

AGENDA

Meeting: WESTBURY AREA BOARD

Place: Bratton Jubilee Hall, Melbourne Street, Bratton, Westbury, Wiltshire, BA13
4RW

Date: Thursday 5 June 2014

Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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

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

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

Please direct any enquiries on this Agenda to Roger Bishton (Democratic Services Officer), on 01225 713 035 or email roger.bishton@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01225 718627 or email sally.hendry@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Russell Hawker (Chairman)	Westbury West	01373 822275	russell.hawker@wiltshire.gov.uk
Cllr David Jenkins (Vice-Chairman)	Westbury North	01373 823605 07941 201637	david.jenkins2@wiltshire.gov.uk
Cllr Gordon King	Westbury East	01373 822650 07454 274266	gordon.king@wiltshire.gov.uk
Cllr Jerry Wickham	Ethandune	01380 870476 07980 701617	jerry.wickham@wiltshire.gov.uk

Items to be considered	Time
<p>1. Election of Chairman</p> <p>To elect a Chairman for the ensuing year.</p>	
<p>2. Chairman's Welcome and Introductions</p>	
<p>3. Election of Vice-Chairman</p> <p>To elect a Vice-Chairman for the ensuing year.</p>	
<p>4. Apologies for Absence</p>	
<p>5. Minutes (Pages 1 - 16)</p> <p>To confirm the minutes of the meeting held on 10 April 2014.</p>	
<p>6. Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7. Appointments to Outside Bodies, and Constitution of and Appointments to Working Groups 2014/15 (Pages 17 - 32)</p> <p>A report is attached.</p>	
<p>8. Chairman's Announcements (Pages 33 - 34)</p> <p>To note the following items for information – written briefing notes are available in the full agenda pack or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak with the Community Area Manager or the Democratic Services Officer.</p> <p>(a) Public Health and Wellbeing Grant (b) Area Boards Review</p>	
<p>9. Health Matters - Update from the White Horse Health Centre</p> <p>Dr Debbie Beale and the Deputy Practice Manager, Marie Strachan, will provide an update.</p>	
<p>10. White Horse and Bratton Camp</p> <p>An update will be given on the improvements made to the visitors' area and plans to form a community group.</p>	
<p>11. Youth Services (Pages 35 - 36)</p> <p>An update will be given on the recent Wiltshire Council decision on how youth services will be provided. A copy of a press release is</p>	

attached.

12. **LEADER Funding 2015 - 2020**

A presentation will be given by Alan Truscott from Community First, Devizes on Investing in Rural England: Improving the Environment and supporting Economic Growth in Rural Areas. He will explain how Local Action Groups with LEADER funding can help projects in the Board's area and seek views on priorities for expenditure.

13. **What Matters to You**

An update will be given on the progress made on addressing the priorities raised by the community at the What Matters To You event this year.

14. **Partner and Community Updates** (*Pages 37 - 44*)

To note the attached partner updates and receive any further information partners wish to share:-

- Wiltshire Police
- Wiltshire Fire & Rescue
- BA13 Community Area Partnership
- Youth Advisory Group (YAG)
- Westbury Campus
- Town & Parish Councils
- World War 1 Commemoration

15. **Community Area Grants** (*Pages 45 - 68*)

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

16. **Community Area Transport Group and Air Quality Management Group** (*Pages 69 - 74*)

Reports by the Community Area Manager are attached.

17. **Urgent Items**

Any other items of business which, in the opinion of the Chairman, should be considered as a matter of urgency.

18. **Future Meeting Dates**

The next meeting of the Westbury Area Board will take place on:

Thursday 7 August 2014 at Heywood & Hawkeridge Village Hall, Church Road, Heywood, Westbury, Wiltshire, BA13 4LP.

Future Meeting Dates

Thursday 9 October 2014 at The Laverton, Bratton Road, Westbury, Wiltshire, BA13 3EN.

Thursday 11 December 2014 at The Laverton, Bratton Road, Westbury, Wiltshire, BA13 3EN.

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton, Bratton Rd, Westbury BA13 3EN
Date: 10 April 2014
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713 035 or (e-mail) roger.bishton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Russell Hawker (Chairman), Cllr David Jenkins (Vice Chairman), Cllr Gordon King and Cllr Jerry Wickham

Cllr Richard Gamble (Portfolio Holder for Schools, Skills and Youth)

Wiltshire Council Officers

Sally Hendry, Westbury Community Area Manager
Julia Cramp, Service Director for Commissioning and Performance

Town and Parish Councillors

Westbury Town Council – Cllr David Bradshaw, Cllr Sue Ezra, Cllr Christine Mitchell
Bratton Parish Council
Coulston Parish Council
Dilton Marsh Parish Council
Edington Parish Council – Cllr Mike Swabey
Heywood Parish Council- Cllr Keith Youngs

Partners

Wiltshire Police – Inspector Alan Webb
Wiltshire Fire and Rescue Service

Wiltshire NHS
BA13+ Community Area Partnership – Carole King, Philip McMullen
Westbury Youth Advisory Group (YAG) – Sally Willox

Total in attendance: 44

<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 Westbury Area Board.</p> <p>He introduced and welcomed Cllr Jerry Wickham, the newly elected Councillor for the Ethandune Ward and hoped that he would find his membership of this Area Board both interesting and rewarding.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Francis Morland – Dilton Marsh & Heywood Parish Councils Mike Franklin – Wiltshire Fire & Rescue Service Revd. Dai Davies - Crosspoint Keith Harvey – Town Clerk, Westbury Town Council</p>
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the previous meeting were agreed as a correct record and signed by the Chairman, subject to the following amendment:-</p> <p>Min. No. 8 – A Campus for Westbury – last sentence before the decision to read:-</p> <p>“After further discussion, during which the Chairman suggested that the COB consider the inclusion of the Youth Centre in Option 1,”</p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr Gordon King declared a personal interest in all matters concerning the BA13+ Community Area Partnership as his wife was Chairman of the Partnership.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:-</p> <p>(a) <u>Dementia Strategy</u> – A draft dementia strategy for Wiltshire had been developed and a consultation process had been launched in mid February lasting for three months.</p> <p>The draft strategy had been agreed by Wiltshire Council’s Cabinet and the Governing Body of NHS Wiltshire Clinical Commissioning Group in</p>

January and these organisations would be inviting people with an interest in dementia, whether through personal or professional experience, to contribute their comments and viewpoints.

A copy of the Strategy and the consultation documents can be found on Wiltshire Council's website using the following link.

<http://www.wiltshire.gov.uk/council/consultations/consultationwiltsdementiastrategy.htm>

- (b) Library Memory Groups – Four new library memory groups had been started in January 2014 for people with memory loss and dementia and their carers in Pewsey, Purton, Warminster and Mere.

Sessions were free of charge and were run on a weekly basis. A session was taking place at Warminster Library, Three Horseshoes Walk, Warminster, BA12 9BT on Wednesdays between 11.30am and 1.00pm.

- (c) Safe Places - This was a nationwide project to enable people with learning disabilities to deal with any incident that took place whilst they were out and about in the community. Incidents could range from harassment or bullying to just needing directions. The scheme operated by having shops and other premises displaying a "Safe Places Scheme" badge where people with learning disabilities could seek refuge and receive assistance. This scheme would be backed by funding from the Police & Crime Commissioner.

- (d) Closure of Mini Recycling Sites – All mini recycling sites in Wiltshire would close on 5 May 2014 and the bins would be removed from the sites shortly afterwards. The sites collected materials that were already collected through the black box kerbside service which was therefore a duplication of service provided. The use of these sites had declined dramatically over recent years, as the Council had invested more in kerbside collections; 36,000 tonnes of dry recyclables were collected through the kerbside service the previous year, compared with less than 3,000 tonnes collected via the mini recycling centres.

Householders could have up to two black boxes for their glass bottles and jars, magazines and telephone directories, food and drinks cans and textiles. Any excess recycling could be placed out in carrier bags (one material type per carrier bag but mixed materials may not be collected). Residents unable to manage black boxes could be offered smaller black baskets with handles.

Sites would be regularly cleaned after the containers had been removed in order to manage any littering or flytipping that might occur in the short term.

6.

Youth Activity Review

Cllr Richard Gamble, Portfolio Holder for Schools, Skills & Youth gave a presentation on the Youth Activity Review currently being undertaken.

