

# AGENDA

**Meeting:** Amesbury Area Board  
**Place:** Durrington Village Hall, High Street, Durrington, Wiltshire, SP4 8AD  
**Date:** Thursday 18 July 2019  
**Time:** 6.00 pm

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Including the Parishes of: Allington, Amesbury, Berwick St James, Bulford, Cholderton, Durnford, Durrington, Figcheldean, Great Wishford, Idmiston, Milston, Newton Toney, Orcheston, Shrewton, Stapleford, Steeple Langford, Tilshead, Wilsford Cum Lake, Winterbourne, Winterbourne Stoke, Woodford and Wylde.

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Please direct any enquiries on this Agenda to Tara Shannon Democratic Services Officer, direct line 01225 718352 or email [tara.shannon@wiltshire.gov.uk](mailto:tara.shannon@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so. If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Refreshments and networking opportunity from 5.30pm.**

Wiltshire Council recently passed the Climate Change Emergency Bill. In order to try to reduce landfill waste, please try to bring your own reusable cups for refreshments.

However, 100% recyclable cups will be available

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## Wiltshire Councillors

Cllr Graham Wright, Durrington and Larkhill  
Cllr Mike Hewitt, Bourne and Woodford Walley (Chairman)  
Cllr Fred Westmoreland, Amesbury West  
Cllr Robert Yuill, Amesbury East (Vice-Chairman)  
Cllr John Smale, Bulford, Allington and Figcheldean  
Cllr Darren Henry, Till and Wylde Valley

## **Recording and Broadcasting Information**

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## **Parking**

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

## **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details.

	<b>Time</b>
<p>1     <b>Election of Chair 2019/2020</b> <i>(Pages 1 - 2)</i></p> <p>To elect a new Chair for 2019/2020.</p>	<b>6.00pm</b>
<p>2     <b>Election of Vice Chair for 2019/2020</b></p> <p>To elect a Vice-Chair for 2019/2020.</p>	
<p>3     <b>Welcome and Introductions</b></p> <p>To welcome those present to the meeting.</p>	<b>6.05pm</b>
<p>4     <b>Apologies for Absence</b></p> <p>To receive any apologies for absence.</p>	
<p>5     <b>Minutes</b> <i>(Pages 3 - 16)</i></p> <p>To approve and sign as a correct record the minutes of the meetings held on 21 March 2019.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Appointments to Outside Bodies and Working Groups 2019/2020</b> <i>(Pages 17 - 40)</i></p> <p>To consider the Area Board representatives to Outside Bodies and Memberships of Working Groups as detailed in the attached reports.</p> <p>To appoint representatives to the following Outside Bodies for 2019/2020:</p> <ul style="list-style-type: none"> <li>• Amesbury LYN</li> <li>• Amesbury Safe Places and Dementia Action Alliance <ul style="list-style-type: none"> <li>○ These now fall under the remit of the Health and Wellbeing Group</li> </ul> </li> <li>• Amesbury Tenants Panel <ul style="list-style-type: none"> <li>○ This now falls under the remit of the Health and Wellbeing Group</li> </ul> </li> <li>• Stonehenge World Heritage Site Steering Group</li> </ul> <p>To appoint representatives to the following Working Groups for 2019/2020:</p> <ul style="list-style-type: none"> <li>• Amesbury Community Area Transport Group (CATG)</li> <li>• LYN Management Group</li> </ul>	<b>6.10pm</b>

- Amesbury Health and Wellbeing Group

To confirm the H&WBG funding allocated for the Older Person's Champion (£1000) could be used to fund other activities and events that the H&WB group find to be important to them.

## 8 **Chairman's Announcements** (Pages 41 - 58)

6.15pm

To receive the following announcements through the Chairman (written briefing notes are available in the full agenda pack, or online):

- **Winter Weather preparations –**  
Wiltshire Council will once again be running the Parish Emergency Assistance Scheme (PEAS) which gives local Town and Parish Councils the opportunity to get hold of vital kit which can be used during adverse weather events. The application form is now available from [weather.team@wiltshire.gov.uk](mailto:weather.team@wiltshire.gov.uk). We kindly ask that any requests for equipment are made by the end of August 2019.

The weather team can help you develop plans and also help with the provision of certain items to help make parishes more resilient when extreme weather arrives.

- **Healthier communities –**  
A new project by Wiltshire Council to help residents on a low income improve their health by becoming more active was launched in May.

Wiltshire Council's Healthier Communities project will target ten areas across Calne, Chippenham, Salisbury, Trowbridge and Melksham and will provide estate-based sport and physical activity opportunities to residents living in identified locations. Residents from each community will be invited to take part and shape future provision.

- **Highways improvements and traffic survey requests –**  
Wiltshire Council is changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

Details and links can be found in the attached agenda report.

	<ul style="list-style-type: none"> <li>• <b>Global Warming and Climate Change Emergency Task Group</b> Cllr Graham Wright to update the meeting on the above task group.</li> </ul>	
9	<p><b>Updates from Partners and Town/Parish Councils</b> (<i>Pages 59 - 94</i>)</p> <p>To receive updates from the Town and Parish Council Representatives, and from other partner organisations.</p> <ul style="list-style-type: none"> <li>• <b>Office of the Police and Crime Commissioner</b> <ul style="list-style-type: none"> <li>○ Deputy PCC Jerry Herbert</li> </ul> </li> <li>• <b>Police</b> <ul style="list-style-type: none"> <li>○ Inspector Liz Coles – Wiltshire Police</li> <li>○ Military Defence Police</li> </ul> </li> <li>• <b>Fire and Rescue Service</b></li> <li>• <b>Town and Parish Councils</b> <ul style="list-style-type: none"> <li>○ Shrewton Parish Council – written report attached</li> </ul> </li> <li>• <b>Lovells – SFA and Army Rebasing</b></li> <li>• <b>MOD</b></li> <li>• <b>NHS Wiltshire CCG</b></li> <li>• <b>HealthWatch Wiltshire</b></li> </ul>	6.25pm
10	<p><b>Welcome to Durrington!</b></p> <p>To receive a presentation from Cllr J P Todd, Chair of Durrington Town Council.</p>	6.45pm
11	<p><b>Boundary Review Update</b></p> <p>The Local Government Boundary Commission for England has decided to hold a period of further limited consultation prior to publication of its final recommendations. Their proposals involve revised divisions in South and South East Wiltshire. To view the revised divisions or to have your say please visit: <a href="https://consultation.lgbce.org.uk/node/14518/">https://consultation.lgbce.org.uk/node/14518/</a>. The consultation closes on 29 July 2019.</p> <p>To receive an update on the above from Cllr Richard Clewer.</p>	6.55pm
12	<p><b>Safe and Well</b></p> <p>To receive a presentation from Natasha Campbell-Bell, Safe &amp; Well Advisor, Dorset and Wiltshire Fire and rescue Service.</p>	7.05pm
13	<p><b>Health &amp; Wellbeing Group</b> (<i>Pages 95 - 96</i>)</p> <ul style="list-style-type: none"> <li>• <b>To receive an update from Jacqui Abbott, CEM, on the</b></li> </ul>	7.15pm

success of Beat the Street.

- **Update on the Provision of Doctors in the Amesbury Area:**
  - To receive an update from Tracey Strachan, Deputy Director of Primary Care for the CCG.
- **To receive an update from Cllr Graham Wright on the Amesbury Health and Wellbeing Group.**

The notes of the last Health and Wellbeing Group are attached for information.

- **To consider the following applications for Health and Wellbeing funding:**
  - **Celebrating Age Wiltshire**, £1500.
  - **Jan Tidd - Farley's Malone**, £3000.

14 **Community Area Grants** (*Pages 97 - 110*)

7.40pm

- a) **Overview and Criteria**
- b) **Previous Grants Awarded**
- c) **Applications:**

To determine the applications for Community Area Grant funding:

- **Berwick St James Chairman**, £1306.00, towards a Berwick St James Shipping Container Storage Facility.
- **God Unlimited**, £5000.00, towards the expansion of Outdoor Therapy Services 2020
- **Buzz Action Foundation**, £1000.00, towards Roadshow Equipment.
- **Assuon Foundation Trust**, £965.00, towards the Amesbury Area Cultural Diversity Education Programme.

To note the following applications, already awarded under delegated powers:

- **Figheledean Village Community Events**, £967.22, towards Figheledean Fun Day.
- **Langford Parish Hall**, £5000.00, improvements to fire escape and main entrance access.

15 **Local Youth Network Update and Youth Activities Grant Applications** (*Pages 111 - 114*)

8.00pm

To receive any updates from the Local Youth Network.

To consider the following applications for youth grant funding:

- **The Newbourne Players**, £750 towards The Newbourne Players Youth Group.

To note the following application, already awarded under delegated powers:

- **Cllr Led Initiative, Cllr Darren Henry**, £1,200.00 towards Amesbury Local Youth Network Co-ordination and Events.

16      **Update from the Community Area Transport Group (CATG)**      **8.10pm**

To consider an update and recommendations from the Community Area Transport Group (CATG) in relation to the funding available towards Local Transport Projects.

The Minutes of the latest CATG meeting will be published as a supplement when available.

17      **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

18      **Future Meeting Dates, Evaluation and Close**      **8.20pm**

The next meeting of the Amesbury Area Board will be held on Thursday 12 September 2019, 7.00pm at Amesbury Library, Smithfield St, Amesbury, Salisbury SP4 7AL.





## Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice chairman of an area board shall remain in post until their successors are appointed.



# MINUTES

**Meeting:** AMESBURY AREA BOARD  
**Place:** Berwick Guide Centre, Stapleford Road, Berwick St James, Salisbury  
SP3 4TS  
**Date:** 21 March 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to:

Tara Shannon Democratic Services Officer, Tel: 01225 718352 or (e-mail) [tara.shannon@wiltshire.gov.uk](mailto:tara.shannon@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Graham Wright, Cllr Mike Hewitt, Cllr Fred Westmoreland, Cllr Robert Yuill, Cllr John Smale and Cllr Darren Henry.

Cllr Pauline Church was also in attendance.

### **Wiltshire Council Officers**

Jacqui Abbott (Community Engagement Officer) and Tara Shannon (Democratic Services Officer)

### **Town and Parish Councils**

Durrington Town Council  
Berwick St James Parish Council  
Bulford Parish Council  
Shrewton Parish Council  
Stapleford Parish Council  
Tilshead Parish Council  
Wylve Parish Council

**Partners**

Police – Inspector Pete Sparrow

MOD – Lt Col Nick Turner

Lovells

**Total in attendance: 23**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
13	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Amesbury Area Board.</p> <p>At the Chairman's invitation, the Councillors introduced themselves.</p>
14	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> <li>• Neil MacDougall, Chairman, Berwick St James Parish Meeting</li> <li>• Neill Page, Army Basing Programme Delivery Lead</li> </ul>
15	<p><u>Minutes</u></p> <p><b><u>Resolved:</u></b></p> <p><b>The minutes of the meeting held on 17 January 2019 were agreed as a correct record and signed by the Chairman.</b></p>
16	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
17	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred the meeting to the written reports contained in the agenda pack regarding:</p> <p><b>Children's Centre Consultation</b></p> <p>There has been a consultation on new proposals to build on successful community model for children's centre services. The consultation ended on 20 March 2019 with a report due to go to cabinet later this spring.</p> <p><b>Electoral Review Consultation</b></p> <p>The Chairman announced that the draft recommendations of the Local Government Boundary Commission for England were now available to be viewed online via their website at:  <a href="http://www.lgbce.org.uk/all-reviews/southwest/wiltshire/wiltshire-unitary-authority-ua">http://www.lgbce.org.uk/all-reviews/southwest/wiltshire/wiltshire-unitary-authority-ua</a> and a consultation had been launched to receive comments. The consultation was open until 15 April 2019 and would be the final opportunity for parties to comment on the proposals.</p>

	<p>Cllr Robert Yuill stated that the proposals suggested an extra division for Amesbury, called Amesbury South. Changes were required here due to the new developments of Archers Gate and Kings Gate. The area to the far East of the current Amesbury East division, encompassing Porton Road to Boscombe would become a division with Bulford, probably to be called Amesbury East and Bulford. There would also be changes in Shrewton. Shrewton would gain half the Woodfords, Great Wishford and South Newton, however it would lose Till. The name of the Bourne Valley had been going to be changed but would now remain as the Bourne Valley.</p> <p>It was recommended that the meeting look at the proposals on the LGBCE website and comment on the consultation.</p> <p>The changes were required to ensure that each division represented approximately the same population. Full Council would be voting on the proposals on 25 March 2019.</p>
18	<p><u>Updates from Partners and Town/Parish Councils</u></p> <p>The Chairman referred to the updates set out in the agenda and invited further updates from Town/Parish Councils and other Partners.</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b>  Inspector Peter Sparrow gave an update to the meeting. One year ago Inspector Sparrow had been announcing his arrival to the meeting. Now, due to boundary changes the police were having, he was announcing his departure. The Salisbury and Amesbury area as a policing hub was valid. However, due to all the Salisbury Recovery work it was felt that Amesbury would benefit from its own inspector. So an Amesbury Inspector was to be appointed. The Amesbury Community Policing Team would work out of Amesbury but cover the surrounding areas as well such as Ludgershall and Bulford etcetera. Police and PCSO numbers were due to increase in May.</li> </ul> <p>The Inspector had been to a conference on County Lines. County Lines involved drug dealers coming into the area and using local young or vulnerable people to do the drug running. They take on a lot of the risk but can also make a lot of money. Eventually they may think to set up their own line which could cause conflict and violence. The Inspector encouraged parents to ask intrusive questions of their children if they noticed that they suddenly had a lot of unexplained wealth.</p> <p>A member of the audience asked a question regarding whether sniffer dogs had gone into local schools to detect drugs as this had happened in other areas and been on the news recently. The inspector did not know if this had happened locally but would try to find out and would also</p>

promote the idea. He thought it would be interesting to see if local schools perceived an issue. The schools had good engagement with PCSO's and they could feedback if there were issues perceived.

