

AGENDA

Meeting: MELKSHAM AREA BOARD
Place: Assembly Hall, Market Place, Melksham SN12 6ES
Date: Wednesday 17 June 2015
Time: 7.00 pm

Including the Parishes of Atworth, Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington and Seend

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 Kevin Fielding (Democratic Services Officer), on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Rhys Schell (Melksham Community Area Manager) direct line 01225 716752 or rhys.schell@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 Pat Aves - Melksham North
Cllr Terry Chivers - Melksham Without North
Cllr Jon Hubbard (**Chairman**) – Melksham South
Cllr David Pollitt - Melksham Central
Cllr Jonathon Seed (**Vice Chairman**) -Summerham & Seend
Cllr Roy While Melksham Without South

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website along with this agenda and available on request.

If you have any queries please contact Democratic Services using the contact details above.

Items to be considered	Time
<p>1 Appointments</p> <p>Election of the Chairman</p> <p>i.To elect a Chairman for the forthcoming year.</p> <p>ii.Election of the Vice Chairman To elect a Vice Chairman for the forthcoming year.</p> <p>iii.Appointments to Outside Bodies and Working Groups. To note that appointments to outside bodies and working groups for the forthcoming year:</p> <ul style="list-style-type: none"> • Community Area Transport Group (CAT-G) • Shadow Community Operations Board (SCOB) • Melksham Community Area Partnership • Local Youth Issues Network (LYN) • Neighbourhood Plan 	<p>7:00pm</p>
<p>2 Chairman's Welcome, Introduction and Announcements <i>(Pages 1 - 4)</i></p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Joint Health & Wellbeing Strategy Consultation and Update. • Changes to Street Lighting. 	
<p>3 Apologies for Absence</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Minutes <i>(Pages 5 - 14)</i></p> <p>To confirm the minutes of the meeting held on Wednesday 15 April 2015.</p>	

6 **Services to the Elderly**

Presentation by Nicola Gregson - Head of Commissioning for Older People
Care, Support and Accommodation, Wiltshire Council.

To discuss the services needed by the elderly in each Community Area and to consider nominating an Elderly Persons Champion & a Carers Champion.

7 **Wiltshire Online**

To update on Broadband rollout throughout the Melksham community area.

8 **"Big Pledge - make a difference" Campaign 2015**

Presentation from Rhys Schell – Community Area Manager.

Wiltshire's Big Pledge challenges people to get healthy, volunteer, or make a positive change in 2015.

9 **Local Youth Network (LYN) - update**

Cllr Jon Hubbard.

10 **Melksham Community Campus - update**

Cllr Roy While.

11 **Community Area Transport Group (CAT-G) - update**

Cllr Jonathon Seed.

The Area Board are asked to consider the following recommendations:

- *To confirm the previously approved £1,333 from the Area Board and the proposed £1,333 from the CATG for the 20mph speed restriction in the Kenilworth Gardens and surrounding area.*
- *To approve £125 for an initial asbestos check on a replacement bus shelter located by the Methodist Church in the High Street, Melksham.*

- *That the Area Board resolves that all Community Transport issues must be first discussed with the Divisional Member and, where funding is required, subsequently recommended for progression to the CATG by the relevant Town or Parish Council.*

12 **Champion Update**

- Children and Young Peoples Network - Cllr Jon Hubbard
- Economy – Cllr Roy While
- Health – Cllr Pat Aves
- Transport – Cllr Terry Chivers
- Read Easy – Cllr David Pollitt

13 **Partner Updates** (*Pages 15 - 20*)

To receive any updates from the following partners:

- a. Community Area Partnership
- b. Wiltshire Police
- c. Wiltshire Police and Crime Commissioner
- d. Wiltshire Fire and Rescue Service
- e. NHS Wiltshire/Clinical Commissioning Group
- f. Melksham Town Council
- g. Parish Council Nominated Representatives
- h. Melksham Chambers of Commerce
- i. Melksham Senior People's Forum
- j. Trans Wilts Cic

14 **Grant Funding** (*Pages 21 - 58*)

To consider applications to the Community Area Grants scheme.

15 **Any Other Items of Public Concern**

16 **Next Meeting**

- Wednesday 9th September 2015 – Seend Community Centre.

17 **Close**

Chairman's Announcements

Subject:	Consultation on the Joint Health and Wellbeing Strategy
Officer	David Bowater, Corporate Support Manager
Contact	T. 01225 713978
Details:	E:David.bowater@wiltshire.gov.uk

Summary of announcement:

A new [consultation draft of the Joint Health and Wellbeing Strategy for Wiltshire](#) (2015-18) has been developed based on our understanding of Wiltshire's communities, as set out in the [Joint Strategic Assessment](#) for Wiltshire.

The consultation draft of the strategy sets out the main areas that working together will be a priority for health and social care organisations in Wiltshire. It does not list everything that all organisations and individuals will be undertaking to improve our health and wellbeing. Instead, it focuses on setting out our vision for integrated working in the future.

We want to support and sustain healthy, independent living. This is articulated in two key aims within the strategy:

- Healthy lives – encouraging communities, families and individuals to take on more responsibility for their own health
- Empowered lives – personalising care and delivering care in the most appropriate setting – at or as close to home as possible

We would like to hear your views on the content of the strategy. Please respond with comments to David Bowater by email david.bowater@wiltshire.gov.uk and by taking part in our [joint health and wellbeing strategy survey](#)

The consultation closes on 1 July 2015.

Chairman's Announcements

Subject:

Changes to Street Lighting

**Officer
Contact
Details:**

Peter Binley, Head of Highways Asset Management and Commissioning,
Tel: 01225 713412
Email: peter.binley@wiltshire.gov.uk

Summary of announcement:

The Council needs to save money and reduce its carbon footprint by reducing energy usage. Rising energy costs, carbon tax and budget restraints make it necessary to change the way we light our streets.

We will be converting some of the street lights in our towns and surrounding areas, so that some of them are not on between about midnight and 5.30am where it is safe to do so.

Lights at junctions, pedestrian crossings and where required for safety will remain on all night. Lighting where there are CCTV systems, in the town centre, and in areas where crime is a problem will remain on and at normal lighting levels.

The scheme was the subject of a consultation in 2012 when the views of the public and organisations were invited before the Council's Cabinet considered the matter.

The scheme has been operating successfully in Trowbridge for over six months and will be rolled out in the other towns this summer. A review of the scheme will be undertaken after six months to determine whether further changes are necessary, and the views of the Town and Parish Councils will be sought.

Date of Implementation	Area
1 st July	Melksham, Westbury, Salisbury, Laverstock, Wilton
5 th August	Warminster, Corsham, Chippenham, Bradford on Avon
2 nd September	Calne, Malmesbury, Royal Wotton Bassett, Devizes, Marlborough, Amesbury

After the introduction of the scheme if there are locations where there are any serious safety issues, these will be considered and changes made as necessary.

