

AGENDA

Meeting: WARMINSTER AREA BOARD AND HEALTH FAIR
Place: Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: Thursday 6 November 2014
Time: 2.00pm

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

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

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

Refreshments and networking opportunities will be available from 1:30pm.

Please direct any enquiries on this Agenda to Jessica Croman , direct line 01225 718262 or email jessica.croman@wiltshire.gov.uk or Jacqui Abbott (Warminster Community Area Manager), on 07771 844 530 or email jacqui.abbott@wiltshire.gov.uk

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

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

Wiltshire Councillors

Andrew Davis (Vice-Chairman)

Fleur de Rhé-Philippe

Keith Humphries

Christopher Newbury (Chairman)

Pip Ridout

Warminster East

Warminster Without

Warminster Broadway

Warminster Copheap and Wylde

Warminster West

Items to be considered**Time**

Please note these timings are approximate only

The following stands will be available for browsing from
1.30pm

Anybody Can Cook

Safe Places

Public Health

Carers Support

Cornerstone

Warminster wobble

Warminster rambles

Bobby Van

Leisure Active

Good Neighbours

plus many more....

- | | | |
|----|---|---------------|
| 1. | Chairman's Welcome and Introductions | 2pm |
| 2. | Apologies for Absence | |
| 3. | Declarations of Interest | |
| | To receive any declarations of disclosable interests or dispensations granted by the Standards Committee. | |
| 4. | Minutes (Pages 1 - 6) | |
| | To approve and sign as a correct record the minutes of the meeting held on 11 September 2014 (<i>copy attached</i>). | |
| 5. | Chairman's Announcements (Pages 7 - 30) | 2.05pm |
| | The Chairman will introduce the Announcements included in the agenda. | |
| | <ul style="list-style-type: none">• Car Parking Review• Positive Activities for Young People• Carriage Improvement Works Programme - Westbury | |
| 6. | Better Care Plan - Presentation and Talk | 2.10pm |
| 7. | Your Local Issues (Pages 31 - 32) | 2.40pm |
| | An update from the Community Area Manager and leaders of the groups working on existing issues. | |
| | If you would like to raise an issue please contact the Warminster Community Area Manager, Jacqui Abbott on 07771 844 530 or jacqui.abbott@wiltshire.gov.uk or report the issue on the Wiltshire Council Website by using this link or https://forms.wiltshire.gov.uk/area_board/index.php . | |
| | The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor. | |
| 8. | Area Board Budget for Local Youth Network | |
| | To receive verbal updates and to agree specific funding for the start-up costs and other expenditure of the LYN from the budget held by the Area Board. | |
| 9. | Community Area Transport Group (Pages 33 - 34) | |
| | To agree proposed projects and funding. | |

10. **Updates from Partners** (*Pages 35 - 42*)

To receive updates from any of the following partners:

- Wiltshire Police
- Wiltshire Fire and Rescue Service
- Warminster and Villages Community Partnership
- Town and Parish Councils Nominated Representatives
- Local Youth Network

Some written updates have been received and are included in this agenda.

11. **Area Board Funding - Community Area Grants** (*Pages 43 - 50*)

To consider the applications for funding from the Community Area Grants Scheme.

12. **Future Meeting Dates - Area Board Close**

3pm

The next meetings of the Warminster Area Board will be on:

- **8 January 2015 – Warminster Civic Centre**
- **5 March 2015 – Warminster Civic Centre**

Close of Meeting

Following the close of the Area Board meeting there will be an opportunity to attend a Dementia Awareness session from 3pm to 4pm and /or to view the stands at the health fair until the close at 5pm.

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: 11 September 2014
Start Time: 7.05 pm
Finish Time: 8.10 pm

Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) jessica.croman@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Pip Ridout, Cllr Andrew Davis (Vice Chairman), Cllr Keith Humphries,
Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Jessica Croman – Democratic Services Officer
Jacqui Abbot – Community Area Manager
Imogen Dallimore – Community Co-ordinator
Sandra Samuel – Youth Development Co-ordinator

Town and Parish Representatives

Warminster Town Council – Heather Abernethe
Chitterne Parish Council – Mike Lucas
Longbridge Deverill and Crockerton Parish Council – Caroline Sawyer

Partners

Wiltshire Police

Total in attendance: 20

<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 Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Phil Jefferson • Barry Pirie • Mike Franklyn
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The Minutes of the previous meeting held on 3 July 2014 were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr Davis declared a non pecuniary interest in the grant application from St. Lawrence Chapel.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>Changes to the Electoral Register</p> <p>The Chairman drew attention to the announcement contained within the agenda pack which explained the changes to the electoral register.</p> <p>Wiltshire Fire & Rescue Service – Consultation</p> <p>The Chairman drew attention to the announcement contained within the agenda pack which gave details of the current consultation.</p> <p>Health Fair</p> <p>The Chairman informed those present that the next Area Board meeting on the 6 November would begin at 1.30pm and would include a Health Fair.</p> <p>Army Re-basing</p>

	<p>The Chairman drew attention to the announcement which had been placed on the tables which provided an update on the Army re-basing programme. It was noted that Warminster would not be affected by the re-basing programme.</p>
6.	<p><u>Your Local Issues</u></p> <p>The Community Area Manager introduced her report including new issues since the last meeting, on-going issues and those since resolved.</p> <p>The report was included as part of the agenda pack.</p> <p>An update was provided on a complaint raised at the previous meeting about the Bore Hill Farm Biodigester. It was noted that previously there had been an issue with smells when the storage tanks were being unloaded and that this had now been rectified. Information previously provided from a Freedom of Information request had been out of date as on re-investigation the Environment Agency reported that they had no concerns. The Environment team at Wiltshire Council would be monitoring to identify any further issues. Bore Hill Farm encouraged any one with problems to speak with the owners at Bore Hill Farm as soon as the issues arises in order for them to be resolved promptly.</p>
7.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p>Police</p> <p>It was noted that numbers had been disappointing and that two new officers have been appointed to the area.</p>
8.	<p><u>Community Messaging - Mike Davidson and Inspector Webb</u></p> <p>Mike Davidson the NHW Community Area Coordinator, gave a presentation on community messaging. It was noted that the service was now live in four areas including Warminster. The service involved the emergency services being able to send messages directly to those who have signed up to the messaging service about incidents in their areas.</p> <p>Members of the public, business owners and neighbourhood watch schemes were able to sign up for community messaging via kiosks at local events or via the internet at www.wiltsmessaging.co.uk.</p> <p>Questions were asked if the service would include the surrounding villages of Warminster and it was confirmed that the villages would be included.</p>

