

Report to	Trowbridge Area Board
Date of Meeting	09/03/2017
Title of Report	Community Area Grant funding

Budget Position Statement

	Area Board Grants Budget	H&WB Fund	LYN Fund	CATG
Opening balance 2016/17	£89,728.60 <small>(Incl. £9850.00 Carry Forward.)</small>	£6,700.00	£48890.00	£15,354 (plus £650 carry forward) £16,004.00
Grant Applications Awarded	£70,442.00	£3,537.25		£TBC
Remaining balance.	£19,286.60	£3,162.75	£11,030.42	£1804
Total of grants and member projects to March area board	£36,910.16	£3,090.00	£11,028.00	£1600

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Hilperton Village Hall Project Title: Hilperton Village Hall New Alarm and Emergency Lighting View full application	£2528.40
Applicant: Avon Valley Runners Project Title: Avon Valley Running AVR Facility View full application	£5000.00
Applicant: St Thomas Church Project Title: Holy Trinity Church Trowbridge Kitchen Refurbishment	£5000.00

View full application	
Applicant: Trowbridge White Ensign Association Project Title: Trowbridge White Ensign Exhibition Tent View full application	£813.59
Applicant: Friends of the down cemetery Project Title: Friends of the Down Cemetery tools View full application	£310.00
Applicant: The Mead Community Primary School Project Title: Art Studio for The Mead School View full application	£2058.17
Applicant: Cllr Nick Blakemore Project title: Canal Rd gulls issue-access equipment	£1200
Applicant: Cllr. Ernie Clark & Cllr Steve Oldrieve Project Title: St. Michael's Pre-School Hilperton – New premises	£20000.00
Applicant: Community Engagement Manager Project Title: Consultation with Older people and Carers- <i>Health and Wellbeing Budget</i>	£1590
Applicant: CEM/Cultural Age Partnership Project Title: Celebrating Age arts outreach <i>Health and Wellbeing Budget</i>	£1500

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[the funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2016/2017 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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

4. Financial Implications

If Members are minded to award all applications for funding to the 9th March area board, some applications will need to await new budget allocations on 1st April 2017 prior to authorisation.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2230	Hilperton Village Hall	Hilperton Village Hall New Alarm and Emergency Lighting	£2528.40
<p>Project Description: Hilperton Village Hall registered charity 305526 provides buildings and open space for hire for community groups and individuals. Following external Fire Safety Audit and subsequent meetings with Wilts and Dorset Fire Officers it is proposed to install new emergency lighting and fire alarm systems. Quotes have been received from four companies. Three specialist alarm companies and one electrical contractor for lighting only. After careful evaluation including site visits and references Wheelers of Westbury have been selected to supply the complete system their quote being the best fit with requirements and also the lowest price.</p> <p>Input from Community Engagement Manager: The application meets the community grants criteria, the applicant is a not-for-profit community group, this is a Capital project to provide fire safety equipment</p>			

and emergency lighting at Hilperton Village Hall, match funding is in place. Hilperton Village Hall registered charity no.305526 provides buildings and open space for hire for community groups and individuals. Following external Fire Safety Audit and subsequent meetings with Wilts and Dorset Fire Officers it is proposed to install new emergency lighting and fire alarm systems. Quotations have been sought from four companies. The total project cost, based on the preferred supplier, is £5,056.80, match funding has been secured from fundraising, reserves and a grant from Hilperton Parish Council. This leaves a shortfall of £2,528.40 which is the amount applied for to the area board.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2237	Avon Valley Runners	Avon Valley Running AVR Facility	£5000.00

Project Description:

In partnership with Trowbridge Rugby Club, AVR plan to build a suitable path around the main rugby pitch. The surface will be made of redgra an approved sports surface as recommended by Sport England within their facilities guidance document. This will allow the rugby pitch to be fully inclusive for spectators and enable us to provide safe running sessions for juniors adults and beginners. The facility will benefit from the existing lighting provided by the rugby club allowing full usage all year round and eliminate the risk of taking groups of runners out on to the streets and unlit paths.