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Semington Village Hall, High St, Semington, BA14 6JR
Date: 15 April 2015
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Pat Aves, Cllr Jon Hubbard (Chairman), Cllr Jonathon Seed and Cllr Roy While

Wiltshire Council Officers

Rhys Schell – Community Area Manager
Kevin Fielding – Democratic Services Officer
Ceri Evans – Community Youth Officer
Laurie Bell – Associate Director, Communities & Communications
Maggie Rae – Corporate Director

Area Board Community Project Support Officer – Phil McMullen

Town and Parish Councils

Keevil Parish Council – Myra Link
Semington Parish Council – Paul Bowyer & Kevin Lockwood
Steeple Ashton Parish Council – Geoff Hyatt

Partners

Wiltshire Fire & Rescue Service – Mike Franklin
Melksham Community Area Partnership – Colin Goodhind
Melksham Chamber of Commerce – Graham Ellis
Melksham Seniors Forum – Brian Warwick
Melksham Doctors – Dr Rob Matthews

Total in attendance: 40

<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 Area Board.</p> <p>It was agreed to take the Melksham Campus update item as the first order of business, as Laurie Bell - Associate Director Communities and Communications, Wiltshire Council had another meeting which she needed to attend.</p>
2	<p><u>Melksham Campus</u></p> <p>Laurie Bell - Associate Director Communities and Communications, Wiltshire Council gave an update on recent developments regarding the Melksham Campus project.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That all money that Wiltshire Council had allocated for the Melksham Campus would be spent on it. • Woolmore Farm – this part of the project was now about to go live, Newts were being removed from the site before work could begin in earnest. • Two contractors had been appointed to deliver the Woolmore Farm project. • Meetings were being held with both Melksham Rugby and Football clubs to keep them in the loop as to progress at the Woolmore Farm site. • It was expected that both clubs would be based and playing their respective matches at Woolmore Farm for the start of the 2016 season. • Melksham House – Wiltshire Council would need to find 5 million pounds to fund this part of the project. • Work was still progressing on the Doctors surgery at the site. • Some access still needed to be resolved. • The time frame for the Melksham Campus project had slipped, but Wiltshire Council was still committed to it. <p>Maggie Rae – Corporate Director, Wiltshire Council paid tribute to the Melksham Councillors, SCOB members and voluntary sector representatives who had</p>

	<p>worked tirelessly to get the campus project to the point where it was today.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> • Will the Christie Miller Sports Centre be kept fit for purpose for the next two years until the campus is operational? <i>a. Wiltshire Council would do everything that it could to maintain the Christie Miller until the campus was operational.</i> • That there were concerns re the future development of Melksham cemetery for burials. <i>a. The cemetery did not form part of the campus project, but would be looked at if and when to ensure that future burial space was available.</i> <p>Campus name and logo decision</p> <p>After thorough analysis of the responses from the Melksham community, the COB brought its recommendations to the Melksham Area Board, with the Councillors and the attendees given the opportunity to vote on the Campus name and logo.</p> <p>Decision</p> <ul style="list-style-type: none"> • The name ‘Melksham Community Campus’ was confirmed. • The updated ‘community’ logo was confirmed, with the ‘M symbol’ moved to the right hand side and in a green colour. <p>The Chairman thanked Laurie Bell and Maggie Rae for attending the meeting.</p>
3	<p><u>Chairman's Announcements</u></p> <p>The following Chairman’s Announcements were noted:</p> <ul style="list-style-type: none"> • Universal Credit. • A legacy for Wiltshire. • Health Watch Wiltshire.
4	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Councillor Terry Chivers and Councillor David Pollitt.</p>

5	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on 11 February 2015 were approved by the Committee and signed by the Chairman.
6	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
7	<p><u>Melksham Station site and conditions of access</u></p> <p>Presentation from Paul Johnson – Chairman, TransWilts CIC.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Growth from 18, 000 to 183, 400 passengers journeys pa in 3 years. • Melksham station passengers doubling every year (March – March) 12, 000 to 24, 000 to 50, 000. • 1 commuter joins every week. • Morning peak train 25 – 30 passengers board at Melksham. • Access to the station is poor at present, the town deserves to have a better one with car parking and pedestrian underpass with Station Pedestrian/cycle access via Foundry Close. • Good support from the Area Board re the Melksham Station Project. • A big thanks to Graham Ellis for his hard work and determination in getting the project to where it is today. <p>The Chairman thanked Paul Johnson for his presentation.</p>
8	<p><u>Local Climate Initiatives</u></p> <p>Clare Langdon - Green Economy Team Manager, Wiltshire Council and Shirley McCarthy – Melksham Climate Friendly Group gave a short presentation and interactive session to promote further public engagement on local climate initiatives and carbon technologies.</p> <p>Points made included:</p>

	<p>Wiltshire Council had in the local area:</p> <ul style="list-style-type: none"> • Melksham River Mead School oil to gas boiler conversion – saving £5,500 PA and 21 tonnes of CO2 PA. • Lighting upgrades at Melksham River Mead School, Kingsbury House and the Melksham Depot saving £2,500 PA and 13.5 tonnes of CO2 PA. <p>Melksham Energy Group</p> <ul style="list-style-type: none"> • Aim: increasing own and community’s understanding of optimum sources and use of energy, taking account of <ul style="list-style-type: none"> • polluting effects, residues and true costs • environmental impact • Inform on low- and zero-carbon technologies and how to save energy. • Campaign for sustainable solutions to need for power. <p>The Chairman thanked Clare Langdon and Shirley McCarthy for their presentation.</p>
9	<p><u>Melksham Time Credits</u></p> <p>Presentation from Becca Lamont Jiggins – Spice on the launch of Melksham Time Credits.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Successful launch event on Wednesday 18th March with lots of interested local groups. • Two main priorities identified: <ul style="list-style-type: none"> Town Tidy activities Getting young people involved <p>Opportunities to Earn Time Credits</p> <ul style="list-style-type: none"> • South West in Bloom – Town Tidy Days 1pm - 3pm 3rd May, 7th June and 5th July. • Litter pick on Tuesdays 5.30-6.30pm at King George V.

	<ul style="list-style-type: none"> • Volunteering at youth clubs, consultation days and other events organised by the LYN or stakeholders. <p>Opportunities to Spend Time Credits</p> <ul style="list-style-type: none"> • Wiltshire Spend catalogue. • Movies at Melksham. • DVD rental from Melksham Library. • School holidays organised events e.g. visits to Tower Park, Beach Trips and Outdoor pursuits (Brokerswood). • Time Credits were the largest community currency in the world. • An excellent way for young people to get involved in volunteering. <p>The Chairman thanked Becca Lamont Jiggins for her presentation.</p>
10	<p><u>Local Youth Network - update</u></p> <p>Update by Ceri Evans - Community Youth Officer, Wiltshire Council</p> <p>Points made included:</p> <ul style="list-style-type: none"> • A drop-in/Youth café was now being delivered at the Adventure centre on Tuesdays 6.30/8.30pm. • Atworth Youth Centre would be reopening its doors in April with support from the LYN by way of a grant, administration licence and CYO support. This would enable them to secure a paid worker to deliver sessions. • The minibus which was donated by Seend Community was in for repair and MOT, once back on the road this would be a vital link for the young people in the Melksham communities to fully participate in current and future events that the LYN provides. • The LYN was holding several consultation days in the coming months - 25th April Assembly rooms, 16th May Bowerhill pavilion and 18th July Party in the park. • The LYN would be soon actively be running Social media and researching branding options. • An initial Young person's Needs assessment had been completed, this