He explained that the presentation had been requested by the Area Board to draw attention to the formal consultation process and to seek the views of the local community. He stated that his presentation would cover:

- Background to Review
- The need for change
- The key drivers
- The four proposed options
- The consultation process – how to feedback
- Future provision – the aims and outcomes
- Questions and answers

Background Information

- Report to Cabinet – 21 January
- Need to respond to changing needs of young people
- 10 years since service established
- Lives of young people changed considerably
- Need to target support to those that need it most
- Currently minority of young people access council provision
- Many others access voluntary, community or commercial outlets
- Campuses provide new opportunities - first campus opens in Corsham - June 2014
- Budget set 25 Feb – Integrated Youth Service projected saving of approx £191,000

Why do we need to review?

- Statutory duty to secure access to leisure-time activities for young people
- Currently, provided through a range of services including open access youth development service across the county - mix of centre and street-based youth work
- Department for Education updated statutory guidance:-
 - new focus for councils - to enable services, rather than direct provision
 - enhanced role for voluntary and community sector

Current youth activities in the Westbury Community Area

- Number of young people – 1,689
- Amount allocated for young people initiatives 2012/13 - £4,043 – actual spend £13,310

Projects supported include;

- Keep fit activity equipment in Grassacres Park
- Minibus for Air Cadets
- Skate ramp in Bratton

- Outdoor leisure facilities Dilton Marsh

Consulting on 4 Options

- Future provision will offer sustainable help, support and resource to target the young people who need it most
- Provide the opportunity for more young people to access activities.
 1. Retain the current in-house service but reduce the cost
 2. Outsource the service
 3. Encourage and support staff to form a Public Service Mutual
 4. Develop a community led approach

The Consultation Process

- Started Friday 31 January – for 10 weeks
- Widely publicised;
- Schools, focus groups, young people’s groups, staff, communities, stakeholders
- 20,000 text messages to young people linking to survey
- Voluntary and community services
- Channels include website, Sparksite, facebook, twitter, media
- Final report for future provision – cabinet on 15 May

Future Provision – The Outcomes

- A better service for young people
- Young people have greater influence on the local provision they want and need
- Resources and funding targeted to those who need it most
- Vulnerable young people will continue to be protected – safeguarding a top priority
- Youth services will continue but delivered in a different way
- Better value for money and use of resources
- Campus programme will improve future environment
- Provision reflects revised government guidance

Read more: <http://www.wiltshire.gov.uk/latestnews.htm?aid=149213>

During discussion it was pointed out that it was most important that the needs of those who currently attended youth service activities were safeguarded. Some of these young people felt somewhat vulnerable and relied on these services to make and maintain friendships.

It was suggested that the continued use of the Youth Centre be maintained but it was appreciated that what was most important was the provision of good youth services rather than the continued use of a particular building.

After further discussion

AGREED:

	<p>(1) To support Option 1 – Retain the current in-house service but reduce value, for the future of the Youth Development Service. (A majority of the councillors supported this.)</p> <p>(2) To request Wiltshire Council’s Cabinet to ensure that the current youth services in Westbury are maintained until the Westbury Campus is provided, should it be agreed that these services will be provided from the new Campus. (The support for this was unanimous among the councillors)</p> <p>The Chairman thanked Cllr Richard Gamble for his presentation and attending the meeting.</p>
7.	<p><u>What Matters to You - Selecting Priorities for our Community</u></p> <p>Sally Hendry, Community Area Manager explained that the ‘What matters to you?’ event was held on 6 March 2014 in the Laverton and more than 80 members of the public and partner agencies took part.</p> <p>The purpose of the event was to look at facts and figures for the Westbury Community Area and consider priorities for action.</p> <p>It was pointed out that some of the key issues facing the Westbury community were:</p> <ul style="list-style-type: none"> • High rates of child poverty • High rate of child obesity • 4th highest in county for domestic abuse • Higher than average benefit claimants • Lowest countywide recycling rates <p>Sally Hendry reported that the following priorities had been made at the meeting on 6 March:</p> <p><u>Community Safety</u></p> <ul style="list-style-type: none"> • Anti-social behaviour of adults in the evening and young people in the day time.29% • Engaging with the more vulnerable in our society to keep them safe from accidental fires – ensure their personal safety 29% • Reduction of domestic abuse 42% <p><u>Environment</u></p> <ul style="list-style-type: none"> • Identify land that can be made available for community benefit. 28% • Information to residents in rural communities about the possible re-

- grading of farmland that would open it up for development. 5%
- Look into extending the Cranborne Chase AONB to include the Westbury Escarpment or create a corridor up to the Cotswolds AONB. 22%
- Promote reduction of packaging from stores and fast food outlets, and educate for less to landfill and more recycling. 45%
- Suggest - Wellhead Woods and Wellhead Valley – as Town Parks for the community
- Does WC own triangle of grass (possible orchard spot) by the Coop – suitable for asset transfer?

Transport

- Address issues of air quality by supporting the Air Quality Action Group 9%
- Improve, enhance, increase availability of cycle routes in and around Westbury. 38%
- Encourage effective use of the Railway Station, ensure its continued use as a hub 17%
- Improve traffic flow on the Warminster Road 19%
- Establish whether the community would be interested in discussing the options for by-pass 17%

Children and Young People

- Mitigating the effects of poverty – stress, obesity, higher refuse, domestic violence. 57%
- Reaching out to hard to reach people 8%
- Importance of young people being able to access affordable resources 34%

Culture

- Westbury Town Heritage Trail – blue plaques – raise profile of historic buildings 18%
- White Horse/Swimming Pool/Library – multi use leisure and culture – raise profile 28%
- Clubs/workshops for young people (music/drama/arts) – better advertising 33%
- Co-ordinated advertising of local events – notice boards/website/calendar 21%

Economy

- Improve education and employment aspirations of school children 57%
- Increase opportunities for higher end jobs 13%
- Plan for re-purposing of the town centre (leisure, heritage trail etc) 30%

Health and Wellbeing

- Dementia: improve awareness, become 'dementia friendly' 20%
- Healthy diet and healthy bodies for the whole family (starting with breastfeeding and all the way through to older age) 37%
- Connect people socially and improve activity levels leading to better health and mental wellbeing 40%
- Falls prevention (in the home and outside too) 3%

Leisure

- Improve access for participation: better public transport, improved cycle ways etc 19%
- Maintain the town's swimming provision and leisure facilities ensuring campus plans encourage joint working to make best use of all facilities 32%
- Widen GP referral scheme to use all the leisure providers in the community area 7%
- Encourage volunteering to enable increased leisure provision and improve communication to publicise what's on 10%
- Maintain youth services and leisure provision for youth 32%

Housing

- Empty Homes Initiative – work to pro-actively bring some of the empty homes back into use (up to 60 in Westbury Area) 45%
- Create a support network in the community to assist older and vulnerable people move to more appropriate housing 36%
- Monitor the impact of the Growth & Infrastructure Act (2013) on Section 106 provision of new affordable housing – matching it to local demographics and housing need 10%
- Explore initiatives to help private landlords improve the quality of the private rented sector 9%

Our Community

- Free central community space(s) for community groups to use. 27%
- Raising the aspirations of young people in the community area 59%
- Lack of communication about local issues that affect communities 14%

The meeting was informed that action and the next steps would be as follows:

- Work on identified priorities
- Area board research commenced
- Westbury Area Forum
- Work with partners such as BA13 CAP

- Area board grants to reflect community priorities
- Progress reports at every area board
- Update of community plan

8.

Wiltshire's New Housing Allocation Policy

Nicole Smith, Head of Strategic Housing, gave a presentation in which she explained the new way that Wiltshire Council would be allocating social housing.

She explained that the Policy had been reviewed following the introduction of the Localism Act and the introduction of the new freedoms. There had been wide consultation with the public, including the area boards, all those on the register, housing providers, voluntary sector, support providers and many more, following which the new Policy had been approved by Cabinet in November 2013.

