

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 27 February 2013
Title of Report	Area Board Funding 2012/13

Purpose of report

To ask councillors to consider officer recommendations in respect of the following applications seeking funding from the 2012/13 Community Area Grant Scheme:

1. Wootton Bassett Sports Association – requesting £4,942 towards sports equipment for the new Gerard Buxton Sports Hub.
2. Jenner Hall Community Trust – requesting £5,000 towards the creation of an exit door for the North Hall.
3. The Cricklade Band – requesting £964 for an Apple MacBook Pro Laptop, additional memory and carrying case.
4. Cricklade Rugby Football Club – requesting £5,000 towards the Rugby Club's shower and changing room project.
5. Cricklade Business Association – requesting £1,640 towards 'Project Speakeasy' to purchase an integrated Public Address System for community use.
6. Purton Institute and Village Hall Charity – requesting £3,554 towards the replacement of 4 windows to the institute building.
7. Wootton Bassett Hockey Club – requesting £940 for a storage facility for junior/youth equipment.
8. Cricklade Heritage Trail Project – requesting £3,900 towards the design and installation of 6 historic interpretation boards.
9. 1st Purton and Lydiard Scout Group – requesting £398 for a projector for presentation improvements for the Scout Group.

To ask councillors to consider officer recommendations in respect of the following applications seeking funding from the 2012/13 Small Grants Scheme:

10. 3M's Magical Memory Moments Memory Cafe – requesting £179 for storage cupboards and entertainment.
11. Latton Playgroup and Amenity Group – requesting £345 for playground repairs.

To ask councillors to consider the following applications for funding from the Area Board's 2012/13 budget:

12. Purton Parish Plan Steering Group – requesting £945 towards the printing of the final report and completion of the Purton Parish Plan.
13. Latton Parish Plan Steering Group – requesting £500 towards the development of a community-led plan for Latton Parish.
14. Legacy Fund – a proposal from Councillor Peter Doyle for the sum of £5,000 to be allocated for a Community Area Legacy Fund.
15. Cricklade Shadow Community Operations Board – a proposal from Councillor Peter Colmer for the sum of £500 to be allocated for the distribution of information leaflets to households.

Room bookings – to notify the Area Board that the following costs have been incurred under the financial authority delegated to the Community Area Manager:

16. The sum of £20 for the hiring of the Royal Wootton Bassett Civic Centre for a CATG meeting on Thursday 10 January 2013.

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 (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/13.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Royal Wootton Bassett & Cricklade Area Board has been allocated a 2012/13 budget of **£51,680** for community grants, small grants and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.8. In addition to CAGs and Small Grants, 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. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. The 2012/13 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.13. A decision was been made in 2010/11 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.14. 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.
- 1.15. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.
- 1.16. A budget of £8,894 ring-fenced for the needs of young people will again be made available in 2012/13. How this will be allocated will be the decision of the area board.
- 1.17. Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget of £10,000 for 2012/13.
- 1.18. Funding awarded to date during 2012/13 totals £4,865. This leaves a balance of £46,815.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Area Board Grant Guidance 2012/13 as presented for delegated decision • The Northern Community Area 'Our Community Plan 2005-2015'
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 5 rounds of funding during 2012/13. The first took place on 30 May 2012, the second on 25 July, the third on 26 September, the fourth on 23 January 2013 and details of the final funding round are contained within this report.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.
- 4.2. If grants are awarded in line with officer recommendations and applications within this report, the Royal Wootton Bassett & Cricklade Area Board will have a balance of £12,988.
- 4.3. The Area Board, at its meeting on 23 January 2013 and upon recommendation of the Community Area Transport Group, has committed to allocate remaining funds of up to £15,000 to a new footway project at Lydiard Green, Lydiard Millicent. The final sum allocated to this project will be dependent on the budget remaining after all funding requests have been considered.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small 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.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – "Officer Recommendations".

8. Officer recommendations

Community Area Grants

Ref	Applicant	Project proposal	Funding requested
8.1	Wootton Bassett Sports Association	Sports equipment for the new Gerard Buxton Sports Hub	£4,942

