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| Report to | Tidworth Area Board |
| Date of Meeting | 17th March 2014 |
| Title of Report | Area Board Funding |

Purpose of Report:

To consider officer recommendations in respect to 6 Community Area Grant Applications

1. Castledown Radio- upgrade of Playout Equipment £4,500
2. Chute Parish Council, Chute Cadley Pond reinstatement and repair-£2,750
3. 1st Tidworth Scouts, storage shed-£298.46- Youth Initiatives Budget
4. Castle primary PTA, play equipment-£2909.31-Youth Initiatives Budget
5. Collingbourne Ducis Parish Council- Playground for under 5's-£5,000
6. Collingbourne Scouts-£791, Youth Initiatives Budget

To consider 2 member led applications

7. Startrack athletics, athletics event-£275 Revenue
8. WW1 Commemoration fund-£10,000

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 (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 (CAGs) 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.
- 1.5. Tidworth Area Board has been allocated a 2013/2014 budget of **£42816 Capital and £11,708 revenue**. In 2013/14 only capital funding is available for community area and digital literacy grants. Community partnership core funding, area board operational funding and some small project support can be paid from the revenue budget as it allows.
- 1.6. In addition to CAGs and digital literacy 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.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Tidworth 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 (CAG) 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 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.
- 1.11. 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 up-load information and photographs about their project on to their area board [blog site](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

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| Background documents used in the preparation of this report | Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision |
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2. Main Considerations

Tidworth Area Board has been allocated a 2013/2014 budget of **£42,816 Capital** that may be allocated through Community Area Grants and Digital Literacy Grants, **£11,708 Revenue** that can include core funding for the CAP. There is a further **£11,757 for Transport group priorities**

- 2.1. 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.
- 2.2. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.

2.3. There is now 1 funding round remaining during 2013/14. Deadlines for receipt of funding applications are **6 weeks before** the following area board:

- **17th March 2014**

2.4. The Community Area Manager has delegated authority to authorise grant payments up to £500 between area boards where a project needs to be funded urgently. This will be in consultation with and agreement of the Chair and Vice-Chair of the board, all projects must meet the community grants criteria and be ratified at the next meeting of the area board.

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 Tidworth Area Board.

4.2. If grants are awarded in accordance with officer recommendations at this meeting, Tidworth area board will have a balance of **£6,312.58 Capital and £430 Revenue.**

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

8. Officer Recommendations

| Ref | Applicant | Project proposal | Funding requested |
|-----------------|-----------------------------|---------------------------------|-------------------|
| c/tid/ 13/06 | Castledown Radio Station | Upgrade of playout equipment | £4,200 |

- 8.1 Officers recommend that Castledown Radio Station is awarded a contribution to the cost of £4,500 towards the upgrade of playout equipment.
- 8.1.1 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation and match funding is in place. The organisation has however had funding from the area board in previous years.
- 8.1.2 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 under the Communications theme in that it:-
- promotes communication between across the community area
 - works towards integration of the military and civilian communities.
 - encourages volunteering and community use of the facility
- 8.1.3 The project is to upgrade play out equipment to enable the radio station to maintain growth in live output and meet business requirements such as planned interview replays.
- 8.1.4 The applicant states that the growth of the station in both members and broadcast content, means that the current systems and capabilities are limiting the stations development and ability to grow. The new play out system is seen as key to enabling the station to drive their commercial revenue program, based on sponsorship and information commercials.
- 8.1.5 The applicant states that the station has more than doubled volunteer membership over the last year up to 53, and increased live broadcast hours from 15%, just over a year ago, to over 45% weekly average. Listenership also continues to grow and there is a big increase in social media usage with over 400 (real) likes on face book and a good level of interaction. Web broadcast has also grown by a significant amount as has world- wide listenership with listeners being reported in over 30 countries.
- 8.1.6 As well as functioning as community radio, the facility also provides training for a wide range of local people aged 16 to over 50's. Training covers a wide spectrum of areas of professional development including presenting, interview techniques, studio engineering, production and live recording.

8.1.7 The station also covers key local events with an outside events trailer that together with professional teams can provide coverage of key community events and activities. The trailer is also equipped with an outside broadcast link that permits the radio station to take live events to air, this was proven in coverage of the Olympic torch event that passed through our area.

8.1.8 Throughout last year live acoustic sessions were also broadcast from CR studio with a number of bands getting their first recording contracts soon afterwards.