The main changes were as follows:

- Local connection to Wiltshire
- Local Homes allocated to Local People
- Creation of an open market register for those with no identified housing need
- Review of the bands
- Introduction of reasons to be excluded from the register
- Allocations made in line with the bedroom standard
- Priority would be given to those with a local connection to the parish or town the vacancy was in, followed by band and eligible date
- If no one made a bid with a local connection then the team would look to all the surrounding parishes and towns
- Finally it would be opened to the whole of Wiltshire
- A local connection exclusion group would apply

The new bands would be as follows:

Band 1 (urgent need)	Statutory requirement Move on Urgent medical or welfare need
Band 2 (high need)	Under occupying and suffering financial hardship Social care

<p>Band 3 (medium need)</p>	<p>No fixed abode Temporary accommodation Supported accommodation Seriously overcrowded Medical and welfare need Under occupying in social housing Other statutory requirements</p>
<p>Band 4 (low need)</p>	<p>Lacking or sharing facilities Overcrowded Armed forces & reserve forces Intentionally homeless Sheltered or extra care</p>
<p>Eligible to bid on selected properties ONLY</p>	
<p>Open Market Register</p>	<p>Low Cost Home Ownership Home Buy Shared Ownership Market rented properties Older people accommodation Specialist accommodation for those with specific needs</p>
<p>It was noted that the timetable for introducing the new measures would be as follows:</p> <ul style="list-style-type: none"> • Jan to May – Develop an IT specification and build a new IT system • Jan to May – Working with staff and providers to develop new procedures, application form and customer leaflets • June / July – Full testing of the new system • July / Sept – 8 week transition period from new system to old system • Launch in Sept 2014 	
<p>9.</p>	<p><u>Healthwatch</u></p> <p>Emma Cooper, Chief Executive, Healthwatch Wiltshire introduced and explained the function of Healthwatch Wiltshire.</p> <p>She explained that Healthwatch was the independent consumer champion for health and social care in England. Healthwatch Wiltshire was part of a network of more than 150 local Healthwatch organisations and other partners, building a national picture of the trends and issues that mattered most.</p> <p>The role of Healthcare Wiltshire was:</p> <ul style="list-style-type: none"> • To promote the voice of the consumer in the development of health and

	<p>social care strategies (children and adults)</p> <ul style="list-style-type: none"> • To be a 'Critical Friend' to the commissioners and providers of Health and Social Care • To provide and promote effective signposting and information systems • To promote, monitor and inspect the quality of services commissioned by the NHS to meet health and social care needs. <p>Healthcare Wiltshire fulfilled its role through its Volunteer Network Specialist Volunteers Generalist Volunteers Associates</p> <p>through using information listening and collecting analysing and researching informing and signposting</p> <p>through dialogue and influence with the community commissioners and providers</p> <p>Emma Cooper explained that Healthwatch Wiltshire maintained a strong connection with local authorities and were looking for further volunteers to help run the service. Further information could be obtained from:</p> <p>Healthwatch Wiltshire, Kingsbury House, Kingsbury Square, Melksham, SN12 6HL</p> <p>Tel: 01225 434218</p> <p>Email: info@healthwatchwiltshire.co.uk Website; www.healthwatchwiltshire.co.uk</p>
10.	<p><u>Update on Last Year's Fly Problem</u></p> <p>Ed Dodd, Divisional Director and Simon Thomas, Northacre Plant Manager from Hills Waste Solutions presented an update on the fly problem which had occurred in Westbury during the Summer of 2013.</p> <p>They explained that Hills Waste Solutions had developed a fly management plan for the Northacre RRC which had been agreed with the Environment Agency. Routine fly monitoring was being undertaken at the site and a number of measures were in place to control the flies.</p>

	<p>These measures were intended to supplement the effective use of fly fogging and spraying which was currently operating three times each week, but could be increased if necessary.</p> <p>It was reported that there was currently no problem with flies at Northacre RRC, which had been verified by the Environment Agency who undertook regular unannounced checks at the site. A liaison committee had been formed made up of representatives from Hills Waste Solutions, local parish councils, Westbury Town Council, Wiltshire Council and neighbouring businesses, which met on a regular basis to provide a direct point of contact with the site. Hills had been made aware through the liaison committee that some residents were reporting an increase in flies. Hills did not believe that these flies had originated from the Northacre site and stressed that at certain times of the year fly populations fluctuated in domestic dwellings as well as in the surrounding environment. However, Hills would continue to monitor the situation.</p>
11.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community updates:-</p> <ul style="list-style-type: none"> • Police & Crime Commissioner’s Office There was no update. • Wiltshire Police Inspector Alan Webb presented an update report. He pointed out that the performance table indicated an overall reduction in crime. There had been an increase in vehicle crime and also in burglary offences for which significant specialist resources had been made available which had led to the arrest of four separate offenders. <p>Dr Peter Biggs requested that the statistics for violent crime be subdivided in order to show domestic abuse as a separate entry. Inspector Webb confirmed that he would look into the possibility of providing these figures separately.</p> <ul style="list-style-type: none"> • Wiltshire Fire & Rescue An update report was received and noted. • Clinical Commissioning Group An update report was received and noted. • BA13 Community Area Partnership An update report was received and noted. • Youth Advisory Group (YAG) An update report was received and noted. • Westbury COB An update report was received from which it was noted that the COB had been giving some consideration to a change of name to either: Westbury Campus Development Team, or

	<p>Westbury Community Campus Team.</p> <p><u>AGREED</u> That the Westbury COB be renamed the Westbury Community Campus Team.</p> <ul style="list-style-type: none"> • Town/Parish Councils There were no update reports. • Community Commemoration of World War One Cllr David Jenkins reported that the Westbury Town Council World War One Steering Group had listed a number of events to commemorate the Great War on the Town Council's website, details of which were as follows: <ul style="list-style-type: none"> 2 August World War One event in Soisy Gardens 3 August Re-dedication of the Great War Memorial in All Saints Churchyard 4 August Royal British Legion Evening Service at High Street memorial 8 August Westbury during the Great War, talk by Lt Col (Ret'd) Andrew Field at The Laverton 9 August Tea Dance at Leigh Park Community Centre 12 September Mons to the Marne talk by Tony Coutts-Britton in All Saints Church 5 December The Christmas Truce 1914 talk by Tony Coutts-Britton in All Saints Church
12.	<p><u>New Appointments for Membership to the Campus Operations Board</u></p> <p>Consideration was given to appointing members and deputies to the Community Operations Board.</p> <p><u>AGREED</u></p> <p>(1) To appoint the following additional members to the Community Operations Board:</p> <p>Lauren Srawley and Carris Maskell (joint member for education and young people representative)</p> <p>Bill Jarvis (User and community group representative)</p> <p>Alison Irving (User and community group representative)</p>

	<p style="text-align: center;">Neil Hawker (User and community group representative)</p> <p>(2) To appoint the following as deputies:</p> <p style="padding-left: 40px;">Timothy John Wright</p> <p style="padding-left: 40px;">David Bradshaw</p>
13.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Area Manager in which councillors were asked to consider applications for funding from the 2014/15 Area Board Grants Budget. She then explained each application in turn.</p> <p>(a) Bratton Recreation Ground – New Shower Facilities</p> <p style="padding-left: 40px;"><u>Decision</u></p> <p style="padding-left: 40px;">To approve a grant of £739 towards new shower facilities.</p> <p style="padding-left: 40px;"><u>Reason</u></p> <p style="padding-left: 40px;">This application meets the grants criteria for 2014/15.</p> <p>(b) Westbury Bowls Club – Purchase of 10 Sets of Bowls</p> <p style="padding-left: 40px;"><u>Decision</u></p> <p style="padding-left: 40px;">To approve a grant of £500 towards the purchase of 10 sets of bowls.</p> <p style="padding-left: 40px;"><u>Reason</u></p> <p style="padding-left: 40px;">This application meets the grants criteria for 2014/15.</p> <p>(c) Royal British Legion (Westbury) – Repair and Restoration of Town War Memorial</p> <p style="padding-left: 40px;"><u>Decision</u></p> <p style="padding-left: 40px;">To approve a grant of £1,250 for the repair and restoration of the town war memorial.</p>

	<p><u>Reason</u></p> <p>This application meets the grants criteria for 2014/15.</p> <p>(d) Replacement of Stiles and Kissing Gates on Rights of Way in and around Westbury and the surrounding Villages – Led by Cllr Russell Hawker</p> <p><u>Decision</u></p> <p>To approve a grant of £3,000 for the replacement of stiles and kissing gates in and around Westbury and the surrounding villages.</p> <p><u>Reason</u></p> <p>This application meets the grants criteria for 2014/15.</p>
14.	<p><u>Community Area Transport Group and Air Quality Management Group</u></p> <p>The Area Board received:</p> <p>(1) The minutes of the Westbury Community Area Transport Group dated 14 March 2014 which provided an update on outstanding issues and the actions which had been taken.</p> <p>(2) Notes of a meeting of the Westbury Air Quality Management Group dated 7 March 2014.</p> <p>(3) A list of services delivered by Balfour Beatty together with a summary of work which had been undertaken.</p>
15.	<p><u>Urgent Items</u></p> <p>There were no urgent items of business.</p>
16.	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next meeting of the Westbury Area Board would be held on Thursday 5 June 2014 at Bratton Jubilee Hall, Melbourne Street, Bratton, BA13 4RW, starting at 7.00pm.</p>

WESTBURY AREA BOARD
Thursday 5 June 2014

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2014/15.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2014/15.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. Some Area Boards also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly these groups were established as part of the Council's corporate programme for Campuses and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.
- 5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

- 6.1 None.