	<p>was a working document, which would be continually revised through up and coming consultations.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board approves funding of £4,000 to enable the LYN Community mini bus to be repaired for use. • Area Board agrees the addition of two new youth members to the LYN Management Group: <p>Maisie Marchant</p> <p>James Wilkins</p> <p><i>The point was made by the Chairman that the LYN Community mini bus would be made available for older persons use when not being used by the LYN.</i></p> <p>The Chairman thanked Ceri Evans for his update.</p>
11	<p><u>Community Area Transport Group - 20mph Speed Limits</u></p> <p>Following the publication of Wiltshire Councils policy for 20mph speed limits, the authority committed to undertaking assessments across the 18 Community Areas.</p> <p>Each of the Community Areas were requested to nominate defined areas for assessment during 2014/15.</p> <p>Kenilworth Gardens (+ surrounding area) and Snarlton Lane in Melksham, had been locally identified and selected by the Community Area Transport Group as a possible suitable locations for a 20 mph speed restrictions.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board provisionally approves the sum of £1,333 for speed restriction as set out within the report for Kenilworth Gardens, Melksham (subject to CATG approval)
12	<p><u>Champion Updates</u></p> <p>Local Youth Network - Cllr Jon Hubbard</p> <ul style="list-style-type: none"> • Update provided during Local Youth Network item.

	<p>Bowerhill and Hampton Park Business Initiative – Cllr Roy White</p> <ul style="list-style-type: none"> • Steering Group meeting held on March 10th. • Update on the Herman Miller development and Broadband. • Bulletin geared to the needs of companies on the estate would be introduced. • Vehicle parking was an issue with the group in contact with the enforcement team. <p>Health – Cllr Pat Aves</p> <ul style="list-style-type: none"> • Another positive health and well being network meeting took place on Tuesday 14th April. <p>Read Easy – Cllr David Pollitt</p> <ul style="list-style-type: none"> • Management committee up and running and 2 applicants for voluntary Co-ordinator. • Once appointed Co-ordinator will start selecting ‘Coaches’. • Secured additional funding from Green Square for the first year’s operations. <p>The Chairman thanked the members for their updates.</p>
13	<p><u>Partner Updates</u></p> <p>Wiltshire Police (Inspector Matt Armstrong) - the written report contained in the agenda pack was noted.</p> <p>Wiltshire Fire & Rescue Service (Mike Franklin) - the written report contained in the agenda pack was noted.</p> <ul style="list-style-type: none"> • That the merger with Dorset Fire & Rescue Service had now been approved by Parliament. <p>Community Area Partnership (Colin Goodhind)</p>

	<ul style="list-style-type: none"> • That the partnership was now active in its campaign to promote Smart Water throughout the Melksham community area. • Melksham CCTV – volunteers were now being trained how to operate the system. • Neighbourhood Plan – ongoing, <p>Melksham Town Council – the written report contained in the agenda pack was noted.</p> <p>Melksham Without Parish Council – the written report contained in the agenda pack was noted.</p> <p>Melksham Senior People’s Forum (Brian Warwick)</p> <ul style="list-style-type: none"> • That the June/July film shows at the Assembly Hall had been cancelled due to the costs of staging them. • That the Senior People’s Forum was continuing to work with Wiltshire Online. <p>The Chairman thanked everybody for their updates.</p>
14	<p><u>Grant Funding</u></p> <p>The Wiltshire Councillors considered the following Grant Applications:</p> <p>Decision Friends of St George's School, Semington - St Georges School new adventure trail path awarded £2,500. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Melksham CAP – Bowser awarded £994. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Bulkington Village Hall - Floor repairs and damp proofing awarded £3,514. Reason <i>The grant meets the 2014/15 grants criteria.</i></p>

	<p>Melksham Music Festival - Electrical equipment for party in the park awarded £1,584. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>The Learning Curve - IT equipment for introductory internet courses awarded £1,000. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Wiltshire Mind - New intercom system awarded £984. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Adventure Centre - Improved drainage for the Melksham Adventure Centre awarded £2,500. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Melksham CAP - Joystick to maximise the effectiveness of Melksham's CCTV awarded £960. Reason <i>The grant meets the 2014/15 grants criteria.</i></p> <p>Melksham Seniors Forum - Equipment for Older persons activities awarded £500. Reason <i>The grant meets the 2014/15 grants criteria.</i></p>
15	<p><u>Any Other Items of Public Concern</u></p> <p>There were none.</p>
16	<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Wednesday 17th June 2015 – Melksham Assembly Hall.
17	<p><u>Close</u></p>

Melksham Community Area Board

June 2015



Neighbourhood Policing

Sergeant:	James Williams
Town Centre:	PC Kane Fulbrook-Smith PCSO Rose Baldock PCSO Janet Gould
Rural North:	PC Barry Dalton PCSO Maggie Ledbury
Rural South:	PC Emily Thomas PCSO Helen Wilson

Staffing update.

PCSO Christopher Pugh has moved and is now working within schools and youth engagement having been recruited into this role. This new role means he will no longer be part of the Melksham NPT. Chris has served Melksham for 7 years he will be missed by the team and the community of Melksham. This new role is a perfect fit for Chris and the move will benefit Wiltshire Police and the community of Wiltshire. I hope you will join me in wishing him good luck in his new role.

Wiltshire Police are currently holding a PCSO recruitment process.

I have made a decision that until the recruitment process is concluded PCSO Janet Gould will move to the Town centre.

I would like to reassure you that although individual areas of responsibility may have changed we will continue as always to work together as one team.

These changes will not affect the way emergency calls are responded to by Wiltshire Police.

NPTs - Current Priorities & Consultation Opportunities:

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

Visit the website at: www.wiltshire.police.uk

Current Priorities:

King George the 5th Playing fields.

With a warm April and longer evenings we have seen an increase in Young persons gathering in the playing fields consuming alcohol. We have had concerns raised by the cricket club about the behaviour of these groups whilst they coach younger players. The park has also suffered some graffiti and vandalism.

I will ask that this is raised as a priority at the next NTG meeting and as well as police enforcement hope to use the expertise of our partner agencies to deter this behaviour and divert the young people away from the inherent risk consuming alcohol poses to themselves.

Police and Crime Commissioner: Mr Angus Macpherson

PCC website: www.wiltshire-pcc.gov.uk

Local Issues and crime:

Crime in the Melksham Community Area based on a rolling 12month period has decreased.

Over a 12 month period violent crime has increased by 40 recorded offences within Melksham area and this is a force wide trend.

I have reviewed violent crime from the 1st of March 2015 until the 1st of June 2015 to cover the period from the last area board. 79 violent offences were recorded in total.

48 of these were recorded as having occurred in a public space the majority of these are domestic arguments outside of the home address.

