AGENDA

Meeting: TROWBRIDGE AREA BOARD

Place: Trowbridge Town Hall, Trowbridge

Date: Wednesday 10 December 2014

Time: 10.00 am

Including the Parishes of Hilperton, North Bradley, Southwick, Trowbridge and West Ashton

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

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

Please direct any enquiries on this agenda to David Parkes (Democratic Services Officer) on 01225 718220 / david.parkes@wiltshire.gov.uk or Rachel Efemey (Trowbridge Community Area Manager) on 01225 718608 / rachel.efemey@wiltshire.gov.uk.

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

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

Wiltshire Councillors

Nick Blakemore – Adcroft
Ernie Clark – Hilperton
Dennis Drewett – Park
John Knight – Central
Stephen Oldrieve – Paxcroft

Helen Osborn – Lambrok
Jeff Osborn – Grove
Graham Payne – Drynham
Horace Prickett – Southwick

Items to be considered	Time
1 **Chairman's Welcome and Introductions**	**10:00am**
2 **Apologies**	
3 **Declarations of Interest** To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
4 **Funding** *(Pages 1 - 8)* **Community Area Grants** To ask Councillors to consider 1 funding application to the community area grants fund scheme (Appendix 1) 1.1 Larkrise Community Farm - £1,139.10 requested for Larkrise Farm IT upgrade capital project	**10:05am**
5 **Close**	**10:15am**

Wiltshire Council
Where everybody matters

Report to	Trowbridge Area Board
Date of Meeting	10 December 2014
Title of Report	Area Board Funding Application

Purpose of Report

1. To ask Councillors to consider 1 funding application to the community area grants fund scheme (Appendix 1)

1.1 Larkrise Community Farm - £1,139.10 requested for Larkrise Farm IT upgrade capital project

Total Amount requested = £1,139.10

1. Background

1.1 Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.

1.2 Trowbridge Area Board has been allocated a capital budget for 2014/2015 of £ 75,942.18 and £13,402 revenue budget. Funding allocated to date:

- TCAF - £13,402 for revenue funding
- Gloucester Road Allotment Association - £1,200 for the enhancement of facilities for gardeners with Disabilities
- Monday Wednesday Club - £500 for a portable skittle alley
- Trowbridge Academy of Boxing - £757 for equipment for a community Boxing Club
- Alzheimer's Support - £4,500 for the Refurbishment of Mill Street Day Club
- West Wilts Esprit Gymnastics Club - £3,000 for gymnastics equipment for young people
- Paxcroft Mead Community Centre - £2,350 for a replacement heating system
- North Bradley Progressive Hall - £1,706.50 for replacement windows
- Trowbridge Child minding Network- £957 for the purchase of tablets to support children in their learning
- West Wilts Esprit Gymnastics Club - £3,000 to upgrade toilets/changing rooms and create a fitness suite
- The Big Community Grow - £2,000 To create a community garden in Trowbridge Town Park

The Board currently has a capital budget of £55,971.68 remaining.

1.3 Area Boards will be encouraged to develop ways of linking grant funding to locally agreed priorities emerging from the Joint Strategic Assessment, the local community plan or other relevant local evidence.

1.4 Area Boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.

1.5 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.

1.6 In addition to CAGs, Councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.

1.7   Funding applications will be considered at every ordinary Area Board meeting.

1.8   Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available to view on the Wiltshire Council web http://portal.wiltshire.gov.uk/areaboard_grants/grants_list.php

1.9   All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

Background documents used in the preparation of this Report	• Area Board Grant Guidance 2014/15 as presented for delegated decision

2.   Main Considerations

2.1.   Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

3.   Environmental Impact of the Proposals

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

4.   Financial Implications

4.1.   Awards must fall within the budget allocated to the Trowbridge Area Board. If the grant requests are allocated the Board will have £54,832.58 remaining

