

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Bushton and Clyffe Pypard Village Hall, Bushton SN4 7PX
Date: Wednesday 25 November 2015
Time: 6.30 pm

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

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

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

Refreshments and networking opportunities will be available from 6.00pm.

Please direct any enquiries on this agenda to:
Kevin Fielding (Democratic Services Officer) on 01249 706612 or kevin.fielding@wiltshire.gov.uk or Alexa Smith (Community Engagement Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706610 or alexa.smith@wiltshire.gov.uk.
All the papers connected with this meeting are available on the Wiltshire Council website at www.wiltshire.gov.uk.
Press enquiries to communications on direct lines 01225 713114/713115.

Wiltshire Councillors

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

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Items to be considered	Time
<p style="text-align: center;"><u>Network Rail Stand - before the meeting.</u></p> <p style="text-align: center;">Music and mince pies.</p>	
<p>1 Chairman's Welcome and Introductions</p>	18:30
<p>2 Apologies for Absence</p>	
<p>3 Minutes</p> <p>To approve the minutes of the meeting held on Wednesday 23 September 2015.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Wiltshire - The Wider Picture <i>(Pages 1 - 2)</i></p> <ul style="list-style-type: none"> • NHS Health Checks 	
<p>6 Spotlight on Partners <i>(Pages 3 - 16)</i></p> <p>To receive updates from our key partners, including:</p> <ol style="list-style-type: none"> a. Wiltshire Fire and Rescue Service b. NHS Wiltshire c. Healthwatch Wiltshire d. Parish and Town Councils e. Chambers of Commerce/Business Associations f. Community Groups g. Housing Associations. 	18:50
<p>7 Strengthening our Communities <i>(Pages 17 - 48)</i></p> <p>Local Policing</p> <p>Inspector Ben Huggins – Wiltshire Police will set out the position of local policing within the community area, with time to take any questions.</p>	19:00

Speed Management

An opportunity to raise any questions, which would be answered at a future Area Board meeting.

Older People's Event – update

Alexa Smith - Community Engagement Manager will explain the next steps following on from the older people's events in both Royal Wootton Bassett and Cricklade.

Older People's Champion

Alexa Smith - Community Engagement Manager will explain the Council's wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

This will be followed by a short presentation from Ellen Blacker, Good Neighbour Co-ordinator.

Working with our young people to provide positive leisure activities

Update and youth grant funding applications from Pete Smith – Community Youth Officer, Wiltshire Council.

Supporting Community projects and facilities

Grant Funding and Financial statement – Alexa Smith - Community Engagement Manager.

Campus updates

Alexa Smith – Community Engagement Manager.

8 **Delegated Authority for the Community Engagement Manager and Community Youth Officer.**

19:50

That the Royal Wootton Bassett and Cricklade Area Board consider the following recommendations:

- That in respect of urgent matters that may arise, the Community Engagement Manager, following consultation with members of the Area Board and the agreement of the Chairman and Vice-Chairman, may authorise expenditure to support community projects from the delegated budget of up to £5,000 in total between meetings of an Area Board.
- The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.
- That in respect of urgent matters that may arise, the Community Youth Officer, following consultation with members of the Area Board and the agreement of the Chairman and Vice-Chairman, may authorise expenditure to support youth projects from the youth budget of up to £5,000 in total between meetings of an Area Board.
- The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.

9	Spotlight on the Parishes	20:00
10	Task Group Reports and Decisions <i>(Pages 49 - 60)</i> To consider reports from the following task groups and make any necessary decisions: <ul style="list-style-type: none"> a. Community Area Transport Group b. Older Peoples Accommodation Task Group c. Cricklade Extra-Care Working Group d. Caring about Dementia Task Group e. Neighbourhood Planning Working Group (NEW-V) 	
11	Community Engagement Manager Update - New Start, New Year Alexa Smith - Community Engagement Manager will explain the new format of future Area Board meetings.	20:10
12	Wrap Up	20:20

MINUTES

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Cricklade Town Hall, High St, Cricklade SN6 6AE
Date: 23 September 2015
Start Time: 6.30 pm
Finish Time: 8.35 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Alexa Smith – Community Engagement Manager
Pete Smith – Community Youth Officer
Kevin Fielding – Democratic Services Officer

Town and Parish Clerks/Councillors

Cricklade Town Council – Ruth Szybiak, Mark Clarke & John Coole
Lyneham & Bradenstoke Parish Council – Richard Selby-Boothroyd and John Webb
Royal Wootton Bassett Town Council – L.Richfield

Partners

MOD Lyneham – Capt Bob Rusbridger
Office of the Police & Crime Commissioner – Pam Gough
Network Rail – David Wilson

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 Royal Wootton Bassett & Cricklade Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Geoff Greenaway – Purton Parish Council Johnathan Bourne – Royal Wootton Bassett Town Council Diana Kirby – Tockenham Parish Council Ellen Blacker Sgt Donna West – Wiltshire Police</p>
3	<p><u>Minutes</u></p> <p><u>Decision</u></p> <ul style="list-style-type: none"> • The minutes of the meeting held on Wednesday 27 July 2015 were agreed as a correct record and signed by the Chairman.
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> • New Primary School for Ridgeway Farm. • School Place Planning. • Children's Centres • Lyneham and Bradenstoke Community Led Plan Steering Group – vote of thanks to Belinda Fowler of Community First. <i>It was agreed that the Community Engagement Manager would draft a letter of thanks on behalf of the Area Board.</i>

6

Spotlight on Partners

Updates from partners were received as follows:

Lyneham Defence College of Technical Training – Captain Bob Rusbridger

Points made included:

- That building work was nearly complete.
- The site was now ready to be handed over to the MOD, with some 300 staff on site and all facilities up and running.
- Cosford and Sultan would now not be moving to Lyneham, the spare land would now be used for some other MOD use.
- That Captain Rusbridger would be leaving Lyneham at the end of October.
- Captain Rusbridger thanked everybody for great support in getting the project to fruition.

The Chairman thanked Captain Rusbridger for his hard work and good humour.

Wiltshire Police – Sgt Donna West

- The written report was noted

Healthwatch Wiltshire

- The written report was noted

Royal Wootton Bassett Sports Association

- That the complex was now up and running, although work was still ongoing.

The Chairman thanked all partners for their updates.

Strengthening our Communities

Tackling Child Sexual Exploitation

Jackie Young – Social Worker, Child Sexual Exploitation (CSE) and Missing Children, Wiltshire Council gave a presentation on the reality of Child Sexual Exploitation and discussion on how it should be tackled in Wiltshire.

Points made included:

What are we doing about CSE in Wiltshire?

- A multi-agency strategy and action plan is in place led by the Wiltshire Safeguarding Children Board (WSCB).
(Prevent, Protect, Pursue).
- The WSCB CSE sub-group includes the nominated leads from each Agency.
- Dedicated Multi Agency CSE Team located in Multi Agency Safeguarding Hub (MASH).
- The Council and Police employ missing co-ordinators to oversee data and return interviews inc 'Missing People'.
- CSE handbook and tool-kit for practitioners.
- A multi-agency Wiltshire Risk Management Group, (WRMG).
- Single agency and multi-agency training in place.
- Ongoing operational development (Oxford and Rochdale visits).

What more do we need to do?

- Increase awareness (general public, parents/carers, hoteliers, taxi drivers, park wardens, shopping centre staff, GPs, Area Boards, Town and Parish Council, fast food outlets, supermarkets).
- Continue to engage all schools.
- Use all available powers, eg abduction notices.
- Commission a multi-agency peer review related to CSE.
- Acknowledge that this is everyone's business

Cllr Jacqui Lay also advised that Wiltshire Council's Child Select Committee had

set up a task group to look at CSE. The task group hoped to publish an interim report in early 2016.

The Chairman thanked Jackie Young for her presentation.

Network Rail Update

David Wilson - Consents Manager, Network Rail gave a short update on the Great Western Route Modernisation Electrification Programme.

Points made included:

- That Network Rail were in the process of constructing a link road between the A3102 and Marlborough Road.
- The link road was expected to be completed by Christmas 2015, with the Marlborough Road work starting April 2016.
- That work continues on the Skew bridges at Royal Wootton Bassett.
- That Network Rail were still looking at what to do re the re-structure of the listed Chaddington Bridge. A temporary bridge would be installed whilst the bridge work was carried out.
- That a public drop in session was to be held at the Lime Kiln Leisure Centre, Royal Wootton Bassett during October 2015.
- That Atkins would be carrying out a review as to how the link road would potentially affect Royal Wootton Bassett pedestrians.

The Chairman thanked David Wilson for his update.

Older People's Events

Extra Care Working Group

Terri Robertson gave a brief overview and outcomes of the recent older person's consultation in Cricklade.

Points made included:

- In January 2011 North Wiltshire District Council originally announced in its North Wiltshire Plan for a 40 bed Extra Care Unit in Cricklade, this proposal was subsequently withdrawn.