Nationally there had been a massive increase in knife crime, however it had gone down in Wiltshire by 18%.

There were 40 Specials (volunteer police officers) who had contributed over 1,800 hours to Wiltshire Police last year.

Wiltshire Police were undertaking rural crime intelligence sharing with Dorset and Hampshire to try to reduce crimes like shed burglaries or theft of tools. It was recommended that people mark items distinctively as this made them less attractive to thieves.

The MOD police were now back policing the plain.

Cllr Robert Yuill stated that the increased resources were good news. He asked if the police station would stay at Amesbury or if a new one would be built. The Inspector stated that the building was not fit for purpose and the estate strategy developed by the OPCC stated that the station would close.

Cllr John Smale stated that he had been to a Neighbourhood Tasking meeting at the police station the evening before. This had been a very good meeting where lots of information on police work was received and the community had the opportunity to tell the police of any issues.

- **Town and Parish Councils**

Bulford Parish Council reported that a defibrillator they had funded was being installed the next week.

The Chairman invited Parishes to let us know what was going on in their area and what they would like to see on the agenda. The CEM stated that it would be good if we could include a slide at each area board regarding good things in the parishes, particularly the parish which was hosting the Area Board meeting.

- **Lovells – SFA and Army Rebasing**

The Lovells representative reported that the Bulford site was progressing very well, with all superstructures completed and the site due to be finished in the summer. Nearly 100 homes would be handed over to DIO by end of month. They were expecting the first occupations in the next few weeks with large numbers of arrivals in the summer.

At the Larkhill site, 200 timber frames would be up by the end of the month and 40 houses had received their first fix. The first completions would be in the summer, hopefully in June and they were aiming to hand

over 10-15 houses per week in summer.

At Ludgershall, 70 houses would be handed over by end of week, and there would be 242 in total, which were due to be completed by mid-summer.

Lovells were working to secure dates for the Area Board to visit the sites and would contact the CEM with dates.

- **MOD**

Lt Col Nick Turner, Garrison Engagement Officer gave an update to the meeting. Regarding Army Basing, the placement boards had met and army families should know by the end of March where they would be based. So at that time they would start applying for school places, doctors and dentists. The main movement of families should occur in July and August. Over 1,200 skilled workers had been working on the housing developments, providing employment in the area.

The Royal Artillery Band had played at Tidworth in February, raising £320 for Army Charities.

2019 marked the 100<sup>th</sup> Anniversary of the Bulford Kiwi (which had been cut into the chalk). They were looking to put a sign at the bottom of the hill and the High Commission were looking at getting brown signs put in place directing people to the Kiwi.

Lt Col Jamie Balls holds a meeting on the last Monday of every month where he answers questions from attendees. The meeting is held either at Tidworth Leisure Centre or Tidworth Garrison Theatre and is from 10.00am to 11.00am.

In response to Cllr Graham Wright asking what the relationship between Tidworth and Larkhill Garrisons was, it was explained that Tidworth is the Wiltshire Taskforce Commander, except for Warminster and Larkhill. Larkhill was a training establishment so was run separately. If there were issues concerning Larkhill, either contact the Larkhill Garrison directly or contact Nick himself:

Lt Col Nick Turner TD, Garrison Engagement Officer, telephone: 01980 650610, mobile: 07415 600688, email: [Nicholas.Turner@mod.gov.uk](mailto:Nicholas.Turner@mod.gov.uk).

Cllr Wright also had concerns regarding the content of agenda supplement 2, the army basing update from Neill Page, Army Basing Programme Delivery Lead . Cllr Wright was concerned that there things contained in the update that were not happening and things that were happening that were not in the update. Cllr Wright was advised to contact Neill Page directly regarding this.



### Highways Schemes 2019 - 2020

Diane Ware, Principal Technical Officer, Highways gave a presentation on the proposed Highways Schemes for 2019/2020.

The officer introduced herself and stated that she was involved in planning all major highways schemes. She was often out and about visiting areas and people so if you had a highways issue please feel free to contact her. Her contact details were:

Diane Ware, Principal Technical Officer, Highways  
Telephone 01225 – 713298  
Mobile – 07423 549984  
Email: [diane.ware@wiltshire.gov.uk](mailto:diane.ware@wiltshire.gov.uk)

Wiltshire's roads were in not too bad a condition in comparison to other places. Roads in the Amesbury community area ranked 7<sup>th</sup> out of all 18 area boards on a worst to best scale.

Previously, when working out the 5 year plan and how much money to allocate each area they used the amount of road network in each area to calculate the budget. However, it had now been decided to allocate spend by need, so areas with the worst roads would get more money.

Over the next 5 years the budget would vary quite considerably, for example in 2019/2020 Amesbury was allocated nearly £940,000, then in 2020/2021 this would drop to £465,000, going up again the year after. Allocating the money in this way meant that big jobs could get done properly.

Approximately 35% of Amesbury's roads were rated red and amber. However they did not yet have full network coverage on the state of the roads, with some roads still to be assessed. There were 2 specialist land rovers driving the network with lasers and cameras to assess the state of the roads. They could also use the help of the public. If aware of potholes or an urgent issue that needed fixing then please report it on the My Wiltshire website or App, for other issues, contact Diane herself.

Slides were shown of some of the proposed schemes for Amesbury, these could also be found in the agenda pack.

The Chair of Tilshead Parish Council queried why they kept getting told that some works that needed doing in their area would be on the plan for next year, but then kept being put back. The officer responded that the stretch of road he was referring to would have reactive patching this year to make it safe and was then in the plan for next year.

In response to questions regarding the different types of surfacing it was stated that micro-asphalt was a very thin type of surface dressing. Surfacing was

different and involved scraping the road surface back and then resurfacing it.

In response to queries regarding other roads members of the audience wanted improving, the officer stated that this was Amesbury's list. If there was a particular stretch of road that people really wanted to be worked on, then Highways could do that, however, there was only a finite amount of money so it would need to be swapped for one of the others on the list. The roads on the list had been graded by need, undertaking the worst ones first.

The money allocated was ring fenced for 5 years. Shrewton High Street would be getting £350,000 from Stonehenge. A million pounds had been allocated for footways in Wiltshire. Road markings, white lines, etcetera, came from a different budget and additional money was being allocated to this. If you knew of white lines that needed re-painting, let your local highways engineer know. There was quite a bit of money in the reactive patching pot to fix pot holes and urgent surface issues that occurred.

Wiltshire Council had some velocity patching machines, these were in situ recycling machines, which recycled the old road surface and with the addition of an additive, the old road surface could be reused to patch the road. Machines which used recycled plastic to fill pot holes were also being investigated, with a scrutiny report being produced. It was not yet clear whether this was viable as work was ongoing.

It was suggested by Cllr Wright that perhaps road signs informing people of works could be re-worded. Sometimes the work undertaken was just patching not resurfacing. As the signs did not explain this people could get frustrated when a section of road was worked on twice. A possible suggestion was 'patching prior to resurfacing'. The officer stated they would be happy to reword signs.

The officer also stated that even though CATG meetings were not to consider substantive schemes she would be happy to attend some CATG meetings to discuss the area's needs.

The board thanked Diane for her presentation and hard work. After discussion, the consensus was that Diane was an expert in her field and her recommendations on which roads needed work most urgently should be followed.

The board considered the recommendations in the report and it was;

**Resolved**

**To:**

**(i) Note the road surfacing work and repairs carried out in 2018/19 and note the improvement in the overall condition of Wiltshire's roads in recent years, but acknowledge that further investment is still required.**

	<p><b>(ii) Approves the highway maintenance scheme list for 2019/20 prepared for the Area Board.</b></p> <p><b>(iii) Note the new provisional five year programme, which will reviewed annually to ensure best value for money and whole life costing for the highways asset.</b></p> <p><u>Note:</u> In point (i) the wording of the proposal had been changed from “Welcome the road surfacing work ...” to “Note the road surfacing work ...”.</p>
20	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>Cllr Darren Henry gave an update on the Local Youth Network.</p> <p>The Local Youth Network was planning a volunteers event, hopefully for the 1<sup>st</sup> or 2<sup>nd</sup> of July 2019. This would be an adult based event, aiming to bring together volunteers that work within the youth sector, enabling the volunteers to network. The aim was also to provide some training on mental health and child sexual exploitation. There would be a working group on 2 April to discuss this. The dates and venue for the event were to be confirmed although it was hoped they may be able to use Antrobus House.</p> <p>There had been a LYN meeting of young people in October which was focused on mental health.</p> <p>Cllr Henry introduced the applications for youth grant funding, all of which had been recommended for approval by the LYN. A representative from the Buzz Action foundation also spoke in support of their applications.</p> <p>The applications for youth grant funding were considered by the board and it was;</p> <p><b><u>Resolved:</u></b></p> <ul style="list-style-type: none"> <li>• <b>To grant Durrington Town Council, £6700.00, for Durrington youth services;</b></li> <li>• <b>To grant Buzz Action Foundation, £5000.00, for the Amesbury Youth Café;</b></li> <li>• <b>To grant Buzz Action Foundation, £1000.00, towards the Amesbury Festival of Youth.</b></li> </ul>
21	<p><u>Communities Together</u></p> <p>Cllr Graham Wright gave an update on Communities Together.</p> <p>Communities Together were running an Easter Egg Hunt for families on Saturday 20<sup>th</sup> April. Families could register at the Larkhill Space Station from 9.00am for the free Easter Egg Trail and Bunny Hunt. The trail would start at</p>

	<p>10.00am and prizes would be awarded at 11.00am. People taking part could also get a 50% discount at the soft play area and could use the community café. The event was open to anybody.</p> <p>Cllr Wright also thanked Durrington Town Council for help setting up a Communities Together Facebook page which was now live.</p>
22	<p><u>Update from the Community Area Transport Group (CATG)</u></p> <p>The Chairman referred the meeting to the minutes of the CATG meeting held on 4<sup>th</sup> March 2019. It was;</p> <p><b><u>Resolved</u></b></p> <p><b>To note the minutes of the CATG meeting held on 4<sup>th</sup> March 2019.</b></p> <p>A representative of Durrington Town Council complained about an invoice they had received from Wiltshire Council for CATG work that had been carried out. The original issue had been raised by a Wiltshire Councillor and the Town Council had not received a quote from Wiltshire Council, which would have given them a chance to budget, or say whether they wanted the works to go ahead.</p> <p>The Chair advised that the standard process was for the Town or Parish Council to raise an issue, then Wiltshire Council would get a quote for the works, which should be fed back to the Town/Parish Council as they would be liable for 25% of the cost of the works.</p> <p>The Chair apologised as the quote should have been fed back to them, however staffing changes may have affected this. The Chair would ask the Amesbury Highways Officer to look at the situation.</p>
23	<p><u>Health &amp; Wellbeing Group</u></p> <p>There had been a very proactive meeting of the Health and Wellbeing group on 25<sup>th</sup> February 2019 and Cllr Graham Wright drew the meetings attention to the minutes of that meeting in the agenda pack.</p> <p>Dementia Action Week was in May and the group were hoping to hire a venue at Langford Lakes for a special event for this.</p> <p>Cllr Wright was also using a Cllr Led Initiative to apply for Health and Wellbeing funding. There was £270 left of Health and Wellbeing funding for the financial year and no other grant applications. Therefore Cllr Wright applied for £270 to fund Health and Wellbeing initiatives. Some of this funding may be used towards the special event in Dementia Action Week.</p>

	<p>The Board considered the application for Health and Wellbeing funding and it was;</p> <p><b><u>Resolved:</u></b></p> <ul style="list-style-type: none"> <li>• <b>To grant Cllr Graham Wright, Cllr Led Initiative, £270.00 to fund Health and Wellbeing initiatives.</b></li> </ul>
24	<p><u>Community Engagement Manager Update</u></p> <p>The new Amesbury Community Engagement Manager introduced herself to the meeting. She had started coming out to meet groups and was hoping to meet many more.</p> <p>The role of the CEM included:</p> <ul style="list-style-type: none"> <li>• Helping deliver the vision to strengthen local communities and help them to do more for themselves</li> <li>• Encouraging and working with volunteers – there were fantastic volunteers working in many areas already</li> <li>• Connecting communities and maximising opportunities - encouraging joined up working, networking, sharing, synergies</li> <li>• Assisting the area board to deliver its local priorities e.g. from JSA events</li> <li>• Identifying possible gaps in provision around our priorities and encouraging joint working to plug these gaps e.g. Men's / Community shed</li> <li>• Encouraging grant applications and undertaking administration of these</li> <li>• Supporting the various groups of the area board; Community Area Transport Grants (CATG), Health and Wellbeing Group, Local Youth Network (LYN)</li> <li>• Maximising the involvement and engagement in council services and decisions; particularly those that affect our local area</li> <li>• Identifying opportunities for the devolution of services</li> <li>• Facilitating &amp; publicising community events and activities that are helping to meet our priorities</li> <li>• Encouraging use of local facilities – leisure centres, libraries, hubs etc.</li> <li>• Army Basing / A303 – engagement / joined up working</li> <li>• Communicating what's happening / digital engagement for example by the Our Community Matters website.</li> </ul> <p>The CEM encouraged people and groups to register on the Our Community Matters website. There was lots of useful information on there and it would be great if groups that had been funded by the Area Board could update on there. A newsletter with information from the site was sent out every Friday to over 1000 people.</p> <p>Dates for the Diary included:</p>

	<ul style="list-style-type: none"> <li>• Great British Spring Clean – 22 March – 23 April, shared resources</li> <li>• Men’s Shed / Community Shed meeting – April 29, 12 noon Redworth Centre</li> <li>• Beat the Street – coming to Amesbury soon!</li> <li>• Big Pledge Challenge – registration 7 May; starts 3 June for 6 weeks</li> <li>• Carers Week 10 – 16 June – various events, watch this space!</li> <li>• NAFD 28 – 30 June (coaches from Amesbury 30 June)</li> <li>• Local Youth Network event this year 1 or 2 July</li> <li>• Family Learning Festival – October half term 2019</li> <li>• Next JSA coming soon!</li> </ul> <p>Cllr Wright thanked Jacqui for her hard work and thought that she had started in her new area really well.</p>
25	<p><u>Community Area Grants</u></p> <p>Cllr Fred Westmoreland, introduced the applications to the Community Area Grant Scheme as detailed in the agenda.</p> <p>Representatives of the Shrewton Silver Band and Durrington Town Council spoke in support of their applications. Cllr John Smale as a former Chairman of Figheledean Parish Council spoke in support of their application.</p> <p>The board considered the applications for Community Area Grant funding and it was;</p> <p><b><u>Resolved:</u></b></p> <ul style="list-style-type: none"> <li>• <b>To grant Shrewton Silver Band, £1000.00 towards tuba cases.</b></li> <li>• <b>To grant Figheledean Parish Council, £774.00, towards a defibrillator for Figheledean Village.</b></li> <li>• <b>To grant Durrington Town Council, £2820.84, towards an upgrade to Durrington Play Park.</b></li> </ul>
26	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
27	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The Chairman announced the recent opening of Evergreen Court and advised that the café was open to everyone, not just residents.</p> <p>The next meeting of the Amesbury Area Board will be held on Thursday 23 May 2019, 7pm at Woodford Village Hall, Middle Woodford, Wiltshire, SP4 6NR.</p>

	<p>Cllr John Smale gave his apologies for the next meeting.</p>
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The Chairman thanked everyone for attending.