5.   Legal Implications

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

6.   HR Implications

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

7.   Equality and Diversity Implications

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

7.2. Implications relating to individual grant applications are outlined within section 8 where appropriate.

8. Community Grant Applications Summary

Applicant 8.1	Project summary	Funding requested
Larkrise Community Farm	To purchase new IT equipment	£1,139.10

8.1.1 The application meets the grant criteria and will benefit a range of people including those with disabilities

8.1.2 The applicant is contributing 50% of other funding towards the project

9. Recommendation

9.1 It is recommended that the Area Board makes a decision whether to allocate funding to the applicant

Appendices:	Appendix 1 - Community Area Grant applications
Report Author	Rachel Efemey - Community Area Manager Tel. 01225 718608 Email: rachel.efemey@wiltshire.gov.uk

Grant Applications for Trowbridge on 10/12/2014

ID	Grant Type	Project Title	Applicant	Amount Required
1027	Community Area Grant	Larkrise Farm IT upgrade capital project	Larkrise Community Farm	£1139.10

ID	Grant Type	Project Title	Applicant	Amount Required
1027	Community Area Grant	Larkrise Farm IT upgrade capital project	Larkrise Community Farm	£1139.10

Submitted: 19/11/2014 10:23:36

ID: 1027

Current Status: Application Appraisal

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

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£501 - £5000

3. Are you applying on behalf of a Parish Council?
No

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

5. Project title?
Larkrise Farm IT upgrade capital project

6. Project summary:
The back ground is that 2 weeks ago our computer system was electronically accessed remotely [hacked] and we were concerned that the PC\'s protection was inadequate, the crime was recorded to local Police as the infiltrators attempted to acquire our banking details. We used a local trusted IT provider called Devision, earlier PC systems were restored by them but spurious software faults now occur and PC performance of the now aged equip persists. The Trustees have taken technical advice and regard that the costs of rebuilding older PC\'s with proper commercial UPS and software in place together with the PC lower performance enduring, was not money well spent and that there was no option but to arrange for the replacement. The quote has been reviewed and accepted by Trustees as good value and to

progress.

7. Which Area Board are you applying to?
Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?
BA146DQ

9. Please tell us which theme(s) your project supports:
Children & Young People
Countryside, environment and nature
Economy, enterprise and jobs
Food, farming and local markets
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Sport, play and recreation

If Other (please specify)
Special needs, vulnerable and socially disadvantaged

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
03/2014

Total Income:
£146755.00

Total Expenditure:
£153243.00

Surplus/Deficit for the year:
£6488.00

Free reserves currently held:
(money not committed to other projects/operating costs)
£0.00

Why can't you fund this project from your reserves:
We have no free reserves as currently cash on account is well below the 12months
operational costs reserve required by the Charities Commission. The balance 50% cost will
be provided from our accounts.

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

10b. Project Finance:

Total Project cost   £2278.21

Total required from Area Board   £1139.10

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Computers	1079.71	Larkrise Treasurer acc	yes	539.86
Monitors	192.00	Larkrise Treasurer acc	yes	96.00
IT programmes	48.00	Larkrise Treasurer acc	yes	24.00
IT system protection	178.50	Larkrise Treasurer acc	yes	89.25
Install and commission	720.00	Larkrise Treasurer acc	yes	360.00
Logistics	60.00	Larkrise Treasurer acc	yes	30.00
Total	**£2278.21**			**£1139.11**

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?
Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
All Larkrise Farm users and staff will benefit from the grant. Having a sound IT system is central to the Farms operations and integrity. The systems manage all farm activities, accounts, bookings, publicity, educational materials, student assessments, correspondence, award certificates, Health and Safety.

14. How will you monitor this?
We have a Trustee allocated to the project who will oversee the installation and commissioning. The Farm is also rebuilding its email system as part of this overhaul using the Larkrisefarm domain.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
The accounts currently show a deficit, this project must go ahead and other funding would be progressed.

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

17. DECLARATION

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

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

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

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

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

Other supporting information (Tick where appropriate, for some project these will not be applicable):
yes I will make available on request evidence of ownership of buildings/land

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