

<b>Report to</b>	<b>Royal Wootton Bassett &amp; Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>Wednesday 27 November 2013</b>
<b>Title of Report</b>	<b>Investing in Our Community</b>

## **Purpose of Report**

To ask councillors to consider officer recommendations in respect of the following applications for funding from the Area Board's 2013/14 budget:

1. Swindon & Cricklade Railway – requesting the sum of £4,696 towards a disabled toilet.
2. Lyneham Scout & Guide Association – requesting the sum of £5,000 towards new HQ kitchen and toilets.
3. Purton Historical Society Museum – requesting the sum of £490 for archiving and storing of photographic collection.
4. Army Welfare Service – requesting the sum of £692 towards a new Lyneham Junior Youth Club.
5. Royal Wootton Bassett Town Hall Museum & Heritage Group – requesting the sum of £500 for a WWI project.
6. Cricklade Rugby Football Club Ltd – requesting the sum of £15,000 towards a changing rooms project.
7. Purton Carnival – requesting the sum of £485 for road closure and diversion signs.
8. Councillor-Led Project: Promoting Tourism – the sum of £840 is requested for community area-wide membership to Visit Wiltshire.

## **Returned awards**

Councillors are advised that the Community Area Grant award of £5,000 made to Cricklade Rugby Football Club at the meeting on 27 February 2013 has been revoked, meaning that the sum of £5,000 has been credited to the 2013/14 budget.

## 1. Background

- 1.1. Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation, Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 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 Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. The Area Board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. [Northern Community Area Plan 2005 - 2015](#)  
[Local Area Joint Strategic Assessment](#)
- 1.5. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 capital budget of **£59,197** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£14,984**.
- 1.6. In addition to the capital-based Community Area Grants and Digital Literacy grants, councillors can submit an Area Board/Councillor-Led initiative from the revenue budget. This enables Area Boards to tackle sticky community issues and/or community identified priorities. The Cabinet has emphasised that it does 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. In support of the Olympic and Paralympic Legacy, in 2013/14 the Royal Wootton Bassett & Cricklade Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The Area Board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step-by-step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area Boards will not consider Community Area Grant 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.
- 1.11. 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.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of Area Board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to upload information and photographs about their project on to their [blogsite](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p><b>Background documents used in the preparation of this report</b></p>	<p><a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a></p> <p><a href="#">Northern Community Area Plan 2005-2015</a></p> <p><a href="#">Royal Wootton Bassett &amp; Cricklade Joint Strategic Assessment</a></p>
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## 2. Main Considerations

- 2.1. The Royal Wootton Bassett & Cricklade Area Board has been allocated a total budget of **£74,181** for 2013/14, made up of a capital budget and revenue budget (see para 1.5) that may be allocated through Community Area Grants, Digital Literacy grants, Area Board/Councillor-Led projects and other local initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of

this report.

- 2.3. Councillors will need to be satisfied that grants awarded in 2013/14 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are now 2 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:  
  
11 December 2013 to be considered at 22 January 2014 meeting  
5 February 2014 to be considered at 19 March 2014 meeting.
- 2.5. 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.
- 2.6. A budget of **£5,000** was accrued from 2012/13 for the purpose of supporting projects that seek to build a Legacy of the 2012 Olympic and Paralympic Games and the Jubilee celebrations. This funding is being awarded under separate criteria and details are available [here](#).
- 2.7. The Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2013/14 of **£23,205**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.
- 2.8. Funding awarded to date during 2013/14 totals **£22,228**.
- 2.9. The sum of £5,000 has been returned to the Area Board's 2013/14 budget due to the grant award made to Cricklade Rugby Football Club in February 2013 being returned.
- 2.10. This leaves a balance of **£51,953** in the Area Board's main budget.
- 2.11. Legacy funding to date during 2013/14 totals **£1,500**. This leaves a balance of **£3,500** in the Area Board's Legacy budget.

### **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 accordance with officer recommendations, Royal Wootton Bassett & Cricklade Area Board will have a balance of **£29,250** in the main budget and a balance of **£3,500** in the Legacy budget.

#### **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 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 will be outlined in section 8, "Officer Recommendations" of the funding report.

#### **8. Officer Recommendations**

Ref	Applicant	Project proposal	Funding requested
8.1.	Swindon & Cricklade Railway	Disabled toilet	£4,696

- 8.1.1. Officers recommend that Swindon & Cricklade Railway is awarded the sum of £4,696 towards a disabled toilet.
- 8.1.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.
- 8.1.3. The Swindon & Cricklade Railway is a charitable organisation running a heritage railway with a working track, and is the only standard gauge railway in Wiltshire to run heritage steam and diesel-hauled trains routinely.
- 8.1.4. The railway offers a number of popular special events throughout

the year which attract good visitor numbers. A large emphasis is put on attracting and educating children, with the railway's motto being 'rebuilding yesterday's railway for tomorrow's children' and young children often attend on special school visits.

- 8.1.5. Emphasis is also placed on being an attraction that is accessible to all, and this is reflected in the recent restoration of a disabled coach on one of the trains which now allows for disabled and wheelchair access onboard.
- 8.1.6. This project seeks to provide a new disabled toilet unit at the Blunsdon station which will be fully compliant with the Doc M building regulations. This facility will enhance the experience for disabled and elderly visitors, as well as families who will benefit from its baby changing facilities.
- 8.1.7. The Swindon & Cricklade Railway does not have any paid staff and the management, restoration and maintenance is carried out entirely by volunteers. The work achieved to date is impressive, and further plans are in the pipeline to extend the line into Moulden Hill and up to Cricklade, and to erect a new station at Cricklade using ironwork from the original Cricklade station.
- 8.1.8. The railway is a popular tourist destination for both local visitors and visitors from further afield. The development of such a popular tourist attraction is in line with the Area Board's commitment to the promotion of tourism across the community area.
- 8.1.9. The volunteers at the railway have worked hard to make this new facility possible by sourcing more than 50% in match funding through a combination of volunteer man-hours in kind, and donated and recycled materials.
- 8.1.10. Reserves currently held are for the planned extension of the railway line to Cricklade, and for ongoing maintenance of the track and rolling stock.

Ref	Applicant	Project proposal	Funding requested
8.2.	Lyneham Scout & Guide Association	New HQ kitchen and toilets	£5,000

- 8.2.1. Officers recommend that Lyneham Scout & Guide Association is awarded the sum of £5,000 towards new HQ kitchen and toilets.
- 8.2.2. The application meets the Community Area Grant criteria 2013/14

and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.

- 8.2.3. The Lyneham Scout & Guide Association lost its previous HQ a few years ago when the land it was on was sold for redevelopment. They have now acquired a new home which requires the interior to be fitted in order to provide a bespoke headquarters for the Association’s scouting and guiding members.
- 8.2.4. Current membership of the Association stands at approximately 170 young members and 24 adult learners from the Lyneham and surrounding area.
- 8.2.5. This is a popular local group with a growing waiting list, which is anticipated to grow even more when the MOD’s Defence College of Technical Training opens.
- 8.2.6. The redevelopment of the HQ interior will allow the Association to provide a wide programme of activities and games for its members, as well as a fully-equipped kitchen to cater for events and teach vital skills to the younger members.
- 8.2.7. The hut will also be rented out to other groups, providing a useful community facility as well as an income for the Association to help with ongoing costs for maintenance and activities.
- 8.2.8. This phase of the project is specifically for the toilets and kitchen; total project costs for the provision of the new HQ are approximately £123,000.
- 8.2.9. Modest reserves are currently held by the Association but are earmarked for the electrical fittings.

Ref	Applicant	Project proposal	Funding requested
8.3.	Purton Historical Society & Museum	Archiving and storing of photographic collection	£490

- 8.3.1. Officers recommend that Purton Historical Society & Museum is awarded the sum of £490 for archiving and storing of a photographic collection.
- 8.3.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Education & Lifelong Learning and Recreation, Culture & Leisure.

- 8.3.3. Purton Museum is a voluntary museum run by Purton Historical Society.
- 8.3.4. The museum has received a photographic collection donation of some 3000 images and 1000 slides dating back to 1964. This project is to archive and store the collection, providing an important archive of life in Purton for locals, visitors and anyone wishing to research family history.
- 8.3.5. The museum runs a number of local talks and events throughout the year and encourages and promotes volunteering within the community.

Ref	Applicant	Project proposal	Funding requested
8.4.	Army Welfare Service	Lyneham Junior Youth Club	£692

- 8.4.1. Officers recommend that the Army Welfare Service is awarded the sum of £692 towards Lyneham Junior Youth Club.
- 8.4.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure. The application also demonstrates links to Wiltshire Council's Military Civilian Integration programme which aims to bring military and civilian families together.
- 8.4.3. Prior to the closure of RAF Lyneham, a youth club had been provided in the village for local military and civilian children. Following the closure, the RAF had continued to support the youth club at the primary school, but this funding has now ended and the youth club has closed.
- 8.4.4. This project aims to start-up a replacement youth club in Lyneham which will bridge the gap in facilities in the interim period prior to the new Defence College of Technical Training opening.
- 8.4.5. Lyneham currently has a large number of military families, which is set to increase further as plans for the technical college progress, and there is currently a lack of facilities for the children of these families and future families arriving into the village.
- 8.4.6. A fully-trained volunteer staff team will run and manage the new youth club, offering a range of sports and activities such as arts, cooking and valuable life skills to local children.



- 8.4.7. The youth club will be located in the community rooms at Lyneham Primary School for which there is a charge. Once the new MOD facility is up and running, MOD funded facilities will become available.
- 8.4.8. Start-up costs are required to get this valuable project underway. Subs and a tuck shop will provide an ongoing income which will make the project self-sustaining thereafter.
- 8.4.9. Wiltshire Council has a strong partnership of local organisations working together as the Military Civilian Integration Partnership, which aims to improve and support family life by integrating military families into their civilian surroundings. Military families can very often be isolated, and a facility such as this provides an opportunity for the children and parents alike to come together.

Ref	Applicant	Project proposal	Funding requested
8.5.	Royal Wootton Bassett Town Hall Museum & Heritage Group	WWI project	£500

- 8.5.1. Officers recommend that Royal Wootton Bassett Town Hall Museum & Heritage Group is awarded the sum of £500 for a WWI project.
- 8.5.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Leisure & Culture.
- 8.5.3. The Town Hall Museum is available free of charge to visitors on Wednesday and Saturday mornings. The museum also hosts visits from local youth groups, such as the Cubs, during some evenings.
- 8.5.4. The museum is looking to purchase a laptop, monitor and DVD player to increase the visual experience in the museum with the WWI project next year.
- 8.5.5. The laptop will display WWI information, and the monitor and DVD player will allow pre-recorded films to be shown, leaving the existing IT facilities available for local history. The new equipment would enhance the visitor experience by providing an interactive display that has the ability to be regularly updated.

Ref	Applicant	Project proposal	Funding requested
8.6.	Cricklade Rugby Football Club	Changing rooms project	£15,000

8.6.1. Officers recommend that Cricklade Rugby Football Club is awarded the sum of £15,000 towards a changing rooms project, provisional upon the balance of funding being secured from the Rugby Football Union.

8.6.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.

8.6.3. The Community Area Grants criteria states that awards will not normally exceed £5,000, but Area Board members have the option to consider awards of a higher amount for more substantial projects that offer a wide community benefit. Officers are of the opinion that this application qualifies for consideration for a higher award.

8.6.4. During 2013/14, focus has been placed on steering Area Board funding towards capital projects that create sustainable, long-term benefits to a community.

8.6.5. Since 2012, Wiltshire Council and the Area Board have been keen to support projects that build a legacy of the Olympic and Paralympic games and Jubilee celebrations, with particular emphasis on encouraging sporting legacies through projects that aim to get more people more involved in sporting activities. The Area Board confirmed its support to this by setting aside money from its 2012/13 budget to allocate to such projects.

8.6.6. Cricklade Rugby Club is an active club with 70 members, made up of both playing and social members. The Club is located at Fairview Fields in Cricklade, but currently does not have any provisions on site other than the pitch. The Club currently utilises Cricklade Leisure Centre to provide changing facilities for the players, but being some 1.5 miles away from the pitch this is not convenient and results in barriers to the Club's growth.

8.6.7. This project seeks to build changing room facilities on-site. This would benefit the club and it's home and visiting players in many ways, mainly because it would remove the need for players and officials to travel between the pitch and the leisure centre during games and training. It would also allow the Club to develop a second team to enhance its senior membership.

8.6.8. Another great benefit of this project is that it would finally allow the

Club to pursue its long-term ambition to provide junior rugby. There are currently no opportunities for children to play rugby in Cricklade, so families are having to travel to Cirencester or Minety which is both inconvenient for the families and means that the Club is not able to grow its own players.

8.6.9. Cricklade Rugby Club has worked hard to secure the funding for this project. Although the Club is seeking a large sum of £15,000 from the Area Board, the total project costs equate to over £200,000, meaning that the leverage for this project would be over £185,000 which is considered a great return for the investment.