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AMESBURY AREA BOARD  
18 July 2019

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2019/20**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2019/20.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2019/2020.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2019/20, the role description is attached at **Appendix D**. Alternatively the board may determine to use the funding provided for the Champion to fund other activities and events that the H&WB group find important to them.

**3. Main Considerations**

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where

these have Terms of Reference it is for the Area Board to determine and amend where required.

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

#### **4. Financial and Resource Implications**

- 4.1. None.

#### **5. Legal Implications**

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

#### **6. Safeguarding Implications**

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

#### **7. Environmental Impact of the Proposals**

- 7.1 None.

#### **8. Equality and Diversity Implications**

- 8.1 None.

#### **9. Delegation**

- 9.1 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

## **10. Recommendation**

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. To determine to use the funding provided for the Champion to fund other activities and events that the H&WB group find important to them.

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**Libby Johnstone**  
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### **Appendices:**

Appendix A – list of appointments to Outside Bodies  
Appendix B – list of appointments to Working Group(s)  
Appendix C – Terms of Reference for Working Group(s)  
Appendix D – Champion role description

### **Unpublished background documents relied upon in the preparation of this report**

None.



Appendix A

Outside Body Title	Appointed By	Why Rep Needed	Organisation Aims	Meeting Schedule	Voting Rights	Reps Needed	Representative (s)
Amesbury LYN	Amesbury AB	So young people can present ideas to councillors and council	To inform the board and be informed of issues in the area concerning young people	4 per year	Yes	2	Cllr Darren Henry Cllr Fred Westmoreland
Amesbury Safe Places	Amesbury AB	So people can present ideas to councillors and the council regarding safe places.	To establish safe places across Wiltshire that provides a safe environment for people who may require some additional support when out and about in the community.	4	Yes	2	Cllr Graham Wright Cllr Fred Westmoreland
Amesbury Tenants Panel	Amesbury AB	So Tenants Panel can inform the board and be informed of issues in the area concerning council tenants	To inform the board and be informed of issues in the area concerning council tenants	8 per year	No	1	Cllr John Smale
Stonehenge World Heritage Site Steering Group	Amesbury AB	To inform the management plan	To inform the Stonehenge management plan	3 per year	No	1	Cllr Darren Henry, Cllr Fred Westmoreland



## Appointments to Working Groups Amesbury Area Board

### Community Area Transport Group:

- Cllr Mike Hewitt and Cllr Robert Yuill
- Wiltshire Council Highways Officers
- Town & Parish Council representatives
- Other transport groups from across the community area

### LYN Management Group and LYN group

- Cllr Darren Henry and Cllr Fred Westmoreland
- Schools
- Guides
- Scouts
- Representatives of all local youth groups
- Community Engagement Manager – Jacqui Abbott
- Town and Parish Council Representatives

### Health and Wellbeing Group

- Cllr Fred Westmoreland and Cllr Graham Wright
- Age UK
- Alzheimer's Society
- Healthwatch Wiltshire
- Older People's Champion
- Link
- Wiltshire Council Adult Social care
- Housing
- Doctors and other health care professionals

Older People's Champion for the Area Board – to confirm that the funding allocated for this (£1000) will be used to fund other activities and events that the H&WB group find to be important to them.

All Councillors are welcome to attend any of these Working Group meetings to maintain their awareness.

The LYN and Health and Wellbeing Groups are open groups and everyone is welcome to attend.





## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

#### **Appointment of CATG Members**

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

#### **Media Relations**

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

### **Meetings**

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

### **Terms of Reference**

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

**Terms of Reference**

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

*(Cabinet Member Decision HT-021-10)*

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

*(Cabinet Member Decision HT-026-11)*

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HT-027-11)*

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

*(Cabinet Member Decision HT-031-11)*

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

# Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

## 1. Purpose

### Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

## 2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

### Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

### **3. Structure and operation**

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the management group (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

#### **4. Media Relations**

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

#### **5. Review**

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.





## **Community Area Health and Wellbeing Group Terms of Reference**

### **1. Purpose**

#### **Definition of a Health and Wellbeing Group (HWG)**

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

### **2. Membership**

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

#### **The participation and involvement of people**

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

#### **Roles of all members of the Health and Wellbeing Groups**

All members will be required to:

- Take an active part in the development of the Health and Wellbeing Group and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

### **3. Structure**

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt there involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

### **4. Responsibilities of the Health and Wellbeing Groups**

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

## **5. Funding**

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

## **6. Media Relations**

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

## **7. Review**

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.



## Volunteer Role Description

### Older People & Carers Champion

#### Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of older people and/or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people and/or carers and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

*Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.*

## Volunteer Skills and Qualities Checklist

### Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

*Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.*





# Agenda Item 8

## **Chairman's Announcements**

<b>Subject:</b>	<b>Winter Weather Provisions</b>
<b>Web contact:</b>	<a href="mailto:Weather.team@wiltshire.gov.uk">Weather.team@wiltshire.gov.uk</a>

Wiltshire Council will once again be running the Parish Emergency Assistance Scheme (PEAS) which gives local Town and Parish Councils the opportunity to get hold of vital kit which can be used during adverse weather events. The application form is now available from [weather.team@wiltshire.gov.uk](mailto:weather.team@wiltshire.gov.uk). We kindly ask that any requests for equipment are made by the end of August 2019.

The weather team can help you develop plans and also help with the provision of certain items to help make parishes more resilient when extreme weather arrives.



## Chairman's Announcements

<b>Subject:</b>	<b>Healthier Communities</b>
<b>Web contact:</b>	<a href="mailto:healthiercommunities@wiltshire.gov.uk">healthiercommunities@wiltshire.gov.uk</a>

A new project by Wiltshire Council to help residents on a low income improve their health by becoming more active was launched in May.

The Healthier Communities project has been part funded by Sport England with Wiltshire Council awarded £125,544 as part of Sport England's strategy to improve people's health and mental wellbeing through sport and activity.

The project will be delivered in the heart of communities and will help people to feel healthier, happier, more confident and able to cope with life's pressures, as well as improving connections among families and communities.

Sport England research shows that a third of people in lower paid and routine jobs are inactive, meaning they do less than 30 minutes of exercise that gets them slightly out of breath each week. And inactivity in people in lower paid, routine jobs is twice that of people on a high income in senior and managerial roles.

Wiltshire Council's Healthier Communities project will target ten areas across Calne, Chippenham, Salisbury, Trowbridge and Melksham and will provide estate-based sport and physical activity opportunities to residents living in identified locations. Residents from each community will be invited to take part and shape future provision.

To get involved or find out more about the project follow our Facebook page HealthierCommunitiesWiltshire, call Nikki Foster, Healthier Communities Project Coordinator on 01225 770247 or email [healthiercommunities@wiltshire.gov.uk](mailto:healthiercommunities@wiltshire.gov.uk)



# Chairman's Announcements

**Subject:**

**Highways Improvements and Traffic Survey Requests**

Wiltshire Council is changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

## **Overview**

The Area Board issue system is predominately used by residents and town and parish councils for raising highways improvement (Community Area Transport Group) and traffic survey (previously referred to as metrocount) requests. Link here for the Area Board issue system home page: [http://services.wiltshire.gov.uk/Forms/area\\_board/index.php](http://services.wiltshire.gov.uk/Forms/area_board/index.php).

The process and the system require updating to improve the customer experience and to reduce the steps involved from the issue being raised to a resolution being found.

A long-term solution has been proposed with the system moving onto the new My Wiltshire app. However, a more efficient interim solution for these requests will be introduced from Monday 3 June 2019.

## **Updated process for Town and Parish Councils**

If a parish or town council wish to raise a highways improvement request they fill out a form and send it to [integrated.transport@wiltshire.gov.uk](mailto:integrated.transport@wiltshire.gov.uk) . This will be received by the local Highways Engineer and added to the next Community Area Transport Group agenda.

If a parish or town council wish to raise a traffic survey request they fill out a form and send to [roadsafetydriving@wiltshire.gov.uk](mailto:roadsafetydriving@wiltshire.gov.uk)

These forms will be available on the [Area Board Issue homepage](#)

## **Updates process for local residents**

If a resident wishes to raise a highways improvement request, or traffic survey request, they should complete the forms available on the above link and send this to their local parish or town council for consideration.

Contact details for each Town and Parish Council is available via a link on each form or on the Wiltshire Council website.

If the Town or Parish Council support the request they submit the respective form as set out above.

If the Town or Parish Council does not support the request then they advise the resident accordingly.

## ***Chairman's Announcements***

Highway improvement progress updates will be included in the CATG action notes circulated to Town and Parish Councils. It will be for the Town and Parish Councils to update residents on the progress of their request.

## Changes to submission of highway improvements and traffic survey requests

### Briefing Note No. 19 - 016

**Service :** Communities  
**Further Enquiries to:** Rhys Schell  
**Date Prepared:** 7<sup>th</sup> May 2019  
**Direct Line:** 01225 716752

Wiltshire Council are changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

#### Overview

The Area Board issue system is predominately used by residents and town and parish councils for raising highways improvement (Community Area Transport Group) and traffic survey (previously referred to as metrocount) requests. Link here for the Area Board issue system home page: [http://services.wiltshire.gov.uk/Forms/area\\_board/index.php](http://services.wiltshire.gov.uk/Forms/area_board/index.php).

The process and the system require updating to improve the customer experience and to reduce the steps involved from the issue being raised to a resolution being found.

A long-term solution has been proposed with the system moving onto the new My Wiltshire app. However, a more efficient interim solution for these requests will be introduced from Monday 3<sup>rd</sup> June 2019.

#### Updated process for Town and Parish Councils

If a parish or town council wish to raise a highways improvement request they fill out the form in appendix A and send to [integrated.transport@wiltshire.gov.uk](mailto:integrated.transport@wiltshire.gov.uk). This will be received by the local Highways Engineer and added to the next Community Area Transport Group agenda.

If a parish or town council wish to raise a traffic survey request they fill out the form in appendix B and send to [roadsafetydriving@wiltshire.gov.uk](mailto:roadsafetydriving@wiltshire.gov.uk). The criteria for traffic survey locations is included as appendix C.

Both of these forms will be made available at the Area Board issue home page from Monday 3<sup>rd</sup> June 2019 and are shown below as appendices A and B.

### **Updated process for local residents**

If a resident wishes to raise a highway improvement request, they should fill out the form in appendix A and send this to their local town or parish council for consideration.

If a resident wishes to raise a traffic survey request, they should fill out the form in appendix B and send this to their local town or parish council for consideration.

Contact details for each Town and Parish Council is available via a link on each form or on the Wiltshire Council website.

If the Town or Parish Council support the request they submit the respective form as set out above.

If the Town or Parish Council does not support the request then they advise the resident accordingly.

Highway improvement progress updates will be included in the CATG action notes circulated to Town and Parish Councils. It will be for the Town and Parish Councils to update residents on the progress of their request.



## Appendix A

### Highways Improvement Request Form

Date of this request:

#### **Contact details**

Name:

Address:

Telephone No.:

Email address:

#### **Issue Details**

Location of Issue:

Community Area:

Parish or Town Council:

Nature of Issue:

How long as it been an issue?

What would you like done to resolve this issue?