7. Equality and Diversity Implications

- 7.1 None.

8. Delegation

- 8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

9. Recommendation

- 9.1 The Area Board is requested to:
 - a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
 - b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
 - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Report Author:
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Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Leigh Park Community Association (Westbury)	Area Board - Westbury	Local voluntary community group working to improve facilities which affect both younger and older people alike within Westbury and surrounding villages.	Promote the benefit of the inhabitants of Leigh Park	Local venues in Westbury	Yes	1	Cllr Russell Hawker
Warminster and Westbury CCTV Partnership	Area Board - Warminster	Rep adds district and council perspective to crime issues	Prevent crime in Warminster and Westbury	4 meetings per year	No (under review)	1	Cllr Russell Hawker
Westbury Community Area Partnership	Area Board - Westbury	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally every 6-8 weeks	No	1	Cllr Gordon King
Westbury Youth Advisory Group (YAG)	Area Board - Westbury	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr David Jenkins, Cllr Gordon King

Appointments to Working Groups
Westbury Area Board

The representatives for 2013/2014 were:-

Community Area Transport Group:

Cllr Russell Hawker
Cllr David Jenkins
Cllr Gordon King
Vacancy (vice the late Cllr Linda Conley)

Shadow Community Operations Board (COB):

Cllr David Jenkins

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, 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 CATG (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.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway 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 revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non -profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

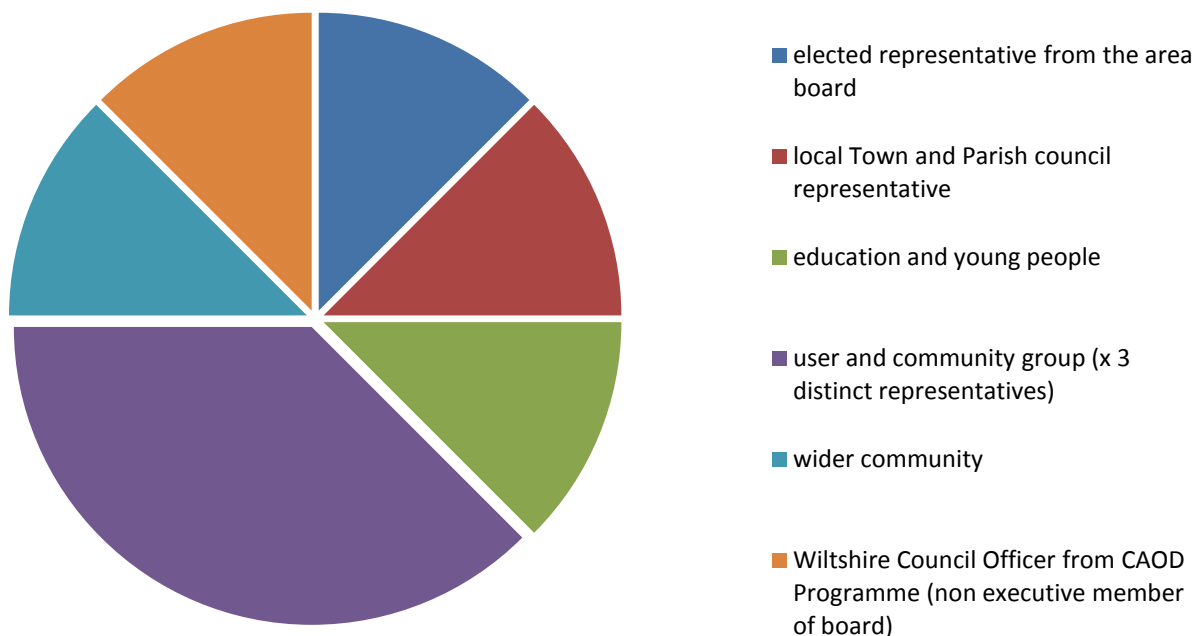
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

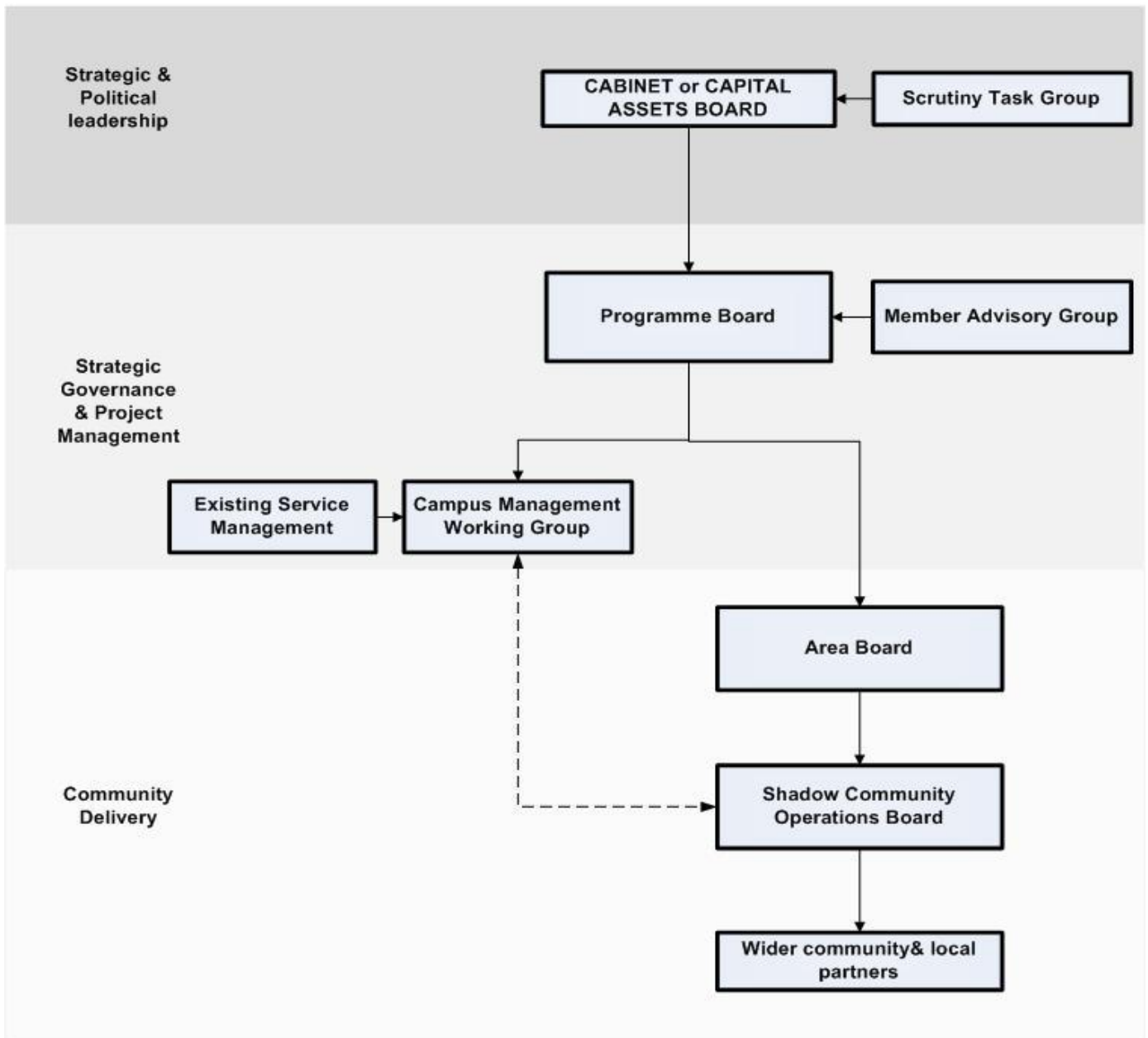
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are 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.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



Chairman's Announcements

Subject:

Public Health & Wellbeing Grant

Summary of announcement:

Wiltshire Public Health has established a fund to support public health and wellbeing for people in Wiltshire. Administered by the Community Foundation the fund is designed for projects which seek to support the Council's objective of building healthy and resilient communities, by bringing communities together to make a positive difference to peoples' health.