9.	<p><u>Positive activities for young people - Sandra Samuel and Jacqui Abbott</u></p> <p>Sandra Samuel (Community Youth Officer from 1st October 2014), and Jacqui Abbott (Community Area manager), gave a presentation on the positive activities for young people giving information on the Local Youth Network.</p> <p>It was noted that young people would have a greater influence on the local provisions they need. The Community Youth Officer would be visiting all of the local clubs and groups to build connections and understanding of the current provisions in-order to signpost youths when needed.</p> <p>Questions were asked about the vulnerable and the dangers of missing people in the community. It was noted that plans were still being put into place and that they would work hard to not let anyone go unrecognised.</p> <p>Some groups expressed their concerns and explained that they felt as if they would be assessed. They were informed that the role would be to build knowledge around what groups/ clubs already exist and to sign post youths in the right direction.</p> <p>The Area Board would be playing an active role and would be allocated money to fund youth activities.</p>
10.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2014/15 Community Area Grant funding:</p> <p>Decision St Lawrence Chapel was awarded £4200 towards altar panelling to commemorate the Great War.</p> <p>Reason This application met the grant criteria 2014/2015 and had match funding.</p> <p>Decision West Wilts Railway Users Group was awarded £978 for Warminster railway planters.</p> <p>Reason This application met the grant criteria 2014/2015.</p> <p>Update Mr Carpenter of the Corsley Memorial Playing Field gave a presentation which informed the Area Board on what the group had achieved with funding they had received.</p>

	The Chairman thanked Mr Carpenter for his feedback.
11.	<u>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</u> There were no suggestions.
12.	<u>Future Meeting Dates</u> The next meeting would involve a health fair on the 6 November 2014, 1.30pm at the Warminster Civic Centre.

This page is intentionally left blank

Warminster Area Board & Health Fair

Thursday 6 November
Warminster Civic Centre

This meeting will focus on
health care in Wiltshire

Health Fair drop in 1.30pm – 5.00pm
Area Board 2pm – 3pm
Better Care Plan 2.10pm
Dementia Awareness workshop 3pm

Join us for a health MOT, advice,
healthy eating giveaways and
*free 7 day leisure centre
membership*

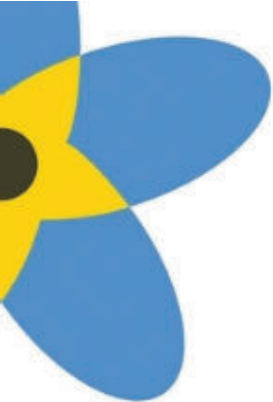
We look forward to seeing you

For further information:

Email: jacqui.abbott@wiltshire.gov.uk

www.warminster.ourcommunitymatters.org.uk

This page is intentionally left blank



Creating dementia friendly communities... ...with one million Dementia Friends

Dementia Friends gives people an understanding of dementia and the small things you can do that make a difference – please join us.

Date

Start time

End time

Duration

Venue

Wheelchair accessible?