As the Extra Care facility was not going to happen, alternative options

were explored. Wiltshire Council recommended that the Working Group hold a consultation to better understand the needs of older people living in Cricklade, and whether there was a demand for a “virtual extra care provision.”

To maximise feedback, an event was held on the 15 May 2015 to promote the consultation and existing health, advice and support services. The Working Group would like to thank the community for taking part, all the organisations who attended and the volunteers for producing such a successful and informative session.

General Findings from the consultation event:

- The majority of residents wish to remain in their homes for as long as possible, and would be prepared to pay for 24/7 care if available.
- As a rural area with limited public transport, access to services is a real problem.
- There is a need for local advice and sign posting e.g. CAB, WC officers, organisations who can help with day to day issues.
- There is a need to plan proactive steps in a care process from living independently in the family home to a progression of downsizing or adaptation of properties to eventual supported living or nursing care.

General Recommendations from consultation:

- There is a need for a mix of support services in the centre of the Town (for accessibility), also support in individual's homes and latterly a nursing/care facility.
- Any new housing provision should take account of the need for smaller and adaptable units.
- There needs to be a local group, coordinating the service requirements and creating a “virtual” extra care facility using all current appropriate facilities.
- Wiltshire Council to work with the Working Group and care agencies, in coordinating the service requirements and creating a “virtual” extra care facility using all current appropriate facilities.

Decision

- **That the Royal Wootton Bassett and Cricklade Area Board support the report and the recommendations outlined and work through the SCOB/Extra Care Working Group to aid the process with the help of the new Community Engagement Officer role.**

The Chairman thanked Terri Robertson for her presentation.

Alexa Smith – Community Engagement Manager advised that an Older People’s

event would be held on Wednesday 14 October, with help from Wiltshire Fire and Rescue Service.

PCC Annual Report and new Police and Crime Plan 2015/17

Pam Gough – Office of the Wiltshire Police & Crime Commissioner gave a presentation that outlined the Annual Report on the outcomes of the previous Police and Crime Plan and to present the new Plan for 2015 – 17.

Points made included.

Achievements: 2014/15

- 2.7% reduction in crimes (885 fewer than last year).
- 4.2% reduction in anti-social behaviour incidents.
- Wiltshire Police rated Good by HMIC in PEEL.
- 95% of people feel safe during the day.

Aim

- Keep Wiltshire and Swindon as one of the safest places in the country.

Three commitments to the public

- Neighbourhood teams are at the centre of policing in Wiltshire.
- Neighbourhood policing will be protected by shifting resources to the front line.
- Any increase in police element of council tax will be used to reduce the impact of central funding reductions on neighbourhood policing.

Four Priorities

Priority 1: Prevent Crime and anti-social behavior.

Priority 2: Protecting the most vulnerable in society.

Priority 3: Putting victims and witnesses at the heart of everything we do.

Priority 4: Secure high quality, efficient and trusted services.

Questions raised included:

- What was the future of Cricklade Police Station?
a. Pam Gough advised that she would take this question back for the Police & Crime Commissioner to give an answer.
- Speedwatch volunteers in Cricklade have been advised by Wiltshire Police that there would be no further Speedwatch training until July 2016.
a. Pam Gough advised that she would take this question back for the

Police & Crime Commissioner to give an answer.

- Lyneham & Bradenstoke residents had concerns that it only had one PCSO, and would this be adequate with the opening of the Defence College?
a.Pam Gough advised that she would take this question back for the Police & Crime Commissioner to give an answer.

Following the presentation by the Police Commissioners representative, Pam Gough, a question and answer session took place with those present. At the end of the session a motion of "no confidence" was proposed on the level of rural policing currently being offered by Wiltshire Police.

An overwhelming number of those present indicated their support for the motion by a show of hands.

The Chairman thanked Pam Gough for her presentation.

Working with our young people to provide positive leisure activities

Pete Smith – Community Youth Officer.

The written report was noted.

Youth Grant Funding.

Decision

Cricklade and District Community Association awarded £750 for the Cricklade Sunday sport and social project.

Supporting Community Projects and Facilities

Alexa Smith – Community Engagement Manager.

Decision

Swindon and Cricklade Railway awarded £2,950 for Norwegian coach re-roofing.

Reason

This application meets grant criteria 2015/16

Campus Updates

Alexa Smith – Community Engagement Manager gave the campus updates.

Points made included:

	<p><u>Cricklade</u></p> <ul style="list-style-type: none"> • Work was continuing on developing a scheme that would secure investment in the Stones Lane leisure site. Wiltshire Council was working with the C&DCA to look at options for transferring the centre to C&DCA ownership. C&DCA currently run the leisure site but the freehold was held by the council. Transferring the site would give the community control over the asset and provide them with the ability to raise funds and generate income that could be reinvested. The proposal was to transfer the freehold with a dowry to ensure immediate investment and future sustainability. • Since the Area Board last convened Wiltshire Council and C&DCA had met on a number of occasions to progress discussions around the transfer. Officers from Wiltshire Council were supporting the C&DCA with the development of a business case that would offer the best possible outcome for the local community. • Recognising that these discussions are continuing, it was proposed that a mapping and gapping exercise, against the original Cricklade Campus service proposals, was carried out by the existing SCOB. The aim of the exercise to identify the possibilities of bridging any identified service gaps with the best use of all local facilities and to review if there was an ongoing wider community role for the SCOB in Cricklade. <p><u>Royal Wootton Bassett</u></p> <ul style="list-style-type: none"> • In RWB productive talks had been held with the Town Council and the council was exploring the viability of several options for a community hub which was likely to be across multiple sites. It was hoped to be able to provide more information from the delivery team at the next Area Board meeting in November.
8	<p><u>Spotlight on Parishes</u></p> <p>The following written reports were noted:</p> <ul style="list-style-type: none"> • Royal Wootton Bassett Town Council. • Cricklade Town Council. • Lyneham & Bradenstoke Parish Council. • Purton Town Council. <p>The Chairman thanked everybody for their updates.</p>

9	<p><u>Task & Working Group Updates</u></p> <p>Caring about Dementia Task Group – Cllr Allison Bucknell</p> <ul style="list-style-type: none"> • Work progressing. <p>Older Peoples Accommodation Task Group</p> <ul style="list-style-type: none"> • Had yet to meet. <p>Cricklade Extra-Care Working Group</p> <ul style="list-style-type: none"> • The written report was noted. <p>Community Area Transport Group (CAT-G)</p> <ul style="list-style-type: none"> • That the Chairman of the CAT-Gs had met on the 9 September to discuss the new working arrangements for the CAT-Gs across the county. <p>Neighbourhood Planning Working Group (NEW –V)</p> <ul style="list-style-type: none"> • Work progressing slowly, parishes were now working on their consultation strategies. <p>The Chairman thanked everybody for their updates.</p>
10	<p><u>Wrap Up</u></p> <p>That the poppy unveiling in RWB would now be on Thursday 29 October.</p>

Chairman's Announcements

Subject:	NHS Health Checks
Officer Contact Details:	Jane Vowles Jane.Vowles@Wiltshire.gov.uk Telephone 0300 003 4566
Weblink:	www.wiltshire.gov.uk/nhshealthcheck

Summary of announcement:

Wiltshire residents are encouraged to take advantage of free NHS Health Checks, to help reduce the possibility of them developing life threatening conditions and illnesses.

The NHS Health Check programme, commissioned by Wiltshire Council and provided by local GP practices, helps to check people's risk of developing conditions such as heart disease, diabetes and others, with support and advice also provided to help them reduce or manage that risk.

Everyone between the ages of 40 and 74, who has not already been diagnosed with one of these conditions or is otherwise ineligible, is invited every five years to have a free NHS Health Check.

The check only takes about 20 minutes and people will be asked some simple questions related to their lifestyles, family history and medication use. Some simple tests including blood pressure will be taken as well as an instant blood test to check cholesterol levels. The results will be discussed and further advice and support provided. Should they be required, additional tests will be carried out.

Keith Humphries, cabinet member for public health: "We want more people to take up the offer of these free NHS Health Checks as they can prevent people from getting a number of serious conditions.

"The check doesn't take long but could have long-term benefits and perhaps offer some reassurance and support to people who may be a little worried about their health."

Dr Daz Harding: "GP practices will invite people to attend their NHS Health Check. Many people decline the invite as they feel fit and healthy, or they are too busy, but attending the NHS Health Check is important as many of diseases such as high blood pressure and type II diabetes can come on gradually with no symptoms. So I would urge everybody, when they receive their invite, to make that appointment and attend."

NOT PROTECTIVELY MARKED



Wiltshire Fire & Rescue Service

Briefing for Community Area Board & Localities November 2015

Fire & Rescue Service confirms move to community campus in April 2016

The new Dorset & Wiltshire Fire and Rescue Service will occupy part of the Five Rivers Community Campus in Salisbury, following the signing of a lease with owners Wiltshire Council.