The items required and match funding secured are itemised below

Planned project costs [help](#)) (Planned Income [help](#))

| | | | | |
|-----------------------|-------|-----------------------|------|-------------------------------------|
| Computer servers | 2500 | computer servers dc | 2500 | <input checked="" type="checkbox"/> |
| touch screen monito | 1200 | Touch screen monitc | 1200 | <input checked="" type="checkbox"/> |
| Profesional IT servic | 1750 | Profesional IT servic | 1750 | <input checked="" type="checkbox"/> |
| Profesional Audio Se | 937 | Profesional Audio Se | 937 | <input checked="" type="checkbox"/> |
| Play out computers * | 1200 | | | <input type="checkbox"/> |
| Automation Compute | 600 | | | <input type="checkbox"/> |
| Monitors | 600 | | | <input type="checkbox"/> |
| External balanced sc | 800 | | | <input type="checkbox"/> |
| Ethernet managed s | 700 | | | <input type="checkbox"/> |
| Balanced audio patc | 300 | | | <input type="checkbox"/> |
| Total | 10587 | Total | 6387 | |

8.1.13 The applicant has verbally confirmed that all licences and other operating requirements/conditions are up to date.

8.1.14 The total project cost is £10,587, the sum of £6,387 has already been secured from donations and technical support in kind, leaving a shortfall of £4,200 which is the amount applied for to the area board.

8.2

| Ref | Applicant | Project proposal | Funding requested |
|-------------------------|-----------------------------|---|-------------------|
| c/tid/ 13/08 | Chute parish council | Draining and re-instatement of Chute Cadley Pond | £2,750 |

- 8.2.1 Officers recommend that the full sum of £2,750 is awarded to Chute Parish Council towards the drainage and reinstatement of Chute Cadley Pond.
- 8.2.2 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a capital project and can be seen to have community benefit.
- 8.2.3 Whilst Parish Council's are ordinarily not eligible to apply for community area grants for items that fall within their statutory responsibilities, the officer considers that this can be considered an exception and the area board could make a contribution to the project costs.

The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 under the Countryside and land based theme in that it:

- promotes managing public open spaces for wildlife and improves access to them.
- Encourages community involvement, particularly of young people.

- 8.2.4 Chute Cadley Pond is a historic natural pond situated on Chute Cadley green in a conservation area and was originally used as a watering hole for livestock on their way to market and by the local blacksmith. It is within the Parish boundary; however no written historical information is available.
- 8.2.5 Over the years the pond has become silted up, overgrown with aquatic material leaving very little water and in the summer it loses all water killing the wildlife inhabitants.
- 8.2.6 Although the pond is on Parish land it has historically been maintained by the local farmers. Due to changes in farming practices and outsourcing, the pond has not been maintained for over 20 years, except by surrounding residents. The residents are no longer in a position to be able to do this and the parish council does not have the money to maintain this, over other priorities. The council also does not feel it equitable to impose a charge for this on the whole of the local population.
- 8.2.7 The project is to dig out the pond, reinstate it's natural lines and re-

puddle it with clay, to also create a natural drainage ditch planted with reeds to filter out the silt. This will attract wildlife particularly toads, frogs and newts which have now abandoned the pond and it will again become an attractive village amenity to both local residents and visitors.

8.2.8 The total project cost is £5,500 based on quotations received, the parish is contributing £2,750 leaving a shortfall of £2,750 which is the amount applied for to the area board.

8.3

| Ref | Applicant | Project proposal | Funding requested |
|--------------------|--|---|-------------------|
| c/tid/13/09 | 1st Tidworth Scout group | Purchase and erection of storage shed with hard standing | £298.46 |

8.3.1 Officers recommend that the 1st Tidworth Scouts are awarded the sum of £298.46 towards the purchase and erection of a storage shed.

8.3.2 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation and match funding is in place.

8.3.3 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 in that it:
-encourages positive activities and inspires young people to participate in volunteering opportunities

8.3.4 The project is to purchase and erect a 7'x5' shed on a paved flooring. The shed is required to store gas bottles and other materials, essential to the operation of the scouts but needing to be kept out of reach of scouts, beavers and cubs.

8.3.5 The applicant confirms that all necessary policies and procedures are in place as regard health and safety and child protection. Permission to erect a temporary structure is also contained within the lease of the land from Aspire Defence Ltd, subject to it being removed on termination of the lease.

8.3.6 The total project cost £373.46 with an in kind labour contribution of £75.00 leaving a shortfall of £298.46 which is the amount applied for to the area board.

8.4

| Ref | Applicant | Project proposal | Funding requested |
|--------------------|---------------------------|---------------------------|-------------------|
| c/tid/13/10 | Castle Primary PTA | Playground Project | £2909.31 |

8.4.1 Officers recommend that the Castle Primary School PTA is awarded the full sum of £2,909.31 towards the development of play facilities at the school.