The aim of these grants is to enable community-based and other small groups to initiate or develop projects and activities which offer new or innovative approaches in one or more of the following areas:

- Reducing childhood obesity or helping adults to adopt healthier lifestyles
- Helping to combat loneliness, isolation and other factors which contribute to poor mental health
- Supporting older people to have more active and fulfilling lives
- Promoting the use of community green spaces, assets and infrastructure for exercise and wellbeing
- Reducing drug and alcohol abuse

Groups must be able to demonstrate a clear link to improved mental or physical health outcomes that will result from their project. Full information is available at <http://www.wscf.org.uk/grants-communityfoundationgrant-publichealthgrants.asp>

Funding is available for one year only, and the maximum grant will be £4,000. You may apply for the full amount of your project and match funding is not required.

All applicants must meet the basic eligibility criteria for these grants as follows:

- Your annual income must not exceed £50,000
- You must not be currently in receipt of core funding from Wiltshire Council
- You must not be a branch of a national charity
- You must be a constituted voluntary organisation or a registered charity
- You must be a local organisation based in Wiltshire and have a local management structure
- The Project you want to deliver must take place in Wiltshire
- You must not hold more than 12 months running costs as free reserves
- No more than one application for funding may be submitted within a single financial year

Please complete the Expression of Interest on the link below:

<https://www.surveymonkey.com/s/Expression-of-Interest-Groups2>

CLOSING DATE FOR EXPRESSIONS OF INTEREST: 5th June 2014

CLOSING DATE FOR APPLICATIONS: 19th June 2014

PANEL DATE FOR DECISIONS: 17th July 2014

Community focus for youth services

Thursday 15 May 2014

Area: All areas

Plans to develop a network of community youth officers dedicated to supporting young people and helping coordinate youth activities in each community area have been given the go-ahead.

The new service model will ensure as many young people as possible are able to access community activities, while ensuring the service gives taxpayers value for money.

Council leaders voted to accept the recommendation to develop the community-led approach – the preferred option of four – at a Wiltshire Council extraordinary cabinet meeting on 15 May 2014. The meeting was attended by more than 40 young people as well as representatives from existing community youth groups across Wiltshire. They contributed to the two-hour debate, asking a wide-range of questions and offering their views.

Key features of the planned new model include the development of a community-led youth offer in each area where young people and the community will be encouraged to identify and design a varied menu of youth activities.

To support this, funding will be devolved to area boards which will each have a named community youth officer. Their role will shift from providing direct youth work to enabling voluntary and community groups to develop provision to meet local needs. They will be the ‘go to’ person for advice and support on youth related issues, with a strong focus on building community capacity by assisting voluntary and community sector groups, encouraging volunteering and making the most out of community resources.

Community youth officers will have close partnerships with a range of youth settings, including schools. They will also have an important role in coordinating positive activities for young people with disabilities.

The plans also include giving more of a voice and influence to young people by replacing youth advisory groups with Local Youth Networks (LYNs) as a sub group of community area boards. LYNs will advise area boards, recommend local priorities and help monitor the quality and effectiveness of youth activities.

Laura Mayes, cabinet member for children’s services who presented the report to cabinet, said:

“It’s clear young people want support from a trusted member of staff and they also want a greater voice and more influence – these plans give them this. Young people have also told us

they want a service that meets their individual community's needs recognising their area's unique identity and these proposals ensure they have this by devolving power and funding to area boards.”

Detailed work on implementing the plans is continuing and will include development of an appropriate staff structure to deliver the new model.

A review into the youth activity element of the youth service was launched earlier this year. A comprehensive 10-week consultation began in February with the council keen to hear from communities – particularly young people – on how funding for youth activities could be targeted more effectively and benefit more of the county's young residents.

The consultation generated 2,403 individual responses – of which 2,338 were from young people. This included 1,770 young people who completed an electronic survey, more than 500 took part in focus groups and 21 young people sent in letters or emails with their views. Six groups of young people also presented at area boards and five petitions were received.

Laura Mayes added: “We started this review with a lot of questions about what the future of youth services should look like and how we could ensure it reflects young people's modern lives. The feedback we have received has given us answers and I'd personally like to thank everyone who took part in this consultation – to see so many young people engaged in local democracy has been excellent.”



Report of the BA13+ Partnership Meeting

The BA13+ Partnership has been selected to lead on the introduction of the Safe Places initiative in Westbury. The project, funded by the Police and Crime Commissioner's Innovation Fund, seeks to enable members of the public to visit participating businesses and organisations to seek help and advice or somewhere to take refuge if they feel vulnerable. Each business is issued with a sticker and helpful information. A steering group has already met, and the intention is to roll the scheme out across the town in the coming weeks.

We are hoping to expand this scheme in Westbury by becoming a Dementia Friendly Town as well. There has also been a recent public request to join a campaign to tackle unnecessary street clutter to help those who are partially sighted or blind to access our town centres. So all in all, we have the makings of a very exciting project for Westbury and the surrounding villages to help improve our high street and business/shopping areas for our communities.

The Partnership is also restarting the Restorative Justice steering group in Westbury, which is about offenders putting right some of the harm they have done by making amends to the victims. The new training on offer is simpler and the emphasis on the practice is around prevention and a lighter touch. The plan is to find six voluntary groups to agree to participate in the training initially. Tim Mason will join us from Community First as he is leading in Restorative Justice for Wiltshire Council.

Finally, a great deal of work is being put into updating the Community Plan in order to reflect the outcomes of the What Matters to You event held earlier this year. It's hoped that the Plan will be finalised and republished in time for the next Area Board.

Phil McMullen
BA13+ Partnership Administrator
Office address:
37 Sandridge Rd, Melksham SN12 7BQ

Integrated Youth Services
Youth Advisory Group update and
Youth Work Update for Westbury
Youth Work team, Wiltshire Council

YAG update (Youth Advisory Group)

YAG-Youth Advisory Group is a Wiltshire Council initiative and is a forum for young people to plan with adults, professionals, committees and the community, activities and events for young people, as well as help to take and or initiate action or change to improve where they live. The YAG is part of Wiltshire Councils policies and Business Plan and is a vital process for young people to have a voice and influence. The YAG is chaired by a young person and involves professionals/adults to support the process and help take action/make change, with young people, in response to their needs. The YAG will update at each area board, the intention of it being a young person reporting and the YAG will be the partner, as opposed to Youth Service/Integrated Youth Service. The YAG used to be referred to as the CAYPIG and the processes are very similar. Westbury CAYPIG was very successful and instrumental. The YAG is open for all young people to engage with, they do not have to be youth centre members. Invitations to participate have recently been sent to volunteer and community sector organisations, church's and other young people's clubs. These included local church's, community run youth clubs, swimming club, cadets, young carers and Matravers school council. Young people do not have to attend either, they can feed their input in via other young people or youth development workers.

YAG issues to date-

Westbury campus-young people wish to have more involvement in the campus development group and 2 Youth Advisory Group young people have recently been successfully elected to the shadow Campus Operations Board. They are very pleased and looking forward to the new role. They have already compiled a survey to ascertain what children and young people want from a 'space' within the campus and will be feeding this into the group.

Review of open access youth work-open access youth work has recently been reviewed, young people from Westbury took part in consultation. The outcome has been reached by cabinet and it is hoped that an officer from Integrated Youth Service will update Westbury Area Board shortly. Further information can be found on Wiltshire Councils website. The council has adopted a community led model approach to providing future youth services/positive activities for young people. This will involve a lot of change and young people will be fully involved in this process. It will be implemented from October 2014 and in place by May 2015.

Lighting-young people are concerned about lighting in certain areas of Westbury, specifically the pathways leading to the youth centre and local parks. It makes them feel very unsafe and vulnerable. This issue has been fed to local councillors and the police.

Input from young people who don't attend the youth development centre-Young people are being engaged with, who do not currently attend the Youth Development Centre. They have been speaking with the police NPT and this has been brought to Youth Development Workers attention. The young people wish to be listened too and have their opinions and ideas raised. They will be incorporated into the YAG and are very valued. Opportunities for them to engage with the service, through activities initially, will be planned shortly so that they can benefit from the service. Street Based Youth Workers have committed to engage with young people within the community, which has previously been carried out for a number of years. The Youth Development Centre will work closely with the police and Area Board over the coming 6 months to ensure positive outcomes for young people.