Have you been in touch with your local Councillor? Yes/No

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

## Appendix B

### Traffic Survey Request Form

Request details					
Date of request					
Name of individual making request					
Town/Parish Council					
Town/Parish Council contact name					
Town/Parish contact phone/email					
Name of Area Board/Community Engagement Manager					
Name of Highways Officer (if applicable)					
Reason for this survey:					
<b>Speeding issue</b> (Y/N)		<b>Traffic volume</b> (Y/N)		<b>Vehicle type</b> (e.g. HGV levels) (Y/N)	
Location details:					
<p><b>Please refer to criteria for survey locations before completing this request.</b>  <b>Give specific location details and include a map, map link or photograph of the location overleaf, if possible.</b>  <b>** Use a separate form for each individual survey location.**</b></p>					
<b>Current Speed Limit</b> Please note any location with a speed limit over 40mph will need authorisation from a Highways officer. (Please put an X in the appropriate box)	<b>20mph</b>	<b>30mph</b>	<b>40mph</b>	<b>50mph</b>	<b>60mph</b>
<b>City/ Town/ Village name</b>					
<b>Road name and number</b> , if known (e.g. A123, C111, High Street, London Road etc.)					
<b>Preferred location for survey equipment:</b> (e.g. lamp column 2/ near junction with Mead Way/ attached to signpost outside 18 High Street etc.)					
<b>Other information:</b> (e.g. planned local road works or events affecting the highway)					

**Insert map, map link and/or photo(s) of location here:**

***This form should be completed and sent by email or delivered to your local town or parish council (details from link provided below)***  
<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

## Appendix C

### Site Selection Criteria for a Traffic Survey

Traffic surveys use equipment placed on carriageways, comprising of two rubber tubes stretched across the carriageway and a data box, secured to street furniture, collecting data for 24 hours per day over a 7 day period on the speed and volumes of vehicles. The equipment may be on site for up to two weeks. Traffic surveys are only conducted during school term times.

The following points must be followed when selecting a survey site. If the criteria are not met, the data quality will be poor and results may be inaccurate.

- For the purpose of Community Speed Watch and community concern sites, traffic surveys will only be approved in 20mph, 30mph and 40mph limits. **Any locations above 40mph will need approval from a Highways officer.**
- **Select sites where most traffic is travelling at a constant speed across the tubes.** Wherever possible, avoid sites where vehicles are accelerating or decelerating due to sharp bends, steep inclines, traffic signals, near junctions, near pedestrian crossings or on-street parked vehicles.
- **Sites must be at least 100 metres from the start or end of a speed limit change.**
- Avoid sites where vehicles may need to stop over the tubes.
- Ensure that traffic will cross at right angles to the tubes as far as possible. Avoid sites where vehicles may turn across the tubes or where vehicles may change lanes.
- **Ensure there is a suitable securing point for the roadside unit**, such as street furniture, trees or posts. The data box is secured with a padlock and chain - any posts must be tall enough so that it cannot be lifted over the top. Use of posts on private property will require permission from the landowner.
- Consideration for the safety of the deployment officers is paramount. Any location deemed too high risk for deployment will not be completed – notification of this will come from the contractors via Wiltshire Council Road Safety Team.

Please include as much information for the location as possible, including house numbers, lamp post numbers, road name, road number and maps or map links. Please avoid local terminology for locations, for example “the green” to refer to a park area as this may delay the application.

If the site selected is not suitable for the equipment, the deployment staff will locate the equipment in a suitable place as close to the requested site as possible. The Road Safety Team will try to answer any questions regarding the above points but are unable to visit sites in person.

Locations are not eligible for repeat survey within a 12 month period, unless there are exceptional circumstances and approval from the Highways Officer.

The recorded 85<sup>th</sup> percentile speed is used to determine if the site enters the thresholds for intervention.

<b>Speed Limit (MPH)</b>	<b>No further action</b>	<b>Community Speed Watch</b>	<b>Police Enforcement</b>
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

The 85<sup>th</sup> percentile is the speed at or below which 85% of the traffic is travelling. This is the standard method of assessing traffic speed in the UK. Community Speedwatch teams cannot operate in areas with a speed limit over 40mph.



# Highways Improvement Request Form

## Contact details

Name:

Address:

Date:

Telephone No.:

Email address:

## Issue Details

Location of Issue:

Community Area:

Parish or Town Council:

Nature of Issue:

How long has it been an issue?

What would you like done to resolve this issue?

Have you been in touch with your local Councillor? Yes/No

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>





# Highways Improvement Request Form

## Contact details

Name:

Address:

Date:

Telephone No.:

Email address:

## Issue Details

Location of Issue:

Community Area:

Parish or Town Council:

Nature of Issue:

How long as it been an issue?

What would you like done to resolve this issue?

Have you been in touch with your local Councillor? Yes/No

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>





## SOUTH WILTSHIRE COMMUNITY POLICING TEAM – JUNE 2019

**Sector Head:** Insp Pete Sparrow  
**Sector Deputy:** Sgt John Hutchings

A very warm welcome to the seventh edition of the South Wiltshire Community Policing Team Area Board report.

Once again this report encompasses the entire South Wiltshire CPT within its pages with the idea being that it will give a much greater understanding of the issues facing South Wiltshire as a whole community, rather than in isolation by single area.

My policing team operate on the basis of 'One Team' and as such, resources are moved around on a daily basis according to demand. Whilst each Police Officer and our PCSO's will still retain ownership of a given area in terms of longer term problem solving approaches, the very nature of policing and answering calls for service often dictate that officers are brought together from the wider area to respond to given circumstances. This has always been and will continue to be the case.

Once again and moving forward, I will continue to report on the efforts of our Special Constabulary without whom our job would be very much more difficult and as such we are so incredibly proud of our Special Constabulary Officers.

The time they give, the effort they make, the results they produce, the confidence and support they provide to both colleagues and our communities is nothing short of incredible.

The document is broken down in to 6 parts:

1. Introduction
2. Staffing – listed are the Community Coordinators and PCSO's for your given area.
3. Community Engagement – How to contact us and where we are due to be.
4. Particular Issues and Crime Series
5. Specials Update
6. Items of Note

### **New CPT Inspector and Deputy**

I am very pleased to confirm the transition of the split between Amesbury and Salisbury from an Inspector and Deputy perspective at the very least. Liz and Lucy started on the area on 3<sup>rd</sup> June and are now settling in to understanding the issues and demands of their part of the southern area.

This does of course mean that you now have in the Salisbury Area, Insp Sparrow and Sgt Hutchings undivided attention from a strategic perspective, overseeing issues in the South.

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Certainly, this has already seen positive benefits for those respective areas, especially given our local commitment to National Armed Forces Day, which has been all consuming for a great many of us!

This is testament to the whole team effort that goes in to creating an event such as this, as even though it is not a Police led event, our contribution to keeping South Wiltshire Safe, is significant as a force.

We are both available to be contacted directly through our respective e-mails as always, but initial CPT related enquiries should ideally be channeled through the CPT inbox.

### **New Community Coordinator - Salisbury**

We have recently run a selection process for a new coordinator for the Salisbury Area and I am very pleased to announce that PC 2729 Jack Billington was successful in securing the position.

Jack will bring much enthusiasm, as well as experience to the post and I know he will make a fantastic addition to the local problem solving team, whose role locally is critical to an efficient CPT.

Jack's recruitment is part of the PCC's initiative to increase Community Coordinators through the increase in the precept this year, so locally, this is a positive step for South Wiltshire.

### **DS Nick Bailey - Update**

I reported last month that DS Nick Bailey is undertaking the Salisbury Marathon in August 2019 on behalf of Salisbury Stars Appeal. This was a decision that he made following the fantastic care he received as a result of being his being contaminated by Novichok following the initial incident in Salisbury last year.

Thus far, Nick has raised £11,829 against his target of £15,000.

If you would like to support him in this, he has set up a Just Giving page for donations to the Stars Appeal, which can be found using the following link:

[https://www.justgiving.com/fundraising/nickbailey1772?utm\\_id=124](https://www.justgiving.com/fundraising/nickbailey1772?utm_id=124)

### **Staffing**

Since the split from Amesbury has now occurred, I am now currently responsible for the 5 Community Policing Teams across the Southern Area. These are based at Salisbury Police Station at Bournehill, covering a 24/7 365 day duty pattern.

Whilst now a smaller area, Salisbury benefits from having the largest teams across the force, with each individual Sgt responsible for up to 18 officers and staff. This is a very challenging post for a Sgt and one which happily, our current cohort are more than capable of rising too, although there are times where demand is so significant, that resources are called upon from across the area and as such the

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demand on the individuals command increases. Again, this is testament to the resilience and dedication of each and every officer who chooses to place themselves at the front line of day-to-day challenges in policing and I am very proud to have each and every member of the team under my command.

Each team is made up of Police Officers, Police Community Support Officers, Local Crime Investigators, and uniquely in the south, the Prisoner Transport Team. Central to these officers are my Community Coordinators who are very much the heart of the team and whom many of you will know on first-name terms.

In addition to these officers, we have some 40 Special Constables who are aligned to the teams. They will try to work predominantly with their aligned team but can slot in anywhere around their availability. More on our specials later.

Of course the deployability of these officers will depend on sickness, training, external commitments and their specialisms etc etc. so the actual numbers will vary almost on a day-to-day basis. Whilst I would love to list them all, I have limited the information to the officers that make up the immediate community team whom have the closest relationships and links with our communities, those being our Community Policing Coordinators and PCSO's. These officers are pivotal in maintaining strong working relationships with the whole community, be it business or public and they all work exceptionally hard at doing just that.

### **Salisbury**

Pc 1792 Al Cromwell - Coordinator  
Pc 2687 Caroline Ralph – Coordinator (Shortly to go on maternity leave).  
Pc 2729 Jack Billington (Currently on Team 5) – Coordinator  
PCSO 3951 Val BROWN - City Centre  
PCSO 8686 Gareth JAMES - City Centre  
PCSO 9465 John Taylor – City Centre  
PCSO 3985 Laura KING – Southampton Road and the Friary  
PCSO 9590 Harrison EVANS – Southampton Road and the Friary  
PCSO 8704 Kady GREEN – Castle Road and Bishopdown  
PCSO 8195 Kim ORZA – Bemerton Heath  
PCSO 9001 Matthew MURRAY – Churchfields and St Pauls  
PCSO 6025 Simon WARD – Harnham

### **South Rural**

Pc 1157 Matt HOLLAND – Coordinator  
PCSO 6227 Matt SMITH – Downton Rural  
PCSO 6314 Nicola CLARK – Wilton Town/ Rural  
PCSO 6150 Jenny MOSS – Laverstock and Old Sarum  
PCSO 8076 Simon NASH – Alderbury Rural  
PCSO 9546 Steve JAQUARELLO – Downton and Redlynch

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## Contact Us

### Contacting Wiltshire Police by phone –101 should be used for non-emergencies such as:

- Reporting a non-urgent crime or incident (unless the crime or incident is in progress, when you should dial 999)
- Contacting local officers
- Making us aware of policing issues in your local area (consider email as below)
- Making an appointment with a police officer
- For any other non-emergency, such as making a complaint

**999 should be used for an emergency, when a crime is happening, someone suspected of a crime is nearby, someone is injured, being threatened or in danger.**

You can also contact local officers about non-urgent issues via **email** –

**General Community Policing enquiries - [CPTSouthWiltshire@wiltshire.pnn.police.uk](mailto:CPTSouthWiltshire@wiltshire.pnn.police.uk)**

For crime updates and local policing news via email, please sign up to our **Community Messaging** scheme at –

[www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

You can also follow us on **Facebook** – search ‘Salisbury Police’ ‘Amesbury Police’ or ‘Tidworth Police’ or on **Twitter** - **@SouthWiltsCPT**

## Community Engagement

I am once again pleased to report that since our last attendance at all Area Boards where we have promised that if you asked, we would endeavour to deliver; this has been achieved yet again, for both Amesbury and Salisbury areas. I would encourage your members to continue to engage with our CPT staff either individually or via the e-mail inbox with requests for attendance to specific events.

We have attended many, if not all Parish Council Meetings and AGMs and Sgt Hutchings and I have personally attended many of these in an effort to meet you all and hear first-hand the issues that you are currently facing and where appropriate, advice has been given accordingly. Judging by the feedback received following each event, these seem to have been successful and I am pleased the advice proffered in terms of our communities working smarter rather than harder to help themselves is being realised. In regard to this, I do and will continue to advocate the forming of NHW groups in an effort to drive out crime from areas currently affected.

Indeed, a theme for the upcoming boards is that of building on our communities and myself or John will be presenting at the boards with real time examples of how the community has worked

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collectively to help themselves with effective partnerships with the local CPT.

Community engagement is a key area of our work and comes in many forms, from our physical presence on the traditional beat or through PULSE patrols, to our mobile and cycle patrols as well of course as our social media footprint. Our Social Media following in the South is the largest outside of Swindon and is testament to the quality of the information that we are reporting. Very often, ongoing incidents, updates and results will be broadcast on **Facebook** and **Twitter** as well as Community Messaging and if you do not yet follow us in this form, I would urge you to do so.

Wherever possible our teams are engaging with the community at every level and one of these ways is through community consultations, where a member of staff will be made available to speak to our community on any given day and time. These consultations are a great way to meet and greet my staff that are local to you and are a great way for you to raise any issues that you may have directly with an officer or PCSO at that time.

Community Consultations will take place at the following venues and dates:

Waitrose, Churchill Way – Dates to be confirmed via social media and messaging, 1400 x 1600hrs

Salisbury Charter Market – Dates to be confirmed via social media and messaging, 1000 x 1200hrs

Salisbury Library - Dates to be confirmed via social media and messaging.

Otherwise, dates and times will be advertised through social media and community messaging so please make sure that you follow us to receive them. Further venues across the area are being sought at the moment and if you have any event or venue suggestions please let us know via the CPT e-mail listed above and we will endeavor to be there!

### **Neighbourhood Tasking Meetings**

South Wilts NTG is now up and running and dates for this are to follow.

### **Independent Advisory Group (IAG)**

Our next NTG is yet to be confirmed but since our last report I am pleased to confirm that more applications for representation have been forthcoming. The IAG for the South of the County sits roughly 4 times a year. This group is made up of members of the public from a diverse background to assist us as an organisation with advice from the ground on certain aspects of our work.