13 occurred late at night and may be attributed to the night time economy. Only one of these crimes has an unidentified suspect with the victim refusing to speak to police to enable us to investigate further.

For the same period last year there have been 45 fewer reports of antisocial behaviour.

There have been 129 fewer victims of Burglary.

There have been 37 fewer reports of damage to property.

These figures are reflected in the chart below with only violence crime showing an increase over the 12 month rolling period.

ED Melksham NPT	Crime			
	12 Months to May 2014	12 Months to May 2015	Volume Change	% Change
Victim Based Crime	1244	1087	-157	-12.6%
Domestic Burglary	70	38	-32	-45.7%
Non Domestic Burglary	162	65	-97	-59.9%
Vehicle Crime	116	97	-19	-16.4%
Criminal Damage & Arson	258	221	-37	-14.3%
Violence Against The Person	250	290	+40	+16.0%
ASB Incidents	923	878	-45	-4.9%

Please remember to Report to police, or via Crime stoppers, any information you have or any concerns or suspicions about anyone involved in criminality.

- Secure your property
- Mark your property
- Record details of identifiable property and/or take photos of you belongings.

The website **www.immobilise.com** can be used to record these details and may even prevent offenders taking the item in the first place.

Sergeant James Williams
Melksham NPT



Briefing report for Chippenham; Corsham, Calne & Melksham Community Area Boards June 2015

New Legislation – Private Landlords

Wilts FRS have commenced a new project involving private landlords. New laws will require the fitting of smoke alarms on every level in the rental property. If there is a solid fuel appliance in the property then a CO alarm must also be fitted.

This new legislation comes into place on the 1st of October 2015 and the Government has provided funding to every Fire & Rescue Service to enable restricted numbers of smoke and CO alarms to be issued on a 'first come' basis free to Private landlords who meet the requirements. The alarms can be collected from Swindon; Trowbridge and Salisbury Fire Stations. Landlords will need to complete the form on our website where other information regarding collection can be found at www.wiltshire.gov.uk . The forms need to be completed prior to collecting the alarms.

Combination News

This month will see another significant step on the road to combination, with the first full meeting of the new Shadow Fire Authority on 23 June. With just nine months before the new Dorset and Wiltshire Fire & Rescue Service comes into being, staff at both existing FRSs are busy developing structures, policies, procedures and systems.

Six work streams have been established to direct this work, focusing on:

- Governance
- Strategic and organisational development
- Safety centre, strategic hub and Joint Command and Control Centre (JCCC)
- Service delivery and operational assets
- People and organisational design
- ICT and information management

NOT PROTECTIVELY MARKED

Dorset and Wiltshire & Swindon Fire Authorities have successfully gained the support of the Secretary of State to combine and now start their one year journey in bringing together the two Fire & Rescue Services.

The combined Dorset and Wiltshire Fire & Rescue Service officially came into being in shadow status on 1 April 2015 and will replace the two existing Authorities on 1 April 2016. This combination will help to secure the future of the two Services and the continued safety of the public in the two counties.

As the two Services start to come together, they will be focused on ensuring they maintain the professional emergency services for people living in, working in and travelling through Dorset and Wiltshire.

One of the outcomes from the combination will be the construction of a safety centre in Swindon on a site yet to be decided by the Fire Authority. The resources for this project have come from the Government transformation fund and will provide a Safety Centre for the people of Wiltshire. This will be a long term project and at the moment I cannot give any more detail but if you wish to look at the educational and community facilities offered by these types of premises in Dorset please take a look at www.Streetwise.org.uk.

Michael FRANKLIN
Partnerships & Community Engagement Manager
June 2015

NOT PROTECTIVELY MARKED

Update for the Melksham Area Board Meeting

Update From: Melksham Town Council

Date of Area Board Meeting: 17 June 2015

Headlines/Key Issues:

- ***Britain in Bloom – South West – Judging Day 15 July***

Melksham is getting ready for its entry into Britain in Bloom South West, including:

- More hanging baskets: Town centre businesses have been approached with regard to sponsoring a hanging basket on their premises.
- Additional planting is taking place around St Michael's churchyard.
- A new portable water bowser has been purchased, which will allow watering of the town plants in-between the current watering schedule by the Town Caretaking Team.
- Various improvements to the Prince of Wales Garden area.

Neighbourhood Plan

- Melksham Town Council and Melksham Without Parish Council are working together on producing a Neighbourhood Plan and several community engagement events have taken place.
- A draft scoping document has been produced.
- Task groups are being created to cover particular topics: education, health, & wellbeing, education, transport and environment.

- ***Time Credits***

Time Credits are a system of rewarding people who volunteer an hour of time with a credit that can be spent for an hour of activity at participating establishments. For further information contact Miriam Zaccarelli: miriam.zaccarelli@melkshamtown.co.uk or telephone: 01225 704187

Future Events/Dates for the Diary:

- 24 June – Berryfield allotments will be visited by RHS judges and later in the day will be participating in a ‘Gardeners’ Question’ time event at the Assembly Hall. There will be a press release shortly.
- 1 July: Melksham in Bloom Competition for local residents.
- 15 July: Judging for Britain in Bloom (South West)
- 18 July: Carnival/Party in the Park
- 29-30 August: ComicCon
- 5-6 September: Food & River Festival – King George V Playing Fields
- 13 September: Gardeners Society Show and Melksham in Bloom Presentation

Agenda Item 14

Report to Melksham Area Board
Date of Meeting 17 June 2015
Subject Community Area Grants

Purpose of Report:

To consider 9 applications for community area grant funding, totalling **£18, 930**

Application (and amount requested)

Shaw and Whitley Community Cafe Community Cafe equipment	£935
ReadEasy Melksham Printer and Accessories	£500
Shaw & Whitley Friendship Club Wooden Wendy house	£975
AFC Melksham Disabled Football Club Portable goal sets	£900
Broughton Gifford and Holt Scouts Updating scout hut	£3045
Melksham Without PC Defibrillators	£3212
Keevil PC Hand railings	£375
Riverside Club Reroofing of the Riverside club	£5000
Riverside Club Kitchen replacement at the Riverside club	£3988

Total requested:	£18,930
Prior to consideration of these applications the Area Board's discretionary fund balance stands at:	£42,137
If all applications are approved as recommended the Board's balance will be:	£23,207

1. **Background**

- 1.1. Area Boards has authority to approve funding under the delegated powers. Under the Scheme of Delegation area boards must adhere to the area board funding criteria 2015/16.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. Key aspects of the 2015/16 area board funding criteria include:
 - The decision to support a funding application and to what level will be the decision of the area board, with no officer recommendation.
 - Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
 - Amounts of £1,001 - £5,000 will be required to find matched funding.
 - The area board will rarely award more than £5,000.
 - Melksham Area Board's Community Area Grants scheme will be for capital projects

2. **Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded satisfy the [criteria set by the Council](#) and are made to projects that can proceed within a year of the award being made.

3. **Environmental & Community Implications**

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

4. **Financial Implications**

- 4.1. Financial provision has been made to cover this expenditure. The Melksham Area Board was allocated a discretionary capital budget for 2015/2016 of £55,137. £42,137 remains for this financial period.