Youth Work Celebration Evening-we hosted an evening on May 13th 2014 to highlight and celebrate youth work participation and achievements over the past year. This was a truly amazing evening, enjoyed by all that attended. Young people were given Awards and Certificates, as well as lots of recognition, for their achievements through youth work since July 2013. Young people also sang, played instruments and spoke readings. An array of young people produced films, photo slides and other media were shown too. Most of this media is on www.sparksite.co.uk and a review of the evening will be on there shortly.

Youth Work update

Sessions that run in the Youth Development Centre and within the community as of May 2014 are as follows:

Tuesdays 6.30-9.15pm-Girls Night, as there was a need for single gender work, this includes ASDAN Award Scheme & trampoline coaching with qualifications from BAGA, as well as building self-esteem and confidence, developing new skills and interests.

From November 2013, a new project Virtual Landscapes commenced, this is Heritage lottery funded and focuses on young people learning about their local chalk hill figures, so for Westbury this will be Westbury White Horse and Fovant military badges. They will be exploring what they learn through film production/photography/visual art art from on Tuesdays and achieving Arts Awards, nationally recognised qualifications. Young people will attend Salisbury Festival on May 28th to show their film and also this will be shown at the celebration event on May 13th. This project has concluded now and was successful, with 6 young people achieving their Bronze Arts Award through Trinity College and other 25 participating throughout, since last September.

Wednesdays 5-7pm- Junior Club & Young Leaders at the centre, for younger 'young people', years 6-7 and older 'young people' aged 13 plus to train as Young Leaders. Young leaders engage juniors in the Heritage Project called Virtual Landscapes, in partnership with Salisbury Arts Festival. This caters for a Universal Youth Work offer for all young people, as well as some focused projects. The young leaders have completed ASDAN Leadership/Peer Mentoring Awards and Activities Awards.

6.30-9.15pm- Universal mixed gender open night & focused projects. The universal aspect allows young people to turn up, socialise, develop new skills and interests and have fun, as well as talk with qualified youth workers and receive any support needed. This session is now getting busy, engaging lots of new young males, as we have had a high proportion of females recently.

Thursdays-Street Based Youth Work within the community whereby youth workers walk around targeted areas (after community, professional/police requests) meeting young people, talking to them and promoting our service, as well as signposting them.

Targeted 1:1 work, as and when required, requested from other agencies, for intensive support and guidance/intervention work (as and when required, or through referrals from other panels). Contact Sally Willox to make referrals.

Our overarching aims of the service are to engage young people in positive developmental activities to help them reach their full potential. This is all done with an informal approach and is on a voluntary basis. Young people take part in a diverse range of activities which they plan with Youth Developmental Workers. They can achieve a range of accreditations with us, including Food Safety, First Aid, ASDAN, Arts Award, BAGA Trampoline Awards and Duke of Edinburgh Award. Young people will also have a safe, welcoming, non-judgmental place to come, that is purely for them.

The youth work team provides a high quality Universal Service encompassing early intervention and Safeguarding. Young people can be referred to the service for engagement and intervention and we can make referrals to other specialist services as needed.

If anyone would like Youth Workers to engage with young people in their community/village/estate/establishment including any voluntary sector organisations-as one off sessions or regular ones, please contact Sally Willox on sally.willox@wiltshire.gov.uk

Young people's issues will from time to time be brought to the Area Board to be discussed and young people will present this. The YAG, Youth Advisory Group is the method for achieving this (as detailed above) where Young People can help shape services and activities for them within their community and to make improvements to these, as well as raise, debate and take action on issues that affect them and or are important to them. We also strive to empower young people to participate in local forums and community groups, like the BA13 Community Partnership, so that they can be involved and represent young people.

Either myself or a member of staff and young people will attend Area Boards to present a verbal update and participate.

We offer a busy programme of activities during school holidays too.

Regards, Sally Willox and Westbury YAG, April 2014

Locality Team Leader Youth Work for Westbury & Warminster, Integrated Youth Services

Children and Families Social Care, Department for Education, Wiltshire Council

(01373) 822335 sally.willox@wiltshire.gov.uk, www.sparksite.co.uk



Westbury Campus Update for May

The Westbury Community Campus Team (formerly the Westbury Community Operations Board) has been meeting with a range of services and groups as part of its work to develop a working proposal.

In April and May it met with the Westbury Heritage Society, the registration service and the White Horse Surgery. The team is expecting to meet with other groups and services and welcomes invitations to find out more from any group or organisation or resident that might want to use the campus.

The Westbury campus team has also been developing a communications plan to help ensure local people and organisations are kept informed about the campus project and know how to get involved.

The team has also welcomed the new members appointed by the area board. The team now consists of:

- Brenda Pyne (chairman)
- David Jenkins (area board representative)
- Neil Hawker
- Tumpale Phiri-Thorne (deputy member)
- Alison Irving
- Sue Ezra (town council representative)
- Tim Wright (deputy member)
- Bill Jarvis
- Sally Hendry (area board manager)
- Matthew Woolford (campus development manager)

It is with regret that the team received the resignation of David Bradshaw as a deputy member.

The team will next meet on 11 June.

If you would like to contact the Westbury Community Campus Team please call 01225 718350 or email campusconsultation@wiltshire.gov.uk

Report to	Westbury Area Board
Date of Meeting	5 June 2014
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider funding applications to the community area grants fund scheme and councillor led project bids:

1. Applications seeking Community Area Grant Funding (appendix 1)

- 1.1 BA13+ Community Area Partnership is seeking £6500 toward annual running costs
- 1.2 Bratton Community Orchard - is seeking £554 towards the purchase of an apple juicer
- 1.3 Edington Ringing Centre – is seeking £800 towards the purchase of a ringing simulator.
- 1.4 Westbury carer support group – is seeking £570 towards the purchase of a laptop and an event for parent carers.

TOTAL Funding Requests: £8,424

1. 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. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.
- 1.2.** In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3.** The 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. Westbury Area Board has been allocated a 2014/2015 budget of £31,543.19 capital funding and £5,566 revenue funding for community grants, digital literacy projects, community partnership core funding, area board operational funding and area board/councillor led initiatives.
- 1.4.** Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.5.** 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.
- 1.6.** In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle 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.
- 1.7.** Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.8.** Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.9.** Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.

- 1.10. The 2014/2015 funding criteria and application forms are available on the council's website
<http://www.wiltshire.gov.uk/council/areboards/areboardscommunitygrantsscheme.htm>
- 1.11. 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.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Area Board Grant Guidance 2014/15 as presented for delegated decision • BA13 Community Area Plan • Westbury Joint Strategic Needs Assessment
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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. This meeting is the second round of funding during 2014/2015:

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 Westbury Area Board. **The Westbury grants fund currently stands at £31,543 (revenue) and £5,566 (capital).**
- 4.2. All awards are subject to the condition that no payment will be made until all other funding has been confirmed.

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 councils 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 are outlined within section 8 – Officer Recommendations.

8. Community Grant Applications Summary

Ref	Applicant	Project proposal	Funding requested
8.1.0	BA13+ Community Area Partnership	Annual funding costs	£ 6,500

8.1.1 This application meets the grant criteria but exceeds the area board revenue budget of £5,566

8.1.2 The Community Area Partnership works with the area board on a wide range of projects to benefit the community.

Ref	Applicant	Project proposal	Funding requested
8.2.0	Bratton Community Orchard	Purchase of an apple juicer	£ 554

8.2.1 This application meets the grant criteria.

8.2.2 The orchard is a valuable community facility which is well used. The purchase of an apple juicer would enable an annual Apple Day to be held attracting all ages.

Ref	Applicant	Project proposal	Funding requested
8.3.0	Edington Ringing Centre	Purchase of a simulator	£ 800

8.3.1 This application meets the grant criteria

8.3.2 A simulator (being silent) will enable the teaching of bell handling safely. There is a shortage of ringers and it is hoped this will not only enable more training to take place but also attract more young people to the ancient art of bell ringing.

Ref	Applicant	Project proposal	Funding requested
8.4.0	Westbury Parent Carer Support Group	Staging of event and purchase of laptop and	£ 570

8.4.1 This application meets the grant criteria but exceeds the area board budget for revenue.

8.4.2 This is a parent run information sharing support group in Westbury which meets regularly. A laptop would be used to help keep in touch with members.