Other information

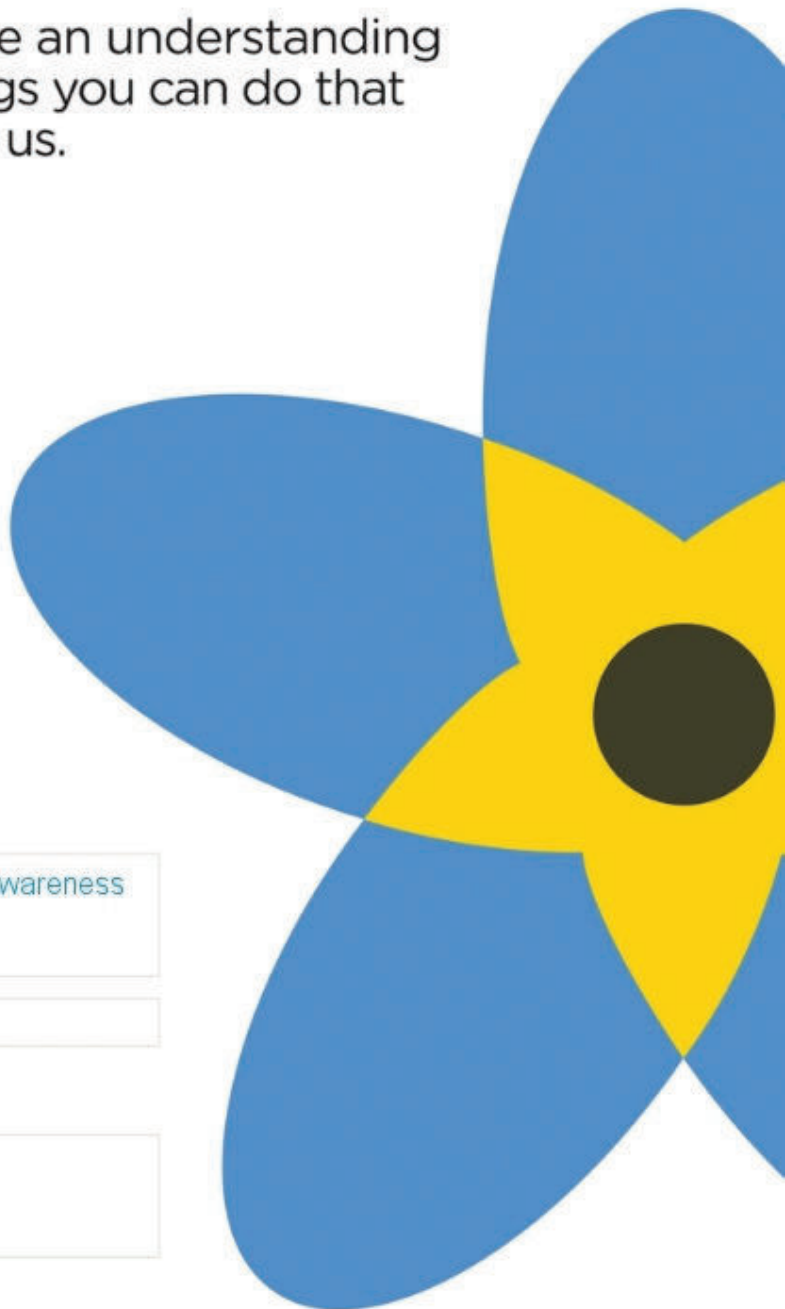
Name

Contact details

 dementiafriends.org.uk

 @DementiaFriends

 /DementiaFriends



This page is intentionally left blank

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

This page is intentionally left blank

Community Area Board Chairman's Announcement

Service : Children's Services / Communities

Further Enquiries to: James Fortune / Steve Milton

Date Prepared: 08 September 2014

Direct Line: (01225) 713341 / (01722) 434255

For the attention of: Area Board Chair's; Democratic Services Officers; Community Area Managers

Implementing a community-led model for youth activities

Introduction

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.

The new model 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.

This briefing provides members with an update on progress and next steps to support implementation.

The current youth service offer

The council's open access youth work offer comes to an end during September in preparation for the commencement of the community-led model on 01 October 2014.

As in previous years, during the school holidays, normal youth work provision was largely replaced with a summer programme, where youth workers focused on providing planned activities.

Community Youth Officers have been appointed in fifteen of the eighteen Area Board areas, with further interviews planned for the remaining posts on 16 September. In addition, three Youth Support Workers have now been recruited to provide 1:1 support to vulnerable young people from October.

For information about current youth work activity and Community Youth Officer appointments, please contact Kevin.Sweeney@Wiltshire.gov.uk

Youth Centre Property Asset Review

The change to the way the youth service is delivered has triggered the need to review the property asset status of the youth centres. This work is currently underway and a further update will be provided to Area Board Chairs in due course.

The council has a vast range of equipment which has been used by young people ranging from games consoles to pool tables. A comprehensive inventory of this equipment has been made on a community area basis and will be made available to voluntary and community sector youth activity providers, subject to Area Board approval.

For information about youth centre buildings or to enquire about the use of any Wiltshire Council owned property asset in connection with the delivery of the new model please contact propertyassets@Wiltshire.gov.uk

Positive activities for young people with Special Educational Needs and/or Disabilities (SEND)

To date, additional staff support has been provided by the council's youth work team to enable young people with SEND to access mainstream positive activity provision. This has taken the form of nine 'bridging projects' which offer weekly/evening, centre-based youth work sessions. 'Bridging Projects' are available in Chippenham, Devizes, Durrington, Malmesbury, Marlborough, Pewsey, Salisbury, Tisbury, Trowbridge and Warminster. Some are well attended whilst others have benefited a more limited number of young people.

'Bridging projects' are part of a much broader and comprehensive range of short breaks and leisure activities that are available to children and young people with SEND.

Going forward children and young people with SEND will continue to have access to a broad range of short breaks and leisure activities provision. In addition, young people with SEND will have access to community based youth activities and it will be important that Area Boards ensure positive activity provision is inclusive and takes into account the needs of all vulnerable groups.

From October, community-led positive activity clubs will be provided in Salisbury and Tisbury. Barnardo's have been commissioned to provide a youth activities service in other areas across the county. Further information on these services will be made available within the next few weeks and the council is working closely with the Wiltshire Parent Carer Council to manage these changes.

Support for Community Area Boards

Area Board briefings

All Area Boards have been offered an initial face to face briefing on the changes, with sixteen having taken place to date.

Each Area Board has delegated authority, a devolved budget and 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.

Community Area Boards will work within the council's policy as set out in the Leaders Guidance which covers issues such as safeguarding, equalities and the use of resources. A 'Positive Activities Toolkit' will also be available which provides a 'how to do it', 'step by step' guide for developing and delivering provision. The toolkit will be released to Community Youth Officers and Community Area Board Managers shortly.

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.

One of the early tasks of the LYN will be to work with young people to identify local priorities informed by the needs identified within the Community Joint Strategic Assessment for the area. This will provide Area Boards with a clear direction in terms of youth activities and spending.

To enable Area Boards to satisfy themselves and the local community that budgets are being targeted appropriately, a new system for monitoring the impact of youth activities will be introduced with regular reports to the LYN and Area Board.

Leader's Guidance & Local Youth Network (LYN) Terms of Reference

Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks have now been issued by the Leader of the Council (attached). Area Boards are required to read and adopt these documents, as well as commence work to establish their LYN.

Funding providers to deliver positive activities

Community Area Boards will be able to fund providers to deliver positive activities via a grants process and/or procurement exercise.

A specific grant funding scheme for positive activities has been developed, which will be included in the 'Positive Activities Toolkit'. In addition, a catalogue of positive activity providers is currently being developed and will be ready in November for those areas which wish to follow the procurement route and enter into more formal contractual arrangements with providers.