- 8.1.1. The officer recommendation is to award the sum of £4,942 to Wootton Bassett Sports Association towards sports equipment for the new Gerard Buxton Sports Hub.
- 8.1.2. The application meets the Community Area Grant Criteria 2012/13.
- 8.1.3. The application demonstrates links to the Northern Community Area Plan “Recreation, Culture and Leisure” and addresses the following priorities: ‘Lack of youth facilities throughout the Northern Community Area’, ‘Lack of recreational facilities and playgrounds throughout the Northern Community Area’.
- 8.1.4. The relocation of Wootton Bassett Sports Association from the current site at Ballards Ash to the new Gerard Buxton Sports Hub is a huge and important project for Royal Wootton Bassett and the surrounding towns and villages.
- 8.1.5. The relocation project is due to commence in the summer of 2013, and will require temporary use of other facilities in the development period.
- 8.1.6. The total cost of the new sports hub is £6.1m, with an additional cost of £45,000 required to provide the interim facilities that are needed.
- 8.1.7. This application seeks funds to purchase sports equipment, specifically being sports team shelters and goalposts that will initially be used at the existing site at Ballards Ash, and will then be used at the new sports hub when it is complete.
- 8.1.8. The development of the Gerard Buxton Sports Hub will deliver a facility that could have a positive impact on a range of local priorities such as health, sport, leisure, facilities for young people and lifelong learning. The shelters and goal posts sought will go some way to contribute to the range of much needed quality equipment that will be required at the new sports hub in order to offer quality leisure services to the local community.
- 8.1.9. If the Area Board decided not to fund the project, the project could be delayed whilst other funding is sought for the equipment.

Ref	Applicant	Project proposal	Funding requested
8.2	Jenner Hall Community Trust	Creation of an exit door for the North Hall	£5,000

- 8.2.1. The officer recommendation is to award the sum of £5,000 to Jenner Hall Community Trust towards the creation of an exit door for the North Hall.
- 8.2.2. The application meets the Community Area Grant Criteria 2012/13.
- 8.2.3. The application demonstrates links to the Northern Community Area Plan 'Education and Lifelong Learning', 'History' and 'Recreation, Culture and Leisure'.
- 8.2.4. Cricklade Jenner Hall is a thriving community facility that is widely used by a number of groups for social, learning and leisure-related events.
- 8.2.5. Works are currently being carried out to repair the roof of the Jenner Hall as part of a £165,000 project, £5,000 of which was awarded by the Area Board in January 2012. Other awards to the Jenner Hall from the Area Board include £4,497 in January 2010 towards drainage works and courtyard resurfacing, and £864 in February 2011 for fire system upgrades.
- 8.2.6. The Jenner Hall is Grade 2* listed which makes works and repairs more challenging and expensive. The need to create a second exit was highlighted during a recent application for listed building consent and was identified as being needed on health and safety grounds.
- 8.2.7. The creation of a second exit would also assist the ease of movement to existing users of the hall who are currently restricted in accessing certain parts of the hall due to the existing single exit.
- 8.2.8. If the Area Board decided not to fund the project it could be delayed whilst alternative funding sources are sought.

Ref	Applicant	Project proposal	Funding requested
8.3	The Cricklade Band	To purchase an Apple MacBook Pro Laptop, additional memory and carrying case	£964

- 8.3.1. The officer recommendation is to award the sum of £964 to The Cricklade Band for an Apple MacBook Pro Laptop, additional memory and carrying case.

8.3.2. The application meets the Community Area Grant Criteria 2012/13.

8.3.3. The application demonstrates a link to the Northern Community Area Plan “Recreation, Culture and Leisure” and addresses the priority ‘Lack of arts and cultural activities’.

8.3.4. The Cricklade Band offers the local community a vibrant and lively music-making opportunity for people of all ages and diversity who wish to participate.

8.3.5. The Cricklade Band is fortunate to have its own Music Arranger and Graphic Designer, both of whom currently use their own personal or business IT equipment to carry out their work which is unsatisfactory. To address this, the band is seeking to purchase its own laptop to further its key creative functions of music arrangement and public relations.

8.3.7. The Cricklade Band does not hold any reserves and so if the Area Board decided not to fund the project the project could be delayed whilst other potential sources of funding are sought.

Ref	Applicant	Project proposal	Funding requested
8.4	Cricklade Rugby Football Club	Shower and changing room project	£5,000

8.4.1. The officer recommendation is to award the sum of £5,000 to Cricklade Rugby Football Club towards the shower and changing room project, conditional upon the balance of funding being in place.

8.4.2. The application meets the Community Area Grant Criteria 2012/13.

8.4.3. The application demonstrates links to the Northern Community Area Plan “Recreation, Culture and Leisure”, and addresses the priorities ‘Lack of youth facilities throughout the Northern Community Area’ and ‘Lack of recreational facilities and playgrounds throughout the Community Area’.

8.4.4. Current facilities at the Cricklade Rugby Football Club are limited in that there are no shower and changing facilities. This greatly restricts the growth of the club and the retention of members. It also prevents links with the schools and prohibits the clubs engagement with the Rugby Football Union.