9.Recommendations

9.1 It is recommended that the Area Board decides whether to allocate funding to the four applicants

Report Author	Sally Hendry. Westbury Community Area Manager. 01225 718627 sally.hendry@wiltshire.gov.uk
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Community Area Partnership Agreement 2014/15

Claim for running costs April 2014 – March 2015

Your Details:

Name:	Phil McMullen
Partnership:	BA13+ Partnership (Westbury Area)
Address:	37 Sandridge Road Melksham Wiltshire SN12 7BQ
Phone:	01225 706134
Email:	ba13plus@outlook.com

Bank Account Details:

Account name:	Westbury Area Partnership (BA13+ Partnership)
Sort code:	30-99-13
Account no.	17862560
Balance of funds at beginning of year:	£787 (excluding ring-fenced monies)

Details of Claim:

	Cost:
Administrator / Project Officer (inc travel) costs: <ul style="list-style-type: none">Part time Administrator (up to 8 hours per week at £14.50 p/h) to include travel & misc expenses: $8 \times 14.50 = £116 \times 49 \text{ wks} = £5684 \text{ pa}$	£5684
Consultation activities, public events, analysis, etc: <ul style="list-style-type: none">Includes Partnership Meetings and activities associated with the update of the Community Plan and associated publicity	£200
Advertising & promotion (inc websites): <ul style="list-style-type: none">General promotion of the Partnership, its meetings, activities and sub-groups; websites, domains and software licences	£300
Plans, questionnaires, other printing costs: <ul style="list-style-type: none">To support consultation and production of revised Community Plan	£200
Office expenses, consumables, etc.: <ul style="list-style-type: none">details	£116
Total claim for the year ending March 2015	£6500

I confirm that the costs claimed for here will be incurred by the BA13+ Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2012/13 and hereby apply for the the funding to be released.

It is understood that the funding will be released by the Area Board in two tranches, April to September and October – March subject to approval of the Partnership's workplan

Signed: Carole King, Chair

Date: 20/05/14

Please post your Annual Workplan and Claim Form for running costs to:

Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall,
Trowbridge BA14 8JN

Grant Applications for Westbury on 05/06/2014

ID	Grant Type	Project Title	Applicant	Amount Required
601	Community Area Grant	Bratton Community Orchard Apple Juicing	Bratton Parish Council	£553.65
773	Community Area Grant	Time out for parent carers of children with additional needs	Parent carer support group	£570.00
801	Community Area Grant	Edington Ringing Centre Saxilby Simulator	Edington Ringing Centre	£800.00

ID	Grant Type	Project Title	Applicant	Amount Required
601	Community Area Grant	Bratton Community Orchard Apple Juicing	Bratton Parish Council	£553.65

Submitted: 01/04/2014 01:02:03

ID: 601

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2014 Westbury

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

We have recently completed our budget setting process and there is no capacity in the budget to fund this equipment.

5. Project title?

Bratton Community Orchard Apple Juicing

6. Project summary:

Bratton Community Orchard is a fantastic community resource. It benefits the village as somewhere on people's doorsteps to walk and exercise to improve their health and wellbeing. It is also a haven for wildlife. The Council is keen to promote the orchard and encourage more people to use it. A well attended apple juicing day was held in November 2013. 25 – 30 people brought apples to juice as well as using those from the orchard. However, we had to borrow equipment and this may not be possible again. To ensure we can run future events we are asking the Area Board to provide funding for basic apple juicing equipment.

7. Which Area Board are you applying to?

Westbury

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

Within Bratton

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Food, farming and local markets

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:**

03/2013

Total Income:

£50044.00

Total Expenditure:

£44723.00

Surplus/Deficit for the year:

£5321.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£2000.00

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

The reserves need to be maintained for emergency work, for example, repairs to equipment, buildings, etc.

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

10b. Project Finance:

Total Project cost		£713.65		
Total required from Area Board		£553.65		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
12 litre Cast Iron Press	250.00			
Classic crusher	245.00			
40 litre flexi tub 5.95 ea	11.90			
Large funnel	7.80			
27.5 litre bucket	8.95			
Knives x 3 Â£5 ea	15.00			
Chopping boards x 3 Â£5 ea	15.00			
Time to organise and run the event - approx 5 volunteers spending approx 25 hours.	160.00	Volunteers	yes	160.00
Total	£713.65			£160

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?

Westbury

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

This project has the potential to benefit everyone in Bratton. The Apple Juicing event was attended by a good cross section of people from the village. For example one family came with grandparents accompanying their children and grandchildren. Children especially enjoyed the event and enthusiastically took part in each stage in the process and it is an especially good family activity. There is also the potential for other villages to benefit either by borrowing the equipment and holding their own events or through Bratton holding additional events to accommodate greater numbers of people and apples. Apple Juicing events have proved very popular across the county. Although we were pleased with the numbers at our event, we know there are many people who are unaware of the orchard or are not confident to visit it independently. Holding regular events will raise the awareness of the orchard and encourage people to get to know where it is and that they have free and full access at all times. By more people learning about and valuing the orchard we will then have greater numbers willing to help care for it into the future. People will benefit in a range of ways. Events are an excellent way of bringing the community together and an activity where people have to work as a team is a great way of helping them get to know each other, helping grow a sustainable cohesive community. It is particularly rewarding to have a bottle of juice after the hard work of juicing and juicing encourages people to think about local produce, the origins of their food and local cultural traditions which it is crucial to continue. If individuals know they can access their orchard it will help encourage them to take more exercise in the outdoors which will improve their health and wellbeing. The orchard is cared for by volunteers and more people may become interested in helping current volunteers resulting in a greater level of exercise. Events in the orchard will encourage an improved connection between individuals and their natural environment. Research shows that many children have a very limited relationship with their natural environment and surprisingly this is also the case amongst children living in rural areas. Spending time in the outdoors is a crucial part of childhood.

14. How will you monitor this?

We will monitor the success of the project by gathering anecdotal evidence at events. For example, numbers of attendees, who and where people live, how likely they are to return to the orchard, have they got to know new people, has it made them think more about the value of local food, have they learnt more about the wildlife in the orchard.

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

Once we have our own equipment, the costs of running events will be minimal and the Parish Council will be able to fund ongoing costs.

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.

773	Community Area Grant	Time out for parent carers of children with additional needs	Parent carer support group	£570.00
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Submitted: 22/04/2014 14:36:38

ID: 773

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2014 Westbury

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?**

Time out for parent carers of children with additional needs

6. Project summary:

We are a parent run information sharing support group in Westbury. We cannot fund certain aspects of the group ie laptop for all the information access and also funding for time out as

parents with difficult behaviours and problems we dont get this. Please will you help fund behaviour specialists and such to benefit educational and parenting advice much needed for our group. We meet once a month at Crosspoints, Market square in Westbury and two weekly at Madhatters tea room and we are reaching so many parent carers but we are lacking funding .

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

ba13

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

Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost	£570.00		
Total required from Area Board	£570.00		
Expenditure	£	Income	Tick if income £

(Itemised expenditure)	(Itemised income)	confirmed
building rental	30.00	
behavioural specialist	140.00	
educational	100.00	
laptop	300.00	
Total	£570	£0

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?

Westbury

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

Our group is community based and also has people in attendance from Warminster, Devizes, Trowbridge as there is no support out there specifically out their for parent carers, we meet every two weeks as suggested by regular members to support and share each other in the community

14. How will you monitor this?

We keep a log of all attending, and for information to be shared and signposting and also to engage parents who struggle to see themselves as carers Main role

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

We do not need a lot of funding just this will help enable me to secure Time out and educational needs a couple times a year for the group.

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

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

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

801	Community Area Grant	Edington Ringing Centre Saxilby Simulator	Edington Ringing Centre	£800.00
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Submitted: 12/05/2014 18:05:16

ID: 801

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2014 Westbury

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?**

Edington Ringing Centre Saxilby Simulator

6. Project summary:

We are teaching youngsters to ring bells with success but with our earlier intake now improving we are finding it difficult to cater for them, and at the same time, deal with a new intake who require basic teaching. A simulator (being silent) will enable us to teach the very important basic bell handling safely and teach improvers and at the same time. In the recent past we have rung for the Diamond Jubilee, the opening of the Olympics, the birth of Prince George and other local and national events, there is a severe shortage of ringers and our school has been set up to ensure that this very English tradition, stretching back several hundred years, will continue into the future.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

Ba13 4QR

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2013

Total Income:

£505.33

Total Expenditure:

£316.52

Surplus/Deficit for the year:

£188.81

Free reserves currently held:

(money not committed to other projects/operating costs)

£555.09

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

We are committed to some expenditure already this year and feel we can afford to put Â£200 or Â£300 towards this project. Particularly as we are unlikely to be able to repeat some of the fund raising we did last year

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

10b. Project Finance:

Total Project cost

£1600.00

Total required from Area Board	£800.00			
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials	1500.00	Our reserves	yes	200.00
Labour	100.00	Installation in kind	yes	100.00
		Fund raising		500.00
Total	£1600			£800

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?