Workshops

A number of workshops have been organised for Area Board members, Community Youth Officers and Community Area Managers. Area Boards are encouraged to nominate one or more members to attend one of the following sessions:

Monday 22 September 1:30pm till 5:00pm, Council Chamber, Monkton Park, Chippenham

Monday 29 September 5:00pm till 8:00pm, Alamein Suite, City Hall, Salisbury

Monday 06 October 9:30am till 1:30pm, Council Chamber, County Hall, Trowbridge

Please e-mail Sukhvir.Kaur@Wiltshire.gov.uk to book places for your Area Board.

The workshops will focus on the Leader's Guidance, Local Youth Network Terms of Reference and 'Positive Activities Toolkit'. This will include taking participants through the grant funding and procurement processes as detailed above.

A market development event for voluntary and community sector providers who are interested in delivering positive activities has also been arranged for **Tuesday 30 September**. This will provide organisations with information about the community-led model, along with detail of how to apply for grants and join the positive activities catalogue of accredited providers. Organisations who are interested in attending this event can use the e-mail address above to book a place.

For further information please contact:

James Fortune (Lead Commissioner Childrens Services) 01225 713341

Steve Milton (Head of Community Governance) 01722 434255

This page is intentionally left blank

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.

This page is intentionally left blank

Chairman's Announcement

Carriageway improvement works programmed along the A350 in Westbury

These works have been separated into two categories. The first will be an improvement scheme involving reconstruction and resurfacing of the carriageway, footway & kerbing works, drainage repairs, replacement of road markings and the adjustment of ironwork from the roundabout with Bitham Park to the Market Place. Please see drawing SO16-002 for the scheme extents. The second will be patching of the existing carriageway from the Market place to the roundabout with Laverton Road.

Due to the nature of the required works and the local environment, part of the works are to be carried out within temporary road closures, to ensure that adequate health and safety is maintained for local residents and the Contractor. The closures have been separated into three phases to minimise disruption to residents, public transport and local businesses.

The temporary diversion route and phases are shown on the attached plan SO16-026 Proposed Diversion Route.

Preliminary timings for works operations are listed below:-

1. Monday 29th September 2014 to Friday 24th October.2014 (4 weeks), 07.30 to 17.00 hours;
Lane closures utilising temporary traffic signals, working in phase one.
2. Monday 27th October 2014 to Friday 21st November 2014 (4 weeks), 24 hours a day 7 days a week (including weekends);
Temporary road closure, working in phase one.
3. Monday 24th November 2014 for one day, 07.30 to 17.00 hours;
Temporary road closure, working in phase 2.
4. Tuesday 25th November 2014 to Friday 28th November 2014 (4 days), 07.30 to 17.00 hours;
Temporary road closure, working in phase 3.

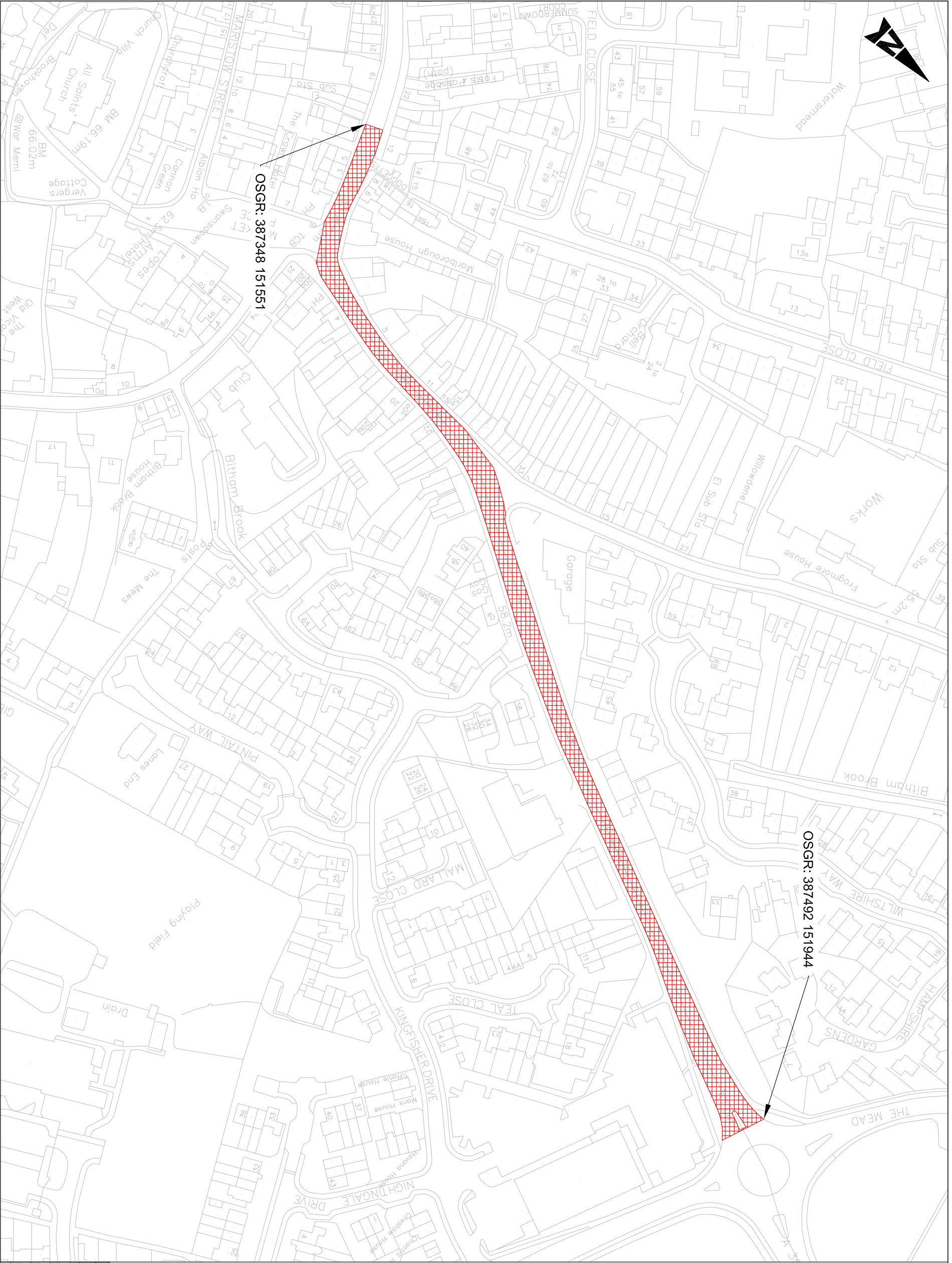
On occasions there may be a slight delay in completion due to unforeseen circumstances such as late delivery of materials.

