-centred services.
 - To promote interest in the scheme within the community and for the Task Group members to act as local champions for the scheme.

- To support the Area Board and report progress at regular intervals.

3 MEMBERSHIP

- 3.1 Membership of the Task Group will be determined locally but could consist of a selection of the following:
- 3.1.1 Local Unitary Members from across the Community Area.
 - 3.1.2 The Wider Community [such as representatives of older people]
 - 3.1.3 Church Leaders
 - 3.1.4 Health / GP representative
 - 3.1.5 Voluntary Sector representative
 - 3.1.6 Town Council representatives
 - 3.1.7 Shadow COB representatives
 - 3.1.8 Wiltshire Council officers
- 3.2 The Members may be changed but the Task Group must be informed.
- 3.3 If a member representative fails to attend 3 consecutive meetings of the Task Group, the Full Members may vote to remove that member representative from the Group;
- 3.4 Sub-groups of the Task Group (consisting of up to 6 people) may be formed to take forward specific elements due to the need to progress various elements within a timely fashion. However, progress reports will be submitted to the full Task Group to ensure continued involvement and engagement.
- 3.5 Volunteers for sub-groups will be sought from the Task Group members and the membership of each sub-group will be approved and ratified by the Area Board.

4 CHAIR

- 4.1 Upon establishment of a Task Group, a chairman will be nominated and seconded by the members.
- 4.2 In the event that the chairman is absent, a council representative will chair the meeting.

5. ROLES AND RESPONSIBILITY

The Task Group is responsible for:

- 5.1 The strategic direction and planning of services, including:
- 5.1.1 Developing a strategic view of the accommodation needs of older people across the Community Area;

- 5.1.2 Agreement of the development / implementation plans for each service within the remit of the Task Group;
- 5.1.3 Promoting and supporting the development / implementation plans to the community.
- 5.1.4 Ensuring that the views of the community are expressed and properly represented.
- 5.1.5 Development of partnership working between the community, the developer, the Council and key stakeholders.
- 5.1.6 Ensure that the area board is kept informed of the progress at periodic intervals

5.2 The Role of Wiltshire Council

- 5.2.1 The Council will retain overall responsibility for the delivery of this project, including the definition of service delivery and appointment of partner organisations.
- 5.2.2 Certain decisions may be required to be taken by formal Council committees due to delegated authority restrictions. Task Group members will be informed of this on a case by case basis as they arise.

5.3 Task Group (Governance Structure)

- 5.3.1 This Task Group forms part of the consultation process and will meet once at least quarterly, although the frequency may be increased at key stages of the project.
- 5.3.2 Any Member of the Task Group may ask the Chairman to include an item on an agenda for a meeting provided that such a request is made at least 4 days in advance of the meeting at which it will be discussed;
- 5.3.3 The content and order of items on the agenda and the amount of time allocated to each one will be set at the discretion of the Chairman.
- 5.3.4 The Council will provide administrative support for these meetings, which will include assistance with arranging meeting times / venues and the production of minutes.

5.4 Recording and Reporting

- 5.4.1 Minutes will be taken at each Task Group meeting and used as a record of the meeting.

5.4.2 The minutes will be written up and circulated to all members within 10 working days of the meeting.

5.4.3 All minutes will be approved at the next meeting by the members and the chair.

5.4.4 Minutes and reports from the Task Group will be submitted to the Chair of the Area Board on a regular basis.

6 CONFIDENTIALITY

6.1 Whilst most information provided by the Council, other participants or partners will be non-confidential in nature, there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, requests may be made for certain information or items to be confidential. Should any participant be unable to respect this request, they must absent themselves from the meeting prior to discussion and consideration of the relevant item.