5. **Legal Implications**

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

6. **Human Resources Implications**

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

7. **Equality and Inclusion Implications**

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

Ref	Applicant	Project proposal	Funding requested
8	Shaw and Whitley Community Cafe	Community Cafe	£935

8. The project is to set up a cafe for the local community to meet for tea, coffee, cake and chat. The local Church has offered the group free use of its premises until alternative accommodation is available. They wish to purchase chairs, tables and crockery to equip the cafe.
- 8.1. The community cafe will be in the Church for the near future until they can find a suitable alternative at a time convenient for the group. This will depend to an extent on the popularity of our community cafe. They know at the moment that the Church location suits the ladies from Mavern House as it is just across the road. Also for proximity to Shaw School for mothers and grandparents etc. to drop in as they wait to pick up children coming out of the school. Unfortunately this is not an all-year round solution as the church is far too cold in Winter and they want this to be an all-year round community project.
- 8.2. The church will let us keep the table and chairs in the church for as long as we want. The chairs and tables will be available to any other community need, as required, including the Church.
- 8.3. This application meets the Council's grant criteria.
- 8.4. The total cost of the project is £935 and they are seeking a grant of £935 from the Board.

Ref	Applicant	Project proposal	Funding requested
9	ReadEasy Melksham	Printer and accessories	£500

9. Printer and accessories. To advance the education of the public in the subject of adult literacy by recruiting, training, organising and supporting volunteers to coach to read those adult members of the public with reading difficulties. To be conducted on a one to one basis in a safe environment e.g. Melksham library.
- 9.1. Printer will be kept at the home of one of the committee. They currently have a committee of 8 including a coordinator and David Pollitt who attends the meetings. Once they have a printer to create the training manuals to train the readers they calculate initially 10 interested adults to be coached with a steady increase as the service becomes more known.
- 9.2. This application meets the Council's grant criteria.

9.3. The total cost of the project is £500 and they are seeking a grant of £500 from the Board.

Ref	Applicant	Project proposal	Funding requested
10	Shaw and Whitley Friendship Club	Wooden Wendy house	£975

10. During the last winter storm the Pre School had much of their outdoor plastic play equipment damaged. Following the recent OFSTED report (Good) it was suggested that they upgraded the equipment. They would like to erect a wooden Wendy House fixed on a concrete base in the area outside the Village Hall which can then be used for hall users eg Children's parties.

10.1. At the moment they have 21 children at the Pre School and expect 1 or 2 more soon. They would also expect the numbers to be about the same for the next school year. As well as the Pre School using the play area during the week it is also used by the community by way of children's parties booked at the village hall, weekends and holidays.

10.2. This application meets the Council's grant criteria.

10.3. The total cost of the project is £975 and they are seeking a grant of £975 from the Board.

Ref	Applicant	Project proposal	Funding requested
11	AFC Melksham Disabled Football Club	Portable Goal Sets	£900

11. The club has been running for two years and the lads under 16 have stayed with us and now fall into adult category. New members are now in under 16.

11.1. The volunteer WFA Qualified coaches (give time free) now number 4 and aided by other volunteers have the staffing element covered but we need three sets of portable goal posts for outside pitches (Christie Miller) and new balls cones etc .

11.2. This application meets the Council's grant criteria.

11.3. The total cost of the project is £900 and they are seeking a grant of £900 from the Board.

Ref	Applicant	Project proposal	Funding requested
12	Broughton Gifford and Holt Scouts	Updating Scout Hut	£3054

12. Updates to Broughton Gifford Scout Hut. BGH Scouts are continually investing in new equipment and training of its leaders to further the Scouting experience to over 100 local children. This year as well, we are updating our Scout Hut to give us a covered outdoor

space and new toilets.

- 12.1. This application meets the Council's grant criteria.
- 12.2. The total cost of the project is £6108 and they are seeking a grant of £3054 from the Board.

Ref	Applicant	Project proposal	Funding requested
13	Melksham Without PC	Defibrillators	£3212

13. The project is to supply and install 7 x community access defibrillators in the Melksham Without Parish. The amount requested is to match fund Melksham Without Parish Council's contribution. Contributions from a number of other sources. 1. Outside of Shaw Village Hall (car park & playing field), 2. Outside of Whitley Reading Rooms (road access), 3. Outside of St Barnabas Church, Beanacre (next to community field and play area/car park), 4. Berryfield - suitable location being discussed as Waney Edge/Baby World/New Inn may be more suited for ease of community access than temporary village hall and has car park), 5. Bowerhill Residential - Tesco Express (more suited than Village Hall/School due to closed gates out of hours; and has car park), 6. Bowerhill Industrial/Playing Field - outside of new Pavilion - access to road and playing field, 7. East of Melksham - suitable location being discussed, outside of new Forest & Sandridge School or in new local centre shopping area.

- 13.1. This application meets the Council's grant criteria.
- 13.2. The total cost of the project is £14775 and they are seeking a grant of £3212 from the Board.

Ref	Applicant	Project proposal	Funding requested
14	Keevil PC	Railings	£375

14. Railings: Main Street, Keevil has a footway along the high bank. Opposite to Keevil School is a ramp so that parents and pupils can cross the Main Street to the School. The ramp is also used by church goers. The ramp is steep and there have been a number of falls when descending the ramp. Safety rails are needed to support people who use the ramp.

- 14.1. Parish funds are committed for this year and the project is urgent because of the safety issues involved. It is a Highways problem and CATG has insufficient funding. However, the PC believes that it can find 50% of the 750.00 cost i.e. 375.00
- 14.2. This application meets the Council's grant criteria.
- 14.3. The total cost of the project is £750 and they are seeking a grant of £375 from the Board.

Ref	Applicant	Project proposal	Funding requested
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15	The Riverside Club	Reroofing	£5000
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15. Reroofing: The Riverside club has been serving the community for the past 45 years and its age is catching up with it and as a result the club are facing major expenditure on several fronts. The flat roof which 45 years old now needs total renewal including the upgrading of the installation to current standards.

15.1. This application meets the Council's grant criteria.

15.2. The total cost of the project is £23,719 and they are seeking a grant of £5000 from the Board.

Ref	Applicant	Project proposal	Funding requested
16	The Riverside Club	Kitchen replacement	£3988

16. Kitchen replacement: The Riverside has been serving the community for the past 45 years and its age is catching up with it and as a result we are facing a major expenditure on several fronts. The large kitchen which provides approximately 80 meals a week to the Rainbow Club has been condemned. We are looking to fully refurbish this facility.