During the works period, access to enable residents to enter and egress from their property may temporarily be restricted due to site operations. The Contractor will endeavour to minimise the delay; although due to the nature of the works minor disruption is inevitable. It is essential that the road remains un-trafficked until the new material has set, as early trafficking could lead to premature failure. Dedicated Traffic Management operatives at the extent of the closures will monitor access and give motorists assistance.

Signing will be in place advising that local businesses will be open as usual.

For further information please contact Jim Bailey, Principal Highways Engineer on 01225 756181.

This page is intentionally left blank



THIS MAP IS REPRODUCED FROM ORDNANCE SURVEY MATERIAL WITH THE PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE. © CROWN COPYRIGHT. UNAUTHORISED REPRODUCTION INFRINGES CROWN COPYRIGHT AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS.
 100049050, 2012

Start	Purpose of Issue	Date	Auth	Rev	Description
S2	Fit for Information	13.03.14	NAM	C1	First Issue

ATKINS
 Consulting Engineers,
 County Gate, County Way
 Trowbridge, Wiltshire
 BA14 7FU
 Tel: 01225 730360
 www.atkinsglobal.com

Wiltshire Council
 Where everybody matters
 Client
 Project
 Surface Treatments 2014/2015
 Surface Only 2014/2015

Sheet Size	Original Scale	Designed/Drawn	Checked	Authorised
A3	N.T.S	CI	DSW	NAV
Status	Drawing Number	Date	Date	Date
S2	5120442-ATK-DR-C-S016-002	10.02.14	13.03.14	13.03.14
				Rev
				C1

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION
 IN ADDITION TO THE HAZARDOUS WASTES ASSOCIATED WITH THE TRIPS OF WORK DETAIL ON THIS DRAWING, NOTE THE FOLLOWING SIGNIFICANT RESIDUAL RISKS
 CONSTRUCTION
 MAINTENANCE/CLEANING
 USE
 DECOMMISSIONING/DEMOLITION

WC Brief No: 02-15-01
 Client Finance Code: 64 14 27
 BBLP Works Order No: SM82235
 Postal Area: BA13
 USRN: 43801720
 OS Grid Ref: 387348 151551 - 387492 151944
 Phillips Street Atlas: Page 109 A4
 Road Speed Limit: 30mph

A350 Trowbridge Road, Westbury
 Site Extents

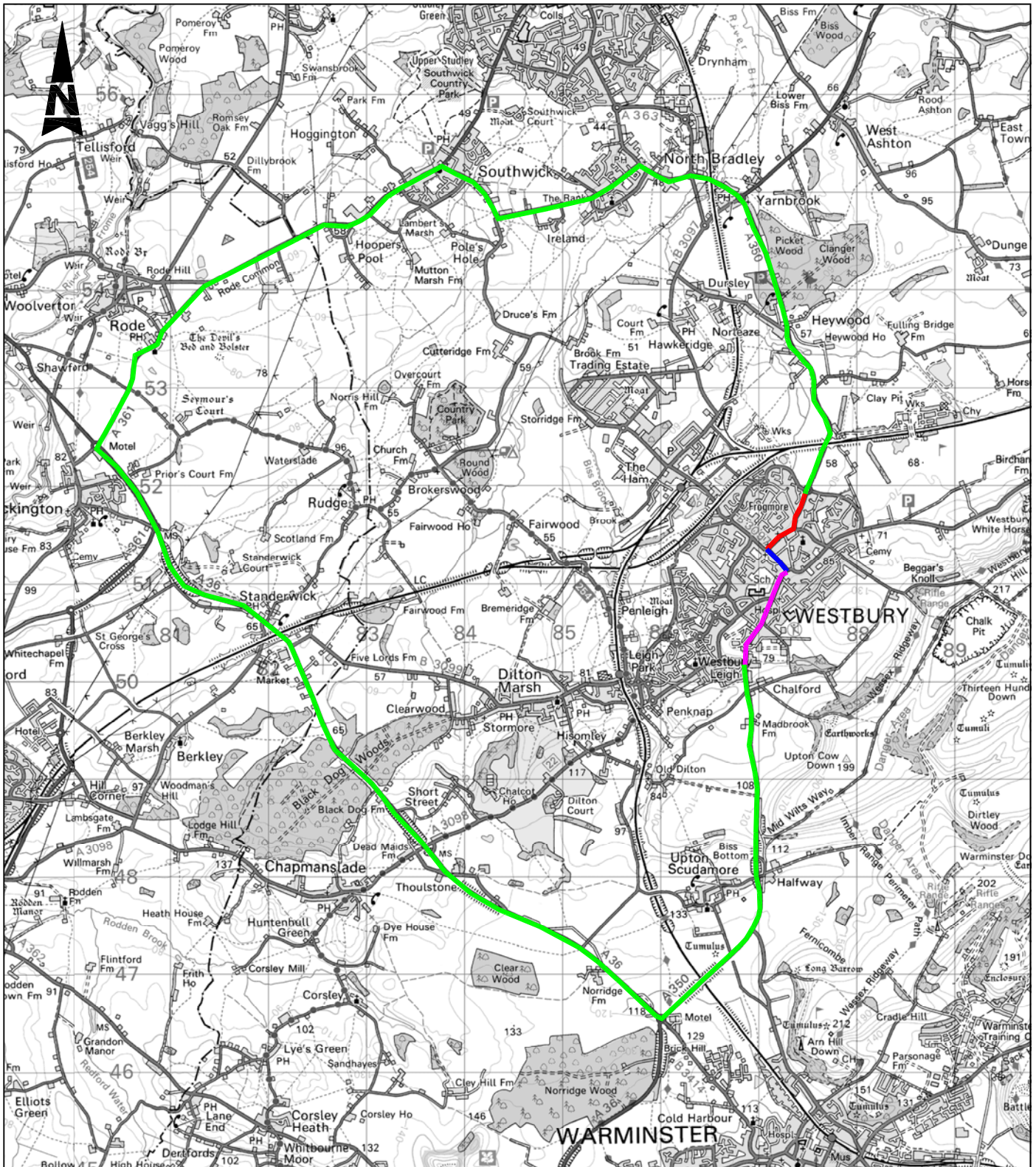
Notes
 1. Limits of work are approximate and are to be agreed on site with the Engineer.