The campus will be home to the Service's 'strategic hub', providing:

- A central workplace for its management team and some support functions;
- A number of flexible working options for the new Service personnel, as part of the wider approach to working across Wiltshire and Dorset; and
- A meeting place for teams, departments and the new Fire Authority.

Darran Gunter, Chief Fire Officer (Designate) for Dorset & Wiltshire Fire and Rescue Service, said: "Since we started on the road to combination, we have been clear that we would need some sort of central 'hub' in the Salisbury area to serve the new organisation. We are delighted to have reached agreement with Wiltshire Council over the use of Five Rivers, and we can now focus on getting the accommodation ready for 1 April 2016, when the new Service comes into being."

He added: "The costs of establishing the new hub are being met from a Transformation Grant from the Government, which is also covering other set-up costs such as consolidating our ICT systems. It is important to state that the hub is not a new headquarters; we want to change the way that we work, to reflect how we will have staff across two counties, and that means moving away from the traditional structures of the past."

Alongside work to progress the new Salisbury hub, a detailed review of the whole Service estate across Wiltshire and Dorset is underway. As such, no decisions have yet been made about the long-term futures of any existing premises.

Mr Gunter said: "It is important to emphasise that we are still in the process of determining which members of staff might be relocated to Salisbury from other parts of Wiltshire and Dorset. It is not a case of just moving a set of offices from one place to another. As the new organisational structure is agreed, it will become clear which functions will need to be based at the hub and where we will be able to explore alternative ways of working, such as home working or focused team office days."

NOT PROTECTIVELY MARKED

Stay safe this Bonfire Night

With Bonfire Night fast approaching, Wiltshire Fire & Rescue Service is warning people not to take risks with fireworks.

While most people treat fireworks with respect, a small minority treat them as toys and forget that they are actually explosives. To stay safe this Bonfire Night, always remember the following advice:

- Keep pets indoors and ensure that children are kept safe.
- Make sure that fireworks are kept in a closed box and use them one at a time.
- Read and follow the instructions on each firework, using a torch if necessary.
- Light the firework at arm's length with a taper and stand well back.
- Keep naked flames, including cigarettes, away from fireworks.
- Never return to a firework once it has been lit.
- Don't put fireworks in pockets and never throw them.
- Direct any rocket fireworks well away from spectators. Be particularly careful if you are anywhere near thatched properties.
- Never put fireworks, even those which are fully spent, on a bonfire.
- Safely dispose of fully spent fireworks.
- Soak misfired or partly spent fireworks in a container of water in an area where they cannot be tampered with (preferably away from the display site) and contact the manufacturer or supplier for advice on disposal.

Bonfires present additional hazards so, if you must light a bonfire in connection with a fireworks display:

- Site well away from houses, garages, sheds, fences, overhead cables, trees and shrubs, and always away from fireworks.
- Before lighting the fire, check that no pets or children are hiding inside it.
- Build the stack so that it is stable and will not collapse outwards or to one side.
- Never use flammable liquids such as paraffin or petrol to light the fire.
- Don't burn foam-filled furniture, aerosols, paint tins or bottles.
- Keep everyone away from the fire, especially children, who must be supervised all the time.
- In case of emergency, keep buckets of water, the garden hose or a fire extinguisher ready.
- Pour water on the embers before leaving the bonfire.

For further safety advice in the run-up to fireworks night, visit www.wiltsfire.gov.uk/safetyoutdoors

For the latest up-to-date information on fires; operational incidents and community safety advice visit <http://www.wiltsfire.gov.uk>

Michael FRANKLIN

Partnerships & Community Engagement Manager (Wiltshire Council area)

November 2015

NOT PROTECTIVELY MARKED

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October update 2015

New Learning Disabilities services to launch in Wiltshire

A new modern purpose built service for people with complex learning disabilities and challenging behaviour has moved a step closer for NHS Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP). Work has commenced on the new building in Devizes and includes accommodation for up to nine people meaning that Wiltshire will be able to provide appropriate care for people with specialist needs closer to home and their families.

The new service will open in the summer of 2016 and will be located on land next to Green Lane Hospital, Devizes.

Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP) have been developing plans since early 2014 so that Wiltshire people who are currently living out of area can return home to Wiltshire where they can receive services for their complex needs.

Up to nine people will be able to live within a home setting and each living area will be fully equipped with a kitchen, en-suite and lounge allowing independent living and self-management – providing them with a ‘home from home’. The local residential setting will encourage people to maintain their family relationships, build a fulfilled life through participation in the community provide an enhanced quality of life. Their care will be planned, proactive and coordinated with their involvement so that they have choice and control over how their care needs are met – putting them at the centre of everything we do.

AWP are investing £3m into the building, and Wiltshire CCG will be commissioning services to the tune of £1.4m annually. The building is due to be completed in June 2016. Plans and artists impressions are available to view on Wiltshire CCG’s website at

<http://www.wiltshireccg.nhs.uk/news/new-learning-disabilities-service-to-launch-in-wiltshire>

Stay well this Winter campaign

As the days get colder and bugs and illnesses become more common, it’s important to take care of your health. Public Health England have recently launched their annual **Stay Well This Winter** campaign to raise awareness of what you can do to stay healthy this winter and what services are available if you need additional help.

The national **Stay Well This Winter** campaign started on 5 October 2015 and will run until 27 March 2016 and will also be providing advice to help those with long-term health conditions, over 65s, pregnant women and parents of under-sevens stay well by promoting flu vaccinations and advice on staying healthy this winter.

The right healthcare, for you, near you, with you

Get the jab, get Flu Safe

NHS Wiltshire CCG is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover within a week or two – yet every year people, especially those at risk, become seriously ill because they don't get their free flu jab.

Flu is not the same as a cold and it affects people of all ages. If you or someone you care for is in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

Staying Healthy this winter

NHS Wiltshire CCG is urging people to keep warm and well this winter, especially as the nights are starting to draw in and the temperature is dropping.

The cold can have serious consequences as it can increase the risk of strokes and heart attacks as well as causing people to catch colds and flu. Wrapping up warm, keeping the heating turned up, making sure you have enough winter food supplies and keeping a well-stocked medical cabinet in case you do catch a cold or flu are all sensible steps to take.

Some top tips on staying warm and well this winter.

1. Keep your home warm – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold, set the heating to come on earlier so that you're not waiting for your home to warm up.
2. Have your flu jab. Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. If you do fall ill with flu, it's best to stay at home. Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. Vomiting and diarrhoea bugs caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or your children go back to school.
5. Make sure you have enough winter supplies and keep a well-stocked medicine cabinet, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

[The right healthcare, for you, near you, with you](#)

Where to go when you're ill - The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS 111 for advice or go to NHS Choices website www.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge or the walk-in centres in Swindon and Salisbury for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance

Keep an eye on elderly or frail friends, neighbours and relatives this winter and join us in helping Wiltshire stay well this winter.

The right healthcare, for you, near you, with you



NHS Complaints Advocacy

NHS advocacy is independent of the NHS. An advocate can guide and support people through the NHS complaints process. The NHS advocacy service for Wiltshire is provided by SEAP, and the service is free, independent and confidential. For further information please email wiltshire@seap.org.uk or visit <http://www.seap.org.uk/services/nhs-complaints-advocacy/>

The Care Quality Commission (CQC) inspection of Salisbury District Hospital

The CQC is the independent regulator of health and adult social care in England. In December the CQC will be carrying out an inspection of Salisbury District Hospital. The CQC is calling on local people to share their experiences of services at the hospital. If you would like to provide any feedback on your experiences of services over the last 12 months, please contact the CQC on telephone 0300 0616161 or email: hospitalinspections@cqc.org.uk. Please ensure that the subject line of your e-mail is Salisbury District Hospital Q3 Acute Hospital Inspections.

Your Care Your Support Wiltshire

Healthwatch Wiltshire, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire' - <http://www.yourcareyoursupportwiltshire.org.uk>. The website is still at an early stage which is really exciting for local people as it means that they have a chance to have a say in how it grows. Exciting new developments are planned over the next few months. For example, we will be adding videos and podcasts about health and care information. Some of these videos will feature Wiltshire people talking about their positive experiences of using local services. In addition, there will be a self-referral section that will allow people to refer themselves for support or assessment.

We would like to know what you think about the website so far and your ideas on what you would like to see on the site. Please tell us about local groups and services that are running in your local area and we will add them to the directory of services. You can get involved in discussion groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: contact@healthwatchwiltshire.co.uk

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Keep up to date with Healthwatch Wiltshire

Healthwatch Wiltshire produce regular newsletters which are full of interesting articles and important dates, if you would like to receive a copy please let us know or follow the link on our website to subscribe www.healthwatchwiltshire.co.uk/subscribe-our-newsletter-0

We are also on Twitter (@HWWilts) if you would like to follow us!