16.1. This application meets the Council's grant criteria.

16.2. The total cost of the project is £7977 and they are seeking a grant of £3988 from the Board.

Background papers:	Grant Application – Shaw and Whitley Community Cafe Grant Application – ReadEasy Melksham Grant Application – Shaw and Whitley Pre School Grant Application – AFC Melksham Disabled Football Club Grant Application – Broughton Gifford and Holt Scouts Grant Application – Melksham Without PC Grant Application – Keevil PC Grant Application – The Riverside Club Grant Application – The Riverside Club
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Report Author	Abbi Gutierrez, Melksham Community Area Manager Tel: 01225 718443 abbi.gutierrez@wiltshire.gov.uk
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Grant Applications for Melksham on 17/06/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1280	Community Area Grant	AFC MELKSHAM DISABLED ADULT AND UNDER 16	AFCMELKSHAM DISABLED FOOTBALL CLUB	£900.00
1262	Community Area Grant	Broughton Gifford Holt Scouts Training and Spend 2015	Broughton Gifford and Holt Scouts	£3054.00
1315	Community Area Grant	New outdoor play facilities for Shaw and Whitley Pre School	Shaw and Whitley Friendship Club	£975.00
1335	Community Area Grant	Defibrilators for 7separate communities in Melksham Without parish	Various	£3212.50
1341	Community Area Grant	Safety handrail for footway ramp	Keevil Parish Council	£375.00
1326	Community Area Grant	Read Easy-Melksham require a printer	Read Easy Melksham	£500.00
1318	Community Area Grant	Shaw & Whitley Community Cafe	Shaw and Whitley Community Cafe	£935.00
1337	Community Area Grant	Kitchen replacement at the Riverside Club	Riverside Club	£3988.00
1338	Community Area Grant	Re-roofing the entire Riverside Club	Riverside Club	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
1280	Community Area Grant	AFC MELKSHAM DISABLED ADULT AND UNDER 16	AFCMELKSHAM DISABLED FOOTBALL CLUB	£900.00

Submitted: 01/04/2015 09:58:28

ID: 1280

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

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?

AFC MELKSHAM DISABLED ADULT AND UNDER 16

6. Project summary:

THE CLUB HAS BEEN RUNNING TWO YEARS AND THE LADS UNDER 16 HAVE STAYED WITH US AND NOW FALL INTO ADULT CATEGORY ,NEW MEMBERS ARE NOW IN UNDER 16 . add to the original adults we now need to start another adult team . The volunteer WFA Qualified coaches (give time free) now number 4 and aided by other volunteers have the staffing element covered but we need new kit -they have grown out of it ,we need three sets of portable goal posts for outside pitches (Christie Miller) and new balls cones etc .

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

sn126fn

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

Other

If Other (please specify)

DISABLED

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

01/2015

Total Income:

£8575.00

Total Expenditure:

£8589.00

Surplus/Deficit for the year:

£-16.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£16.00

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

THIS WAS PART OF A SPORTS ENGLAND ONE YEAR GRANT THAT IN CONJUNCTION WITH wfa COVERED ALL DISABLED FOOTBALL IN WILTSHIRE OF WHICH WE WERE PART . audited by sports england as part of Jan 14 to Jan 15 year funded project . We have a small grant for cash in with Melksham without Parish Council (Â£250) that assists in gym hire costs in the winter

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

10b. Project Finance:

Total Project cost		£900.00		
Total required from Area Board		£900.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
GOAL SETS	900.00			
X3				
Total	£900			£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?

Melksham

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

SOME 25 PLUS (AND GROWING) DISABLED PEOPLE PLUS PARENTS /CARERS WHO FORM A REGULAR FAMILY ATMOSHERE ATTENDING TRAINING AS TRANSPORT ,ATTENDING TOURNAMENTS OFTEN SOME 50 + .THEY GET TO MEET LIKE MINDED PARENTS AND FORM FRIENDSHIPS

14. How will you monitor this?

WEEKLY ATTENDANCE

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

VOLUNTEERS FREE ,WILL CANVAS INDUSTRY /LOCAL BUSINESS PLUS

POSSIBLE SMALL GRANT WFA

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

LANCASTER ROAD NOW HAS A NEW PAVILION OPENING MAY 2015 WITH A WILTSHIRE DISABLED TOURNAMENT HOASTED BY AFCM DISABLED FOOTBALL CLUB

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

1262	Community Area Grant	Broughton Gifford Holt Scouts Training and Spend 2015	Broughton Gifford and Holt Scouts	£3054.00
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Submitted: 01/04/2015 01:02:03

ID: 1262

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£5001+

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?

Broughton Gifford Holt Scouts Training and Spend 2015

6. Project summary:

BGH Scouts are continually investing in new equipment and training of its leaders to further the Scouting experience to over 100 local children. This year as well, we are updating our Scout Hut to give us a covered outdoor space and new toilets

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 8LX

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

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

02/2015

Total Income:

£8000.00

Total Expenditure:

£8000.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£4000.00

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

All our monies are either parental subscriptions (which we try keep as low as possible) or are raised by holding fundraising events.

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

10b. Project Finance:

Total Project cost		£6108.00		
Total required from Area Board		£3054.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Toilets	2064.00	Our Reserves	yes	1032.00
Hut Lean To	2950.00	Our Reserves	yes	1475.00
Lanterns	160.00	Our Reserves	yes	80.00
Water				
Containers and	104.00	Our Reserves	yes	52.00
Trolley				
Rifle Training	230.00	Our Reserves	yes	115.00
Hill Walking	600.00	Our Reserves	yes	300.00
Training				
Total	£6108			£3054

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

No

12. If so, which Area Boards?

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

We have over 100 members of the Group now, who use the hut weekly for their meetings. We are also doing more adventurous \

14. How will you monitor this?

Our Group Executive meeting bi-monthly to review that money is spent correctly and the appropriate benefits are being reaped

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

From further fund raising

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

1315	Community Area Grant	New outdoor play facilities for Shaw and Whitley Pre School	Shaw and Whitley Friendship Club	£975.00
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Submitted: 26/04/2015 17:37:06

ID: 1315

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

New outdoor play facilities for Shaw and Whitley Pre School

6. Project summary:

During the last winter storm the Pre School had much of their outdoor plastic play equipment damaged. Following the recent OFSTED report (Good) it was suggested that we upgraded the equipment. We would like to erect a wooden Wendy House fixed on a concrete base in the area outside the Village Hall which can then be used for hall users eg Children\'s parties.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 8EP

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

Children & Young People

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2014

Total Income:

£39402.53

Total Expenditure:

£34407.39

Surplus/Deficit for the year:

£4995.14

Free reserves currently held:

(money not committed to other projects/operating costs)

£7648.32

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

The Pre School\'s financial position is dependent on the number of children coming in each year or moving on to School and in the previous year we suffered a Â£5000 loss so we know these reserves can easily be wiped out.

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

10b. Project Finance:

Total Project cost	£975.00		
Total required from Area Board	£975.00		
Expenditure		Income	Tick if income
(Itemised £ expenditure)		(Itemised income)	confirmed £
Wooden Wendy House	650.00		
Concrete base	325.00		
Total	£975		£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?

Melksham

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

This will provide a safe outdoor environment where pre school children can play and learn social skills. This would also be available to users who book the village hall for parties etc.

14. How will you monitor this?

The manager and team produce key progress reports for each child.

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

N/A Capital only

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

N/A

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

1335	Community Area Grant	Defibrilators for 7separate communities in Melksham Without parish	Various	£3212.50
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Submitted: 10/05/2015 21:37:02

ID: 1335

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

Yes

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

The parish council intend to provide defibrilators to 7 separate communities within the parish and would like to be able to supply them all at the same time; which is too much of a draw on the precept to fund in one year. The Council has made budget provision for 2015/16 for part funding and can make reserves and budget provision for future years for ongoing support, maintenance and eventual replacement.