Key

	Site Extents
--	--------------

This page is intentionally left blank

DO NOT SCALE



WC Brief No: 02-15-01
 Client Finance Code: 63 14 27
 BBPL Works Order No: SMB2/235
 Postal Area: BA13

USRN: 43801720
 OS Grid Ref: 387348 151551 to 387492 151944
 Phillips Street Atlas: Page 109 A4
 Road Speed Limit: 30mph

THIS MAP IS REPRODUCED FROM ORDNANCE SURVEY MATERIAL WITH THE PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE. © CROWN COPYRIGHT. UNAUTHORISED REPRODUCTION INFRINGES CROWN COPYRIGHT AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS. 100049050, 2014

Notes

- Limits of work are approximate and are to be agreed on site with the Engineer.

Key

- Phase 1 Road Closure
- Phase 2 Road Closure
- Phase 3 Road Closure
- Diversion Route

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

IN ADDITION TO THE HAZARDS/RISKS NORMALLY ASSOCIATED WITH THE TYPES OF WORK DETAILED ON THIS DRAWING, NOTE THE FOLLOWING SIGNIFICANT RESIDUAL RISKS

CONSTRUCTION	NONE
MAINTENANCE/CLEANING	NONE
USE	NONE
DECOMMISSIONING/DEMOLITION	NONE

C1	First Issue	ND	24.06.14	DSW	NAW
Rev	Description	By	Date	Chk'd	Auth

Atkins Limited
 Consulting Engineers,
 County Gate, County Way
 Trowbridge, Wiltshire
 BA14 7FJ
 Tel: 01225 730360
 www.atkinsglobal.com

Client **Wiltshire Council**
 Where everybody matters

Project **Surface Treatments 2014/2015**
Page 29
 Surface Only Schemes 2014/2015

Title **A350 Trowbridge Road, Westbury**
Proposed Diversion Route

Sheet Size A4	Original Scale N.T.S	Designed/Drawn ND	Checked DSW	Authorised NAW
Status S3	Drawing Number 5130518-ATK-DR-C-S016-026	Date 24.06.14	Date 24.06.14	Date 24.06.14

This page is intentionally left blank

Warminster Area Board Issues Report for 6 November

1. New issues reported:

No.	Location	Issue	Latest update
3658	Sherrington	Potential Speeding	This will be discussed at the Community Area Transport Group (CATG) on 9 December as it is above the speed limit to issue a metro count. Highways officers to view the location.
3621	Sherrington	Request for additional grit bin	A grant request has been made to the Area Board for £120 and if awarded, this will be used to fund the bin which the PC will maintain. PC and Area Manger liaising with the weather team at Wiltshire Council.
3581	Bapton	Narrow road at Bapton with speeding issue	Highways engineer to look at signing and lining options following discussion at CATG.
3611	Chapmanslade	Traffic concerns outside school	Parish Council to liaise with school and update the travel plan in the first instance.

Ongoing issues under investigation:

No.	Location	Issue	Latest update
3496	Codford	Speeding on High Street, Codford	Metro count results confirm speeding is an issue on Codford High Street. Highways engineers are looking at options; for CATG on 9 December
3421	Longbridge Deverill A350	Speeding on road through village which is 40mph with many junctions	Ongoing maintenance work in progress. CATG requesting £1300 for topographical survey – see separate report to Area Board on 6.11.14.
3397	Norton Road & High Street Sutton Veny	Request for no waiting restriction as cars parking inappropriately	Highways engineer liaising with Parish Council regarding prepared lining and signing options.

3396	Norton Road off Cotley Hill A36	Safety concerns re: narrow pavement & bend; visibility poor	Highways engineer liaising with Parish Council regarding prepared lining and signing options
2990	Warminster	Caravans entering Longleat site narrow lanes	Next meeting with Longleat, Parish Council and Wiltshire Council 5 November 2014.
	Warminster	Victoria Fields Estate	Although Swaledale Road has been finished, many areas including the children's play area remain unfinished. Cllr Pip Ridout leading on issue.

Recently resolved issues now closed

No. Location Issue Resolution

3146	Warminster	Imber Road & Woodcock Road traffic near schools	Zebra crossing planned for Woodcock Road near St Georges School.
3092	Warminster	Woodcock Road towards Boreham Road traffic issue	Successful bid to substantive bid scheme.
3352	Victoria Fields	Swaledale Road	This road has now been finished. Lining and signing options will be considered for estate when the road has been adopted. Further work required with developers especially regarding Southdown Way and the Play Area (see above)
	Corsley	A362 potential speeding issue	A metro count survey was undertaken and speeds were found to be broadly compliant in the 40mph stretch.

Further details including actions and outcomes can be viewed at www.wiltshire.gov.uk/areaboards including reporting of issues.