Input from Community Engagement Manager:

The application meets the community grants criteria, the applicant is a not-for-profit community organisation, the project is a Capital project for ground works to enable a running track to be installed at Trowbridge Rugby Club, match funding is in place. Avon Valley Runners is a constituted group with objects of promotion of social and competitive participation in road, cross country and multi-terrain running and multi-discipline events such as duathlons and triathlons. Membership is open to everyone aged seven years and above. The applicant confirms that safeguarding and child protection policies and procedures are in place to support the clubs activities.

In partnership with Trowbridge Rugby Club, AVR plan to build a running track at the rugby grounds. The applicant confirms that the surface will be made of an approved sports surface as recommended by Sport England. This will enable the club to provide safe running sessions for juniors adults and beginners. The facility will benefit from the existing lighting provided by the rugby club, allowing full usage all year round and eliminating the risk of taking groups of runners out on to the streets and unlit paths. It will also eliminate the need to take runners out of the area for training. The project is planned to take place between May and August 2017 to coincide with the closed rugby season.

Following queries from members the following responses have been supplied on the issues of access, parking and planning permission.

The applicant advises that public access will need to be by prior arrangement with

the Rugby Club. This is necessary to ensure that the track is not already in use and that it does not impact on the Rugby Clubs own activities such as training, match play or grounds maintenance.

On the subject of parking, the applicant states that this will not be an issue as they currently use the facilities on 3 nights a week and parking has always been adequate. This has been the case even with large turnouts coinciding with rugby training nights.

The applicant considers that as the proposal only represents a change of surface from grass to hard standing, that planning permission will not be required. They have been advised to confirm this with Wiltshire Council ahead of the area board. The applicant advises that existing lighting will be utilised so this should not be a further planning consideration.

The club advises that they have worked hard to generate funds for this project and have hosted races, held fund raising auctions and engaged the wider community. Reserves of @ £25k are shown however the applicant advises that these are required for the on-going management of the club and to fulfil the clubs sinking funds obligations. This includes covering facility costs, affiliation fees and running the club in line with best practice guidelines.

The advice of the Sports Development Team at Wiltshire council has been sought on the application and the following comments have been received.

- The applicant was advised that the exact spec of the surface should be in-line with Sport England specifications for running
<https://www.sportengland.org/media/4536/artificial-surfaces-for-outdoor-sports-2013.pdf>
- The applicant was advised to fill out the 'do I need planning permission form'
<http://www.wiltshire.gov.uk/planninganddevelopment/planningapplicationformsandfees/planningapplicationpacks.htm?n=%5B43%5D>
- The applicant was advised that A *Development Plan* showing the way forward for the club and the proposed new facility be developed.
- **The measures below were also suggested as 'commitments' before any funding is awarded:-**

All club coaches be registered on Rightcoach and be in-line with Minimum Standards of Deployment (MSD)

The club offer a six week introduction to running programme for beginners

The club and its members sign up to the Big Pledge London Calling Challenge

The club form links to local schools as part of the Big Pledge London Calling Challenge and encourage pupils to join the club through some targeted delivery both at school and then at the new track

The applicant advises that a Development Plan is underway and that the above commitments can be made.

In relation to the application TRFC advises that ;

'We have been in close dialogue with AVR over their proposal to date and are supportive thereof.

We feel that a (lighted) running track will only enhance the multi-sport offering we are already providing to the wider community at Doric Park'.

The total project cost is £30,000. A quotation has been provided and a second is pending. The total cost includes additional provision for fees. AVR have allocated £10,000 of their reserves to this project and subject to membership for 2017/18 have identified an additional £5,000 to contribute. Applications for funding have been made to Westbury and Bradford on Avon area boards as well as local town and parish councils and sport England. This leaves a shortfall of £5,000 which is the amount applied for to the area board.

This project can be seen to link to JSA priorities for our area including promotion of healthier lifestyles and physical activity.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2281	St Thomas Church	Holy Trinity Church Trowbridge Kitchen Refurbishment	£5000.00

Project Description:

It is the vision of St Thomas Church to promote the use of the building with its prominent location for both church and community groups to use. We are looking to develop and enhance the outdated kitchen by replacing the existing units with new units and installing a dishwasher to benefit the existing user groups and attract more users from the community of Trowbridge. This will enable the buildings full potential to be utilised by a wide range of groups.