5. Project title?

Defibrilators for 7separate communities in Melksham Without parish

6. Project summary:

To supply and install 7 x community access defibrilators in the Melksham Without Parish. 1.

Outside of Shaw Village Hall (car park & playing field) 2. Outside of Whitley Reading Rooms (road access) 3. Outside of St Barnabas Church, Beanacre (next to community field and play area/car park) 4. Berryfield - suitable location being discussed as Waney Edge/Baby World/New Inn may be more suited for ease of community access than temporary village hall and has car park) 5. Bowerhill Residential - Tesco Express (more suited than Village Hall/School due to closed gates out of hours; and has car park) 6. Bowerhill Industrial/Playing Field - outside of new Pavilion - access to road and playing field 7. East of Melksham - suitable location being discussed, outside of new Forest & Sandridge School or in new local centre shopping area - new Morrisons store The defibrillator model proposed is the G5 model as supported by the South West Ambulance Service and as per those installed in Melksham and elsewhere in Wiltshire (although those are previous model G3) - to give residents confidence in using as same model across Town and Parish areas as standardised; and following consultation with Community Heartbeat Trust (charity organisation) and South West Ambulance Trust. The cost also includes Community Awareness sessions which is ideal for a rural community to create awareness of the issues surrounding treating a patient in the community. It is designed to answer questions, give basic instruction and create confidence. There is also included in the offer the provision of post rescue counselling which under the parish councils duty of care for anyone helping in an accident, must be provided if required. The defibrillators will all be located on the external walls of a building to give the most access and awareness to the community (not behind locked gates and access to car park/road if possible). These needed to be connected to an electricity supply to keep the defibrillator warm (if the gel pads are frozen then they will not conduct the electric pulse to the patient). As these are all stored externally then, on seeking advice, the stainless steel cabinet is the one recommended as exposed to the elements and has to be robust enough to deter vandals/theives (over mild steel which rusts when scratched; and aluminium/plastic which can be easily broken into it/vandalised). The Friends of Melksham Hospital are very keen that residents in parish have the same access to community access defibrillators as those living in the Town, and have generously offered to fund 3 defibrillators. The Parish Council have secured a \

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

7 separate locations

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

Health, lifestyle and wellbeing

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£168511.25

Total Expenditure:

£162787.33

Surplus/Deficit for the year:

£2830.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

All Reserves are earmarked or general reserves (3 months running costs) as per advice from External Auditor. The Parish Council do not have any free reserves but have allocated itemised funding in their 2015/16 budget for this defibrillator project.

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

10b. Project Finance:

Total Project cost		£14775.00		
Total required from Area Board		£3212.50		
Expenditure		Income	Tick if income	
(Itemised £ expenditure)		(Itemised income)	confirmed	£
7 x CPAD-SS-G5S-02A semi automatic defibrillator and stainless steel cabinet @ Â£1,900 each	13300.00	Melksham Without Parish Council	yes	3212.50
Carriage	75.00	Friends of Melksham Hospitla		5700.00
7 x Installation by certified electrician @ Â£150 each	1050.00	Bowerhill resident own fundraising (Chris Hardy)	yes	750.00
Webnos Governance System (RRP Â£150)	0.00	Agreed furning from Norrington Solar Farm (Sun Edison)		1900.00
Cardiac Arrest Response Seminar (RRP Â£250)	0.00			

Post Rescue Counselling (RRP Â£300)	0.00	
Silver membership level for first year (theft and damage insurance, rescut data download service)	350.00	
7 x AED Signange (pack of 4) (RRP Â£35)	0.00	
7 x Personal Safety Kit (Torch, Hi-Vis jacket, carry bag) (RRP Â£15)	0.00	
Total	£14775	£11562.5

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?

Melksham

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

Sudden Cardiac Arrest happens around 140,000 times a year in the UK, making it one of the UK's largest killers - equivalent to a jumbo jet crashing every day! The potential for saving a life is dependant upon time, the faster medical help can be attained, the better the chance of survival. Clinical studies suggest you have less than 5 minutes from the event to save the life, this decreasing by up to 23% per minute. In rural areas it takes time to get medical help, so Community Public Access Defibrillators (cPAD) are (according to the Community Heartbeat Trust) reckoned to be about 10x more effective in saving life post hospital than other community schemes alone. The project clearly links to the Wiltshire Council vision to Create stronger and more resilient communities as detailed in the Business Plan 2013 - 2106, To support and empower communities to do more to help themselves; adopting a can do approach (Outcome 1).

14. How will you monitor this?

By subscribing to the Community Heartbeat Trust's WEBNOS Web based notification system. The system has a database of all community defibrillators along with the scheme co-

ordinators and their respective ambulance service responder managers stored within. It tracks all information relating to the defibrillator; training records, maintenance issues, installation safety, and has a consumable re-supply feature. Users are automatically notified when checks are required. It will also notify the co-ordinator (at the Parish Council) if the local volunteer network have not uploaded details online of their weekly checks. Rescue data download service is included with the Silver membership with Community Heartbeat Trust which will provide details of usage of the defibrillator.

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

By the Parish Council subscribing to the Community Heartbeat Trust membership scheme will provide electrode replacements (adult) both time expired and post-rescue, replacement batteries, Annual Service check on defib and cabinet, loan defib if one in parish is out of action for more than 3 days, webnos governance system, counselling (for users post rescue), theft and damage insurance, annual refresher training/awareness session. The parish council will fund this and build up reserves for replacement of battery (about 4/5 years) and replacement of defib (7/8 years).

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

n/a

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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.

1341	Community	Safety handrail for footway	Keevil Parish Council	£375.00
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Area Grant	ramp		
<p>Submitted: 13/05/2015 22:19:30</p>			
<p>ID: 1341</p>			
<p>Current Status: Application Appraisal</p>			
<p>To be considered at this meeting:</p>			
<p>tbc contact Community Area Manager</p>			
<p>1. Which type of grant are you applying for?</p>			
<p>Community Area Grant</p>			
<p>2. Amount of funding required?</p>			
<p>£0 - £500</p>			
<p>3. Are you applying on behalf of a Parish Council?</p>			
<p>Yes</p>			
<p>4. If yes, please state why this project cannot be funded from the Parish Precept</p>			
<p>Parish funds are committed for this year and the project is urgent because of the safety issues involved. It is a Highways problem and CATG has insufficient funding. However, the PC believes that it can find 50% of the 750.00 cost i.e. 375.00</p>			
<p>5. Project title?</p>			
<p>Safety handrail for footway ramp</p>			
<p>6. Project summary:</p>			
<p>Main Street, Keevil has a footway along the high bank. Opposite to Keevil School is a ramp so that parents and pupils can cross the Main Street to the School. The ramp is also used by church goers. The ramp is steep and there have been a number of falls when descending the ramp. Safety rails are needed to support people who use the ramp.</p>			
<p>7. Which Area Board are you applying to?</p>			
<p>Melksham</p>			
<p>Electoral Division</p>			
<p>8. What is the Post Code of where the project is taking place?</p>			
<p>BA14 6LU</p>			
<p>9. Please tell us which theme(s) your project supports:</p>			
<p>Children & Young People</p>			
<p>Festivals, pageants, fetes and fayres</p>			
<p>Inclusion, diversity and community spirit</p>			
<p>Safer communities</p>			
<p>Transport and roads</p>			

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£7471.00

Total Expenditure:

£4521.00

Surplus/Deficit for the year:

£2950.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£375.00

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

The PC is committed to improve its Playing Field facilities with the aid of a grant from the SITA Trust. This involves the PC in raising 11.5% of the 30000.00 cost. However, the PC did reserve a small amount to cover a part of the cost of these safety rails.