8.4.5. The creation of on-site shower and changing facilities would bring the club in line with other local clubs, and more importantly would provide an opportunity to participate in the sport to the whole of the local community.

8.4.6. The club holds limited reserves but has committed to contributing the sum of £10,000 towards the project. The sum of £50,000 has already been secured through Hills Waste Solutions, and the outcome of a bid for £60,000 to Sports England is awaited.

8.4.7. If the Area Board decided not to fund the project then the project could be delayed whilst other alternative sources of funding are sought.

Ref	Applicant	Project proposal	Funding requested
8.5	Cricklade Business Association	'Project Speakeasy' – to purchase an integrated Public Address System for community use	£1,640

8.5.1. The officer recommendation is to award the sum of £1,640 to Cricklade Business Association towards 'Project Speakeasy' – to purchase an integrated Public Address System for community use.

8.5.2. The application meets the Community Area Grant Criteria 2012/13.

8.5.3. The application demonstrates links to the Northern Community Area Plan "Recreation, Culture and Leisure" and "Lifelong Learning and Education".

8.5.4. The public address (PA) system currently used by the community is owned by the Scout Group and has become outdated, in poor condition and is heavy and bulky to transport.

8.5.5. The PA system is used widely in the community by the Scouts, British Legion, Cricklade Festival, Court Leet, Leisure Centre and Jenner Hall. The scope of its use could be greatly increased with a more modern, easier to use piece of kit.

8.5.6. This project is being led by the Cricklade Business Association, who are part-financing the equipment, but is being delivered in partnership with Cricklade Town Council who are also part-financing the equipment.

8.5.7. If the Area Board decided not to fund the project then the project could be delayed whilst other potential funding sources are sought.

Ref	Applicant	Project proposal	Funding requested
8.6	Purton Institute and Village Hall Charity	Replacement of 4 windows to the institute building	£3,554

8.6.1. The officer recommendation is to award the sum of £3,554 to Purton Institute and Village Hall Charity towards the replacement of 4 windows to the institute building.

8.6.2. The application meets the Community Area Grant Criteria 2012/13.

8.6.3. The application demonstrates a link to the Northern Community Area Plan “History”, “Education and Lifelong Learning” and “Recreation, Culture and Leisure”.

8.6.4. Purton Institute is an historic, Grade 2 listed building that is also used as a museum and is widely used by the local community.

8.6.5. Four of the windows to the building have been identified as needing replacement due to deterioration. Three of the windows are in the museum and the other is in the men’s WC.

8.6.6. The application is being match-funded by Purton Parish Council.

8.6.7. If the Area Board decided not to fund the project then the project could be delayed whilst alternative sources of funding are sought.

Ref	Applicant	Project proposal	Funding requested
8.7	Wootton Bassett Hockey Club	Storage facility for junior/youth equipment	£940

8.7.1. The officer recommendation is to award the sum of £940 to Wootton Bassett Hockey Club for a storage facility for junior/youth equipment.

8.7.2. The application meets the Community Area Grant Criteria 2012/13.

8.7.3. The application demonstrates a link to the Northern Community Area Plan “Recreation, Culture and Leisure”, and addresses the priorities ‘Lack of youth facilities in the Northern Community Area’ and ‘Lack of recreational facilities and playgrounds throughout the Community Area’.

8.7.4. There are currently no storage facilities on site at the All Weather Pitch at the Royal Wootton Bassett Academy. This can sometimes result in various pieces of kit and equipment not being available to use if some club members in possession of kit do not attend the session.

8.7.5. The installation of a permanent storage facility would provide secure and reliable storage for the club’s key kit and equipment.

8.7.6. Having the Club’s equipment on site will allow easier, more frequent access for the wider community and Academy pupils, as well as existing club members.

8.7.7. Wootton Bassett Hockey Club is currently undertaking a project to look into the feasibility of introducing disabled children and adults to hockey. Key to this would be

having the appropriate equipment stored on site.

8.7.7. If the Area Board decided not to fund the project then the project could be delayed whilst alternative funds were sought. The Club does hold modest reserves, but could be left short if this project was funded from their own reserves.

Ref	Applicant	Project proposal	Funding requested
8.8	Cricklade Heritage Trail Project	Design and installation of 6 historic interpretation boards	£3,900

8.8.1. The officer recommendation is to award the sum of £3,900 to Cricklade Heritage Trail Project towards the design and installation of 6 historic interpretation boards.

8.8.2. The application meets the Community Area Grant Criteria 2012/13.

8.8.3. The application demonstrates links to the Northern Community Area Plan “History and Geography”, “The Economy”, “Education and Lifelong Learning” and “Recreation, Culture and Leisure”.