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Cricklade Town Council
Date of Area Board Meeting	25 November 2015

Headlines/Key successes

- A dog fouling awareness week was held from 9th November to 15th November, posters were placed in the the hot spot areas of Cricklade and pink spray highlighted any deposits. Positive feedback was received from the community.
- Cricklade Community Awards 2016 - The Town Council is asking for nominations from the community for someone or a group of people, who volunteers in the community and deserves to be recognised for all their hard work. Awards can also be given to recognise achievements, bravery and courage. The Town Council is seeking nominations for three categories of award: Young Person of the Year, Community Group of the Year and the Cricklade Community Award. Nominations forms and further details can be obtained from the Council offices or the Town Council's website.
- Neighbourhood Planning continues to be a priority for the Council. A Vision for Cricklade' leaflet was distributed via the local primary school and a meeting was arranged to engage with local businesses to gather their knowledge and experience to help shape the town in the future.

Forthcoming events/Diary dates

- All our December events and ticket details are posted on the Town Council website www.cricklade-tc.gov.uk
- 5 December - Turning on of the Christmas Lights Event in the High Street from 6.30 pm
- 6 December - Sing 4x4 'The Spirit of Christmas' Concert - Town Hall at 7.45pm
- 12 December - Christmas Wreath making and Coffee Moring - Jenner Hall from 9.30am
- 20 December - Cricklade Band 'Christmas Present' Concert - The Club at 7.30pm

Signed: Tina Jones

Date:

Report for November 2015 Area Board



I continue to keep very busy supporting local people. It may seem like “same old, same old”, but that is very untrue as with every new client comes a new variety of issues which are particular to them. One size definitely does not fit all!

For the next few months I will be concentrating on helping those who struggle to heat their homes. There is some grant money available for those in Fuel Poverty ie where 10% of the household income is spent on fuel. Please spread the word so that I can support as many as possible this winter. If anyone is keen to donate to the Grant Pot, again, let me know.

Meanwhile some statistics for the Malmesbury Board area. These are full year figures from October 2014 to the end of September 2015

During this time I supported **89** individual clients, of whom 70% were women and 30% were men. 96% considered themselves to be White British ethnicity.

Client Age Ranges:

Under 60 years	12%
60-70 years	24%
70-80 years	24%
80-90 years	33%
Over 90 years	7%

57% of all clients contacted me directly and a further 17% were referred from family members. Only 26% were referred from other sources, eg, Adult Social Care, GPs, Home from Hospital. Almost 74% of clients were new people with whom I had no previous contact. They found the service through the articles I submit to Parish Magazines and meeting me at Lunch Clubs/Coffee mornings which I had visited giving the service publicity. Few of these clients had sought help elsewhere. Many of my clients (72%) do not ask for a visit from me, but receive the information via phone, email or at social events. Often this will be simple, single and specific information. We are very fortunate to have a dedicated CAB advisor working in this area specifically to assist with financial matters, eg benefits checks. This is funded by a grant from Comic Relief and many of my clients are referred to him for a financial “check up”. More complex issues often require multiple visits and 41% of the clients whom I visit need a follow up visit to ensure that they have information and support specific to their particular needs.

What are the problems?

Client concerns are fairly equally split between money, social isolation, home and personal safety, transport and health. Money worries are the main concern with 48% contacting me about this. 75% of these clients didn't understand the benefit system or how to access it. Heating bills were also on the list of concerns with 7% of clients admitting that they found it very hard to fund their fuel bills. Falling oil prices may have helped to alleviate worries and this may be reflected in later statistics. Over 70% felt that they could manage their own finances and only 1 client was in debt. However 69% of clients needed support to ensure that they were receiving the correct benefits (this is the work being done by CAB as mentioned above). When checking on fuel costs, 80% of clients managed to save money on their fuel bills following intervention and 85% felt less concerned about finances after talking their issues through with me.

When asked about contact with their friends and family, 33% of clients admitted that they have less than one contact per week with 9% never seeing anyone “from one week to the next”. Only 9% have daily contact with the outside world. 32% of my clients consider themselves to be housebound, 43% felt that they were unable to leave the house. 17% didn’t go out as they didn’t know what activities were available to them or how to access them.

42% of clients had suffered falls during the last 12 months. 95% regarded the reason as being due to health related problems and I was able to refer 25% to other organisations for extra support, eg grab rails, access ramps fitted, balance classes.

Impact

The beneficial impact on clients is huge. 80% felt that their needs had been fully met and a further 15% said that their needs had been partially met – that makes a huge 95% positive impact. Some client impact statements:

- ✓ *‘Client suffered polio as a child and with age his mobility is declining. He needed some specialist equipment which was sourced via Adult Care Services.’*
- ✓ *‘Issues with transport to social groups because out of LINK area. GNC facilitated compromise between 2 LINK schemes to arrange transport. Client now attends social morning every week.’*
- ✓ *‘Local befriender found for client. Client feels more networked into their locality and less lonely as a result ‘*
- ✓ *‘Client is much happier that she can cope financially now as her income is increased by £54 a week through having Attendance Allowance added’*

Ellen Blacker – Good Neighbour Co-ordinator. 07557 922020

WOOTTON BASSETT SPORTS ASSOCIATION

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

RWB Sports Association, Brinkworth Road – Update to Area Board 25/11/2015

Background

Royal Wootton Bassett Sports Association (RWBSA) is now in occupation and operating its new Gerard Buxton Sport Ground on the Brinkworth Road. The Association hosts the Town's football, tennis, cricket and road running clubs, together with social clubs/members. The new site includes a full size and floodlit 3rd generation artificial grass pitch (AGP), 2 cricket squares, stadium football pitch to FA Cup standard, 3 further grass football pitches of varied sizes, 8 tennis courts, together with changing room and community/social facilities within the clubhouse.

Current Status

The current status of occupation/operation is as follows:

1. Playing Surfaces – AGP, Stadium pitch and tennis courts all in operation. Due to April seeding the further grass pitches are being prepared for availability next summer;
2. Clubhouse – Operational, but 'snagging' elements being address;
3. Car Park and Hard Pavings – Completion delayed as related to Highways works;
4. Highways – these works (funded by RWBSA) are to provide a ghost right hand turn into the site, footpath/cycleway from Coped Hall to site, toucan crossing at Coped Hall, high friction surfacing on reduction of speed limit, and connection to foul water rising main. Progress has been frustrated due to a number of factors, including utilities works, actual surface and drainage arrangements being substantially different to plan, and some issues with the contracted suppliers. RWBSA is hugely frustrated by the delays in the works, and continues to make every effort to manage the contractors through to the earliest completion;

Any local clubs or organisations interested in discussing usage of the facilities then please contact the site manager on admin@rwbsa.org.uk or 01793 853880.

Paul Harrison
Relocation Manager (Voluntary)
Tel: 01793 855665



Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	25 – 11 - 15
Title of Report	Locality Youth Network update

Purpose of the Report

To inform the community about the role of the Local Youth Network, (LYN) update the community about the work of the Local Youth Network (and to ask Councillors to consider the following grant and procurement applications.)

Recommendation

Members are asked to

1. Note progress to date
2. Decide on funding applications as laid out .

Royal Wootton Bassett & Lyneham LYN

This has been operational since October 2014. This is currently recruiting new members for the next year. Cllrs Allison Bucknell & Mary Champion sit on this LYN

The Monday After school cafe is promoting in RWBA to a new younger group and the Friday youth group continues to have attendances of 40+.

The Wednesday Lyneham group has been well attended over the summer and is now indoors into St Michael’s church hall over the winter.

The mindfulness and yoga project is in progress.

Cricklade LYN

The local Barista cafe now offers a discounted time for teenagers after every school day. The Leisure centre offers a discounted youth gym session and occasional climbing programmes.

There is a youth gym, sports hall and social opportunity for teenagers on a Sunday afternoon.

The local churches are offering an after school youth group for years 6 – 8 at Jenner hall

Purton are attempting to form their own youth council and this will link into the wider LYN and have the opportunity to submit bids for funding. It is hoped that a community cafe project will provide an after school session for young people.

General Update

In all areas, there is a demand for sport, social time, art, parkour and self defence.

We are always looking for organisations to deliver these with our support

Youth Provision Update

An analysis has been done of provision by existing organisations in the area. This can be found on www.sparksite.co.uk/

Funding for activities that satisfy the needs identified within our area can be via grant or procurement. We will only fund NEW activities that have some form of additional funding or contributions from other bodies, volunteer time, free premises etc.

Activities provided through the Area Board

See Appendix B for current provision

No current grant bids

Details of applicant and title of project	Amount of funding requested	Grant or procurement	Number of and ages of young people expected to take part	Other Resources brought into the community eg volunteers or funding

Details of the requests can be found in Appendix C

Details of applicant and title of project	Amount of funding requested	Number of and ages of young people expected to take part	Other Resources brought into the community (volunteers or funding)
Ref No			

Details of Project

Details of applicant and title of project	Amount of funding requested	Number of and ages of young people expected to take part	Other Resources brought into the community (volunteers or funding)
Ref No			

Details of Project

Report Author: Pete Smith

Community Youth Officer

Tel: .07768 943883.....