IAG's are a 'critical friend' of the police whereby ideas are floated to or from the group for discussion. This could be about how we might have handled a given situation or indeed discussion around something that organisationally we are thinking of introducing whereby we seek that critical cross dimensional viewpoint on the proposal.

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If you would like to be considered for joining this group, there is a formal application process and the numbers are limited but please get in touch.

### **Particular Issues and Crime Series**

#### **Salisbury City.**

ASB within the City has spiked recently and I can say that this is mainly due to drug related activity.

Young persons are being drawn in to DDN activity in the city and the knock on to this is ASB and violence which is mainly attributed to that minority community of users and dealers.

Significant work with our partners however is having an effect on those key individuals who have been identified as being involved, and this work is ongoing.

Homelessness and the associated people with this issue has also seen significant developments through effective partnership working resulting in significant reductions in calls associated with this local anti-social issue.

Our City coordinators continue to work diligently on providing sustainable solutions to this area of our business.

Salisbury City Centre CCTV has continued to be instrumental in the recording and reporting of crime over the last few weeks and operators in the control centre have been working hard with us to prevent and detect crime with some fantastic results.

Recent media coverage of the availability of CCTV in Salisbury has provide further confirmation of this availability and I can assure our community that this continues to be very much in our joint working policy.

The images and footage available are usually of excellent quality and we will continue to work alongside SCC and Salisbury BID in keeping Salisbury safe.

#### **Dangerous Drug Networks (DDN's)**

Further to this, we continue to work closely with our specialist teams and arrest and charge visitors to the city who come here for the sole purpose of "making money from the misery of others".

As previously stated, this will continue to be a regular feature within these reports and I make no apology for that. DDN's continue to infiltrate the south of the county pedalling drugs and preying on our most vulnerable within the community. This is a struggle that unhappily we will continue for some considerable time I fear, with our 'wins' only ever stemming the flow for short periods. Such is the resolve of the drug barons, that they poke and prod our communities for any slight weakness, which is quickly and decisively exploited.

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We cannot be complacent in our effort and attention to this area of our business, as the tendrils of drug addiction and the destructive behaviour that it breeds are prevalent in every town on our area.

Closure orders continue to be an effective tool to assist in the prevention of crime and safeguarding of the vulnerable within the City Centre and since our last report more homes have been subject to such orders.

Recent activity in this area of our business has again seen some fantastic results from excellent policing skills and community led intelligence, which is absolutely key to keeping the pressure on such insidious activity.

Examples of which will be played out at the next area boards through our presentations.

We will only ever keep a lid on this with effective community liaison and intelligence led policing, so your call is key to our joint success as a community.

Any intelligence in this regard is always welcome and can be fed in to the system via speaking to an officer or member of staff, e-mail or through **Crimestoppers on 0800 555 111**.

### **Harnham**

The latest update that we have received from PCSO Simon Ward is testament to getting the best out of partnership working! This partly revolves around what is known as, the 'Sensitive Let Scheme'; where we work in partnership with SCC and WC to ensure that persons gaining new tenancies within a given area are not likely to cause issues within the same. This also goes for those currently causing issues where collective actions can be taken to either change individual behaviour, or sanctions can be imposed including, but not restricted to, Closure Orders and even Eviction as a last resort.

This partnership working has seen significant benefits over recent years and continues to do so, but it relies heavily on the community being a community and helping us challenge inappropriate behaviour.

If you have evidence of such behaviour then we encourage you to report it through either Wiltshire Council or if appropriate Wiltshire Police using the details and contacts listed above.

### **South Rural**

**Lead Thefts, Plant and Machinery, Outbuildings and Catalytic Converters** – There has been an increase in these types of offences across the South in recent weeks and we cannot understate the value of relevant and timely intelligence to help us in this area of our business.

Together, we can make a difference and either directly or indirectly be responsible for bringing such offenders to justice.

**Wiltshire Police - 180 years of public service – *Primus et Optimus***



### **Community Speedwatch**

Supporting CSW continues to be a focus for the teams and our actions are often posted on our Facebook Pages.

Our Watch Schemes continue to be a focus for the force and in recent weeks PS Hutchings has liaised with local councillors and groups looking at areas where Lorry Watch might be introduced locally.

This is an ongoing initiative and once again, I would ask that if you are interested in such schemes then do please get in touch.

### **Special Constabulary Update**

Our SPC's continue to provide fantastic support to the local policing teams across the county and in particular the South.

May and June 2019 has seen just over a 1000 hours thus far, with this expected to peak during the NAFD weekend.

SPC's have all the same powers as their regular colleagues and are subject to the same risks. As such, they are provided with the same training wherever possible even in specialist areas of our work such as Response Driving, Roads Policing Unit, as well as the Drone Unit or UAV. Recently, 6 SPC's have undertaken training to become Police Support Unit or PSU trained. This team can be deployed at short notice to anywhere in the county and if required the Country, where disorder is happening or threatens to unsettle a community. In the last couple of weeks, we have seen Wiltshire Officers deployed to assist the Extinction Rebellion demonstrations in London for example and in future, this team could now easily include our volunteers.

They will be on duty over the NAFD weekend event in their capacities as PSU, CPT, RPU and UAV resources and once again, their commitment and professionalism cannot be understated.

### **Items of Note**

Sadly, officers have had to deal with further instances of dogs being left in hot cars; this despite the media coverage and pleas to the community following the first event reported previously.

With the weather hotting up, especially over this next weekend, please, please, do not let your dog be the next victim or the reason for someone to call for police assistance. We will, albeit reluctantly, smash your car windows in order to assist a dog in distress.

The 101 system is changing - 101 call charges are being dropped.

At present, 101 callers are charged a 15p connection fee by the telephony company.

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From next year, this charge will no longer apply and calls to 101 will be free, after the Home Office pledged £5 million each year to cover the cost.

### **Average Call Times – 101 system**

We are often challenged, over call waiting times for the 101 service in Wiltshire. As a result, I have asked for some statistics around average call wait times for the service from the Head of the Central Call Handling Unit at HQ, which I have shared below:

CCH – (Initial 101) call. Average time to answer

Nov-2018	00:00:09
Dec-2018	00:00:03
Jan-2019	00:00:05
Feb-2019	00:00:04
Mar-2019	00:00:04
Apr-2019	00:00:04
May-2019	00:00:06
Jun-2019	00:00:05

We are not perfect and I know these are an average and some calls at peak times will take longer to answer, however our call handling teams deal with 1,000's calls every month and these figures are quite reassuring I think?

### **Significant Events**

Planning continues for significant events occurring in Salisbury and the South over coming days keeping us all very busy!

Summer Solstice saw some 10,000 people attend this year with only a handful of arrests being necessary over the event. Whilst there was a requirement for police attendance, the event is now run on an Managed Open Access basis, where we are there merely to support English Heritage with potential disorder and traffic management issues. This is a great example of working in partnership with local businesses in order to secure a Safe and Satisfied Community. Road closures at Woodhenge and the surrounding by-ways assisted in this goal, with no opportunities for mass gatherings to be created, thereby reducing the opportunity for sounds systems to be set up and loud music being played throughout the night bringing unwelcome disruption to the local community.

The cuckoo fair was brilliant and passed off without incident, which is testament to the fact that some 20,000 people can get together and enjoy an event without causing trouble!

The OVO Cycle Race was also a huge success and we were very pleased with the video produced by Sgt Gavin Hucks on the evening, which we shared on our social media pages to great applause.

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NAFD is looming this weekend and will be the largest event organised by Wiltshire Council, ever. With some 250,000 people anticipated to attend over the three-day event, the policing resources required for this are significant.

Both mine and Sgt Hutchings responsibilities will be around maintaining business as usual for this event and that is a big ask! With over 25 road closures in place and tens of thousands of people in and around the city we are heading for a busier than usual weekend.

Whilst we will endeavor to continue to meet our core response times, it is only fair to mute the possibility of delays in our response times due to sheer volumes of traffic to say the least.

Nigh time economy in Salisbury is also likely to see increased numbers of persons enjoying the event, so you can expect to see an increased presence of police in Salisbury over the weekend.

If it does not need an immediate response, we will be actively negotiating the time that we can realistically attend an incident, so please bear with us.

Lastly, the D-Day 75 celebrations have also seen our resources drawn to both London and the South Coast during the period, with local PSU, VIP Motorcyclists, and CPT officers all contributing to the policing effort in London and Southsea to provide an excellent security bubble surrounding all persons attending.

### **Community Tasking Team**

Our Community Tasking Team, (who are officers drawn from the South CPT and CID who look at series or high profile jobs on behalf of the wider team), continue to have some excellent results produced from dedication and dogged determination in their investigation of offences and offenders.

They often work in plain clothes and support the work of their colleagues in uniform.

An example of which is as follows:

A male wanted for escaping lawful custody, as well as being suspected of committing a string of burglaries across several counties whilst being on the run and pulling a knife on one of our CPT Officers in the South was arrested in the Metropolitan Police area in recent weeks. Our CTT officers worked tirelessly on this case, and in doing so, were instrumental in creating a coordinated response across many forces to target and track this dangerous individual, with the resulting arrest being a fantastic accolade for the team. Well Done CTT.

DDN activity continues to be disrupted by both CPT officers and CTT and recent arrests from both have resulted in large amount of cash and drugs being seized. Further details to follow.



## **Operation Artemis**

This is the ongoing rural crime operation overseen by the Rural Crime Team for the county. They will arrange for specific patrols during the course of the year in cooperation with and supported by the farming community with a view to tackling, deterring and detecting overnight rural crimes.

Further operations are being planned for coming months, however I am pleased to report that there continues to be a lull in reported poaching activity over the last couple of months in the South. However, we have unfortunately seen an increase in outbuildings being targeted for theft.

As a community, we need to make this a really difficult task for a thief to achieve in order to deter an all but determined thief.

Remember, the longer it takes to steal, the more chance there is of being caught or disturbed and no thief wants either. The harder it is for them to steal, the more likely they will move on to a 'softer target'.

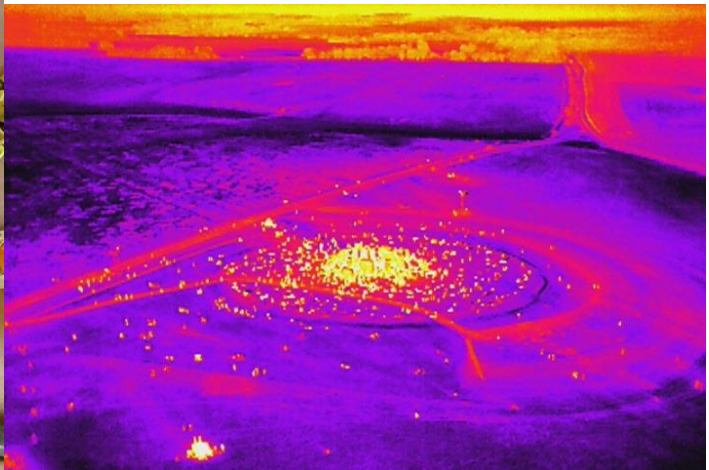
It is noticeable that many of our reported crimes are definitely opportunistic, where there is little or no security to overcome.



Selection of photos from recent weeks:

Drugs haul from Solstice

Solstice view from the drone



Officer in a drain, awaiting the flushing of drugs prior to a raid..... And a school visit to farley



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**Harnham School Parking issues**

**Morgans Vale School visit Police HQ**



**Vehicle seized being used illegally.....**



**Pete Sparrow**  
**Inspector South Wiltshire**  
**John Hutchings**  
**Acting Inspector South Wiltshire**

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## South East Wiltshire Station Managers Area Board Report – June 2019

### Safe storage of petrol



During the summer period as a fire service we can see a small increase in the number of fires that we attend caused by the fumes given off from plastic cans containing petrol. Due to the increased ambient temperatures (that seem to be on the increase season on season), the fumes can expand in these containers and if these are not placed in a well-ventilated area can create an explosive atmosphere where the slightest ignition source can easily cause a fire.

Because of these risks, storing petrol safely is covered by legislation.

#### What is the law on storing petrol safely?

**The Petroleum (Consolidation) Regulations 2014** [PCR] – which came into force on 1 October 2014 – apply to:

- workplaces that store petrol where petrol is dispensed directly into the tank of a vehicle with an internal combustion engine, ie retail and non-retail petrol filling stations;
- non-workplace premises storing petrol, for example at private homes, or at clubs/associations (or similar)

Local authorities are the Petroleum Enforcement Authorities (PEAs) and they are responsible for enforcing the regulations. Locally, this is:

- Wiltshire Council

Details of the relevant contacts at these authorities can be found at [www.apea.org.uk/contacts/2](http://www.apea.org.uk/contacts/2)

## Storing petrol at home

You can store up to 30 litres of petrol at home or at non-workplace premises without informing your local Petroleum Enforcement Authority (PEA).

You can store it in:

- suitable portable plastic containers of up to 10 litres
- suitable portable metal containers of up to 20 litres
- one demountable fuel tank of up to 30 litres; or
- a combination of the above as long as no more than 30 litres is kept.

If you wish to store more than 30 litres of petrol, and up to a maximum of 275 litres of petrol at your home, you must advise your local Petroleum Enforcement Authority in writing, giving your name and address as the occupier of the storage place or the address where the petrol is stored. This is not a new requirement but carries forward long standing requirements of the previous legislation.

If you are storing up to 275 litres of petrol, you should be aware of the common storage requirements, which are as follows:

- Petrol must not be stored in your living accommodation.
- Petrol must not be dispensed (i.e. it is not pumped either manually or electrically from a storage tank) at your storage place.
- If your storage place is not in the open air, you need a direct exit to the open air and ventilation to this exit.