8.8.4. The Cricklade Heritage Trail Project aims to deliver a total of 18 historic interpretation boards and produce 3 walking trail pamphlets. The project is being delivered in phases, as funds become available.

8.8.5. The first interpretation board was funded by Cricklade Town Council and proved very successful. The Area Board then awarded the sum of £5,000 to the project in February 2011 towards the cost of the next 9 boards. A total of 10 boards are now fully complete.

8.8.6. This current, second phase of the project aims to deliver the next 6 interpretation boards. Funding for 3 is already in place due to local fundraising, and a grant from Cricklade Town Council. Area Board funds are being sought for the other 3 boards.

8.8.7. There will be a final phase to the project which will deliver the remaining interpretation boards. Area Board members might wish to know how it is intended that the final boards will be funded.

8.8.8. Cricklade is a Saxon town steeped in history and the establishment of the interpretation boards will make the town an interesting place to visit, increase tourism and visitor numbers and increase the town’s economic sustainability.

8.8.9. If the Area Board decided not to fund the project then the project could be delayed whilst alternative funding is sought.

Ref	Applicant	Project proposal	Funding requested
8.9	1 st Purton & Lydiard Scout Group	To purchase a projector for presentation improvements for the Scout Group	£398

8.9.1. The officer recommendation is to award the sum of £398 to 1st Purton & Lydiard Scout Group to purchase a projector.

8.9.2. The application meets the Community Area Grant Criteria 2012/13.

8.9.3. The application demonstrates a link to the Northern Community Area Plan "Recreation, Culture and Leisure".

8.9.4. The 1st Purton & Lydiard Scout group is a thriving local group with approximately 50 members of boys and girls aged between 6-14 years old.

8.9.5. The Scout group holds various presentation evenings throughout the year, and these are likely to increase with the plans to renovate the scout hut in the pipeline. A new projector would allow the scouts, cubs, beavers and other groups to improve their presentation skills whilst also providing information and entertainment for others.

8.9.6. The Scout group has embarked on a large fundraising effort to renovate the scout hut, so reserves held are being kept back to assist with that project, hence an application to the Area Board to enable the purchase of this key piece of equipment for the group.

8.9.7. If the Area Board decided not to fund the project then the project could be funded from reserves, potentially compromising the planned refurbishment of the scout hut, or the project could be delayed whilst other funding sources are sought.

Officer Recommendations

Small Grants

Ref	Applicant	Project proposal	Funding requested
8.10	3M's (Magical Memory Moments) Memory Café	Storage cupboards and entertainment	£179

8.10.1. The officer recommendation is to award the sum of £179 to 3M's Memory Cafe for storage cupboards and entertainment.

8.10.2. The application meets the Small Grant Criteria 2012/13.

8.10.3. The application demonstrates a link to the Northern Community Area Plan “Health and Social Care” and “Education and Lifelong Learning”.

8.10.4. The 3M’s Memory Cafe was started in September 2012 and offers a welcoming place for people suffering with dementia and their carers. The cafe provides a place to relax and meet other people suffering with similar problems. There are also occasional visits from health professionals.

8.10.5. If the Area Board decided not to fund the project then the project could be delayed whilst alternative sources of funding are sought.

Ref	Applicant	Project proposal	Funding requested
8.11	Latton Playgroup and Amenity Group	Playground repairs	£345

8.11.1. The officer recommendation is to award the sum of £345 to Latton Playgroup and Amenity Group for playground repairs.

8.11.2. The application meets the Small Grant Criteria 2012/13.

8.11.3. The application demonstrates a link to the Northern Community Area Plan “Recreation, Culture and Leisure”.

8.11.4. Latton Playgroup and Amenity Group is run by a small group of local parents seeking to improve and upgrade the village playground for the local children.

8.11.5. Funding is being sought from the group to enable playground repairs, particularly to the rocking horse which has recently been condemned.

8.11.6. The playground is a central feature of the village and widely used by young families in the area. It is hoped to get the equipment back up to an acceptable standard to provide the much-needed facility for local children and their families.

8.11.7. If the Area Board decided not to fund the project then it could be delayed, as alternative funding options would need to be explored.

Other Applications

Ref	Applicant	Project proposal	Funding requested
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8.12	Purton Parish Plan Steering Group	Printing of the final report and completion of the Purton Parish Plan	£945
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8.12.1. This application falls outside of the Community Area Grant/Small Grant Scheme and as such does not have an officer recommendation.