Report Author: Jacqui Abbott, Community Area Manager
Jacqui.abbott@wiltshire.gov.uk 07771 844 530

Wiltshire Council

Warminster Area Board

6 November 2014

Agreement of Community Area Transport Group Budget Allocation Proposals

1. Purpose of the Report

- 1.1. To agree the budget allocation proposals from the Community Area Transport Group (CATG) for the Warminster Community Area.

2. Background

- 2.1. Funding for local road schemes for 2014/15 is to be allocated by area boards through Community Area Transport Groups (CATGs).
- 2.2. The Warminster CATG met in October 2014 to prioritise projects which have been put forward for CATG expenditure.
- 2.3. The CATG discussed a variety of projects and have recommended 2 projects detailed in section 4 below for approval by the Area Board.

3. Financial Summary

BUDGET 2014-15	
	£15,226.00 CATG ALLOCATION 2014-15
	£23,283.92 2013-14 underspend
Contributions	£500.00 Warminster TC for central car park
Total Budget 2014-15	£39,009.92
New schemes	
Chitterne Tilshead Road junction improvements	£1,350.00 topo complete
Longleat Caravan club signs	£6,000.00 estimate (possible £3000 contribution)
Warminster Access to Central carpark	£3,000.00 Estimate - works complete
Speed limit assessments C274 & C275	£2,500.00 estimate
Warminster Sambourne Gardens bollards	£1,080.00 Estimate

Corsley Geys Hill passing bay	£1,500.00	topo complete
Warminster Woodcock Rd / Woodcock Lane	£1,350.00	Topo complete
Warminster Woodcock Rd / Woodcock Lane	5,000.00	Contribution to substantive bid TBC

Total commitment 2013-14 **21,780.00**

Remaining Budget 2013-14 **£17,229.92**

4. Proposed expenditure recommended by CATG:

1. A350 Longbridge Deverill

Ongoing maintenance work is taking place during October / November. However, there are a number of issues to consider, one of which is visibility from the side roads.

In order to fully address this, a topographical survey of the A350 in the vicinity of the A350 / Sand Street junction is required.

£1,300 is requested from CATG funding.

2. Chitterne – Tilshead Road & B390 junction.

Kerbing realignment works at the junction to discourage higher entry speeds for traffic turning left in Tilshead Road.

£5,000 requested from CATG funding.

If the above expenditure is approved, the Warminster CATG will have a balance of £10,929.92

4 Recommendations

The CATG recommends that the Warminster Area Board:

- a) Agrees the 2 projects listed in section 4 for CATG expenditure.

Report Sponsor & Chair of CATG: Cllr. Christopher Newbury

Report Author: Jacqui Abbott, Community Area Manager

Tel No: 07771 844 530

E-Mail: jacqui.abbott@wiltshire.gov.uk

Partner Update for Warminster Area Board

Name of Partner: Warminster and Villages Community Partnership (WVCP)

Date of Area Board Meeting: 6th November 2014

Headlines/Key Issues:

- A survey by the Health & Social Care Group in partnership with Age UK, to consult older people about day-time activities in Warminster will be issued soon.
- Update of 'Your Community Plan' with outcomes of the 'What Matters to You' public consultation event will be published shortly.
- Research into funding and grant opportunities continues.

Ongoing projects:

- Community Plan appendix for fundraising opportunities. This will enable efficient dissemination of intelligence and signposting to support local clubs and organisations seeking grants.
- Economic and Tourism Group – monitoring of town scene and empty buildings; benchmarking; media contact list.
- Health and Social Care Group – monitoring and information sharing between organisations and the community.
- 'Your Community Plan 2013-2026' is available to download from our website or via the Warminster Area Board webpage. Copies are also available in the Library.
- Current volunteering opportunities in the Warminster area can be accessed via the website www.volunteercentrewiltshire.org.uk/
- WVCP website www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/
- Follow WVCP on Twitter twitter.com/warminstervcp

Future Events/Dates for the Diary:

- WVCP Management Committee meets every fourth Tuesday of the month at the Organ Inn, Warminster.
- An officer from Selwood Housing will join us at our November meeting to talk about community engagement opportunities in the Warminster area.

This page is intentionally left blank

Partner Update for Warminster Area Board

Name of Partner: Horningsham Parish Council

Date of Area Board Meeting: 6th November 2014

Headlines/Key Issues:

- Vacancy on the Parish Council
- Longleat CEO and Land Agent visit Parish Council meeting again along with BBC film crew, filming of Village Life programme in progress.
- Survey re Empty Housing:
Concerned by the large number of empty houses in the Parish, Councillors decided to try to establish the reasons why so many people, most of whom had lived in Horningsham for many years, had left. Although much was known anecdotally about why people had left, Councillors wanted more systematic data. The Council therefore decided to conduct an anonymous confidential survey of those who had left the village from 1st January 2013. The results of this survey have been published.

Projects:

- Play area –Confirmation that a Lease between the Longleat Estate and Horningsham Parish Council will be produced for the new play area.

Future Events/Dates for the Diary:

Horningsham News Facebook Pages for News and pictures from Horningsham, along with local events.

- Next Full Parish Council meeting 13th November 2014 7.30pm all are welcome to attend and a public question time is available at the start of every meeting

This page is intentionally left blank

Partner Update for Warminster Area Board

Name of Partner: Maiden Bradley with Yarnfield Parish Council

Date of Area Board Meeting: 6th November 2014

Headlines/Key Issues:

- Defibrillator Training session arranged for parishioners at the Village Hall on the 18th November 2014
- Lord Sebastian Seymour Co-opted to fill the vacancy on the Parish Council

Projects:

- Woodland Tree Trust Granted 30 trees to the Parish Council, the Community is now being consulted on where it wishes them to be planted

Maiden Bradley Village Hall Committee are creating a Memorial Garden to celebrate Maiden Bradley Village Halls WW1 history as it was built as a Hospital for the War.