Westbury

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

The whole community will benefit in the continuance of the ancient art of bell ringing which sadly is now in decline and more particularly the youngsters who are being trained, for bell ringing brings many personal benefits. Ringing church bells is not an easy hobby to learn, it requires great discipline, co-ordination of mind and muscle and a good deal of physical effort. Youngsters find they love the challenge and the satisfaction of co-operating with a group in a successful band. The pleasure is very much akin to playing in an orchestra. Bell ringing is also a wonderfully democratic hobby and very inclusive. All are welcome at our training school and will find when they are progressing that they are welcome in any tower round the world. For the olympics we took our youngsters to London to ring at St Clement Danes in the Strand. Earlier this year they rang at Bath Abbey. It is difficult to describe the benefits the hobby gives to us all, in this computer age it teaches the old skills of cooperation and teamwork, of perseverance, of working with people quite different backgrounds and ideas to achieve a good result and last but by no means least of 'getting on, with people of all ages and social backgrounds in the active social life of bell ringers.

14. How will you monitor this?

Our progress is monitored by the Central Council of Bell Ringers who set our standards and to whom we have to report annually.

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

The cash required is for a capital purpose we are confident that we can fund the maintenance costs.

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

No

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

And finally...

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

Westbury Area Board
Community Area Transport Group
Friday 2 May 2014

Minutes

1. Attendees:

Russell Hawker	Wiltshire Councillor (Chairman)
David Jenkins	Wiltshire Councillor
Jerry Wickham	Wiltshire Councillor
Sally Hendry	Community Area Manager
Spencer Drinkwater	Principal Transport Planner
Kirsty Rose	Traffic Engineer
Sue Ezra	Westbury Town Council
Keith Youngs	Heywood Parish Council
Charles Riley	Coulston Parish Council
Mike Swabey	Edington Parish Council
PC Darren Foulger	Wiltshire Police

2. Apologies:

Alison Irving, Charles Riley, David Howells, Pat Whyte, Gordon King, Carole King.

3. Minutes of CATG meeting of 14 March 2014 - approved

4. Matters arising from the previous meeting including progress reports on :

Lighting on footpath (Indigo Lane) between Springfield Road and Indigo Gardens	KR reported that the project costs had risen since first quoted. CATG agreed to apply for substantive funding requested with contribution of £7,500 from CATG and area board (already agreed).
Edington junction and footpath project	This project is almost complete with just a small amount of resurfacing to be done. It has been welcomed by local people.
Bus shelter at the White Horse Health Centre	The shelter has been ordered. The date of installation plus associated works including the installation of the current shelter in Westbury Leigh is 21 July 2014.
Wellhead Drove junction with A350	Signage work currently with the contractor.
Eden Vale Road	Two metro counts requested with advice on sites from police. Highways officers want to await results and consider the whole road ref installation of DYs and marked parking bays.
Through Traffic Sign at roundabout	GK to speak to residents – agreed to

Junction Westbury Leigh / Camargue Road	defer to next CATG
Bus shelter outside Aldi on A350	GK to speak to residents – agreed to defer to next CATG
Traffic issues at Coulston	Agreed installation of signs £400.
Tower Hill	JW – site meeting KR DH TCB and JW. KR attempting to find ownership of land nearby which could be used for parking or bins. Matter to come back to next CATG for more information.
Parking in Oldfield Park ref Penwood Close	PW and RH attended the site. PW is to install white line markings to encourage responsible parking. White lines now done.

5.Update on 2014/15 CATG budget

Because some of last year's projects came in under budget the CATG budget for 2014/15 is £12,162. If substantive funding for Indigo Lane lighting scheme succeeds the CATG budget would be £16,662.

6.Highways improvement schedule

The area board is asked to consider a list of proposed highway maintenance schemes in our area for 2014/15, and agree the final list for implementation.

The list of potential schemes for future years could also be reviewed, and consideration given to priorities for treatment in 2015/16. A draft list of sites will be prepared for comment later this year, but an early indication of local priorities would be helpful. Agreed to pass to parishes for comment.

7.Requests for 20mph limits – agreed to pass to parishes for comment

8.Review of scheme requests and area board transport issues raised since last CATG:

Issue	Detail
Wellhead Lane ref quad bikers and traffic	Wellhead Lane has recently been resurfaced and there are now concerns that this will encourage increased use of the lane by inappropriate traffic including quad bikes accessing the woods. Issue raised by local residents. GK and SH attended site. GK asking for installation of a kissing gate or horse stile to prevent wheeled vehicles from entering the woods. Also look again at signage to try and discourage people driving down there. Also request for the installation of a rubbish bin. Feasibility study for kissing gate or similar plus signs. SH to arrange meeting

	with police and RoW officer. Also SH to facilitate bin via street scene officers.
Rosefield Way crossing	Issue raised by a Westbury town councillor who is concerned there is no formal crossing point on this road. KR to write explaining the reasons why no formal crossing is to be installed.
SID sites schedule	Review of timetable and venues for the speed indicator device. Suggested inclusion of Westbury Leigh, A350 near Wellhead Drove, and Eden Vale Road.
Edington church path	Issue raised by a parish councillor. The footpath that runs alongside the church and the road is worn away and needs replacing. KR to have site meeting with PW and parish council. Report back to next meeting.
Oldfield Road	Concerns raised about chicanes giving priority to traffic going from Station Road. Highways officers said it would not be possible to change the chicane near Station Road as it would mean traffic backing up onto the roundabout onto the main road.
Footpath at Edington	Concerns have been raised about a handrail being needed on the footpath from parish hall to the church. KR to speak to Rights of Way officer ref feasibility study. Decision then to be taken about whether funding application should go to area board or CATG.
Primmers Place	Issues with parking. Discussed with highways officers but no scope for any further improvements
Avebury Close lighting	Work starting on 12 May
Edington – extension of 30 mph to Station Yard.	Site visit has taken place – not possible to extend speed limit but highways officers recommended new horse warning signage to be installed at cost of £200.

9. Funding agreed: Agreed installation of signs £400 at Coulston and £200 for horse warning signs at Edington.

10. Date of next meeting - tba

Westbury Area Board
Air Quality Group
Friday 2 May 2014

Notes

1. Attendees:

Russell Hawker	Wiltshire Councillor (Chairman)
David Jenkins	Wiltshire Councillor
Jerry Wickham	Wiltshire Councillor
Sally Hendry	Community Area Manager
Spencer Drinkwater	Principal Transport Planner
Kirsty Rose	Traffic Engineer
Sue Ezra	Westbury Town Council
Keith Youngs	Heywood Parish Council
Charles Riley	Coulston Parish Council
Mike Swabey	Edington Parish Council
PC Darren Foulger	Wiltshire Police

2. Apologies:

Alison Irving, Charles Riley, David Howells, Pat Whyte, Gordon King, Carole King

3. Matters arising and updates

Cycle routes in and around Westbury	SD reported that a brief will be issued to consultants to look at improving cycle routes in Westbury. Update at next AQ meeting.
School travel plan ref walking and cycling	KR reported that Westbury schools had a higher than average rate of walking to school but were very low on the numbers cycling to school. All schools bar one have a travel plan in place – KR and RH (as governor) to raise with this school. KR to encourage update of travel plans. SH to get in touch with nurseries to see if they could take part..
Encouraging walking ref footpath improvement plans	SH reported that £3000 had been agreed by the area board to pay for kissing gates to replace stiles on popular walking routes – this is a bid to encourage more people to walk and enjoy the local environment. All parishes had been asked for suggestions and ideas were starting to come in.
The Mead housing development and S106	SD had been in touch with planners to ask if a toucan crossing outside the Coop could be funded through the S106 money for the proposed Mead development.

4. Date of next meeting - tba