You should take all reasonable precautions in your storage place to prevent any sources of ignition or heat that would be able to ignite the petrol or its vapour.

You should not use petrol in the storage place other than in the fuel tank of any internal combustion engine in quantities (not exceeding 150 millilitres at any one time), for cleaning or as a solvent for repair purposes.

### See also:

Safe storage and use of petrol in workplaces – [\*\*Dangerous Substances and Explosive Atmospheres Regulations 2002 \(DSEAR\)\*\*](#).

Further information on the Petroleum (Consolidation) Regulations 2014 – [\*\*www.hse.gov.uk/fireandexplosion/petroleum-enforcement-authorities.htm\*\*](http://www.hse.gov.uk/fireandexplosion/petroleum-enforcement-authorities.htm)



# Kitchen safety



More than half of accidental fires in the home start in the kitchen – it is far too easy to be distracted whilst cooking and then leave things unattended. [Click here for our downloadable advice leaflet Kitchen Safety.](#)

## Top tips for cooking safely

- Keep the oven, hob and grill clean as a build-up of fat or grease can catch fire when hot.
- Keep tea towels and cloths away from the cooker and hob, and take care if you're wearing loose clothing.
- Make sure children are never left alone in the kitchen when you're cooking.
- Saucepan handles left sticking out create a danger – there's a risk they could be caught, leading to the pans being knocked off the hob.
- Use spark devices to light gas cookers as they are safer than matches and lighters.
- Never leave cooking unattended.
- Keep electrical leads and appliances away from water.
- Avoid cooking if you are tired, have been drinking alcohol or are taking medication that leaves you drowsy.

## Chip pan safety

Our advice is not to use a chip pan at all! A thermostatically controlled deep fat fryer is far safer, as it can't overheat.

There are two main causes of chip pan fires:

- The oil or fat overheats and catches fire; or
- The oil or fat spills onto the cooker, either because the pan has been filled too high or because wet chips have been put into the hot oil, causing it to bubble up and overflow.

Some advice if you have to use a chip pan:

- Never fill the pan more than one third full of oil or fat.
- Never leave the pan unattended when the heat is switched on.
- Make sure the food is dried thoroughly before putting it into the hot oil – otherwise it might spit or bubble up.
- If the oil starts to smoke, it is too hot. Turn off the heat and leave it to cool, otherwise it might catch fire.
- Never put food into the pan if the oil is smoking.

If your pan does catch fire:

- Turn off the heat under the pan (if it's safe to do so) and allow it to cool completely.
- Don't try and move the pan.
- NEVER throw water over the pan – the effects can be horrific.
- Don't try and tackle the fire yourself – leave the room, close the door, get everyone out of the property and call 999.

### **Toaster safety**

- Make sure toasters are clean and crumbs are emptied out regularly.
- Don't insert anything metal into the toaster.
- Toasters should be placed away from curtains and kitchen rolls, and should never be used directly underneath an overhanging cupboard.
- Make sure that your toaster is not placed up against another appliance, as the heat build-up can lead to a fire.

### **Microwave oven safety**

- Never put anything metal into the microwave.
- Don't try to sterilise dishcloths or sponges by heating them in the microwave.
- Ensure that the turntable is working properly.

# Hoarding



We all keep things we don't really need. Some of us have more possessions than we have storage for. But hoarding is a complex issue that goes far beyond untidiness or indecisiveness.

Hoarders can fill entire rooms from floor to ceiling, leaving themselves the minimum space in which to live. This retention of property presents a real fire risk, and makes it far harder for firefighters to be able to tackle any blaze.

The Fire and Rescue Service can't solve the problem of hoarding; however, where we know there is an issue, we can work with other agencies to try and reduce the risk of fire.

Evidence from across the country shows that:

- In 90% of all residential fires, the fire itself is contained to the room where it started. However, that figure drops to 40% where there is hoarding – as this additional material fuels the fire and makes it spread more quickly.
- When there is a fire in a hoarder's home, there is a far greater risk that the individual and/or family members will find it difficult or impossible to escape.
- Common materials kept by hoarders include newspapers, magazines, books and soft furnishings – all of which are highly combustible.
- The presence of vast amounts of hoarded material creates a risk to firefighters, both in getting to the fire and through increased heat and smoke.

By offering Safe and Well visits, and installing smoke alarms, we can work with hoarders to try and make their homes more fire safe. If they want help in dealing with their hoarding compulsion, then we can refer them to other agencies for that support. However, we know that not every hoarder is ready to take that step and we want to ensure that they are as fire safe as possible, whatever the circumstances of their home.

## **Safe and Well Visits- Home safety**

The Bradford on Avon area has a dedicated Fire Service ‘**Safe and Well**’ advisor who can visit people, within their own homes, advising on home safety and wellbeing.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments, please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/> to book one.

## **Response**

**Total Incidents attended by DWFRS for Salisbury, Wilton & Amesbury:** DWFRS have responded to a number of incidents in the reporting area but due to system upgrades are not currently available to report upon.

There have been no incidents of note that require reporting upon during this time.

<b>Category</b>	<b>Incidents Salisbury</b>	<b>Incidents Wilton</b>	<b>Incidents Amesbury</b>
False Alarm			
Fire			
Special Service			
Other			
<b>Total</b>			



## **Community Engagement**

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

## **Community Safety Plan**

DWFRS Community Safety Plan 2018-2022 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Matty Maggs

Station Manager, South East Wiltshire. Salisbury, Wilton & Amesbury

Email: [Matthew.maggs@dwfire.org.uk](mailto:Matthew.maggs@dwfire.org.uk)

Tel: 07595 799708 / 01722 691137

[www.dwfire.org.uk](http://www.dwfire.org.uk)





## **Report for Amesbury Area Board**

The lives of Shrewton's residents continue to be blighted by the amount of traffic passing through the village, especially on the B3086 which is a 'rat-run' for traffic avoiding the tailbacks on the A303. In June 168,393 vehicles were recorded transiting the London Road section of the B3086; although it is subject to a 30 MPH speed limit the 85<sup>th</sup> percentile speed was 35.7 MPH (i.e. 15% of vehicles were travelling in excess of 35.7 MPH) and the maximum speed recorded was 75 MPH.

It should be remembered that there are houses in the London Road (towards the eastern boundary of Shrewton) that are not contiguous with the main part of Shrewton, the absence of a pavement means the residents of these properties are forced to either drive into the main village or risk life and limb walking in a live carriageway.

Further down the B3086 much of Shrewton High Street also lacks a pavement, although traffic speeds are lower pedestrians still have to 'run the gauntlet' with the traffic.

Shrewton has many clubs and activities available to residents, here are just a few:

- Walking group
- Running club
- Cricket club
- Football club
- Pilates
- Horticultural Society
- Silver Band
- WI
- Day Centre for elderly

Some of our local groups have had successes outside of Shrewton, for instance the Silver Band frequently wins national prizes and the running club hosted a 10K road race attended by competitors from far and wide – one competitor came all the way from Yorkshire!



**June 2019**

## **The right healthcare, for you, with you, near you**

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

### **News**

#### **BSW Commissioning Alliance – new appointments**

Four appointments have been made to the senior executive team of the Bath and North East Somerset, Swindon and Wiltshire (BSW) Commissioning Alliance:

- Gill May, current Director of Nursing and Transformation at Swindon CCG, has been appointed to the role of Director of Nursing and Quality.
- Nicki Millin, current Deputy Chief Executive (Swindon), has agreed to take on the role of Director of Transformation and Strategy on an interim basis prior to her retirement in April 2020.
- Caroline Gregory, current Chief Finance Officer at Swindon CCG, has been appointed to the role of Chief Finance Officer for the commissioning alliance.
- Steve Perkins, current Chief Finance Officer at Wiltshire CCG, has been appointed as Acting Deputy Chief Finance Officer for the commissioning alliance.

Each CCG will have a Locality Director. Corinne Edwards has been appointed as the Locality Director for BaNES and the roles of Locality Directors for Wiltshire and Swindon will be advertised in the week commencing 4 June 2019.

## E-zec Medical Transport Services provide non-emergency patient transport across BaNES, Swindon, Wiltshire and Gloucestershire

From 1 June 2019 the non-emergency patient transport service in Bath and North East Somerset, Gloucestershire, Swindon and Wiltshire will be provided by E-zec Medical Transport Services - a family run company focused on delivering high quality, safe, effective transportation for patients to and from a healthcare setting.

Non-emergency patient transport is for patients who, due to their mobility needs or medical condition, are unable to travel safely by other means. Patients who wish to use the service are required to be assessed against national eligibility criteria. E-zec expect to complete around 180,000 patient journeys each year across B&NES, Gloucester, Swindon and Wiltshire.

Mark Harris, Chief Operating Officer, Wiltshire CCG said: "We are delighted to partner with E-zec as our provider of non-emergency patient transport across the region. We have been working closely together since their appointment in December 2018 to ensure eligible patients have a great experience when using the service."

Arriva Transport Solutions Ltd provided the non-emergency patient transport service until their contract ended on 31 May 2019.

Further information about the service can be found at [www.bgswpatienttransport.co.uk](http://www.bgswpatienttransport.co.uk)

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## Our Health Our Future – engagement to support BSW five year plan

In mid-June, we will launch the Our Health Our Future campaign aiming to find out what local people think about health and care issues so their views can be fed into the development of our local five year plan. This is the first piece of engagement jointly coordinated by BaNES, Swindon and Wiltshire (BSW) Clinical Commissioning Groups.



The campaign is based on an online survey, supported by a booklet including a hard copy of the survey, social media and by getting out and about to events across the region over the six week period to the end of July.

We will be asking people three questions:

- What's the one thing you wish you'd known sooner to help you be as healthy as possible?
- What's the one thing that would help you to find and use health and care services more easily?
- What's the one thing that would help to make a difference to your health and care in the future?

The survey will be online from 13 June 2019 at [www.bswstp.nhs.uk/ourhealthourfuture](http://www.bswstp.nhs.uk/ourhealthourfuture)

We would appreciate any help you can give in spreading the word about Our Health Our Future and encourage you, your family and friends to complete the survey to help shape the future of health and care across B&NES, Swindon and Wiltshire.

## Governing Body meeting

Our next Governing Body meeting is on 23 July 2019 at 10.00am at Southgate House, Pans Lane, Devizes SN10 5EQ. You can read the papers from previous meetings on our website [www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public](http://www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public)

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## News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – [www.wiltshireccg.nhs.uk/news/news-archive](http://www.wiltshireccg.nhs.uk/news/news-archive).

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Keep up to date with news and information from Wiltshire CCG on social media.



**NHS Wiltshire CCG**



**@NHSWiltshireCCG**



**July 2019**

## **The right healthcare, for you, with you, near you**

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### **News**

#### **CCGs to apply to merge**

As you know, we have formed a Commissioning Alliance with BaNES and Swindon CCGs, with one Chief Executive and senior management team across the three organisations, whilst retaining the three separate organisations each with their own Governing Body. The NHS Long Term Plan sets out an expectation for CCGs to officially merge, and for Wiltshire CCG this means merging with BaNES and Swindon CCGs to become one commissioning organisation before April 2021.

On 12 June 2019 the three Governing Bodies took a consensus view that there is now a strong case supporting a full CCG merger. At their recent public meetings, each Governing Body has now approved the proposal to apply to merge.

Prior to submitting the application the CCGs will engage with stakeholders, and the GP membership of each CCG will then vote on a final decision to apply for a merger.

A detailed application to merge needs to be submitted to NHS England by 30 September 2019 to have the full merger in place by April 2020.

We will continue to provide you with updates on the process in the coming months.

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#### **Primary Care Networks**

Primary Care Networks came into effect on 1 July 2019 and there has been a lot of work going on behind the scenes to form the GP networks and get the appropriate structures in place.

It will take some time for the networks to become fully operational and for patients to start seeing the benefits of this collaborative provision of services.

Clinical directors have been appointed for all 11 networks in Wiltshire with some networks choosing to make this a shared role.

<b>Name of PCN</b>	<b>Practices in PCN</b>	<b>Clinical Director</b>
Calne	Patford House Partnership Northlands Surgery Jubilee Field Surgery	Dr Julia Dalton – Northlands Surgery Dr Kathryn Hughes – Patford House Partnership
Chippenham, Corsham and Box (CCB)	Hathaway Surgery Rowden Surgery Lodge Surgery Porch Surgery Box Surgery	Dr Philip Grimmer – Hathaway Surgery
East Kennet	KAMP Ramsbury Surgery Burbage Surgery Old School House Surgery	Dr John Williams - KAMP Dr Graham Muller – Ramsbury Surgery Dr Anne Woods – Old School House Surgery
North Wilts Border	Malmesbury Medical Partnership Tolsey Surgery Purton Surgery Tinkers Lane Surgery New Court Surgery Cricklade Surgery	Dr Ravi Gonsalves – New Court Surgery Dr John Pettit – Malmesbury Medical Partnership Dr Chris Philips – Malmesbury Medical Partnership
Sarum South	Downton Surgery Harcourt Medical Centre Salisbury Medical Practice Whiteparish Surgery Three Chequers Medical Practice	Dr Judy Walters – Three Chequers Medical Practice
Sarum North	Barcroft Medical Centre Castle Practice Avon Valley Practice St Melor House Surgery Cross Plains Health Centre Millstream Medical Practice	Dr Lucy Davies – Castle Practice
Sarum West	Sixpenny Handley Surgery The Orchard Partnership Tisbury Surgery Mere Surgery Silton Surgery Hindon Surgery Courtyard Surgery	Dr Fiona Dawe – Hindon Surgery



Devizes	Market Lavington Surgery Lansdowne Surgery St James Surgery Southbroom Surgery	Dr Ian Williams – Southbroom Surgery
Melksham and Bradford on Avon	Giffords Surgery Spa Medical Centre Bradford on Avon and Melksham Health Partnership	Dr Jonathan Osborn – Giffords Surgery
Trowbridge	Lovemead Group Practice Trowbridge Health Centre	Dr Lucy Thompson – Lovemead Group Practice Dr Stephen Locke – Trowbridge Health Centre
Westbury and Warminster	The Avenue Surgery White Horse Health Centre	Dr Lisa Hirst – The Avenue Surgery

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## Our Health Our Future – engagement to support BSW five year plan

The Our Health Our Future campaign is underway – asking local people what is important to them for their health and care, now and into the future. All responses to the survey will feed into our local five year plan.