Future Events/Dates for the Diary:

Fund raising Christmas Dinner at the Village Hall on 5th December 2014 three course plus coffee and mince pies £12.50 a head, contact Village Hall Chairman Mr Mel Thomas for tickets. Village Hall phone number 01985 845303

Car Boot and Table top sale at Maiden Bradley Village Hall 1st November 2014 9.30am to 1.30pm contact Village Hall Chairman Mr Mel Thomas for tickets. Village Hall phone number 01985 845303

24th January 2014 Race & Haggis night contact Village Hall Chairman Mr Mel Thomas for tickets. Village Hall phone number 01985 845303

Next Full Parish Council meeting 11th November 2014 7.30pm all are welcome to attend and a public question time is available at the start of every meeting

This page is intentionally left blank

Partner Update for Warminster Area Board

Name of Partner: Upper Deverills Parish Council

Date of Area Board Meeting: 6th November 2014

Headlines/Key Issues:

- Parish Plan Consultation with the youth of the parish completed
- Action Plan to be set for the other issues highlighted in the Parish Plan

Future Events/Dates for the Diary:

- Next Full Parish Council meeting 12th November 2014 6.30pm all are welcome to attend and a public question time is available at the start of every meeting.

This page is intentionally left blank

Report to	Warminster Area Board
Date of Meeting	6 November 2014
Title of Report	Community Area Grants

Purpose of Report:

To ask Councillors to consider the following application seeking 2014 /15 Community Area Grant funding.

Applicant	Project	Request
Sherrington Parish Council	Additional Grit bin	£120

Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2. 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 for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government’s Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups
- 1.4. Warminster area Board has been allocated a 2014 / 15 capital budget of £44,968.33 for community grants and area board / councillor led initiatives.
- 1.5. The remaining capital budget is £32,483.67
- 1.6. £1,500 has been allocated to fund digital literacy projects which is included in the overall figure of £44,968.13 for grant funding in Warminster.
- 1.7. Applications of up to and including £1000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1000 - £5000 will

be required to find matched funding. The area board will rarely award more than £5000.

- 1.8. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.9. In addition to CAGs and Small 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. The application process and form has been updated to bring it in line with the other grants.
- 1.10. From April 2014, officers are **not** required to provide recommendations in their funding reports. The decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.11. Funding applications will be considered at every Area Board meeting. There will be a further three rounds of grant applications in this financial year which will be heard at Area Board meetings on the following dates:

8 January
5 March
- 1.12. The funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.13. A decision was made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.14. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

- 1.15. Warminster Area Board has a separate Community Area Transport Group (CATG) budget for 2014 /15; please see the separate CATG report for detail regarding budget and expenditure.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2014 /15 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. Community Area Managers are no longer required to submit recommendations for community area grant requests. All requests will be presented to the Area Board as long as the grant criteria are met.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Warminster Area Board.
- 4.2. If the applications are approved by the Area Board, the remaining capital allocation will be £32,363.67

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

8. Grant request detail:

Ref	Applicant	Project proposal	Funding requested
8.1	Sherrington Parish Council	Additional grit bin for village	£120

8.1.1 The Community Area Manager has appraised the application which meets The grants criteria for 2014 / 15.

8.1.2 Funding is available from the Area Board's capital grants allocation.

8.1.3 Sherrington has two exits and there is one yellow grit bin at the eastern exit. There is a sharp bend and a steep hill if approaching this end of the village from the Western end. The village would very much like to have a second grit bin at the western exit. This is near a bus stop which is regularly used and would ensure safer conditions in the village during inclement weather.

8.1.5 The total project cost is £120 and match funding is not required. Sherrington Parish Council does not raise any funding through precepts.

Documents used in the production of this report	Completed Community Area Grant Application forms Community Area Grants criteria Warminster Area Board Funding allocation
--	---

No unpublished documents have been relied upon in the preparation of this report.

Report Author	Jacqui Abbott Warminster Community Area Manager <u>Tel: 07771 844 530</u> Email: Jacqui.abbott@wiltshire.gov.uk
----------------------	--

Grant Applications for Warminster on 06/11/2014

ID	Grant Type	Project Title	Applicant	Amount Required
968	Community Area Grant	Sherrington village second grit bin	Sherrington Parish Council	£120.00

ID	Grant Type	Project Title	Applicant	Amount Required
968	Community Area Grant	Sherrington village second grit bin	Sherrington Parish Council	£120.00

Submitted: 10/10/2014 11:36:12

ID: 968

Current Status: Application Appraisal

To be considered at this meeting:
06/11/2014 Warminster

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?
Yes

4. If yes, please state why this project cannot be funded from the Parish Precept
Sherrington does NOT raise any precept.

5. Project title?
Sherrington village second grit bin

6. Project summary:
Sherrington has two exits onto the Wylde to Sutton Veny C road and both are steep uphill climbs and blind corners. We have one yellow grit bin at the eastern exit, which is filled each year by Wiltshire Council. We urgently require to have one at the western exit as well, which is potentially the most dangerous junction, requiring extreme caution by drivers leaving and

entering the village. The bus stop is adjacent to the junction which is used by schoolchildren.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Copheap and Wyllye

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

BA12 0SN

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

Safer communities

Transport and roads

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

10/2014

Total Income:

£0.00

Total Expenditure:

£0.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

No reserves

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

10b. Project Finance:

Total Project cost £120.00

Total required from Area Board £120.00

Expenditure		Income	
(Itemised	£	(Itemised	Tick if income
expenditure)		income)	confirmed
			£

Grit bin	120.00	0.00	120.00
Total	£120		£120

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?

Warminster

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

All drivers entering and leaving the village and schoolchildren and other pedestrians, including the elderly, using the bus stop at the junction.

14. How will you monitor this?

It will be monitored daily by those living adjacent to the junction.

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

This project is a one-off to purchase a grit bin. Its replenishment by the Council will be organised separately.

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.