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

10b. Project Finance:

Total Project cost		£750.00		
Total required from Area Board		£375.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Provision & installation of Safety Rails	750.00	Highway reserve	yes	375.00
Total	£750			£375

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?

Melksham

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

The high bank footway in Main Street, Keevil is the only safe way to approach Keevil School and Keevil Church as there are no footways on the School/Church side of the road. The ramp was installed so that pedestrians could cross Main Street to access the School/Church. Therefore, the safety rails will benefit school children, parents and church goers. This benefits the community by making major community activities safe for the residents and visitors to Keevil.

14. How will you monitor this?

By the reduction in complaints from residents who use the ramp.

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

Ongoing maintenance of the ramp and hand rails will be covered by the precept.

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

This is not part of a larger 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

yes I will make available on request the relevant planning permission for the project.

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.

1326	Community Area Grant	Read Easy-Melksham require a printer	Read Easy Melksham	£500.00
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Submitted: 02/05/2015 14:57:02

ID: 1326

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

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?
Read Easy-Melksham require a printer

6. Project summary:
To advance the education of the public in the subject of adult literacy by recruiting, training, organising and supporting volunteers to coach to read those adult members of the public with reading difficulties. To be conducted on a one to one basis in a safe environment eg. Melksham library.

7. Which Area Board are you applying to?
Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?
SN12 7BU

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

If Other (please specify)
Coaching adults with reading difficulties

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		£500.00		
Total required from Area Board		£500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Printer and accessories	500.00			
Total	£500			£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?

Melksham

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

Read Easy Melksham is affiliated to Read Easy UK the umbrella organisation that provides training and resources for establishing new groups. Read Easy is registered with the Charity Commission as a Charitable Incorporated Organisation. The purpose of Read Easy is to assist, coach and encourage adults to learn to read on a one to one basis in a quiet but safe location. It is recognised an inability to read isn't a reflection of lack of intelligence but missed opportunities and as a result of learning to read it may untap potential for other skills, in addition to giving confidence and a more fulfilling life. a

14. How will you monitor this?

An appointed coordinator will supervise the team of voluntary coaches who will be interviewed and assessed appropriately for each reader, ie person learning to read.

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

Local businesses and Housing Associations have shown an interest and Green Square has already funded Read Easy.

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.

1318	Community Area Grant	Shaw & Whitley Community Cafe	Shaw and Whitley Community Cafe	£935.00
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Submitted: 27/04/2015 15:00:34

ID: 1318

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

Shaw & Whitley Community Cafe

6. Project summary:

To set up a cafe for the local community to meet for tea, coffee, cake and chat. The local Church has offered us free use of its premises until alternative accommodation is available. We wish to purchase chairs, tables and crockery to equip the cafe.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 8EH

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

Inclusion, diversity and community spirit

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	£935.00		
Total required from Area Board	£935.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £
30 chairs	450.00		
Chair carrying trolley	180.00		
4 tables 3ft x 3ft	220.00		
Crockery	85.00		
Total	£935		£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?

Melksham

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

To provide a social place for the villagers of Shaw and Whitley to meet and chat, particularly benefiting those without transport, the old and lonely, bereaved and Mothers with young families.

14. How will you monitor this?

To monitor number of people attending and those that attend on a regular basis. Also talking to those attending to see if it is an enjoyable and worthwhile social activity.

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

Grant is for capital only. The Community Cafe to be self financing once up and running.

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

Not applicable.

17. DECLARATION

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

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes

for project costs over £1000 (Individual project costs are listed in the expenditure section above)

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.

1337	Community Area Grant	Kitchen replacement at the Riverside Club	Riverside Club	£3988.00
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Submitted: 13/05/2015 10:44:24

ID: 1337

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Kitchen replacement at the Riverside Club

6. Project summary:

The Riverside has been serving the community for the past 45 years and its age is catching up with it and as a result we are facing a major expenditure on several fronts. The large kitchen which was originally financed by Wiltshire to produce Meals on Wheels and which now provides approximately 80 meals a week for the Rainbow Club has been condemned and so we are looking to fully replace this facility.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 6LP

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

Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£16489.84

Total Expenditure:

£14799.00

Surplus/Deficit for the year:

£1690.84

Free reserves currently held:

(money not committed to other projects/operating costs)

£12650.66

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

At the same time as replacing the kitchen we are faced with completely renewing the flat roof decking and covering and upgrading the insulation to current standard at a further cost of almost £24,000

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

10b. Project Finance:

Total Project cost £7977.00

Total required from Area Board £3988.00

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

expenditure)		income)		
Kitchen units	2148.00	Our reserves	yes	3988.00
Serving hatch shutter	252.00			
Plate warmer	536.00			
Installation	5040.00			
Total	£7976			£3988

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?

Melksham

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

The Riverside Club provides a safe and friendly environment for it\'s users and the new kitchen is fundamental to this

14. How will you monitor this?

The work will be completed imminently and users will benefit from the new kitchen.

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

N/A

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

N/A

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

1338	Community Area Grant	Re-roofing the entire Riverside Club	Riverside Club	£5000.00
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Submitted: 13/05/2015 10:56:37

ID: 1338

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Re-roofing the entire Riverside Club

6. Project summary:

The Riverside club has been serving the community for the past 45 years and it's age is catching up with it and as a result we are facing major expenditure on several fronts. The flat roof which 45 years old now needs total renewal including the upgrading of the installation to current standards.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 6LP

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

Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£16489.84

Total Expenditure:

£14799.00

Surplus/Deficit for the year:

£1690.84

Free reserves currently held:

(money not committed to other projects/operating costs)

£12650.66

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

There are two projects with a total expenditure of £31763.07. It can be seen from the above that we are well short of the necessary funds.

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

10b. Project Finance:

Total Project cost		£23719.32		
Total required from Area Board		£5000.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Main roof	14000.00	Our reserves	yes	5000.00
Extension roof	4840.00	Rotary donation	yes	1000.00
Gutter drainage	926.00	Alternative		12718
VAT	3952.00	funding sources		
Total	£23718			£18718

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?

Melksham

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

All Users of the building and facilities will benefit from a new roof and the increased insulation.

14. How will you monitor this?

N/A

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

N/A

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

This project is linked to the requirement of the local authority to replace the kitchen to meet current regulations.

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.