8.12.2. In February 2011 the Area Board made the decision to support Community-Led Planning in the Community Area by committing £15,200 from its 2010/11 budget to be given as direct grant funding to town and parish councils/community-led planning steering groups to enable them to initiate individual plans.

8.12.3. As part of this process, Purton Parish Plan Steering Group received £2,000 from the Area Board in July 2011.

8.12.4. There was no commitment from the Area Board to provide further or ongoing support to Community-Led Planning Steering Groups after the initial grants had been awarded. However, following further requests for funding from a couple of the groups, the Area Board invited applications for further funds, which would be considered on individual merit.

8.12.5. Purton Parish Plan Steering Group is seeking the additional funds to contribute towards the cost of printing the final report and completion of the project.

8.12.6. If the Area Board decided not to award the funding then the completion of the Plan could be delayed whilst alternative sources of funding are sought.

Ref	Applicant	Project proposal	Funding requested
8.13	Latton Parish Plan Steering Group	Development of a Community-Led Plan for Latton parish	£500

8.13.1. This application falls outside of the Community Area Grant/Small Grant Scheme and as such does not have an officer recommendation.

8.13.2. In February 2011 the Area Board made the decision to support Community-Led Planning in the Community Area by committing £15,200 from its 2010/11 budget to be given as direct grant funding to town and parish councils/community-led planning steering groups to enable them to initiate individual plans.

8.13.3. As part of this process, Latton Parish Plan Steering Group received £500 from the Area Board in January 2012.

8.13.4. There was no commitment from the Area Board to provide further or ongoing

support to Community-Led Planning Steering Groups after the initial grants had been awarded. However, following further requests for funding from a couple of the groups, the Area Board invited applications for further funds, which would be considered on individual merit.

8.13.5. Latton Parish Plan Steering Group is seeking the additional funds to create a Community-Led Plan for Latton parish.

Ref	Applicant	Project proposal	Funding requested
8.14	Area Board Project – Legacy Fund	To allocate a sum of the Area Board’s budget for a Legacy Fund	£5,000

8.14.1. This application falls outside of the Community Area Grant/Small Grant Scheme and as such does not have an officer recommendation.

8.14.2. This project is a continuation of the support provided to the local community by the Area Board during 2012, when grants were awarded to various local groups and organisations celebrating and commemorating the national events of 2012 such as the Diamond Jubilee, The Olympic Torch Relay and The Olympic Games.

8.14.3. Wiltshire Council has demonstrated a commitment to creating a lasting legacy of 2012 by setting up a Legacy Steering Board to continue the momentum that was created by our local communities throughout 2012.

Ref	Applicant	Project proposal	Funding requested
8.15	Area Board Project – Cricklade Shadow Community Operations Board	Distribution of information leaflets	£500

8.15.1. This application falls outside of the Community Area Grant/Small Grant Scheme and as such does not have an officer recommendation.

8.15.2. The Cricklade Shadow Community Operations Board has been in operation for approximately 18 months as a working group of the Area Board with a view to developing a community-led proposal for a Community Campus.

8.15.3. Over the past 18 months, the Shadow COB has worked closely with the Workplace Transformation Team to consult with the community and develop the Campus

proposals.

8.15.4. Communication with the local community is key to the work of the Shadow COB, and it is proposed to develop an information leaflet to be delivered to all households in the Cricklade and surrounding area to update residents on the proposals and progress to date. A similar exercise was successfully carried out recently in the Tisbury area.

8.15.5. The cost of the design and print of the leaflets will be borne by the Communications department, but funding is requested from the Area Board for the delivery of the leaflets to the local households.

Delegated Expenditure

Ref	Authority	Reason for Expenditure	Expenditure incurred
8.16	Community Area Manager – delegated authority for meeting room expenditure	Hire of Royal Wootton Bassett Civic Centre for a meeting of the Community Area Transport Group	£20

8.16.1. In March 2011, the Area Board delegated authority to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to incur expenditure for costs associated with meeting room hire for any work directly related to the Area Board and/or its working groups and task groups.

8.16.2. This delegation was awarded to enable the smooth operation of the Area Board's working groups/task groups in-between meetings of the Area Board.

8.16.3. A condition of the delegation is that any expenditure incurred in this way must be reported to the Area Board at its next public meeting in order to maintain transparency. As such, it is reported that the sum of £20 was incurred under this delegated authority for the hire of the Royal Wootton Bassett Civic Centre on Thursday 10 January 2013 to enable a meeting of the Community Area Transport Group to take place.

Appendices:	Appendix 1 - Grants Pack (application forms)
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No unpublished documents have been relied upon in the preparation of this report.

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