8.4.2 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation and match funding is in place.

8.4.3 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 under the Children and Young people theme, in that it -

- provides meaningful occupation and activity for young people

8.4.4 The Castle Primary school PTA fundraises to provide the children with extra things that are not available from the school budget. The children voted as a school that they would like playground climbing towers.

8.4.5 The PTA has been fundraising for the last 3 years and have managed to build phase 1 of the playground tower project. One adventure tower was previously purchased, costing £5,000 with match funding from the school. However, due to budget cuts school cannot help with phase 2 of the project.

8.4.6 The total cost is £5953.18 for the second part of the project. The PTA has held many fundraising events over last year and has raised £3043.87 toward project costs. The shortfall is £2909.31 which is the amount applied for to the area board.

8.4.7 The applicant has some reserves £4282.21, however needs to keep monies set aside to subsidise school's summer trips and cover expenditure in planning future fundraising events.

8.5

| Ref | Applicant | Project proposal | Funding requested |
|--------------------|---|--------------------------------|-------------------|
| c/tid/13/11 | Collingbourne Ducis Parish Council | Playground Area Phase 1 | £5,000 |

8.5.1 Officers recommend that the area board awards the full amount of £5,000, to Collingbourne Ducis Parish Council for Phase 1 of the Playground project.

- 8.5.2 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a capital project and can be seen to have community benefit. Whilst Parish Council's are not ordinarily eligible to apply for community area grants for items that fall within their statutory responsibilities, the officer considers that a contribution could be considered by the board as this is a new community facility rather than maintenance of an existing facility.
- 8.5.3 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 in that it:-
- Support s services and opportunities for children
 - Encourages positive activities and inspires young people to participate in the community
 - Contributes to health and wellbeing through promoting physical activity
- 8.5.4 The project is to install a play area on the village recreation ground for young children. This is phase 1 of a longer term project for a broader age spread. There is currently no provision for families and small children on the recreation ground although there is some provision (BMX track etc) on the far end for children aged 11+.
- 8.5.5 The parish council states that some traditional type swings were removed from the area around thirty years ago, most likely on safety grounds. Approx fifteen years ago, the then Parish Council introduced some limited wooden play equipment for 2-5s, fenced and with bark type safety surfacing, close to the Village Hall. This facility did not weather well however and eventually fell into disrepair, the fencing was broken and the bark safety surfacing contaminated. The Parish Council removed this some eight years ago.
- 8.5.6 Community views have been sought on what is needed in the area. A questionnaire has been distributed in the village and thorough the school, preschool playgroup and toddlers group and an open session has also been held in the village to discuss the matter. The results of this consultation show that there is overwhelming enthusiasm for play facilities at the recreation ground for this age group. Villagers have noted much better facilities in other villages and visitors have also expressed surprise at the lack of play provision. .
- 8.5.7 The need for a focal point for families is frequently mentioned and with the expanding population and a steady increase in service

families in the area, the parish council considers that this is a much needed facility.

- 8.5.8 The total project cost for 8 pieces of 2-5yr old equipment, with the necessary surfacing and fencing, is £28,238. The parish council has raised £23,238 from reserves and fundraising activity, leaving a shortfall of £5,000 which is the amount applied for to the area board.
- 8.5.9 The annual income from the parish precept is circa £18,000. This year it has already been increased by 6% to cover increased costs and the loss of part of the Government grant via Wiltshire Council. The council does not consider it equitable to increase the precept beyond 6%.
- 8.5.10 The parish council holds £19,000 free reserves, which is being put aside for phase two of the project to make provision for 6-11 yr olds and to provide for ongoing maintenance of the facilities.

8.6

| Ref | Applicant | Project proposal | Funding requested |
|--------------------|-----------------------------|----------------------|-------------------|
| c/tid/13/12 | Collingbourne Scouts | New equipment | £791 |

- 8.6.1 This is a youth initiatives application and officers recommend that the Collingbourne Scouts are awarded the full sum of £791 towards the provision of new equipment to support scouting activity.
- 8.6.2 Officers are of the opinion that this application meets the 2013/14 grant criteria. This is a largely capital project and the organisation applying is a not for profit community organisation. .

The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 in that it:-

- supports services and opportunities which will enable children and young people to become independent
- Encourages positive activities and inspire young people to participate
- improves existing community facilities

- 8.6.3 The project is to improve a range of equipment. The scouts themselves have requested improvements to their existing archery equipment so they can progress to a higher level than currently possible. From cub age, the young people have been instructed in using bare-bow and point-of-aim technique but the older scouts want to move on to Olympic style with sights etc. The scouts have also asked that left-handed people are better catered for by buying another left-hand bow.