E mail: Pete.smith@wiltshire.gov.uk

Background

In 2014, Wiltshire Council changed the way it delivers youth development and devolved a budget to Area Boards to enable the localised provision of positive activities. Each community area should have one or more Locality Youth Networks (LYN) who oversee the provision of these activities.

What are Positive Activities?

A positive activity can be any educational or recreational leisure-time activity which helps young people to achieve healthy and safe lifestyle outcomes.

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

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

What is a Locality Youth Network?

A Locality Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN. Locality Youth Networks identify local needs, priorities and outcomes and make evidence based recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The Area Board holds the budget and Area Board members make the final decision on whether or not to grant funding.

The Royal Wootton Bassett & Cricklade Area Board has two LYNs

- Royal Wootton Bassett & Lyneham
- Cricklade & Purton

Appendix B – Activities funded through Area Board

Project details	Where	Amount of funding	Grant or procurement	Number of and ages of young people expected to take part	Other Resources brought into the community eg volunteers or funding	Date Started	Status
Friday Night Project	RWB		Grant				
Monday after school club	RWB		Grant				

Details of applicant and title of project	Amount of funding requested	Number of and ages of young people expected to take part	Other Resources brought into the community (volunteers or funding)
Ref no			

Details of Project

Grant Applications for Royal Wootton Bassett & Cricklade on 25/11/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1483	Community Area Grant	The Dingle	Purton Parish Council	£487.50
1485	Community Area Grant	Hearing Loop And Pa System For Purton Village Hall	Purton War Memorial and Village Centre Charity	£2393.25
1507	Community Area Grant	Purton Community Cafe New Kitchen and Toilet	Purton Community Cafe	£5000.00
1510	Community Area Grant	Education Visitor Centre Oak and Furrows Wildlife Rescue Centre	Oak & Furrows Wildlife Rescue Centre	£4104.00
1536	Community Area Grant	Cricklade Garden Club Gazebo	Cricklade Garden Club	£880.98

ID	Grant Type	Project Title	Applicant	Amount Required
1483	Community Area Grant	The Dingle	Purton Parish Council	£487.50
<p>To be considered at this meeting: Wednesday 25 November 2015</p> <p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £0 - £500</p> <p>3. Are you applying on behalf of a Parish Council? Yes</p> <p>4. If Yes, please state why this project cannot be funded from the Parish Precept</p>				

50 per cent Funded from Parish Precept

5. Project title?

The Dingle

6. Project summary:

To Erect an Information Board Detailing the History Inhabitants Wildlife of The Dingle.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

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

SN5 4EF

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

Countryside, environment and nature

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£192412.00

Total Expenditure:

£178818.00

Surplus/Deficit for the year:

£13594.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£65619.00

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

There are some restrictions on how reserves can be applied and must be maintained at an adequate level.

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		£487.50		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Information Board	975.00	Parish Council	Yes	487.50
Total	£975			£487.5

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

This project will benefit the community by giving them information about wildlife plants trees and the history of the area.

14. How will you monitor this?

The notice board will be regularly updated and maintained by our Groundsman who maintain the area

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

We already budget for the maintenance of the area and will increase to incorporate repairs upgrades to the sign.

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.

1485	Community Area Grant	Hearing Loop And Pa System For Purton Village Hall	Purton War Memorial and Village Centre Charity	£2393.25
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To be considered at this meeting: Wednesday 25 November 2015

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?

Hearing loop and pa system for Purton village hall

6. Project summary:

Installation of a hearing induction loop and PA system with cabinet to store the PA equipment

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

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

SN5 4AJ

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

Children & Young People
Arts, crafts and culture
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£44341.50

Total Expenditure:

£40123.00

Surplus/Deficit for the year:

£4219.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£9466.00

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

The charity has to maintain a certain level of reserves in order to continue operating in the future. This is 10000 which the charity currently does not have.

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

10b. Project Finance:

Total Project cost		£4786.50		
Total required from Area Board		£2393.25		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
EQUIPMENT	3836.50	GRANT		1700.00
TRAVEL	140.00	DONATIONS		600.00

LABOUR	810.00	RESERVES	93.25
Total	£4786.5		£2393.25

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

No

12. If so, which Area Boards?

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

The Village Hall is for community use provided by the Institute and Village Hall Charity. The Charity promotes the moral social and intellectual welfare and rational recreation in the community of Purton. The proposed new Hearing Loop and PA system will greatly enhance the hall premises for all its patrons and will meet a DDA requirement in offering support for vulnerable people in the community. It is hoped that hearing impaired folk will feel encouraged to visit and use the hall more in the future enabling all to partake fully in events and meetings held on the premises and further everyone's enjoyment of cultural activities offered. The PA system will be made available for all the hall users to take full advantage of improving communication for all.

14. How will you monitor this?

Through the users of the hall /once the system is installed the charity will advertise the new facility available to users / hirers.

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

Charity reserves

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

NA

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.

1507	Community Area Grant	Purton Community Cafe New Kitchen and Toilet	Purton Community Cafe	£5000.00
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To be considered at this meeting: Wednesday 25 November 2015

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

N.A.

5. Project title?

Purton Community Cafe New Kitchen and Toilet

6. Project summary:

To establish and then run a not-for-profit community cafe for the village of Purton. To open the cafe we need to build and equip a kitchen and toilet to an existing function room. The cafe will provide a friendly meeting place for people of all ages offering tasty food and drinks to create a social hub where people can find out about and create local opportunities to earn learn and socialise.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Purton8. What is the Post Code of where the project is taking place?
SN5 4AH

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

Children & Young People
Arts, crafts and culture
Economy, enterprise and jobs
Health, lifestyle and wellbeing
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		£47000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Construction of kitchen	30000.00	Princes Countryside Fund		17000.00
Conversion of cupboard to	2000.00	Landfill Community		10000.00

toilet		Fund	
Equip kitchen		Purton Open	
inc. china	15000.00	Gardens	375.00
cutlery etc		Purton	
		Organisations	
		- Parish	650.00
		Council,	
		Carnival etc	
		Project	
		fundraising	Yes
		events	400.00
		Future	
		fundraising	600.00
		events	
		Individual	
		donations and	Yes
		loans	5800.00
		Future	
		individual	
		donations and	7175.00
		loans inc. in-	
		kind labour	
		Wiltshire	
		Community	5000.00
		Area Grant	
Total	£47000		£47000

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?

Benefit - Social Cohesion. Some facts from the 2011 Census. Purton has a large retired population with over 200 living alone. West Purton is ranked in the 40 percent most deprived neighbourhoods in England. Purton has the national average of families with children under 16. These are typically the groups that can become isolated in a rural community parents-carers of young children are often alone in the village during the day. There is a need for a cafe as meeting place for people not at work and to provide local information and a service hub. To attract all ages and all types of villagers to the cafe it will serve simple food for those living on a budget but also something a little more special for those who can afford it. There is also a need to provide more for the young in the village. The Purton Parish Plan calls for a coffee shop to provide internet services - Action ER15. Pete Smith Wiltshire Community Youth Officer has told us that the 2015 needs assessment survey of the Purton youth

population called strongly for an after-school time cafe facility. A cafe would also provide a place to build community e.g. where village organisations can discuss and create activities for the village and promote them or where people in need can find out where they can find help. Benefit For Business. There are about 300 businesses in Purton 80 percent of which employ 4 or fewer people. Purton Parish Plan calls for a coffee shop - Action B7 - in which business can entertain their clients. The cafe could also display advertisements for local tradespeople a service to them and also their prospective customers. The Purton Parish Plan also has an action B8 to provide somewhere from which local artists and craftspeople in Purton can market their creations. Purton is not large enough to support a commercial cafe but one run by volunteers a community cafe would be viable.

14. How will you monitor this?

Once the cafe is open we will monitor the numbers using the cafe and the type and range of services provided by others to the community through the cafe. We will analyse the characteristics of our customers and evaluate the benefit it brings them through a questionnaire.

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

Once open the cafe will operate as a not-for-profit social enterprise and be financially self-sustaining. The Purton Club has signed an agreement to allow us to use their function room for the cafe for the next 10 years rent free. The cafe will be run by volunteers. Any surplus generated will either be re-invested in the cafe or donated to local charities.

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

It is only part of a larger project in as much as it will establish an ongoing social enterprise with a turn-over estimated at between 20000 and 30000 a year.

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):

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.

1510	Community Area Grant	Education Visitor Centre Oak and Furrows Wildlife Rescue Centre	Oak & Furrows Wildlife Rescue Centre	£4104.00
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To be considered at this meeting: Wednesday 25 November 2015

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?