8.6.10. Wiltshire Council's Sports Development Manager has made the following comments:

"I whole heartedly support Cricklade RFC's application for funding via an Area Board Grant. In my role as Sports Development Manager I have been working alongside the club over the last 9 months and therefore have a detailed understanding of the facility project proposed by the club. This project will not only provide Cricklade with a new sports changing facility and social space but will also allow for the development of rugby within the town, benefiting both adults and young people alike. The club have no changing facility or toilets onsite at their home pitch and players currently use the local leisure centre and then drive to the ground in their cars. While this has been accepted by the current group of adult players it is preventing the development of junior rugby in the town as the current arrangements throw up numerous issues around health and safety and child protection. Cricklade RFC are committed to developing both additional adult sides and junior teams once they have completed this project as well as developing links with local schools and the wider community.

This work already has the support of the local County Sports Partnership, WASP, as well as regional facility and development officers from the RFU. This highlights that there is a strategic need for this work and that it fits with national targets drawn up to increase sports participation. This work also aligns with Wiltshire Council's targets to increase sports participation and the current work around Olympic legacy. It would also contribute to the council's target to make Wiltshire the healthiest county to live in. Furthermore, this work has already secured national funding via Sport England's London 2012 Inspired Facilities programme to the tune of £50k. This project is one of very few chosen for this award in Wiltshire and the club were required to undergo a vigorous application process in order to be successful.

I have found the members of Cricklade RFC's committee incredibly professional in their approach to this work and in their dealings with Wiltshire Council. I would be more than happy to answer any further

questions about this application should I be required.”

8.6.11. Planning permission for the changing rooms has been successfully obtained meaning that the build is ready to commence as soon as the remaining funds are secured.

Ref	Applicant	Project proposal	Funding requested
8.7.	Purton Carnival	Road closure and diversion signs	£485

- 8.7.1. Officers recommend that Purton Carnival is awarded the sum of £485 for road closure and diversion signs.
- 8.7.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.
- 8.7.3. This project seeks to purchase a number of road closure and diversion signs to allow the carnival to comply with road closure requirements during the annual carnival now that the Police are not able to provide the signs or assist with the closures.
- 8.7.4. The local Neighbourhood Policing Sergeant has confirmed that the joint Wiltshire Council and Wiltshire Police policy means that any approved road closures for community events need to provide their own signs and diversion works.
- 8.7.5. To own a set of signs would mean that the carnival committee can carry out the necessary road closures and diversions themselves, and would mean that the equipment would be available for wider community use such as closures for Remembrance services and even during flooding incidents if required.

Ref	Applicant	Project proposal	Funding requested
8.8.	Councillor-Led Project	Promoting Tourism	£840

- 8.8.1. Applications for councillor-led projects under the 2013/14 grants criteria do not require officer recommendations. The Area Board might find the following background information useful when considering this proposal.
- 8.8.2. The application meets the Councillor-Led Project criteria 2013/14

and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly The Economy and Tourism.

8.8.3. At the meeting on 25 January 2012, the Area Board supported a proposal to award the sum of £5,000 to a tourism project in conjunction with Visit Wiltshire, Cricklade Business Association and Royal Wootton Bassett Chamber of Commerce. The main aims of the project were to achieve:

- Improvements to the local visitor economy
- Economic benefits to High Street businesses and across the community area
- Information/tourist map for the community area
- Higher profile for local visitor attractions outside of the two market towns
- Improved identity for the community area as an area of interest for potential visitors

8.8.4. The award made in 2012 included a community area-wide membership to Visit Wiltshire, and also the development of a Town & Villages Trail leaflet that is available from the Visit Wiltshire website and is designed to offer visitors to the area an introduction to each of the towns and villages in the community area.

8.8.5. This councillor-led project proposed that the membership to Visit Wiltshire is extended on a community area basis for a further year.

8.8.6. Area Board members might want to consider how best to work with Visit Wiltshire and the parish and town councils over the coming year, should the proposal be approved, to ensure that the best use of the membership is made and that a continuation plan is in place for ongoing membership.

<b>Appendices</b>	Appendix 1 – grant application details (available online or on request from the report author)
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	Penny Bell, Community Area Manager Tel: 01249 706613 Mobile: 07810 500368 E-mail: penny.bell@wiltshire.gov.uk
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