Input from Community Engagement Manager:

The application meets the community grants criteria, the applicant is a not-for-profit organisation and whilst the application is from a church group it is not for religious purposes but to enhance community facilities. The applicants vision is to promote the use of Holy Trinity Church, with its prominent location, for both church and community groups. The applicant is seeking to develop and enhance the outdated kitchen facilities by replacing the existing units with new units and installing a dishwasher to benefit existing user groups and attract more users from the community of Trowbridge. The applicant considers that this will enable the buildings' full potential to be utilised by a wide range of groups. Existing users include an open access Parents and Toddler group, which meets weekly, and has attendance from over 100 children from all parts of the community, the Trowbridge Orchestra and Trowbridge Philharmonic Choral Society who use the building as a venue for orchestral and choral concerts, local primary and secondary schools who use it for carol services, the Sea Cadets and Songways Singing Group a community choir which meets weekly. It is hoped that improved facilities will allow a number of other community groups to also benefit from the facilities available. Increased usage will allow Holy Trinity to secure its future at the heart of the town of Trowbridge. Quotations have been received for the items listed. The total project cost is £15,050.42 of which £10,050.42 is being provided by the Salisbury Dioceses This leaves a shortfall of £5,000 which is the amount applied for to the area board.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2277	Trowbridge White Ensign Association	Trowbridge White Ensign Exhibition Tent	£813.59
<p>Project Description: Trowbridge and District White Ensign Association as a local registered charity is keen to expand its purpose of fostering the comradeship enjoyed afloat and offering support and benevolence to former sailors marines their families and widows to include educational activities to the widest possible audience including schoolchildren and those without experience of the Armed Forces by holding a series of exhibitions and participating in local events including visits to schools to talk about Naval history and how the Royal Navy has become a fundamental element in the fabric of our Nation.</p> <p>Input from Community Engagement Manager: The application meets the community grants criteria, the applicant is a not-for-profit community group (registered charity), this is a Capital project and match funding is not a requirement for project under £1,000. The project is to provide materials including exhibition tents and display stands to support the delivery of displays and educational talks about the Royal Navy. Trowbridge and District White Ensign Association as a local registered charity is keen to expand its purpose of fostering the comradeship enjoyed afloat and offering support and benevolence to former sailors marines their families and widows to include educational activities to the widest possible audience, including schoolchildren and those without experience of the Armed Forces. This is proposed to take place by holding a series of exhibitions and participating in local events including visits to schools to talk about Naval history and how the Royal Navy has become a fundamental element in the fabric of our Nation. The total project cost is £813.59 for which match funding is not a requirement.</p> <p>The project has some links to JSA priorities in our area in terms of widening the cultural offer and cultural participation.</p> <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2276	Friends of the down cemetery	Friends of the Down Cemetery tools	£310.00
<p>Project Description: The preservation conservation sympathetic restoration and recording for public benefit of The Down Cemetery including the monuments buildings standing</p>			

structures landscape wildlife and burial records. We are looking at clearing the graves and tombstones of undergrowth transcribing inscriptions careful restoration where possible and photographing all work undertaken. Our long term aim would be to make this data available to the public hold open days and run historical and wildlife tours.

Input from Community Engagement Manager:

The application meets the community grants criteria, the applicant is a not-for-profit community organisation, this is a Capital project and match funding is not a requirement for projects under £1,000. The aim of the project is the preservation, conservation, sympathetic restoration and of The Down Cemetery including the monuments buildings standing structures landscape wildlife and burial records. The applicant proposes to clear the graves and tombstones of undergrowth, transcribing inscriptions, careful restoration where possible and photographing all work undertaken. The long term aim is to make this data available to the public, hold open days and run historical and wildlife tours. The total project cost is £310 for which match funding is not a requirement.

In response to queries from members the applicant advises that WC has welcomed help and given permission to carry out the works at the cemetery. This has been confirmed by Ian Brown, Head of Environmental Services.

The applicant proposes to only work on the Victorian part of the cemetery and any plots that are cared for our have flowers on will not be included. The applicant advises that as the group will only be dealing with neglected graves when it comes to clearance, permission from relatives will not be an issue.