You can go to [www.ourhealthourfuture.org](http://www.ourhealthourfuture.org) to complete the survey and to find out more.

We would appreciate your support in encouraging your family, friends and the people in your communities to take part in the survey to help shape the future of health and care across B&NES, Swindon and Wiltshire.

The survey closes on 31 July 2019.

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## Governing Body meeting

Our next Governing Body meeting is on 23 July 2019 at 10.00am at Southgate House, Pans Lane, Devizes SN10 5EQ. You can read the papers from previous meetings on our website [www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public](http://www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public)

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Keep up to date with news and information from Wiltshire CCG on social media.



**NHS Wiltshire CCG**



**@NHSWiltshireCCG**

## Help make a difference in your community

Would you like to develop your skills, gain experience and give people the chance to speak up about their experiences?

Healthwatch Wiltshire is keen to hear from anyone interested in becoming a volunteer to support its work making health and care services meet the needs of local people.

Around 40 volunteers currently offer their time to us, and they are regularly out talking and listening to people in the community, finding out what is good and what could be improved about local health and social care services. They are often found at community events, but also visit the services themselves to speak to patients and gather their views.

Volunteers also give advice and information about the NHS and social care services to the public, as well as provide vital behind-the-scenes support in roles like admin work.

By helping people have their say about NHS and social care services, volunteers at Healthwatch Wiltshire donated more than 830 hours of their time last year.

And they are also part of a network of

more than 5,000 people who are involved with Healthwatch across the country.

The work at each local Healthwatch contributes to work at Healthwatch England in its mission to ensure that people are at the heart of care.

Healthwatch Wiltshire Volunteer and Partnerships Lead Jo Woodsford said: "Our volunteers are our ambassadors and they are at the heart of everything we do.

"Without them it simply wouldn't be possible to reach out to so many people across Wiltshire. They each make their own unique contribution so I'd like to say a big thank you to each and every one of them for bringing their skills, experience and dedication to supporting us.

"If you're thinking of volunteering, we'd love to hear from you. Whether you have an hour or two to spare or are looking to make a more regular commitment, we will be able to find a role to suit you."

To find out more, visit  
[www.healthwatchwiltshire.co.uk/volunteer](http://www.healthwatchwiltshire.co.uk/volunteer)



### Why volunteer with us?

A nurse and former hospice CEO, Sarah joined us because she wants to make sure people who use health and social care services have a voice.

"You will meet a wide range of interesting people, you will be well supported by the staff and you will have a choice about what, where and when you volunteer," she says.

Photo: Siobhan Boyle



## Report focuses on dementia friendly initiatives



### We joined the regulars at Chippenham Memory Cafe in April

Healthwatch Wiltshire is set to publish a report detailing its work on how dementia friendly initiatives are working in the county.

Over the last four years, dementia has been a priority area for us, and we have gathered over 1,600 views and experiences from people affected by dementia.

One of the key things we were told is that dementia awareness is improving and that this is important.

### Two-part project

This project had two elements, the first aimed to gather information from dementia friendly initiatives – such as support groups, awareness sessions and social events – and the second to talk to people living with dementia and their carers on what they

value most about these initiatives.

Our key findings included:

- Most people living with dementia and their carers feel that their local community is dementia friendly and feel part of it,
- The effects of dementia friendly initiatives are positive and wide-ranging, including improved physical and mental health, independence and community involvement,
- The successes of these initiatives closely aligned with what people said they found most useful,
- Dementia friendly initiatives would value support with promotional materials and publicity.

Thank you to our partners for their support with this project. The report will be published in July.



Health and Wellbeing Meeting – Evergreen Court – Monday 13<sup>th</sup> May 2019

**1. Welcome & introductions**

- Welcome by Cllr Graham Wright
- Introductions by all present

**2. Apologies**

- Jacqui Abbott

**3. Updates**

- Updates given by Cllr Graham Wright;
- Easter Egg Hunt – Very well attended and ran extremely well.
- Amesbury Community Shed Update

**Dementia Awareness Week**

- Dementia Awareness Week – Salisbury is holding a lot of events details of which will be forwarded to Jacqui Abbott to be sent out to all.
- Langford Lakes free event 22<sup>nd</sup> May – Singers, storytelling, light lunch.
- 13<sup>th</sup> June – Carers Week, Evergreen Court;

**General updates**

- 22<sup>nd</sup> May Community Coffee Morning & Volunteer Open Day at Buckland Court
- GUL Outdoor introduction – Free walking group in Shrewton – Free horse riding lessons
- Transport to Salisbury for the Veteran’s breakfast 30<sup>th</sup> June (Free event)
- Beat the Streets introduction from Caz Taylor – Launch Monday 20<sup>th</sup>

- Discussion around setting up a networking group for Dementia in the area. Regroup after the Langford Lakes Event to discuss.

#### 4. Funding

- Update around Health & Wellbeing Funds – Currently £8500

#### 5. Grant Applications

- **Bid 1 - Celebrating Age Wiltshire** - Asking for £1500 to bring the funding up for monthly activities around the current locations.
- **Bid 2 - Jan Tidd Farley's Malone** - Hold community events for older and vulnerable adults – Asking for £3999 in funding to hold the events around the community.
- Group discussed the funding bids.
- Funding agreed by group for Celebrating Age Wiltshire - £1500
- Agreed to offer £3000 to Farley's Malone

#### 6. Working Together as a Team

- We can do that – No discussion

#### 7. Any other items

- 18<sup>th</sup> July Area Board will be held in Durrington. Thoughts about having it around Health & Wellbeing.

#### **Suggested agenda subjects**

- How to help local clubs and group to be more sustainable
- Raising funding guidance session
- Discuss a cap on funding requests



# Area Board Funding and Grants Criteria

## Area Board Funding & Grants Criteria

May 2019

This document contains information regarding the funding and grants criteria offered through the Wiltshire Council Area Boards.

### Area Board Funding

Each financial year Wiltshire Council devolves funding to 18 local [Area Boards](#). Each Area Board has funding available to support projects in their [community area](#) for the following:

- ✓ Community Area Grants
- ✓ Youth Grants
- ✓ Health and Wellbeing Grants

This document provides a comprehensive overview of the criteria when considering an application to your Area Board.

Each Area Board also has devolved funding for highways improvement projects, however, these are administered in a different format and are delivered through each local Community Area Transport Group (CATG) – [see separate guide](#).

Applicants will be expected to attend the Area Board meeting to provide an overview of their application.

### How is the Funding used?

The Area Boards make decisions regarding the allocation of funding but must operate in accordance with the policies and decisions of the Council. In short, this means:

- The budget must be used for the benefit of the community area concerned.
- That the money cannot be used to ‘override’ decisions taken by the Council – for example ‘topping up’ service budgets.



### Local priorities

Your Area Board will expect grant applications to demonstrate how proposed projects will help to address local priorities:

**Wiltshire Council Business Plan 2017-2027** sets out the council’s visions and priorities for the County: [Business Plan 2017-2027](#)

**Joint Strategic Assessment (JSA)** Each community area in Wiltshire has a set of priorities identified in the [Joint Strategic Assessment](#) (JSA) click on “Your Community Area” and select details for your area.

## Funding Criteria

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To avoid disappointment, it is important that applicants note the following:

1. Applicants are encouraged to discuss their project with their local [Community Engagement Manager](#) (CEM) before making an application.
2. Applications are invited from community groups and not for profit organisations that can show a need for financial support. Evidence of current financial status supported by bank statements and audited accounts must be made available for inspection upon request.
3. Projects should demonstrate a link to local priorities (see page one) or show evidence of an identified community need.
4. Successful applicants must not seek any additional financial support from Wiltshire Council for the same project.
5. Applicants to the Area Board grant funding are encouraged to seek further financial contributions from other sources e.g. local fundraising, regional funders, solar community benefit funds, parish/ town councils or local businesses.
6. Projects where the total cost of the project is up to and including £1,000 do not require match funding, however, applications will be considered more favourably where a financial contribution is made. For funding requests of more than £1,000 financial support from other sources **must** be identified (match funding).
7. 'Contributions in kind' either as volunteer time or materials may be costed into your project calculations, based on a maximum of:
  - a) £50 per day for general volunteers
  - b) £100 per day where technical or professional advice is provided e.g. architect drawing up plans.
  - c) A maximum of 25% of the total project costs
8. Applications from Town and Parish Councils must demonstrate match funding for any application that is submitted, as they are able to raise funds through their precept/local taxation.
9. Requests for recurring revenue, running costs and repeat annual events are unlikely to be supported. However, Councillors may wish to support this through an Area Board initiative (see page 6).
10. Applications must be received a minimum of 4 weeks before the Area Board meeting.
11. Applicants who are looking to apply for a project across more than three Area Boards must first speak with the Head of Service for Communities and the Chair of the Wiltshire Area Boards. These are not considered local projects and must seek approval to apply across multiple boards.
12. If you are asking the Area Board to fund any item that costs over £500, one written quote/estimate must be obtained. This must be from the supplier you intend to use. Where single items cost over £1,000 a minimum of two quotes/estimates must be obtained with an indication of the supplier you intend to use.



13. All quotes from suppliers must be on headed paper, from brochures or websites and must be made available on request.
14. Applications must show how you plan to cover the future costs of your project by demonstrating its sustainability or setting up a sinking fund.
15. Where the total cost of the project exceeds £50,000, a Project or Business Plan should be provided including estimates from the suppliers that you intend to use to complete your project – this should be forwarded separately to the Business Support Officer for that community area.
16. If your project requires Planning Permission, Building Regulations or any other form of licence or approval, this must be sought *before* submitting your application. Any grant will be conditional on approvals being received.
17. Applicants must acknowledge Wiltshire Council's financial support in any publicity, printed or website material and use the council's approved logo.
18. If your application is successful and your project receives a grant from the Area Board, a condition is that you must be able to provide copies of all receipts and invoices associated with your grant upon request as your project may be audited after completion. It is the applicant's responsibility to keep these receipts for 3 years following the completion of the project.
19. If your application is successful, funds awarded may only be used for the purpose specified in the application; it is the applicant's responsibility to contact the Community Engagement Manager if there are any changes to a project awarded a grant by the Area Board.



20. Area Boards make a significant investment each year into local communities. To ensure the investment continues to target the correct projects, we require all successful applicants to complete the project evaluation process. This involves completion of a short survey and documenting the project on the local Our Community Matters website. **Failure to do so will prevent you from being eligible to apply for a further grant in the future.**
21. The grant can only be requested when all award criteria has been met e.g. matched funding is in place and your project is ready to proceed within three months of drawing down your award.
22. Grants must be drawn down within 12 months of the date of the award.
23. Funding decisions are made by the locally elected Councillors on your Area Board and their decision is final.

**In exceptional circumstances, the Area Board may waive any of the requirements set out in 1-23 above; in order to do so, the board must record the reason for any exceptions in the minutes of the Area Board meeting.**

## What we cannot consider

The Area Boards cannot consider grant applications for:

1. Political or religious activities (although secular projects by faith groups are welcomed where there is a wider community benefit)
  2. Town and Parish Councils and Statutory Bodies to fund their normal services or activities (including Wiltshire Council services, school curricular projects, etc). Projects that operate outside normal services and activities are open to consideration by the board.
  3. A project already receiving funding from Wiltshire Council.
  4. The sole benefit of individuals.
  5. A commercial organisation when the purpose is to increase profit making activities. If there is a community benefit then the project is open to consideration by the board.
  6. Retrospective funding (after a project has started).
  7. A project that has already received Area Board funding in the same financial year.
  8. Events/activities whose principle aim is to raise funds for another organisation.
  9. More than two applications from an applicant in any financial year.
- ✓ Funding is available to help provide facilities, equipment and activities that are important to the local community.
  - ✓ Funding is available to pump-prime projects, that will become self-reliant through income generation and local fundraising.
  - ✓ The Area Boards wish to support the ethos of volunteering and community involvement and to that end have decided that Community Area Grant funding should go to local groups.
  - ✓ Applications are considered and decided at each Area Board meeting and applicants are invited to the meetings to speak in support of their project and answer any questions from the Board.
  - ✓ Support and Guidance from your local [Community Engagement Manager \(CEM\)](#)

## What We Offer

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- ✓ Up to and including £1,000 for small projects; no requirement for match funding, however, applications will be considered more favourably where a financial contribution is made.
- ✓ Up to £5,000 of capital funding available (more in exceptional cases) for local community projects. At least 50% match funding is required where the total cost is more than £1,000.

## Making an Application

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Community Area Grant and Youth Grant applications are submitted using the Council's [online application system](#). The system guides applicants through the process giving advice and help as you complete the short form. You can save an application at any stage and return to it later.

Health and Wellbeing applications and Area Board initiatives are completed using an electronic form. This can be issued by the local [Community Engagement Manager](#).

You may find it helpful to look at examples of other applications/projects in Wiltshire [previous applications](#) and the [Project Bank](#).



- Ensure your organisation has the necessary insurance for your activity/ project.

## Community Area Grants

Each Area Board has funding to support local community projects in their community area. The grants are used in accordance with the Council's Community Area Grants Scheme and criteria set out in this document.

The Community Area Grant Scheme will only support **capital projects**.

See [Guide to Capital & Revenue Funding](#)

## Additional Guidance

For further information and guidance about any of the funding streams, please contact your local [Community Engagement Manager \(CEM\)](#).

Give yourself sufficient time to develop a strong application. Preparatory work should include:

- Establish whether your project demonstrates a link to local priorities (see page one).
- Contact your local Wiltshire Councillor to discuss your project [Find a Councillor](#).
- Secure support and where possible a financial contribution from your local Town or Parish Council.
- Investigate a variety of match funding opportunities before submitting an application.
- Youth projects should show evidence of how young people have been involved in the development of the project.
- Demonstrate how accessible the project e.g. disabled access, low incomes.
- Ensure that measures are in place to safeguard the welfare of young people and vulnerable people e.g. Disclosure & Barring Service (DBS) checks completed.
- Ensure that measures are in place to monitor and evaluate the project.



## Youth Funding

Each Area Board has funding to support projects that provide positive activities for young people. The grants are used in accordance with the Area Boards youth engagement strategy and criteria set out in this document.

A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

Funding is available to support those wishing to provide positive activities for 13 – 19 year olds and those aged up to 25 with special educational needs and/or disabilities.



## Health & Wellbeing Funding

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Each Area Board has funding to support local Health & Wellbeing projects in their community area.

Revenue funding has been allocated from the adult community care budget to support projects and initiatives that benefit older and vulnerable residents within each local area. While not exclusively restricted to older people, investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.

- Investment must be used to support with the delivery of the Councils corporate objectives.
- Investment should be sustainable and ideally projects should not be reliant on the investment from the Health & Wellbeing Scheme.
- The preferred model is to pump prime projects that will become self-reliant over time through income generation or local fund raising.

## Area Board initiatives

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The purpose of this scheme is to enable the Area Boards to tackle local projects which have been initiated by the community. It should not be used to fill gaps where there are service shortfalls or where it is possible for the matter to be resolved through use of the Community Area Grants scheme.

Projects should seek to address 'sticky' community issues and/or projects and initiatives which have been identified by the community as priorities, through the local JSA or Wiltshire Council business plan.

When considering requests to the Area Board, Councillors need to bear in mind the impact this will have on the amount of funding available to support applications made directly from the community.

The application will be considered by the Area Board in the same process as all other applications.

Councillors are encouraged to discuss proposals with the Community Engagement Manager.

<b>Report to</b>	Amesbury Area Board
<b>Date of Meeting</b>	18/07/2019
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<p><b>Applicant:</b> Berwick St James Chairman  <b>Project Title:</b> Berwick St James Shipping Container Storage Facility</p> <p><a href="#">View full application</a></p>	£1306.00
<p><b>Applicant:</b> God Unlimited  <b>Project Title:</b> God Unlimited Outdoor Therapy Expansion of services 2020</p> <p><a href="#">View full application</a></p>	£5000.00
<p><b>Applicant:</b> Buzz Action Foundation  <b>Project Title:</b> Buzz Action Roadshow Equipment Grant</p> <p><a href="#">View full application</a></p>	£1000.00
<p><b>Applicant:</b> Assuon Foundation Trust  <b>Project Title:</b> Amesbury Area Cultural Diversity Education Programme</p> <p><a href="#">View full application</a></p>	£965.00

**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 2019/20 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**

Financial provision had been made to cover this expenditure.

### **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**

<b>Application ID</b>	<b>Applicant</b>	<b>Project Proposal</b>	<b>Requested</b>
<a href="#">3318</a>	Berwick St James Chairman	Berwick St James Shipping Container Storage Facility	£1306.00
<b>Project Description:</b> Berwick St James does not have anywhere to store equipment that belongs to the village such as marquees 2 gazebos signs tables chairs fate equipment etc. At present it is all accommodated in various resident's garages and outbuildings which frequently do not give adequate protection or cover. We would like to purchase a new one trip 20ft shipping container to be located on private land but the owner will be paid an annual rent for the footprint of the unit by the Parish. The major part of the cost of the container will be funded by Section 106 funds currently at 1726. We have confirmed with the Section 106 and Community Infrastructure Officer at Trowbridge that the Community Infrastructure Levy Section			



106 R2 funds can be used for the purchase of this shipping container.

**Input from Community Engagement Manager:**

Application meets grants criteria and 50% match funding is being provided.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3291</a>	God Unlimited	God Unlimited Outdoor Therapy Expansion of services 2020	£5000.00

**Project Description:**

As Gul grows in terms of reach and provision the charity is seeking to add additional resources for use by the communities it serves. These include the addition of a low ropes course the addition of a kitchen space to serve parents & carers and the renovation of toilets and roofing to prevent damage to existing facilities.

**Input from Community Engagement Manager:**

(CEM put your input here)

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3311</a>	Buzz Action Foundation	Buzz Action Roadshow Equipment Grant	£1000.00

**Project Description:**

We need to replace and renew some heavily used equipment such as a tumble track and an aerial rig. This is to meet increased demand by youth groups Our first tumble track was purchased in 2014 it has been used at least twice every week by a variety of youth groups and is still in use now. However it is too large for many halls at 10M and is getting badly worn. We have many groups competing for a share of it. The new tumble track will be a little shorter making it accessible to almost all youth groups We expect our 2nd tumble track to last just as long.

**Input from Community Engagement Manager:**

The application meets the grants criteria and over 50% match funding is being provided.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3316</a>	Assuon Foundation Trust	Amesbury Area Cultural Diversity Education Programme	£965.00
<p><b>Project Description:</b>  The Trust is an educational charity working towards improving understanding of different cultures. The aim is to visit primary and secondary schools and other institutions with a team from the Trust to illustrate the life style and culture of the people of Nsuaem Ghana - a town which is about to be twinned with Amesbury in Wiltshire. We will do this in part by having members of the trust appear in a traditional costume a memorable experience worn on special occasions in Nsuaem Ghana.</p> <p><b>Input from Community Engagement Manager:</b>  The application meets the grants criteria. 50% match funding is being provided.</p> <p><b>Proposal</b>  That the Area Board determines the application.</p>			

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

**Report Author:**

Jacqui Abbott

Community Engagement Manager

01722 434344

[jacqui.abbott@wiltshire.gov.uk](mailto:jacqui.abbott@wiltshire.gov.uk)

<b>Report to</b>	Amesbury Area Board
<b>Date of Meeting</b>	18 July 2018
<b>Title of Report</b>	Community Area Grants awarded via delegated authority

**Purpose of the report:**

To note the following grants which have been awarded via delegated authority.

Applicant	Amount awarded
<b>Applicant:</b> Figheldean Village Community Events <b>Project Title:</b> Figheldean Fun Day  <a href="#">View full application</a>	£967.22
<b>Applicant:</b> Langford Parish Hall <b>Project Title:</b> Langford Parish Hall - improvements to fire escape and main entrance access  <a href="#">View full application</a>	£5000.00

**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 2019/20 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

Financial provision had been made to cover this expenditure.

#### 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 awarded to be noted

Application ID	Applicant	Project Proposal	Requested
<a href="#">2413</a>	Figheldean Village Community Events	Figheldean Fun Day	£967.22
<p><b>Project Description:</b> Family Fun Day to be held at Figheldean Playing Field. We need help purchasing lighting equipment and a 32 amp outside socket to power the event and outside. This event has been running for five years now and is a free event.</p> <p><b>Input from Community Engagement Manager:</b> Application awarded via delegated authority</p> <p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">3226</a>	Langford Parish Hall	Langford Parish Hall - improvements to fire escape and main entrance access	£5000.00
<p><b>Project Description:</b> There are two fire escapes in the Langford Parish Hall. One is accessed through the external kitchen door down an improvised ramp to the Wylde Road. The other via a side door to the main entrance ramp. The existing ramps have been in existence for many years but are potentially dangerous for use by elderly people</p>			

and younger children. Both ramps are illuminated by an outside sensor light. The Parish Hall Trustees consider both ramps need to be improved by fitting safer steps down to the road.

**Input from Community Engagement Manager:**

Application awarded via delegated authority

**Proposal**

That the Area Board notes the awards that have been made via delegated authority

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

**Report Author:**

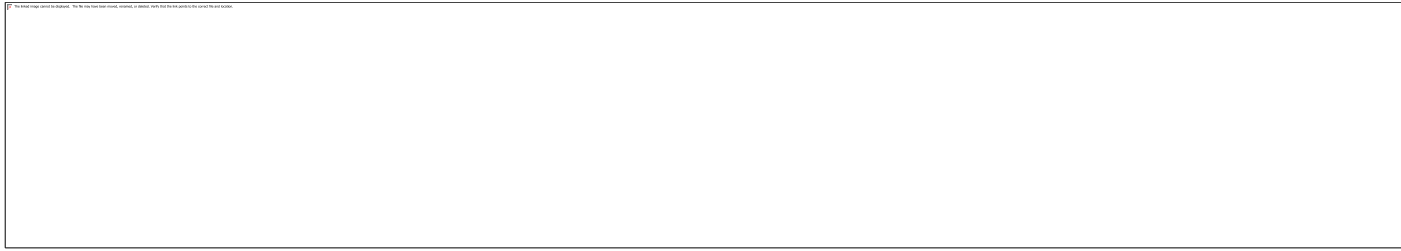
Jacqui Abbott

Community Engagement Manager

01722 434 344

[Jacqui.Abbott@wiltshire.gov.uk](mailto:Jacqui.Abbott@wiltshire.gov.uk)





Report to	Amesbury
Date of Meeting	18/07/2019
Title of Report	Community Youth Grants

## 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Amesbury Area Board.

Application	Grant Amount	
<b>Applicant:</b> The Newbourne Players <b>Project Title:</b> The Newbourne Players Youth Group	£750	
<b>Total grant amount requested at this meeting</b>	£750	

## 2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2019/20 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

Financial provision had been made to cover this expenditure.

## 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.

## 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

<b>Applicant:</b> The Newbourne Players <b>Project Title:</b> The Newbourne Players Youth Group	Amount Requested from Area Board: £750.00	
<b>Project Description:</b>  To provide specific activities aimed to help develop our young people's imagination overall performance verbal skills voice projection creative movement teamwork and communication skills quick thinking & spontaneity. The project will include improvisation theatre games mime play writing dance singing scripted performances & theatre visits. We also aim to support our older youth group members to gain a nationally recognised arts qualification should they wish.  <b>Proposal</b> That the Area Board determines the application		
<b>Report Author:</b> Jacqui Abbott Community Engagement Manager 01722 434 344 <a href="mailto:Jacqui.abbott@wiltshire.gov.uk">Jacqui.abbott@wiltshire.gov.uk</a>		



## Area Board Projects and Councillor Led Initiatives Application Form 2019/2020

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

### 1. Contact Details

<b>Area Board Name</b>	Amesbury Area Board		
<b>Your Name</b>	Cllr Darren Henry		
<b>Contact number</b>		<b>e-mail</b>	<a href="mailto:Darren.henry@wiltshire.gov.uk">Darren.henry@wiltshire.gov.uk</a>

### 2. The project

<b>Project Title/Name</b>	Amesbury Local Youth Network Co-ordination and Event		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>The Local Youth Network in Amesbury is made up of groups and organisations who work with young people aged 13 – 19. The application is to support the co-ordination of this network through meetings and events. It is important that the network can meet on a regular basis including with young people so that everyone is aware of the range of activities, initiatives and support for young people available in the Amesbury Community Area. This will allow groups to work together to improve services and also to plug any gaps that are identified, particularly by the young people on the network. The money will be used to fund venues, speakers and refreshments to help incentive young people (e.g. the offer of pizzas). One such event is being held on 1 July from 6pm to 8pm and up to 40 groups and organisations will be attending to discuss how better to support young people in the area. Individual groups and organisations that are members of the LYN will be funded to host LYN meetings at their respective clubs and activities, e.g. to buy refreshments, pizza for young people and to hire equipment or occasional speakers.</p> <p><del>Any funding remaining at the end of the year will be rolled forward to 2020 / 21</del></p>		
<b>Where is this project taking place?</b>	Amesbury and the whole community area including Bulford, Larkhill, Durrington and the villages.		
<b>When will the project take place?</b>	Co-ordination and LYN meetings and events from May 2019 through to March 2020		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	This has been requested by the local youth network so that they can meet regularly and take part in and host events and initiatives as a team.		

How will the local community benefit?	Young people in the community will directly benefit as the groups and organisations that support them will be better informed, will work better together, will be able to listen to young people better and implement projects and ideas that come from young people.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Yes, support for youth activities, mental health awareness in young people, increasing active and healthy lifestyles		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Yes, as above.		
<b>What is the desired outcome/s of this project? Young people will receive increase support through activities, events, meetings and initiatives. here will be better co-ordination between groups working with young people.</b>			
<b>Who will be responsible for managing this project?</b> Cllr Darren Henry with support from the CEM.			
<b>3. Funding</b>			
What will be the total cost of the project?	£1,750		
How much funding are you applying for?	£1,200		
If you are expecting to receive any other funding for your project, please give details	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
	Tesco support	50	
	Volunteer match in kind	500	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	This funding will be held centrally at County Hall within the grants spreadsheet under "Amesbury LYN co-ordination and events".		
<b>4. Declaration – I confirm that...</b>			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified  <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Cllr Darren Henry with Amesbury Area Board			Date: 020519
Please return your completed application to the appropriate Area Board Locality Team ( <a href="#">see section 3</a> )			