- 8.6.6 There is a need also to purchase new camp cooking equipment that is modern and more efficient and practical for camping and outdoor use – and for practicing summer BBQ ing skills.
- 8.6.7 Geo-caching is a recent outdoor innovation and there are some simple routes already on-line for the Collingbournes area, ideal for both scouts and the general public. Outdoor activities such as geo-caching need both good maps and simple GPS receivers suitable for walking and hiking – the group requires further maps and modern but simple GPS receivers. The scouts can both follow existing routes as an ideal outdoor activity and plot and upload new ones for others (including the general public) to follow.
- 8.6.8 Traditional scout skills include the safe use of knives and axes along with fire lighting and other survival skills. Currently the Group has no knives and so cannot teach their safe and responsible use for bushcraft, whittling etc. or using axes for firewood when camping.
- 8.6.9 The Scout Association has strict mandatory requirements for leader training – these include first aid, permits to take other people’s children away overnight and current recognised national certification for activities such as archery, mountain biking, hill walking etc. All the Group’s young people have asked for and are keen to have nights way with the Group and to take part in adventurous activities. While some of these training courses are free, many are fee paying.
- 8.6.10 The total project cost £791 which is the amount applied for to the area board.

8.7

| Ref | Sponsored | Project proposal | Funding requested |
|-------------------------|--------------------------------|--------------------------------------|-------------------|
| R/tid/ 13/07 | Cllr Chris Williams | Startrack Athletics event | £275 |

- 8.7.1 Officers recommend that the full sum of £275 is awarded to Startrack Athletics project from the remaining revenue pot.
- 8.7.2 StarTrack is UK Athletics’ flagship grassroots participation programme, aiming to give 8 – 14 year olds, male or female, real athletics experiences and helping them to develop key skills. The project will be running week long StarTrack holiday camps in Salisbury, Marlborough, Calne and with area board support will be able to do so this year also in Tidworth.
- 8.7.3 Sessions will be fun and energetic, giving young people the chance to be coached in a variety of athletics disciplines including javelin, high jump, long jump, hurdles and sprinting. They will also take part in a team competition, relays, warm-up games and, at the end of the week, they will have a chance to score points in each event, like a

modern day decathlon.

8.7.4 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 in that it:

- Supports services and opportunities which will enable children and young people to become independent
- Encourages positive activities and inspire young people to participate
- Supports integration of military and civilian families and young people.
- Provides meaningful activities for young people
- Showcases facilities in Tidworth i.e Tidworth Oval
- Builds on the Legacy of the Olympic games
- Promotes health and wellbeing through sport and leisure activities

8.7.5 The total project cost is £1160, the Sports Development service is contributing £610 and the MOD are contributing £275 leaving a shortfall of £275 which is the amount applied for to the area board.

8.8

| Ref | Sponsored by | Project proposal | Funding requested |
|--------------------|---------------------------|---|-------------------|
| r/tid/08/13 | Cllr Mark Connolly | WW1 centenary commemorative projects | 10,000 |

8.8.1 This is a member led project, sponsored by the area board to support town and parish council's and local community groups and organisations to commemorate the anniversary of WW1.

8.8..2 Town and Parish councils and other voluntary and community groups will be eligible to apply for up to £1,000 to support projects that contribute towards the commemoration of WW1.

8.8.3 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 in that it:

- Supports and promotes community events
- Supports the integration of military and civilian families
- Increases community involvement and volunteering
- Assists in the development of a thriving cultural environment

8.8.4 Decisions on applications will be made by a panel to consist of the Chairman of the board, the Vice-Chair and the Community Area Manager on March 27th. A full report on awards made will be presented to the following area board meeting.

8.8.5 The area board is asked to support this application in recognition of Wiltshire Council's stated ambition to support communities across

Wiltshire to commemorate the anniversary of this important historical event which has particular significance for our area.

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| Appendices | <p>Appendix 1 Castledown Radio- upgrade of Playout Equipment</p> <p>Appendix 2 Chute Parish Council, Chute Cadley Pond reinstatement and repair</p> <p>Appendix 3 1st Tidworth Scouts, storage shed</p> <p>Appendix 4 Castle primary PTA, play equipment</p> <p>Appendix 5 Collingbourne Ducis Parish Council- Playground for under 5's</p> <p>Appendix 6 Collingbourne Scouts, equipment</p> <p>Member projects</p> <p>Appendix 7 Startack Athletics</p> <p>Appendix 8 WW1 commemoration fund</p> |
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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.

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