Education Visitor Centre Oak and Furrows Wildlife Rescue Centre

6. Project summary:

In addition to rescuing caring for rehabilitating and releasing sick and injured wildlife we have a mission to educate the community children and young people on caring for our wildlife heritage and its environment. We work in partnership with Wiltshire Wildlife Trust in this common cause. Our new rescue centre at Blakehill Nature Reserve includes a visitor facility to provide this. We are now seeking funding to equip the room with CCTV to the treatment facilities and pens display boards books DVDs projector interactive white board and hands-on sensory and creative experiences for children with special needs. We will also provide volunteering opportunities work experience and outreach presentations to schools and community groups over North Wiltshire.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Cricklade and Latton

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

SN6 6RH

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Economy, enterprise and jobs

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

Children with special needs and adults with learning difficulties

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2014

Total Income:

£58280.00

Total Expenditure:

£74092.00

Surplus/Deficit for the year:

£15812.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£63373.00

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

Need to keep 12 months running costs in reserve as per governing documents and need to be prudent as we are much busier since moving to Wiltshire.

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

10b. Project Finance:

Total Project cost £8214.00

Total required from Area £4104.00

Board Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
CCTV monitors	650.00	Donated money	Yes	650.00
Camera Projector Tripod	1148.00	Pt Donated in kind	Yes	100.00
40 TV DVD player	550.00	Pt donated in kind	Yes	50.00
Furniture desks tables etc	1885.00	Pt Donated in kind	Yes	1470.00
PC A3 Printer laminator	650.00	Pt Donated money & in kind	Yes	550.00
Active screen laptop	1541.00			
Display cabinets	200.00			
Display boards	240.00	Donated in kind	Yes	240.00
Education software microscope	800.00	Donated money	Yes	500.00
Vol days x 5				
Electrician x 2	550.00	Vol committed	Yes	550.00
Digital Tech x 1				
Total	£8214			£4110

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?
Children and young people including those with special needs. Adults with learning difficulties all of whom will benefit from a multi-sensory experience. Children and young people doing work experience and Duke of Edinburgh Award will benefit from a structured programme in a new facility and prepare them for careers and life skills. Community groups such as retirement homes scouts' guides brownies etc learning about the care of wildlife and its environment. Opportunities for many more volunteers the elderly to give them a meaningful purpose and unemployed for an addition to their

CV. Training courses and events for residents of the area on wildlife care. A visitor facility for visitors to the area which together with WWT Blakehill should become a visitor destination also benefitting Cricklade.

14. How will you monitor this?

Monitoring numbers and types of volunteer's requests from local schools and subsequent media follow-up. Increased number of followers on social media. Increased numbers on work experience and getting their feedback on effectiveness. Feedback from special needs schools professionals etc on a positive experience. Increased awareness and requests for training and events from the community.

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

Further fundraising grant applications free donations from presentations etc future reserves

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

New Wildlife Rescue Centre already built at cost of 250000

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.

1536	Community	Cricklade Garden Club	Cricklade Garden Club	£880.98
------	-----------	-----------------------	-----------------------	---------

Area Grant	Gazebo		
To be considered at this meeting: Wednesday 25 November 2015			
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?			
Cricklade Garden Club Gazebo			
6. Project summary:			
To make the garden club more visible at local events whilst fundraising and to give a focal point at these events. Also to advertise its own activities and events to the local community and to attract more volunteers to help man plant sales home-made produce and craft stalls especially in adverse weather conditions with the aim of expanding the clubs membership within the community.			
7. Which Area Board are you applying to?			
Royal Wootton Bassett & Cricklade			
Electoral Division			
Cricklade			
8. What is the Post Code of where the project is taking place?			
sn6 6hj			
9. Please tell us which theme(s) your project supports:			
Countryside, environment and nature			
Festivals, pageants, fetes and fayres			
Sport, play and recreation			
If Other (please specify)			
10. Finance:			
10a. Your Organisation's Finance:			
Your latest accounts:			

08/2015

Total Income:

£1973.00

Total Expenditure:

£815.00

Surplus/Deficit for the year:

£1158.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£2168.00

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

Income from membership subscriptions does not cover our costs for speakers venue hire affiliation fees and insurance costs so we rely on fundraising which we cannot predict to cover the shortfall. After an intensive year of fundraising we would like to engage a higher level of speakers at our forthcoming meetings for the enjoyment of existing members and to attract new members. Projected expenditure will use the majority of our bank balance.

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

10b. Project Finance:

Total Project cost		£880.98		
Total required from Area Board		£880.98		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
printed gazebo package	742.99	0.00		0.00
handling	7.99	0.00		0.00
2x A Boards	130.00	0.00		0.00
Total	£880.98			£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?

Royal Wootton Bassett & Cricklade

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

Those manning the fundraising stalls and visiting will benefit by being presented with a more professional and dedicated area whatever the weather. We will be better equipped to support and benefit more local festivals and fetes. The income generated from these events will mean higher quality speakers to inform and educate us how to grow your own recycle garden waste use plants to help wildlife and enhance the environment also to brighten the immediate locality and the image of the town therefore benefitting health and aiding the relaxation of those attending meetings as well as those visiting the town.

14. How will you monitor this?

By noting the increased enjoyment satisfaction and knowledge of those visiting the club meetings and looking forward to an expanding happy membership which will spread their enthusiasm into the wider community.

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

NA

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

This does not form 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 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.

Get Community Youth Grant

Started on: 24/09/2015 15:49:06

ID 152

Applicant Mr Philip Duffell
Purton Cricket Club
Charity Number: CASC no 04823
7 Chevalier Close
Middleleaze
Swindon
SN5 5TS
07976520037
apa.duffell@btinternet.com

Current Status: Application Submitted

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project) *required field

Purton Cricket Club Academy Bowling Machine

2. Project summary: (100 words) *required field

Your grant helped us set up a winter youth academy at Purton CC in 2013. We now hope to grow that with the purchase of a Bola bowling machine stand battery and mains power pack and 2 dozen balls. The total cost of this equipment including VAT comes to 3212.42. It is the best coaching tool available in cricket - used from club sides up to international players - and will help us build on our commitment to developing young cricketers boys and girls into the best they can be.

3. Amount of funding required: *required field

- £0 - £1000
- £1001 - £5000
- Over £5000 (Please note - our grants will not normally exceed £5,000)

4. Which Area Board are you applying to? Not sure? -[check on a map](#) *required field

Royal Wootton Bassett & Cricklade

5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) *required field

SN5 4EE

6. Please tell us which theme(s) your project supports: *required field

- Informal education
- Youth work/development
- Sport/Leisure
- Residential

- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. About your project

Please tell us about your project (a strong application will address all of the following):

***required field**

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?

Following on from the Olympic legacy our cricket club - which is the oldest in Wiltshire - gets young people from all ethnic backgrounds into sport keeping them fit and healthy. Our academy project keeps 16 of the best young players involved in cricket over the winter - improving skills like hand eye coordination teamwork and agility. Several of our county age group cricketers we had 5 players representing Wiltshire from age Under-11 to Under-17 this season have been at the forefront of our drive to acquire a bowling machine for the club. We envisage using a Bola bowling machine as a specialist coaching tool with our 16 academy best players to start with over this coming winter indoor sessions at Prior Park School Cricklade from February-April 2016. But we would then make it available to the rest of the clubs youth section 73 members summer 2015 at Purton CCs outdoor net facility during next season summer 2016. Hence the need for mains and battery power packs. As our club has ECB clubmark status and is often used by district and county age group teams for training and matches we would also make the bowling machine available for their use...in all therefore I would envisage that well over 100 young people would benefit from this facility. We would make no extra charge for using the bowling machine so after paying their annual membership subscription young players who are members of Purton CC would be able to use it under coach supervision for free. It would be available for use again under safe supervision at all club matches and training sessions. As there are very few of these machines in the area we would happily invite other groups such as local schools or disabled cricketers to come up to Purton CC to use the facility. We have already forged close links with some local schools through the Chance 2 Shine cricket coaching project and by holding primary schools 8-a-side competitions at our club. We also have a very close working relationship

with Wiltshire Cricket Ltd who oversee the development of the game across the county and would again liaise with them on how best to maximise the use of a bowling machine for young players. To start with the bowling machine would only be available for use with our ECB qualified coaches in attendance but in time we would hope to send more people on training courses funded by the cricket club so they could learn how to operate the equipment safely.

8. Safeguarding

Please tell us about how you will protect and safeguard young people in your project (You must address all of the following): *required field

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

We take our responsibilities at Purton CC very seriously - and we are regularly gaining new youth members from other clubs because parents are impressed by our youth set up. All our coaches at Purton CC are ECB qualified which means they are DBS checked and must have first aid and child protection certificates renewed every three years. There are pictures and contact details for all our club officers in the pavilion so children know who to approach if they have a problem. This information is also available on the club website. Membership forms also cover issues like permission for youngsters to play in adult cricket and parental permission for the use of photographs and video. We also have a designated Welfare Officer at the cricket club who is ultimately responsible for safeguarding issues at the club and reports upwards to Wiltshire Cricket Ltd.