Wiltshire Council's Countryside team advised the applicant that volunteers will be covered by Wiltshire Council's insurance while volunteering at The Down Cemetery, although if they plan to use electric or powered tools, they will need to let the Council know first.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2291	The Mead Community Primary School	Art Studio for The Mead School	£2058.17

Project Description:

To install a creative space at our school the Art Studio - for children and families to work in to create sculpture and visual Art this will be a dedicated space with equipment and resources in situ allowing for longer term projects and pieces to be created rather than tidying up at end of lessons giving children of all ages and abilities the opportunity to develop their work. The Art Studio would be a space where children can immerse themselves in art in a bespoke environment away from the classroom and feel like artists. As a large school which is 15 years old we have no space to allow for this kind of facility the school has been oversubscribed since its opening and all class rooms and ancillary rooms are in constant use due to high number of children with additional needs corridor space and office rooms have already been re-designated as learning spaces to accommodate children. This kind of space would give all our children a dedicated space for exploring art in

a way that our current provision doesn't allow for. This project aims to develop children's and families' experiences of sculpture painting and the visual arts. Funds will be used to purchase outdoor studio and equipment to create a studio where children and families can access art projects. Art projects in the studio will support education in visual art and sculpture family learning Families with English as an additional language EAL social and emotional literacy projects using art as a vehicle for building confidence and communication skills support for disadvantaged children and gifted and talented children. These projects and activities will be offered to the wider community as part of evening classes weekend workshops and holiday clubs. Funds have been raised by the Friends of the Mead School and a grant awarded by the Theatre Royal Bath Creative Fund and we are asking the Area Board to support this project with the shortfall.

Input from Community Engagement Manager:

The application meets the Community Grants criteria; the applicant is a not-for-profit organisation, although a school the application is not for core curriculum activities. This is a Capital project to install a creative space/ Art Studio outside Castle Mead School for a variety of purposes to benefit the school and local community. Match funding has been secured. The applicant states that the studio will be used for children and families to develop creativity and access art projects, to support social and emotional literacy projects and family learning for families for whom English is not a first language. It will also be a space used to build confidence and communication skills for both disadvantaged children and gifted and talented children. The applicant states that these projects and activities will be offered to the wider community as part of evening classes, weekend workshops and holiday clubs. Funds have been raised by the Friends of the Mead School and a grant awarded by the Theatre Royal Bath Creative Fund to provide a bespoke log cabin type building at the school. The total project cost is. £12,762.17, match funding of £10,500 has been secured, leaving a shortfall of £2,058.17 which is the amount applied for to the area board.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
Member project	Cllr Nick Blakemore	Trowbridge Gulls- access equipment	£1200
See attached report			
Proposal			
That the area board determines the application			

Application ID	Applicant	Project Proposal	Requested
Member	Cllrs Ernie Clark and Steve	Hilperton Pre-School new	£20000

project	Oldrieve	premises	
See attached report and papers			
Proposal That the area board determines the application			

Application ID	Applicant	Project Proposal	Requested
HWB project 2	HWB Group/Community Engagement Manager Trowbridge	Consultation with Older People and carers	£1590
Project Description: To consult with Older People and Carers' in Trowbridge community area to find out more about the impact of social isolation and caring responsibilities on their sense health and wellbeing. To identify projects that might be developed to better support older people at risk of social isolation and Carers in Trowbridge community area. See attached application.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
HWB project 3	CEM/Celebrating Age Cultural Partnership	Celebrating Age	£1500
Project Description: In September 2016 area boards were asked to give 'in principle' support for a bid by the Celebrating Age Cultural Partnership to the Arts Council, for targeted arts outreach work with Older people in 6 key areas of Wiltshire including Trowbridge. The bid (of approaching (100,000) has been successful subject to match funding of £1500 a year for three years by the relevant area boards. The proposal is to make a significant difference to well-being for older people in the Trowbridge Community area through delivery of arts and cultural outreach activity such as music, dance and drama to be delivered in the places where older people live and in local locations that they already use. Activity will focus on libraries and social/community/day centre settings and other outdoor space eg public parks. The project will also focus the attention of cultural organisations specifically on tackling issues of rural and social isolation..			
Proposal That the Area Board determines the application.			

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

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