9. Monitoring your project

How will you know if your project has been successful? *required field

Our project will be successful if we continue to grow the numbers and improve the cricket skills of young people coming to Purton CC. We brought in a female coach for the first time last summer which has attracted more girls to join and we hope this trend continues - having a bowling machine would certainly be an added attraction. If we can produce even more age group players at Wiltshire North East district and Wiltshire county level this will also be a good indication of the project's success.

10. Finance: *required field, if you are a new organisation and don't have accounts leave blank and tick box below

10a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£ Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

£

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

We are currently fundraising for a major pavilion rebuild - Ainslies Pavilion - in memory of my wife who died earlier this year. We estimate the club will need to raise a minimum 50000 towards this major venture. The accounts quoted above include a figure of 10792.64 which is in a separate bank account set aside for the pavilion fund which was only established in March 2015. That leaves a surplus of just under 6500 in the general club accounts and of course we are at the time of year when there is little more income for the club until 2016 subscriptions are due. We do however have major outgoings such as winter ground works machine repair/renewal and hire of indoor facilities over the winter so need to keep quite a large sum of cash at hand. However we would like to upgrade our facilities for our young players in particular and so the cricket committee has approved a spend of around 1200 towards a bowling machine. If we can get the rest in grant money we can go ahead with this project. If not we can investigate purchasing a cheaper second-hand machine or alternatively the youngsters will have to wait for their bowling machine and we will concentrate our efforts on our Ainslie Pavilion project which we hope to complete in 2020 in time for the clubs 200th anniversary.

We are a newly formed group and do not yet have published accounts:

10b. Project Finance:

Part One: *required

Total Project cost £ Please enter in money format **with pence** but no [help](#)
pound sign or comma or p. Eg 15000.00

Total required from £
Area Board

Part Two: Please itemise your project expenditure and project income *required

Quick tips:

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you **TOTAL** both columns correctly.
 - Expenditure column should equal Total project cost in Part One.
 - Income column should equal Total project cost **minus** Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions [help](#)

Itemised Expenditure	£	Itemised Income	£	Tick if income confirmed
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eg Materials

[help](#)

eg Our reserves

Bola Pro bov	£ 2278.00		£	<input type="checkbox"/>
Bola machin	£ 708.00		£	<input type="checkbox"/>
Bola 12v bat	£ 123.60		£	<input type="checkbox"/>
Bola bowling	£ 102.82		£	<input type="checkbox"/>
	£	Our reserves	£ 1212.42	<input checked="" type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
Total	£ 3212.42	Total	£ 1212.42	

(please ensure you total these columns even if values are 0.00)

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

- Yes
 No

12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

- Amesbury
 Bradford on Avon
 Calne
 Chippenham
 Corsham
 Devizes
 Malmesbury
 Marlborough
 Melksham
 Pewsey
 Salisbury
 Southern Wiltshire
 South West Wiltshire
 Tidworth

- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

13. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Do you have the following (please tick any that apply):

- Child Protection Policy
 - Safeguarding Children
 - Procedure for dealing with an allegation against a member of staff or a volunteer
 - Complaints Procedure
 - Public Liability Insurance
 - Health & Safety
 - Whistle blowing policy
 - Internet use policy
 - Constitution
 - Annual Accounts
 - Business/Project Plan (For projects where total project cost is over £50,000)
- Legal declaration *required field**
- The information on this form is correct, that any award received will be spent on the activities specified.

CAM managed fields:

Electoral Divisions * (in Royal Wootton Bassett & Cricklade)

To be considered at this meeting:

Officer Recommendation

- Approve

- Approve (In Part)
- Refuse
- Defer

Current Internal Notes

Submitted by Applicant 24/09/2015 17:21:34

Saved by Applicant 24/09/2015 17:16:32

Saved by Applicant 24/09/2015 15:49:06

Current External Case Notes

(none at this time)

Update for Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Royal Wootton Bassett
Date of Area Board Meeting	25 November 2015

Headlines/Key successes

- The council has successfully purchased the property of Merchants House on the High Street – 7 retail units and 2 residential flats
-
- Rev'd Vicki Burrows of St Bartholomew & All Saints Church will be leaving in January 2016
-

Projects

- The Town Team have refurbished the sign outside Sainsbury's in Boroughfields
-
-
-

Forthcoming events/Diary dates

- Christmas Lights & Shopping event on the High Street on Friday 4th December 2015 6pm – 9p.m. The road will be closed from 3pm – 9.30 pm diversion route will be in place.
-
- Free car parking in the town on Saturday 5th December (Small Business Saturday) and Saturday 12th December.
-
-

Signed:

Date:

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Cricklade Town Council
Date of Area Board Meeting	25 November 2015

Headlines/Key successes

- A dog fouling awareness week was held from 9th November to 15th November, posters were placed in the the hot spot areas of Cricklade and pink spray highlighted any deposits. Positive feedback was received from the community.
- Cricklade Community Awards 2016 - The Town Council is asking for nominations from the community for someone or a group of people, who volunteers in the community and deserves to be recognised for all their hard work. Awards can also be given to recognise achievements, bravery and courage. The Town Council is seeking nominations for three categories of award: Young Person of the Year, Community Group of the Year and the Cricklade Community Award. Nominations forms and further details can be obtained from the Council offices or the Town Council's website.
- Neighbourhood Planning continues to be a priority for the Council. A Vision for Cricklade' leaflet was distributed via the local primary school and a meeting was arranged to engage with local businesses to gather their knowledge and experience to help shape the town in the future.

Forthcoming events/Diary dates

- All our December events and ticket details are posted on the Town Council website www.cricklade-tc.gov.uk
- 5 December - Turning on of the Christmas Lights Event in the High Street from 6.30 pm
- 6 December - Sing 4x4 'The Spirit of Christmas' Concert - Town Hall at 7.45pm
- 12 December - Christmas Wreath making and Coffee Moring - Jenner Hall from 9.30am
- 20 December - Cricklade Band 'Christmas Present' Concert - The Club at 7.30pm

Signed: Tina Jones

Date:

RWB & Cricklade Community Area Transport Group 28/10/15, Lydiard Millicent Primary School

Present: Bob Jones (Chairman) Alison Bucknell, Steve Hind, Mollie Groom, Dean Cobb, Geoffrey Greenaway, Jonathan Bourne, John Coole, John Webb, Diana Kirby, Michael Farrow, David Harris, Veronica Stubbings, Laura Gosling, Shannon Oak, Malcolm Beaven

	Item	Update	Actions and recommendations	Priority 1= high 2= medium 3= low	Who
1.	Apologies	Apologies from Chris Hurst, Jacqui Lay, Simon Ballard			
2.	Notes of last meeting	The notes of the previous meeting held on 19/05/15 were circulated with the agenda	<p>Notes were discussed and agreed</p> <p>Updated: Issue 3038 Broad Town- Work complete however not to a satisfactory level, and 30MPH signs have not been installed.</p> <p>Updated: Issue 2935/3038 C415 speed Limit – Work not complete but ‘order completed’ on 9th October</p> <p>Updated: Issue 3136 – Design ready but issues around high voltage cables and Balfour Beatty are not likely to complete this work</p> <p>Updated: Issue 1732 Footway Improvement, Purton - A favourable response has been received from the landowner, keep reply in absentia</p> <p>Updated: Issue 3469 – Work now</p>		

			programmed for 2016 Updated: Issue 3835 – Tokcenham C12 & C130 Proposal accepted and in the hands of the contractor (Balfour Beatty)		
3.	Ongoing Schemes				
a)	Issue No: 4177 Stoneover Lane, New footpath for safe access to bus stop	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Group identified that this has not gone before Parish Council for review. To continue, refer issue to committee at Parish Council to gain support and agree contribution		
b)	Issue 4162 Blain Place RWB, New sign at entrance to Blain Place	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution Maintenance Issue ?	Signage done, developers issue. "children playing In road" sign. If road not adopted remains a developers issue. Not an adopted road, through development control Status: CLOSED ACTION: Mollie Groom / Malcolm Beaven	MG/MB	
c)	Issue 4108 Greatfield / Lydiard Millicent Parish (Greatfield Garden Centre - Greenhill crossroad junction). Speed signage Greatfield	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Issue hasn't been to Parish Council (PC). Mr Smart of Greatfield nursery, insufficient speed signage identified. Signs bare in some places. PC to come back with approval or not. CATG will revisit issue Signs covered by greenery! ACTION: MB check if vegetation requires cutting back and status of repeater speed	MB	

			signs.		
d)	Issue 4101 Brinkworth Road, Business request to put up signage	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution Not a catg issue! Discuss at CATG	Not CATG – closed refer to Mary Champion ACTION: DH to refer back to MC Status: CLOSED	DH	
e)	Issue 4086 speeding traffic along Collins Lane Purton.	Community Speed Watch Issue? Discuss at CATG	Not CATG Status: CLOSED		
f)	Issue 4085 Bus stop Willis Way Purton. needs clearer signage, High Street, Purton	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Vehicles parking on bus stop sign. concerns relating to bus stop/ zebra crossing proximity An enforcement issue. Not catg In contact with Mark Stansby(MS) over the issue - PC has to pay for signs Status: CLOSED		
g)	Issue 4076 The Butts, Lydiard Millicent. Bus stop request	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Lyddiard Millicent ward Parish Council approved? Yes Bus stop area near The Butts. Parents parking, near misses while manouvering vehicles close to children. The current no waiting sign cannot be enforced. PCSO does drive by regularly at school		

			times. Road parking in general poor/inconsiderate. PC Would like to install yellow lines in once new car park built to enable enforcement. Can't block area because it's a bus stop. Parish Cllrs aware and would consider contribution towards improvements once known what the outlay will be		
h)	Issue 4075 Toilets Royal Wootton Bassett poorly maintained, Borough Fields and Jubilee Lake	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Raised on 'my wiltshire app' Not CATG Status - CLOSED		
i)	Issue 4060 Widham traffic too close to grass verge, Station Road, Purton near to the entrance of Widham south of the railway		PC considered Not an issue Status: CLOSED		
j)	Issue 4019 C414/Widham, traffic speed C414 Widham Purton	Can this be closed? Community Speedwatch? Discuss at CATG	Metrocount needs to takeplace in location. Liase with Purton PC to get exact location where metrocount is to be installed Referred back to Purton Parish ACTION: DH what is the process to get a	DH	

			metrocount installed		
k)	Issue 4018 Speed reduction from 60 to 40 requested, C414. B4553 - Purton. Purton to Greenhill Crossroads	Discuss for priority at CATG. Parish Council to contribute?	Reduce limit from 60mph to 40mph Speeding /sharp bends/ vehicles coming off road/ reduction in speed; solution Only section with no speed limit Approx £3k to introduce speed limit. PC have made a commitment to Parish, and approved by PC. ACTION: 2 members to do a site visit	Priority	
l)	Issue 4017 metrocount- speeding csw station road, Station Road Purton	Confirm closure at CATG?	Metrocount Result of 34.7 mph mean. This will not give a reduction in speed limit under current criteria Other measures can be discussed at future CATG see also issue 4019 Status: CLOSED		
m)	Issue 4015 Bus stop Lydiard Green request made more user disability friendly, The	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution	Issue has PC approval. Unsure what costs will be at this point. Discussion about available land. Narrow bus stop/brick wall behind, no room to make bus stop wider.	Priority	

	Street between the village church and Lydiard Green opposite the Beeches road entrance		Mollie to support + one other to look at location		
n)	Issue 4012 speeding and HGVs in Purton, Hayes Knoll Road, Cross lanes junction, Tadpole Lane, The Pry, Packhorse Lane, Packhorse Corner, etc.	Clarification of Issue required	Speeding issues/ enforcing issue. 50mph limit what else can be done already 50mph Status: CLOSED		
o)	Issue 3986 Forty and Fiddle HGVs damage to Chelworth, The Forty and The Fiddle	Discuss for prioritisation	Sat Nav sending HGV's wrong way. Foreign drivers particularly affected due to language barrier (reading signs). Signs to say ignore sat nav available. Cricklade PC willing to pay for signs. Mark Stansby MS has looked at issue before. If prepared to pay don't need to go via CATG Go to MS direct Issues also discussed at Freight review <i>Note: issue closed at meeting but reopened following discussion</i>	Priority	
p)	Issue 3975 signage Pye Lane Broad Town. C119 - Broad Town	ACTION signs from Joanne Heal and Colin Rivet and then request permanent signs from Mark Stansby. Allison B to liaise with	Mark Stansby (MS) agrees permanent signs should be installed PC to negotiate location of sign with landowner on the corner of Pye Lane	Priority	

		Network Rail			
q)	Issue 3910 Pavement noremarsh needs widening. Station Road (RWB)	Remove? Get recommendation from CATG	Status: CLOSED Maintenance required – verge cutting ACTION: Malcom Beaven to send letter to Highways Authority	MB	
r)	Issue 3905 new road rwb traffic calming requested, New Road / Royal Wootton Bassett	Closure to be recommended at CATG	Status: CLOSED		
s)	Issue 3904 Traffic calming csw. New Road / Royal Wootton Bassett	Community s/watch, confirm to be closed	Status: CLOSED		
t)	Issue 3857 removing double yellow lines high St RWB	Close, recommended	Status: CLOSED		

u)	Issue 3835 Clearer signange requested C130 Tockenham, C120 and C130		Proposal by MS then to PC. Supported by PC Delays, due to contractor issues	Priority	
v)	Issue 3719 HGV traffic – Purton, The Fox / Church End Purton.	Complete? Needs confirmation. Check with Mark Stansby	Complete, extra signs Issue: CLOSED		
w)	Issue 3629 Speeding Chelworth Rd Cricklade. Chelworth Road, SN6 6HL	metrocount request received and passed to Vicky Oates Bob to chase metrocount results as not received	No metrocount results seen yet. Follow up results. leave open as has been approved	Priority	
x)	Issue 3596 Speeding New Rd RWB, New Road Royal Wootton Bassett SN4 7DG	Community speed watch issue metrocount required?	Community speed watch issue Issue: CLOSED		
y)	Issue 3514 Speeding at Latton Wharf. Latton Wharf (Cricklade High Street to A419)	As above, remove? Is it supported?	Awaiting further action from PC Individual asked for speed limit/road improvements Not seen by PC. PC to approve or not		

z)	Issue 3448 Request for 6 dropped kerbs in RWB	Progress update? Complete?	Work complete Status: CLOSED		
aa)	Issue 3358 Speeding Nore Marsh Road	Speeding issue, metrocount?	Status: CLOSED		
bb)	Issue 3328 Damage to road and pavement. Calcutt Street - north side from bus stop to junction with Horsefair Lane	OUTSTANDING DISCUSS AT CATG, APPROVED BUT WORK NOT DONE	Anticipated to be complete by Christmas, needs chasing with Neil Way ACTION: Malcolm Beavean to follow up and contact Neil Way	Priority	
cc)	Issue 3061 Review of speed limit on C414, C414 Purton Railway Bridge to Widham	discuss at CATG	20mph scope for high street set aside some money from?? Conflict with pedestrian/Near school Narrow road Narrowest point is only 4 metre wide Camber of road a consideration PC approved and in PC plan Metrocount 31mph but not located in right location	Priority	

4		New issues submitted to CATG			
a)	Issue 4243 Village Signs in Washpool, 19 Washpool SN5 3PN	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution Not looked at yet, Review at CATG Agreement of PC to contribute?	Referred to Town council? No Ward –LM. This issue raised by member of public, for village sign close to bridge/culvert Closed - awaiting more detail		
b)	Issue 4220 Spittleborough Farm, Footpath needed from bus stop to roundabout	Has this been referred to relevant Parish Council to ask if they support and are prepared to contribute to cost of a solution Not looked at yet, Review at CATG Agreement of PC to contribute?	Lydiard Tregoze ward – Mr & Mrs Reeves of Spittleborough Farm, submitted money for bus stop sign, previous sign removed over a year ago Further investigation required to by Parish Council		
5.		Other agenda items			
a)	CATG Flowchart update CATG Process flowchart distributed and explained <ul style="list-style-type: none"> • No more than 5 live priority tasks undertaken at CATG • Must be approved and supported by Parish/Town Council • Issues need to represent the views of the community and not just individual concerns • Must provide contribution towards cost of issue • Highways engineer to provide solution, CATG just presents the issue 				

b)	Finance Update	Provided by Steve Hind		
c)	Protocol for dealing with freight management requests	Provided by Laura Gosling.Future requests will be prioritised by CATG group, 2 from each area to be agreed. Scoring system in place. Representative will attend future meetings, and by then the schemes chosen will be known. Area Board to note		
6.		Date of Next Meeting TBC		

RWB & Cricklade Community Area Transport Group 28/10/15

Notes Prepared by : David Harris BSO

Present: Bob Jones, Alison Bucknell, Steve Hind, Mollie Groom, Dean Cobb, Geoffrey Greenaway, Jonathan Bourne, John Coole, John Webb, Diana Kirby, Michael Farrow, David Harris, Veronica Stubbings, Laura Gosling, Shannon Oak, Malcolm Beaven

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Royal Wootton Bassett & Cricklade Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Royal Wootton Bassett & Cricklade Area Board will have a remaining Highways funding balance of **£16,458**

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications