

AGENDA

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Road, Warminster, Wiltshire, BA12 8LB
Date: Thursday 8 March 2012
Time: 7.00 pm

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

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 opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Marie Gondlach (Democratic Services Officer) 01225 713 597 or email: marie.gondlach@wiltshire.gov.uk, or email marie.gondlach@wiltshire.gov.uk or Jacqui Abbott (Warminster Community Area Manager), on 07771 844 530 or email jacqui.abbott@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Andrew Davis (Chairman)	Warminster East
Fleur de Rhé-Philippe (Vice-Chairman)	Warminster Without
Keith Humphries	Warminster Broadway
Christopher Newbury	Warminster Copheap and Wylve
Pip Ridout	Warminster West

Items to be considered

The following will be available during the networking session:

- **Have you got the X Factor?**

A DVD aimed at encouraging people to become more involved with democracy in their local area will be shown.

- **Volunteering in Wiltshire**

Visit the stand to find out more about volunteering in Wiltshire

1. **Chairman's Welcome and Introductions**

The Chairman will welcome those present to the meeting.

2. **Apologies for Absence**

3. **Minutes** (*Pages 3 - 18*)

To confirm the minutes of the meetings held on 10 November 2011 and 19 January 2012 (*copies attached*).

4. **Declarations of Interest**

Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.

5. **Chairman's Announcements**

The Chairman will introduce the Announcements included in the agenda and invite any questions.

5.a Do you have the X Factor? (*Pages 19 - 20*)

The Councillor Development Group at Wiltshire Council has produced a DVD aimed at encouraging people to become more involved with democracy in their local area.

Copies of the DVD will be available at the meeting. It has also been uploaded to Youtube and can be watched via the following link:
http://www.youtube.com/watch?v=8Y_CvgVAgvY

5.b Help to Live at Home - update (*Pages 21 - 22*)

The council are continuing to work with the NHS, selected providers and residents of Wiltshire to implement the 'Help to live at Home'

service.

The main priority at this stage is managing the movement of customers from existing providers to the new Help to Live at Home providers. It is important that these changes are undertaken with as little disruption as possible to the customer concerned.

In making these changes the Council wants to hear from people who are receiving these services about their experiences.

5.c The Localism Act 2011 (Pages 23 - 24)

The Localism Act received Royal Assent on 15 November 2011. Although the Act contains a number of important measures, most of these are not yet in force.

The Act contains a number of *enabling provisions*. These give the Secretary of State power to introduce regulations and guidance that will make the measures 'live.' It is anticipated that the key areas will come into force from April 2012 onwards.

A more detailed briefing on the implications for Wiltshire will be provided early in 2012. The Area Boards will be kept updated on major developments.

5.d Minerals Site Allocations (Pages 25 - 26)

Wiltshire Council and Swindon Borough Council have jointly published the Proposed Submission draft Aggregate Minerals Site Allocations Development Plan Document (DPD) for a final round of formal consultation from **30 January to 12 March 2012**. The Council encourages anyone wishing to view and comment on the consultation documents to use the council's consultation website: <http://consult.wiltshire.gov.uk/portal>

For those without access to a computer, hard copies of the documents can be viewed in the Council's offices in Chippenham (Monkton Park), Devizes (Browfort), Salisbury (Milford Street) and Trowbridge (County Hall and Bradley Road) and Swindon Borough Council (Wat Tyler House) as well as all local libraries.

5.e Core Strategy Consultation (Pages 27 - 28)

The Wiltshire Core Strategy pre-submission document was published for consultation on 20 February 2012. The six week statutory consultation period will continue until 2 April 2012. This is your opportunity to comment on the Council's plans and proposals for Warminster community area and have them considered by an independent inspector appointed by the Secretary of State.

5.f Current consultations (Pages 29 - 30)

Have your say on how your council works by viewing the [current consultations](#). The information in the document included in the agenda is available on the Wiltshire Council website under: Council and Democracy / Consultations.

6. Your Local Issues (Pages 31 - 34)

An update from the Community Area Manager and leaders of the groups working on existing issues.

If you would like to raise an issue please contact the Warminster Community Area Manager, Jacqui Abbott on 07771 844 530 or jacqui.abbott@wiltshire.gov.uk or report the issue on the Wiltshire Council Website by using this [link](#).

The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.

7. Updates from Partners (Pages 35 - 56)

To receive updates from any of the following partners:

- Wiltshire Police
- Wiltshire Fire and Rescue Service
- NHS Wiltshire
- Warminster and Villages Community Partnership
- Town and Parish Councils Nominated Representatives
- Warminster Community Area Young People's Issues Group
- The Warminster and District Chamber of Commerce

Some written updates have been received and are included in this agenda.

7.a Wiltshire Fire and Rescue Service - Integrated Risk Management Plan for 2012-15

The Wiltshire Fire & Rescue Service is under a legal obligation to produce an Integrated Risk Management Plan (IRMP) for the period 2012-15. There will be a 12 week public consultation period commencing in March.

The Area Board and members of the public will be briefed and asked their views on the Plan.

Warminster Voices

The recording of the Warminster Voices will be played.

8. Cabinet Representative - Councillor Jane Scott OBE

Councillor Jane Scott, OBE, will provide an overview of her role as Leader of the Council.

9. **2012 - A Year of Celebration**

2012 is an incredibly exciting year with major events happening all over the UK.

In Wiltshire we are extremely lucky to have a fantastic programme of events, including Her Majesty the Queen's visit to Salisbury as part of the celebrations for her Diamond Jubilee, as well as two visits to the county from the Olympic Torch as it makes its way around the country. The second visit will include an overnight stop in Salisbury which will form part of our flagship event of the year- Wiltshire 2012 Festival of Celebration.

9.a Involving your Communities

A member of Wiltshire Council's Communications Team will attend the meeting to deliver a short presentation.
Toolkits will be available at the meeting to help you plan events.

9.b Her Majesty The Queen's Diamond Jubilee - Wiltshire Celebration Event

At the meeting of the Warminster Area Board on 19 January 2012 the board agreed to take part in the Wiltshire Celebration Event being organised by the Lord-Lieutenant for Wiltshire in May.

A working group has been set up to organise and co-ordinate the event for the Warminster Community Area.
The board will be updated on progress made by the working group.

9.c Area Board Project - grant process to support celebrations within the Warminster Community Area (Pages 57 - 62)

The Community Area Manager will introduce a project aiming to provide a simple process for awarding grants to support celebrations within the Warminster Community Area.

It is proposed that :

- a) £10k is ring fenced for this project from Community Area Grant budget. If there is any funding unspent, this will revert back to the Area Board general funding pot.
- b) Grants awarded will be for £300 or less
- c) Groups or organisations awarded funding will be responsible for managing the fund.
- d) The Community Area Manager be granted delegated powers in consultation with the Chair and Vice Chair of the Warminster Area Board to approve or refuse the applications.

10. **Volunteering in Wiltshire**

To receive a presentation on the work being undertaken with partners to develop and support volunteering in Wiltshire. There will be an opportunity to ask questions.

The presenters will be Sandie Lewis, Head of Communities and Voluntary Sector Support, Wiltshire Council and Emma Johnson, Manager of Volunteer Centre Wiltshire, (part of the GROW infrastructure support service, delivered by DEVELOP).

11. **Community Area Grants - Presentation**

Representatives from the Swim Club and the Maiden Bradley shop will attend to update the board on the use they have made of the grant they received from the Warminster Area Board.

12. **Area Board Funding - Community Area Grants** (*Pages 63 - 70*)

To consider any applications for funding from the Community Area Grants Scheme.

A decision was made in 2010/11 that paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However the full applications are circulated to all members of the Area Board, published on the Wiltshire Council website and hard copies are available on request.

12.a Warminster Town Council events

A request for £3,500 towards the fireworks as part of the Events 2012 – Queen’s Diamond Jubilee.

12.b Warminster Community Radio

A request for £1,485 towards a Warminster Voices Programme on FM Radio.

12.c Friends of Warminster Park

A request for £3,950 towards the provision of a Jubilee Olympic Café

12.d Heytesbury, Knook and Imber Diamond Jubilee Group

A request for £291.75 towards Diamond Jubilee Celebrations.

13. **Community Asset Transfer - Knook** (*Pages 71 - 80*)

The Area Board is asked to consider an application submitted by Heytesbury Imber & Knook Parish Council for the transfer of land adjoining 12 Knook, Knook.

14. **Your Area Board - Your Ideas, Your Reactions, Your Suggestions**

Following the Community Event on 12 January 2012 the Chairman will invite the Warminster and Villages Community Partnership to present the priorities identified at the event for the Warminster area.

If you cannot attend the meeting and would like to suggest topics for consideration by the Area Board at future meetings please contact the Democratic Services Officer whose details are available on the front page of this agenda.

15. **Future Meeting Dates**

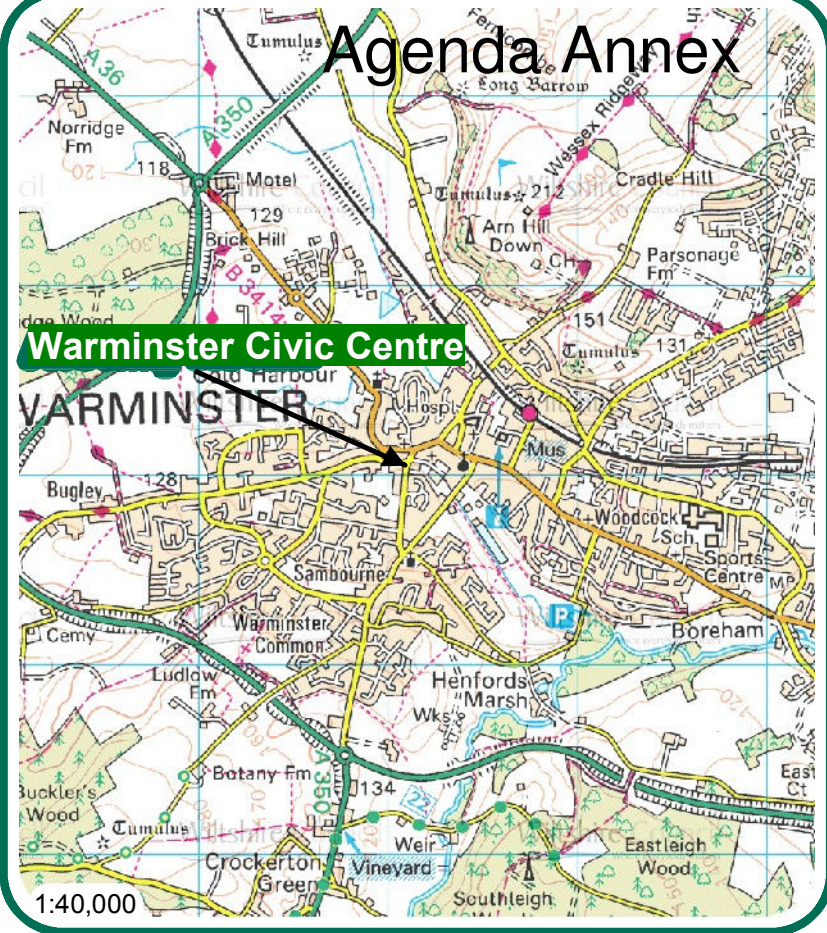
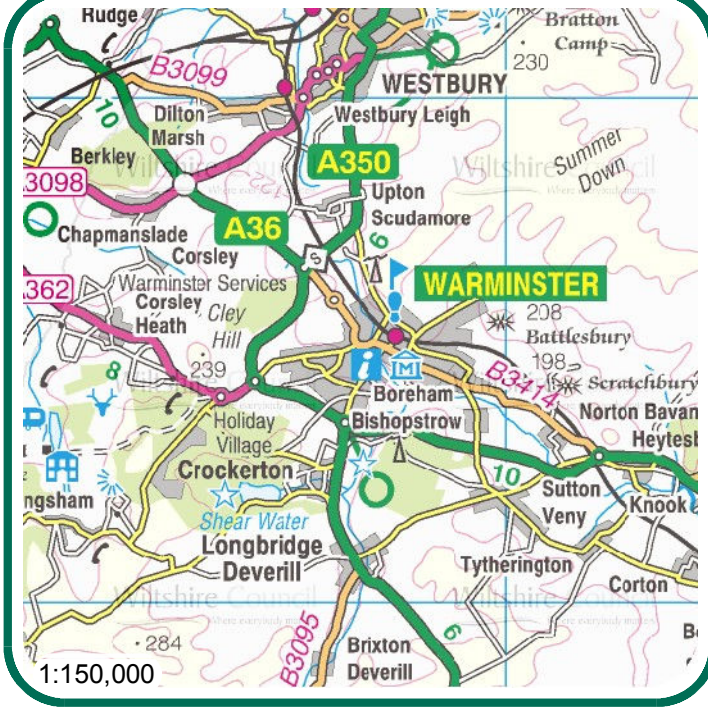
The next meetings of the Warminster Area Board will be on:

- **10 May 2012 – Chitterne Village Hall**
- 5 July 2012 – Chapmanslade Village Hall
- 6 September 2012 – Warminster Civic Centre
- 8 November 2012 – Warminster Civic Centre
- 10 January 2013 – Warminster Civic Centre
- 7 March 2013 – Warminster Civic Centre

16. **Evaluation and Close**

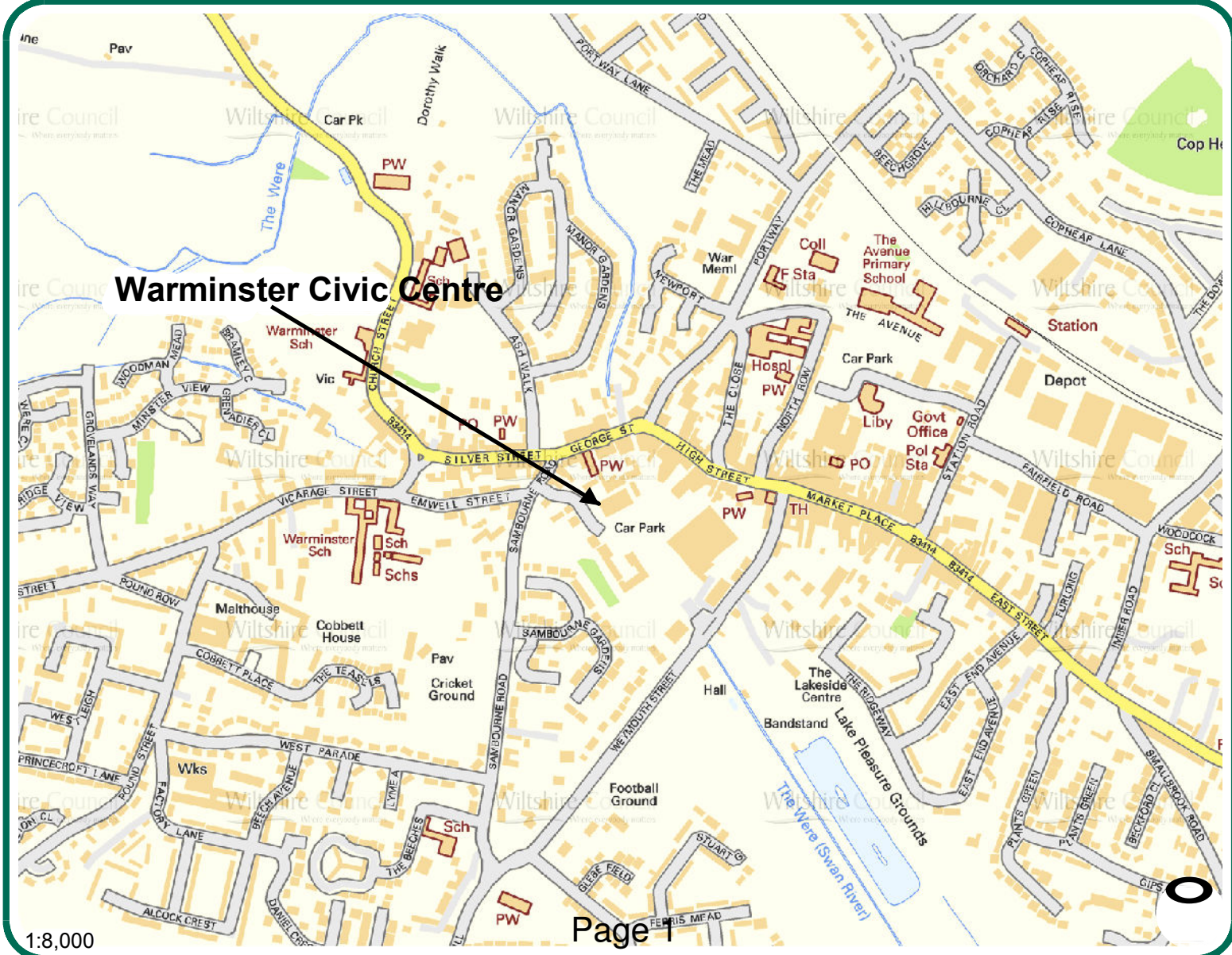
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Agenda Annex



Warminster Civic Centre
Sambourne Road
Warminster
Wiltshire
BA12 8LB

Wiltshire Council
Where everybody matters



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MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Christ Church Hall, Upper Marsh Road, off Weymouth Street,
Warminster, Wilts BA12 9PS
Date: 10 November 2011
Start Time: 7.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

Marie Gondlach (Democratic Services Officer) 01225 713 597, Tel: 01225 713 597 or
(e-mail) marie.gondlach@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Andrew Davis (Chairman), Cllr Pip Ridout, Cllr Keith Humphries,
Cllr Christopher Newbury and Cllr Fleur de Rhe-Philippe (Vice Chairman)

Cllr Dick Tonge, Cabinet Member for Highways and Transport.

Wiltshire Council Officers

Jacqui Abbott, Warminster Community Area Manager
Barry Pirie, Service Director for Human Resources and Organisational Development
Marie Gondlach, Democratic Services Officer
Martin Rose, Principal Traffic Engineer – Traffic & Network Management

Town and Parish Councils Representatives

Warminster Town Council – Chris Marsh, Sue Fraser and Tony Nicklin
Chapmanslade Parish Council – Jill Wilmott and Dennis Barnard
Chitterne Parish Council – Mike Lucas
Codford Parish Council – Don Bartlett
Horningsham Parish Council – Sarah Jeffries
Maiden Bradley with Yarnfield Parish Council – Sarah Jeffries

Upper Deverills Parish Council – Sarah Jeffries
Upton Lovell Parish Council – Nigel Poch
Upton Scudamore Parish Council – Nigel Poch

Partners

Wiltshire Police - Lindsey Winter, Area Inspector for Warminster, Westbury, Tisbury and Mere

Total in attendance: 33

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited people sitting at the top table to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> - Heather Abernathie, Warminster Town Council Clerk - Philip Jefferson, Chapmanslade Parish Council <p>Councillor Pip Ridout had apologised as she would be late due to a prior commitment.</p>
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no Declarations of Interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p>
5.a	<p><u>Meeting of the Area Board on 12 January 2012.</u></p> <p>The Chairman asked everyone to note that the meeting on 12 January 2012 would not be a meeting of the Area Board but a Community Event organised jointly by the Community Area Manager and the Warminster and Villages Community Partnership.</p> <p>A meeting of the Area Board would be organised on another date in January 2012 to consider grant applications if required.</p>
5.b	<p><u>11 to 19 Commissioning Strategy - Update</u></p> <p>The Chairman drew the meeting's attention to the fact that Wiltshire Cabinet had approved the Commissioning Strategy for 11 to 19 year olds On 13 September 2011, as well as a Wiltshire Youth Work Offer.</p>

	<p>The seven broad priorities for the strategy and details of the key features of the Youth Work Offer were included in the agenda.</p>
5.c	<p><u>Current Consultations</u></p> <p>The Chairman encouraged everyone to get involved with ongoing consultations if they could.</p>
6.	<p><u>Updates from Partners</u></p> <p>Lindsey Winter, Area Inspector for Warminster, Westbury, Tisbury and Mere informed the meeting that performance figures showed no significant changes since the Response Officer had been based at the Trowbridge Hub, as part of a national initiative. Inspector Winter reminded everyone that they were still welcome to contact her should they have any issues they wished to raise.</p> <p>Digby Barker wished to express the Warminster and Villages Community Partnership's appreciation for the tremendous work and effort Tim Trounson had invested in the Partnership and to wish him well for the future as he was moving away from the area. He also invited people to get involved and help shape the future of the Warminster Community Area. More details of ways to get involved could be found on the advert included in the agenda. People could make contact or submit ideas and questions by using the email form on the website www.communigate.co.uk/wilts/wvcp.</p> <p>The Chairman announced, on behalf of the Warminster Town Council, that there would be a remembrance parade in Warminster on Sunday 13 November.</p> <p>The Area Board welcomed Sandra Samuel who had very recently taken over from Sam Shore as the Youth Development Coordinator for Warminster.</p>
7.	<p><u>Your Local Issues</u></p> <p>1. The Community Area Manager reminded people that they could either report or track issues on the Wiltshire Council website or contact her directly on 07771 844 530 or email jacqui.abbott@wiltshire.gov.uk.</p> <p>She was glad that a number of issues were being raised, especially as so many of them could be resolved, even if for some of the more complex issues it sometime could take a while to reach a solution.</p> <p>2. Susan Jones, a Chapmanslade resident, raised the issue of the re-opening of the lay-by on Black Dog Hill and expressed her concern and anger at the impact this had on her and her husband's lives. She explained that the lay-by had been reopened after an 18 months temporary closure. Since then Mrs Jones felt that there had been a number of issues such as joy-riders, anti social behaviour and</p>

	<p>illicit activities taking place at the lay-by. She also stated that their mail was no longer being delivered due to access issues and that she had been made aware by the refuse collectors that they may also be unable to collect refuse should there be any further issues with access.</p> <p>Councillor Pip Ridout arrived at this point.</p> <p>It was clarified that the re-opening (as well as the temporary closure) had been a decision of the Highways Agency who were responsible for the lay-by, not Wiltshire Council. The Board could understand Mrs Jones' concerns and felt that some of the issues raised could benefit from further clarification, especially whether or not Mr and Mrs Jones had been consulted with regards to the reopening of the lay-by and the access issues for services such as mail deliveries and refuse collections. The Community Area Manager offered, and the Board agreed, to open discussions with the Highways Agency as well as to get some clarifications regarding the consultation, mail deliveries and refuse collections.</p> <p>ACTION: Jacqui Abbott</p> <p>3. The issue of cars and lorries parked on the pavement in Warminster was raised, the Community Area Manager invited the gentleman who had raised the issue to speak to her after the meeting so she could get more details. Although it was not a police matter as such, Inspector Winter also invited the gentleman to give her more details outside of the meeting.</p> <p>ACTION: Jacqui Abbott and Inspector Winter</p> <p>4. Speeding was also raised as an issue especially in areas where a 30mph limit changed to 60mph for a short while then back to 30mph again (such as the road near Turnpike Cottage). It was established that the road in question was an unclassified road. Dick Tonge, Cabinet member for Highways and Transport, explained that a review of all A and B roads had just finished and a review on C and Unclassified road would start. Suggestions of changes or work to be undertaken would be sent to all Area Boards and each Area Board would be asked to identify the priorities for their area. It was planned for two projects per area to be undertaken per year. This would be a lengthy process as there had to be a consultation, consideration of the result of the consultation, proposal of projects, another consultation then the orders could be raised. People were encouraged to inform the Area Board of the areas they felt should be considered as priorities.</p>
8.	<u>Highways and Transport</u>
8.a	<u>Cabinet Representative</u>

	<p>Councillor Dick Tonge, Cabinet Representative for Highways and Transport provided the Board with a brief outline of his responsibilities which included: highways repairs and improvements, speed limits, litter picking, setting priorities with partners, flood prevention, passenger transport (subsidised buses which amounts to 5 million journeys, school transport, etc) and car parking.</p> <p>The overriding consideration was to make highways safe. Every two years the quality of the roads and skid resistance were surveyed.</p> <p>Highways and Transport had a budget of £60M and had received an additional £3.7M last year following the extremely bad winter.</p> <p>Councillor Tonge was glad to announce that projects such as Speedwatch and “Safe drive – stay alive” were tremendous successes.</p> <p>Some projects had been delegated to the groups or bodies best able to deal with them, for example the allocation of Speed Indicator Devices would be decided by Area Boards, same for the allocation of speedwatch equipment, Town Councils would be invited to focus on parking restrictions. Community Area Transport Groups and Flood Working Groups were also being consulted and invited to lead on projects when appropriate.</p>
<p>8.b</p>	<p><u>Parking, Speed limit and Speed Indicator Devices</u></p> <p>Martin Rose, Principal Traffic Engineer – Traffic & Network Management, gave a three part presentation which covered:</p> <ul style="list-style-type: none"> • Waiting & Parking Restriction Reviews: the background to the review and the process to be followed. • Speed Limit Review for C class & Unclassified Roads: the background to the review and the process to be followed. • Speed Indicator Devices (SIDs): what SIDs are, how they can be used and details of the deployment process. <p>The presentation is attached to these minutes for further information.</p> <p>Martin Rose encouraged Town and Parish Councils to submit requests for SIDs by contacting Jacqui Abbott, Warminster Community Area Manager. Each request would then be assessed and go through the process detailed in the presentation.</p> <p>In response to questions asked it was confirmed that SIDs:</p> <ul style="list-style-type: none"> - Can be deployed on roads with a speed limit higher than 30 mph. - Could be deployed on a housing estate if the criteria were met, although this did not tend to be common practice.
<p>8.c</p>	<p><u>Community Transport</u></p>

	<p>Liam Tatton-Bennett, Community Transport Manager for Community First delivered a presentation focusing on Community transport in the Warminster Community Area and the Wiltshire Good Neighbours scheme. The full presentation is attached to these minutes for further information on services available and relevant contact details.</p> <p>Liam Tatton-Bennett explained that Community First was an independent charity aiming to help improve quality of life of people and local communities throughout Swindon and Wiltshire.</p> <p>With 330 local members, Community First worked in close partnership with local communities as well as voluntary organisations and statutory agencies to help deliver a wealth of community programmes.</p> <p>There were 22 co-ordinators working 10 hours a week as part of the Good Neighbours scheme, which had received some promising feedback.</p>
9.	<p><u>Community Area Transport Group (CATG)</u></p> <p>Mike Lucas, Chitterne Parish Clerk and member of the Community Area Transport Group (CATG), updated the Board on progress made so far on the Chitterne Traffic Calming project which was halfway to completion. He was delighted to report that he had received positive comments on the work done so far, including the fact that “it looked right”.</p> <p>The Chairman of the Area Board informed the meeting that good progress had been made “investigating” the Chins Court signage project. He explained that the proposed trial pits on Elm Hill / Portway would provide information needed regarding the missing pavement.</p> <p>Members of the board commented on the good quality of the report and the amount of work undertaken by the CATG.</p> <p>Decision:</p> <p>The Warminster Area Board:</p> <ul style="list-style-type: none"> a) Agreed for an extra £300 from the 2011/12 budget to be allocated towards the Copheap Lane project. b) Agreed that any unspent budget from 2011/12 would allocated to the Copheap Lane project. c) Allocated £8,500 - £10,000 from the 2012/13 budget towards the Copheap Lane project. d) Agreed £350 towards the signage for Chins Court. e) Agreed £300 towards the Elm Hill / Portway trial pits <p>ACTION: Jacqui Abbott</p>

10.	<p><u>Request for Youth Funding</u></p> <p>A request for funding for a pilot youth transport project had been received and included in the agenda.</p> <p>Sandra Samuel, very recently appointed Warminster Youth Development Coordinator, introduced the funding request and explained that the main aim was to enable Young People to access youth services (for example rural communities where Youth Centres have been closed). The pilot was expected to have a trial period of one year.</p> <p>It was suggested that the project would need to be suitably advertised and that local organisations should be informed of its availability as they may be willing to also advertise it.</p> <p>Decision:</p> <ul style="list-style-type: none"> a. To grant £4,045 for a trial period of one year to the Warminster Villages and Community Partnership for the provision of a pilot transport scheme to enable young people to be transported into Warminster up to three times weekly. b. That Councillor Pip Ridout would monitor the progress of the scheme as the Area Board representative for the Community Area Young Peoples' Issues Group (CAYPIG) and inform the Area Board of any issues arising. c. That the Warminster Area Board review the pilot transport scheme at the 8 November 2012 meeting at the latest, or sooner should Councillor Pip Ridout inform the Area Board of any issues arising. <p>ACTION: Jacqui Abbott</p>
11.	<p><u>Warminster and Villages Community Partnership - Request for Funding</u></p> <p>A request to release the second and final tranche of core funding (covering the financial year 2011/12) for the Warminster and Villages Community Partnership (WVCP) had been included in the agenda.</p> <p>The Community Area Manager introduced the report and highlighted the fact that WVCP had made really good progress to meet the commitments listed in their work plan and had submitted evidence to show how the first tranche of funding had been or would be spent.</p> <p>Decision:</p> <p>The Warminster Area Board agreed the release of the second and final tranche funding as Board Members were satisfied that the Warminster and Villages Community Partnership's work plan commitments as detailed in the report were being met.</p>

	<p>ACTION: Jacqui Abbott and Andrew Jack, Community Partnership Development Officer</p>
12.	<p><u>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</u></p> <p>There were no comments from those attending the meeting.</p>
13.	<p><u>Future Meeting Dates</u></p> <p>It was noted that:</p> <p>The meeting of the Area Board scheduled on 12 January 2012 would not take place.</p> <p>If required a meeting of the Warminster Area Board would be set up in January to consider grant applications and / or any urgent business.</p> <p>The next meetings of the Warminster Area Board would be on:</p> <ul style="list-style-type: none"> • 8 March 2012 – Warminster Civic Centre • 10 May 2012 – venue to be confirmed • 5 July 2012 – venue to be confirmed • 6 September 2012 – venue to be confirmed • 8 November 2012 – venue to be confirmed • 10 January 2013 – venue to be confirmed • 7 March 2013 – venue to be confirmed
14.	<p><u>Evaluation and Close</u></p> <p>Tony Nicklin, member of Warminster Town Council, was pleased to report that the 2 hours free parking scheme (claiming back cost of parking ticket from retailer) was a success.</p> <p>Reassurance was offered that issues with the car parking machines were being addressed by Wiltshire Council.</p> <p>The Chairman thanked everyone for attending and drew the meeting to a close.</p>

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MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Library, Three Horseshoes Walk, Warminster, BA12 9BT
Date: 19 January 2012
Start Time: Time Not Specified
Finish Time: Time Not Specified

Please direct any enquiries on these minutes to:

Marie Gondlach (Democratic Services Officer) 01225 713 597, Tel: 01225 713 597 or (e-mail) marie.gondlach@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Andrew Davis (Chairman), Cllr Pip Ridout, Cllr Keith Humphries,
Cllr Christopher Newbury and Cllr Fleur de Rhe-Philippe (Vice Chairman)

Wiltshire Council Officers

Jacqui Abbott, Warminster Community Area Manager
Barry Pirie, Service Director for Human Resources and Organisational Development
Marie Gondlach, Democratic Services Officer

Town and Parish Councillors

Warminster Town Council
Bishopstrow Parish Council
Boyton Parish Council
Brixton Deverill Parish Council
Chapmanslade Parish Council
Chitterne Parish Council
Codford Parish Council
Corsley Parish Council
Heytesbury Parish Council
Horningsham Parish Council
Kingston Deverill Parish Council
Knook Parish Council
Longbridge Deverill and Crockerton Parish Council

Maiden Bradley with Yarnfield Parish Council
Norton Bavant Parish Council
Sherrington Parish Council
Stockton Parish Council
Sutton Veny Parish Council
Upper Deverills Parish Council
Upton Lovell Parish Council
Upton Scudamore Parish Council

Partners

Wiltshire Police - Lindsey Winter, Area Inspector for Warminster, Westbury, Tisbury and Mere

Total in attendance: 12

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Announcements, Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and explained that the Area Board would need to consider an update on the current position and arrangements for the Wiltshire Celebration Event being organised by the Lord-Lieutenant for Wiltshire. As the Area Board would also need to make some decision about its involvement with the event the Chairman proposed, with support from board members, to consider this item after the Grant Applications.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor Francis Morland.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications seeking 2011/12 Community Area Grant funding as follows:</p>
4.a	<p><u>Deverill Players</u></p> <p>Richard Munroe, a member of the Deverill Players, attended the meeting and was delighted to inform the Area Board of the support they had received from the Parish Councils as well as the Village Hall, especially as this was a brand new venture and everything had had to be started from scratch, from building the stage, to getting the fire regulations approved and not forgetting a temporary event licence. The breadth of support could also be felt in ticket sales as both performances, on Saturday 28 and Sunday 29 January, had sold out. The popularity was such that people were attending the dress rehearsal.</p> <p>Area Board members felt this was a commendable project and were therefore pleased to make the following</p> <p>Decision:</p> <p>To award £600 towards the staging of a pantomime, Alice in Wyllyland, at the end of January 2012.</p> <p>Reason:</p>

	<p>The application meets the 2011 / 12 grants criteria and the project is linked to the Community Area Plan (2005-2015) under the Culture and Leisure theme which calls for more cultural activities.</p> <p>ACTION: Jacqui Abbott</p>
<p>4.b</p>	<p><u>Warminster Neighbourhood Policing Team / Warminster Youth Development Centre</u></p> <p>Disappointingly no representative from the two groups involved with the project attended the meeting.</p> <p>Members of the Board were not overly impressed with the financial information provided.</p> <p>It was clarified that the amount requested would cover the cost of the sculpture itself and that funding in kind had been sought for the day of art and fun planned to decorate the Bustard.</p> <p>Some members of the Board explained that they had witnessed how much projects like this one had meant for Young People in other areas of Wiltshire.</p> <p>Decision:</p> <p>To award £1,000 to purchase a “Community Bustard” sculpture for young people to name and decorate.</p> <p>Reason:</p> <p>The application meets the grant criteria 2011/12 and the project is linked to the Warminster and Villages Community Plan as it supports and involves young people in local projects and hopes to decrease anti-social behaviour, whilst also utilising the town park for more events.</p> <p>ACTION: Jacqui Abbott</p>
<p>5.</p>	<p><u>Her Majesty the Queen's Diamond Jubilee - Wiltshire Celebration Event</u></p> <p>Members of the Area Board discussed the attached report and felt that this would be a great opportunity for the Warminster Area Community to showcase its history and successes.</p> <p>However members of the Area Board felt that the size of the tent and other requirements could only be established once the number of people, groups or associations wishing to have a stand was known and that it would take some time to approach possible sponsors should the application to the Community Covenant Grant Scheme be unsuccessful.</p> <p>Members were also mindful that this was an extraordinary meeting of the Area Board convened to consider grant applications there were less members of the public and representatives of the Town and Parish Councils present.</p>

	<p>For all these reasons and to ensure the event was an opportunity for all associations, groups, organisations and business in the Warminster Community Area to get involved, should they wish to, the Area Board made the following</p> <p>Decision:</p> <ol style="list-style-type: none"> 1. To ask the Community Area Manager to contact the following people and invite them to form a working group: <ul style="list-style-type: none"> • A representative from the Chamber of Commerce; • Two representatives from the Town and Parish Council; • A representative from the Community Area Young Peoples' Issues Group (CAYPIG); • A representative from the Warminster and Villages Community Area Partnership. <p style="text-align: center;">Councillors Andrew Davis and Keith Humphries volunteered to be members of the working group.</p> <p>ACTION: Jacqui Abbott</p> 2. To task the working group with the following: <ul style="list-style-type: none"> • Identify and contact all groups, organisations, associations and businesses in the Warminster Community Area and invite them to take part in the event on 1 or 2 May 2012; • Following their response to establish the size of the tent required and any other equipment needed; • Identify and contact all potential sponsors for the event, with the understanding that their sponsorship may only be required should the application to the Community Covenant Grant Scheme be unsuccessful; • To co-ordinate and organise the event. 3. To inform the Lord-Lieutenant that the Warminster Area Board welcomes the opportunity to have a "jousting tent" at the event and to ask for a deadline date to confirm all the details of the requirements. <p>ACTION: Marie Gondlach</p>
6.	<p><u>Date of Next Meeting</u></p> <p>The next meeting of the Warminster Area Board will be held on 8 March 2012 at the Warminster Civic Centre, Sambourne Road, Warminster, Wiltshire, BA12 8LB.</p>

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Warminster Area Board – 08 March 2012

Chairman's Announcements

DVD – Do you have the X Factor?

Has your town or parish struggled in the past to find councillors? When did you last have an election? Does your organisation need more volunteers?

Today, more than ever, we need good quality councillors and volunteers at all levels, who are ready and willing to engage with the community and make tough decisions.

The Councillor Development Group at Wiltshire Council has produced a DVD aimed at encouraging people to become more involved with democracy in their local area. This could be by standing as a unitary, town or parish councillor, campaigning on local issues, volunteering or attending meetings.

The DVD has been shown before the start of this meeting and a copy is available for all town and parish councils to take away. We hope that you will be able to use it to encourage people to take a more active part in local democracy in your area. Of course if anyone else could make use of a copy then please take one with you.

If you have any questions about the DVD or would like advice on how it can be used in your area then please contact Lynda Williams or Marie Todd.

Marie Todd
Area Board and Member
Support Manager
Wiltshire Council
01225 718036
Marie.todd@wiltshire.gov.uk

Lynda Williams
Workforce Development
Business Manager
Wiltshire Council
01225 713079
Lynda.williams@wiltshire.gov.uk

The DVD has also been uploaded to Youtube and can be watched via the following link:

http://www.youtube.com/watch?v=8Y_CvgVAqvY

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Warminster Area Board – 08 March 2012

Chairman's Announcement

Help to Live at Home - update

The council are continuing to work with the NHS, selected providers and residents of Wiltshire to implement the 'Help to live at Home' service. This service will, upon full implementation improve the experiences of people and their carers who require support, whilst ensuring that the changes are sustainable in the future.

The main priority at this stage is managing the movement of customers from existing providers to the new Help to Live at Home providers: Enara Complete Care, Ridgeway Care (now re-named Aster Living), Somerset Care at Home and Leonard Cheshire Disability. This is being managed on an individual basis to ensure that customer requirements are taken into account. It is important that these changes are undertaken with as little disruption as possible to the customer concerned.

Testing out the New Model:

The Help to Live at Home service is a new way of working for the Council and is unique in the country we believe. What is different is that providers will only be paid if they deliver the service that customers, the Council and NHS want. This will be introduced later in the year however, before introducing this new way of working we want to test it out which we plan to do so in February in West Wiltshire working with Somerset Care. Whilst we are testing out this new payment system we are also going to test out the new response service as well as the new equipment service so we can be sure that it all works as we intended.

Practical Help and Support at Home:

In November a new contract for community equipment and practical help in the home was awarded to Medequip Assistive Technology Limited, a national organisation with offices in Calne. In addition to bathing aids, grab rails and ramps, Medequip will also be providing telecare equipment, continence products and pressure care. In the future Medequip will also be opening new retail outlets and will be employing specialist advisors, able to help people to find the right equipment for them. Medequip are also planning to operate a mobile equipment "bus" able to go all over the county so that people in rural areas will be able to see what equipment is available to help them.

Response service

A key part of the Help to Live at Home approach is to offer telecare to customers with a call centre and personal response service able to visit people at home if necessary.. This service will be available county-wide and will operate 24 hours a day and 365 days a year. There will be an opportunity for people to purchase the service privately if they are not eligible for a service from the Council. The response service will be provided by Wiltshire Medical Services (WMS) in partnership with the NHS, which is based in Chippenham. When the customer presses their alarm or a telecare sensor in their home indicates that there may be a problem, an alarm is received by the call monitoring centre at WMS who assess the most appropriate response to resolve the situation.

Issues and Concerns:

In making these changes the Council wants to hear from people who are receiving these services about their experiences. We believe that the changes that are being implemented will provide excellent services to the whole population of Wiltshire but recognise that it will take time for services to settle down. Should you have any concerns about services you or someone you know is receiving please contact: 01225 712553 anytime between 9am and 4pm Monday to Friday.

Warminster Area Board – 08 March 2012

Chairman's Announcement

The Localism Act 2011

The Localism Act received Royal Assent on 15 November 2011. **Although the Act contains a number of important measures, most of these are not yet in force.**

The Act contains a number of *enabling provisions*. These give the Secretary of State power to introduce regulations and guidance that will make the measures 'live.' We anticipate that the key areas will come into force from April 2012 onwards.

The government has published a [Plain English Guide to the Localism Act](#) which summarises the main measures under four headings:

- new freedoms and flexibilities for local government
- new rights and powers for communities and individuals
- reform to make the planning system more democratic and more effective
- reform to ensure that decisions about housing are taken locally

We will provide a more detailed briefing on the implications for Wiltshire early in 2012. Although the Act is 497 pages long, the implications of some of the key measures will not be clear until the Secretary of State has introduced regulations and guidance. We will keep you updated on major developments.

A recent publication '[Localism in Action](#)' highlights emerging innovative practice in the South West which may become more commonplace with the implementation of the Act.

New freedoms and flexibilities for local government

- The 'general power of competence' gives local authorities more freedom to do things and this is welcomed. There are some restrictions on how the power can be used and limits on when it can be used to generate income. The Secretary of State can impose further restrictions so the extent of the power will become clearer over time.
- Ministers can order local authorities to pay fines for breaches of EU law in cases where they are deemed responsible for the failure to comply with EU law.
- The current standards framework and the national regulatory body, Standards for England, will be replaced with new local arrangements that will have implications for all councils. The council's monitoring officer will be writing to all town and parish councils about these changes.
- The Act clarifies the rules on 'predetermination' to reflect case law (so there is no change in practice). The rules of predetermination make sure councillors take part in discussions and make decisions with an open mind.
- Councils will have more freedom to offer business rate discounts, but the cost of discounts must be met locally.
- Other measures include some flexibility on governance arrangements, directly elected mayors, and items relating to London and major cities.

New rights and powers for communities and individuals

- The 'community right to challenge' gives groups, parish councils and employees the right to express an interest in running a local authority service. If the challenge is accepted the challenging organisation can bid as part of a procurement exercise.
- The 'community right to bid' gives community groups a chance to bid for assets listed as having 'community value.' Community groups that express an interest will have a limited amount of time to raise money to bid to buy the asset on the open market.
- If a council proposes to raise council tax by more than a threshold set by the Secretary of State it will have to hold a referendum to get approval from local voters.
- Councils will vote on and publish a statement of their policies on pay, including the pay of senior officers.

Reform to make the planning system more democratic and more effective

- The measures are wide ranging and include the abolition of regional strategies, a duty for public bodies to cooperate in planning matters, neighbourhood planning, the community right to build and a requirement for developers to consult communities before submitting certain planning applications.
- The Act contains some stronger planning enforcement powers, reform of the community infrastructure levy, reform of the way local plans are made. It also gives government ministers power to take decisions on nationally significant infrastructure projects.
- The November newsletter provided a link to a [government leaflet](#) on the proposals for neighbourhood planning.
- Further briefings on the changes to planning will be provided in the New Year and updated as regulations are made and implications become clearer.

Reform to ensure decisions about housing are taken locally

- Social housing allocations reform gives local authorities greater freedom over who qualifies to go on the waiting list. Authorities must still make sure social homes go to the most vulnerable and those in greatest need.
- Social housing tenure reform gives social landlords flexibility to grant fixed term tenancies for people entering social housing (not for current tenants).
- Reform of homelessness legislation allows local authorities to meet their homelessness duty by providing good quality private rented homes.
- Reform of council housing finance changes the way social housing is funded, which gives more local control.
- The National Home Swap scheme enables people who would like to swap their social home to access details of all other tenants who may be a suitable match.
- Reform of social housing regulation changes the way that social housing is regulated, abolishes the Tenant Services Authority and changes the way that complaints about social landlords are handled.
- The Act also abolishes the need for people selling their houses to provide Home Information Packs.

Warminster Area Board – 8 March 2012 Chairman’s Announcements

Proposed Submission Draft Minerals Site Allocation DPD – Consultation Minerals sites in Wiltshire and Swindon - Briefing Note

Wiltshire Council and Swindon Borough Council have jointly published the Proposed Submission draft Aggregate Minerals Site Allocations Development Plan Document (DPD) for a final round of formal consultation, along with a series of evidence reports¹.

The Proposed Submission draft Aggregate Minerals Site Allocations DPD responds to comments received through previous rounds of consultation in 2010 and sets out a series of proposals for locating 7 new sand and gravel quarries within the plan area² to meet the councils’ locally derived forecast provision requirements of 1.2 million tonnes per annum through the plan period up to 2026. The DPD has been developed with a restoration led approach at its heart (seeking biodiversity and amenity enhancements **not** the landfilling of putrescible waste), advocating upfront consideration of suitable after uses for the minerals sites in the document. Details of these sites are presented below.

Proposed minerals site name/location	Size of site hectares (ha)	Estimated resource yield	Current land use	Community Area
Cox’s Farm	106.1	2,400,000	Agricultural	Royal Wootton Bassett and Cricklade
Blackburr Farm	49.7	812,000	Agricultural	
North Farm	75.6	300,000	Agricultural	
Land east of Calcutt	172.6	2,200,000	Agricultural	
Land at Cotswold Community	38.56	2,760,000	Agricultural/ former educational and residential facility	Malmesbury
Land near Compton Bassett	23.4	450,000	Agricultural	Calne
Extensions to Brickworth Quarry	25.2	1,948,000	Agricultural/ Woodland	South Wiltshire

¹ For minerals and waste matters, Wiltshire Council prepares its policy framework jointly with Swindon Borough Council.

² For minerals planning, the plan area delineates the boundary of Wiltshire and Swindon, excluding the New Forest.

The Proposed Submission draft Aggregate Minerals Site Allocations DPD and evidence base documents will be available for comment throughout the 6-week consultation period running from the **30 January to 12 March 2012**. The Council encourages anyone wishing to view and comment on the consultation documents to use the council's consultation website: <http://consult.wiltshire.gov.uk/portal>

For those without access to a computer, hard copies of the documents can be viewed in the Council's offices in Chippenham (Monkton Park), Devizes (Browfort), Salisbury (Milford Street) and Trowbridge (County Hall and Bradley Road) and Swindon Borough Council (Wat Tyler House) as well as all local libraries.

Once the consultation period has closed, the Proposed Submission draft Aggregate Minerals Site Allocations DPD, supporting evidence base and all comments received during the consultation will be presented to Full Council for final approval, before being submitted to the Secretary of State in June/July 2012. From that point, the document will be in the independent examination process.

For further information please contact the Minerals and Waste Policy Team (Economy and Enterprise) at Wiltshire Council by telephone (01225 713429) or email: mineralsandwastepolicy@wiltshire.gov.uk.

Warminster Area Board – 8 March 2012

Chairman's Announcement

Draft Wiltshire Core Strategy Pre-submission document

The Wiltshire Core Strategy pre-submission document was published for consultation on 20 February 2012. The six week statutory consultation period will continue until 2 April 2012. The Wiltshire Core Strategy details a spatial strategy for Wiltshire and related policies to deliver that strategy. The core strategy incorporates a strategy for each community area which identifies specific development sites where appropriate and highlights specific considerations in each area. The Core strategy is available for inspection in all local libraries. Documents which form part of the consultation are Draft Wiltshire Core Strategy, Sustainability Appraisal Report, Habitats Regulations Assessment. All evidence prepared to support the production of the core strategy is also available on the planning pages of the web site.

At this stage the Council are inviting comments on the 'soundness' of the plan and whether the correct legal processes have been followed. To be sound the core strategy policies must be based on clear, robust, up-to-date information. Copies of the core strategy can be viewed in all local libraries and there is a display about the document in Warminster library. All the consultation documents are also available on the Council's web site and at the Council offices at Bradley Road and County Hall, Trowbridge; Browfort, Devizes; Monkton Park, Chippenham and Milford Street, Salisbury. Comments can be submitted on line or in writing but must be received by Monday 2 April 2012.

This is your opportunity to comment on the Council's plans and proposals for Warminster community area and have them considered by an independent inspector appointed by the Secretary of State.

The Council, subject to no fundamental issues being raised on the soundness of the core strategy, intend to submit the document to the Secretary of State in July. At this stage formal examination of the plan will begin leading to an Examination in Public into the soundness of the document.

Workshops have been arranged for rural parish councils to outline the approach in identifying large and small villages within the core strategy and to discuss the relationship between the core strategy and neighbourhood plans. Rural parishes will receive an invitation to attend. Dates are:

- Biddestone Village Hall, Wednesday 7 March, 6.30 for a 7 pm start
- Michael Herbert Hall, Wilton, Thursday 15 March, 6.30 for a 7pm start
- Bouverie Hall, Pewsey, Monday 19 March, 6.30 for a 7 pm start

(A copy of the community area specific core policy for Warminster is attached for information. This should be read in conjunction with the other policies of the plan that will apply to development in the local area, such as affordable housing policies, climate change policies and transport policies.)

Core Policy 31 - Spatial Strategy: Warminster Community Area

Development in the Warminster Community Area should be in accordance with the Settlement Strategy set out in Core Policy 1:

Market Towns:	Warminster
Larger Villages:	Chapmanslade; Codford; Corsley; Heytesbury; and Sutton Veny
Smaller Villages:	Chitterne; Crockerton; Horningsham; Longbridge Deverill; Maiden Bradley; Stockton and Upton Scudamore

The following Principal Employment Areas will be supported in accordance with Core Policy 35: Crusader Park; Warminster Business Park; Woodcock Road Industrial Estate and Northlands Industrial Estate. Over the plan period (2006 to 2026), 6 ha of new employment land (in addition to that already delivered or committed) and at least 1,770 new homes will be provided. Of these 1,650 dwellings should occur at Warminster, including land identified to the west of Warminster, between the existing built form and the A350 for strategic growth:

West Warminster Urban Extension	6 ha employment	900 dwellings
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The strategic allocation will be brought forward through a master planning process agreed between the community, local planning authority and the developer and should be in accordance with the Development Templates shown by Appendix A:

120 homes will be provided in the rest of the community area. Non strategic development in the Warminster Community Area over the plan period may consist of a range of sites in accordance with Core Policies 1 and 2.


Development proposals in the Warminster Community Area will need to demonstrate how those issues and considerations listed in paragraph 5.155 will be addressed.

Targets: See housing and employment numbers above; Reduction in local unemployment figures.

Monitoring and Review: AMR housing completions; NOMIS official labour market statistics.

Delivery Responsibility: Wiltshire Council; Developers.

Current consultations

<p>Broadband State Aid Consultation</p>	<p>16 March 2012</p>	<p>Consultation on superfast broadband investment.</p> <p>The telecoms industry and local people and businesses are being encouraged to take part in a consultation which will help bring superfast broadband to most of Wiltshire.</p> <p>Comments and requests for further information should be directed to: digitalinclusion@wiltshire.gov.uk or phone 01225 793349</p>
<p>Business perception survey</p>	<p>31 March 2012</p>	<p>Understanding the needs of businesses and the issues that affect the local business community are critical if we are to achieve our aims. We are therefore conducting a survey of local businesses aimed at identifying issues currently faced by businesses across the county. The study will inform future planning policies and economic development actions in order to better respond to business needs and inform the Wiltshire business community about our services.</p> <p>If you have any questions, please contact Ana Batista, Principal Economic Development Office, on 01225 718669 or e-mail: econdev@wiltshire.gov.uk</p>
<p>Local Development Framework Consultations</p> <ul style="list-style-type: none"> • Draft Wiltshire Core Strategy Pre-submission Document • Draft Wiltshire Core Strategy Sustainability Appraisal Report • Draft Wiltshire Core Strategy Habitats Regulations AssessmentsReport 	<p>2 April 2012</p>	<p>The council is consulting on the Draft Wiltshire Core Strategy Pre-submission document and associated Sustainability Appraisal and Habitats Regulations Assessment.</p> <p>The Draft Wiltshire Core Strategy Document builds on comments received from previous consultation exercises and set out draft policies to ensure the sustainable delivery of new development within Wiltshire. These aim to maximise the benefits of development for local communities whilst at the same time conserving and enhancing Wiltshire's high quality environment.</p> <p>If you have any questions regarding the consultation process then please contact the Spatial Planning Team on 01225 713223 or spatialplanningpolicy@wiltshire.gov.uk</p>
<p> First Draft Gypsy, Roma and Traveller Rent Arrears Policy 161kb Gypsy, Roma and Traveller Rent Arrears Polic</p>	<p>10 May 2012</p>	<p>Wiltshire Council is seeking to improve its policy on how rent arrears are dealt with, in a firm but sensitive way, when they occur on the sites provided for the Gypsy, Roma and Traveller community around the county. We would welcome constructive comments and views on how our draft of the new policy can meet this objective.</p> <p>If you have any questions regarding the consultation process then please contact John Pearce on 01722 434347 or john.pearce@wiltshire.gov.uk</p>

Mobile Library Route Consultation	11 May 2012	<p>To help us improve mobile library provision we would like to know your views on the mobile schedule planned for your area from July 2012.</p> <p>For further details about this service please contact Rebecca Bolton, Outreach Services Manager on 01225 713706 or email mobilelibraries@wiltshire.gov.uk</p>
Voluntary and Community Sector (VCS) Strategy Consultation	11 May 2012	<p>The council regards the VCS as a key partner in delivering its vision for stronger, more resilient communities in Wiltshire. As such the council believes it is strategically important to develop a positive relationship with the VCS. This draft VCS strategy sets out the council's corporate approach to working with and supporting the VCS, in a way that is consistent with the Wiltshire Compact.</p> <p>We are now seeking views from a wide range of VCS organisations and other partners. You can read the full draft strategy document 836kb is available at . You can have your say on the draft strategy by completing the Voluntary and Community Sector (VCS) Strategy Consultation online survey. You can also email Emma Cooper at vcs@wiltshire.gov.uk</p>
What Matters to you Survey		<p>Wiltshire Council and its partners are committed to developing and delivering services that reflect the differing needs of local communities. In order to do this effectively, we need to understand what really matters to residents living in Wiltshire.</p> <p>Your views about your area really do count, and Wiltshire Council would like to invite you to comment on a range of topics that affect life where you live, including:</p> <ul style="list-style-type: none"> • how and what we spend money on in your area • what we can do to improve life where you live • how we can improve safety in your area • your views on other public services • the natural environment where you live
Housing needs survey	Open	<p>Wiltshire Council is working with parish councils to identify the housing needs of local people and would be grateful for your help.</p> <p>Households in parishes are being asked to take part in a survey that will give up-to-date information about local housing circumstances and aspirations. Email: housing.strategy@wiltshire.gov.uk Telephone: 01249 706614</p>
Consultations on Traffic Regulation Orders	Open	<p>Wiltshire Council actively seeks the views of its residents in the decision making process for Traffic Regulation Orders within the county.</p> <p>As part of this process, Wiltshire Council undertakes consultation on its proposals for Traffic Regulation Orders in the county with the publication of the proposals for response.</p>

Warminster Area Board Issues Report for 8 March 2012

New issues since last meeting:

1. Dog Fouling Upper Marsh Road

This issue has been lodged with our Public Protection service and also Street Scene. Team has been in touch with correspondent, cleaned the pavements and have also carried out a mail-shot to local residents. Hopefully the situation will be vastly improved following these actions.

2. West Street vehicles mounting pavement

Raised and discussed at Community Area Transport Group (CATG) meeting on 8.2.12. Highways staff are considering producing leaflets which can be placed on cars. The CATG meeting felt that there were few other options as this is a symptom of high levels of car ownership and high volumes of traffic.

3. Parking on pavement Highbury Park and Cul-de-Sac

Raised and discussed at CATG meeting on 8.2.12. As above. Highways staff are considering using leaflets.

4. Beech Grove / Portway junction

This is used as local "rat-run" with near misses every day. Highways staff are investigating options following the CATG meeting where this was discussed.

Issues Resolved since last meeting:

1. Highbury Park Road

Highbury Park Road, Warminster, has a pair of bends in it. People sometimes mistakenly take a wrong turning into the cul-de-sac portion, because it is not marked as a side road.

Chair of Board discussed with Community Area Transport Group and work is being undertaken to resolve the problem.

New lines have been designed and now painted hopefully eradicating this problem. Issue closed. Will review in a year.

2. Codford St Peter

There is an overgrown hedge which narrows the pavement. Highways engineers and the Parish Clerk are in contact with the owners to try to work out how best to safely cut back the hedge.

The farmer has now trimmed back the hedge which makes the pavement fully useable. However, the minimum amount has been trimmed to allow this and therefore it is likely that this issue will re-surface at some point in the future. Issue closed for now.

3. Graffiti on trees Dorothy Walk

The chemicals that would remove the graffiti would also kill the trees. Advised by the Street Scene team that the graffiti will therefore need to wear off naturally. Issue closed for now.

Issues previously raised that are ongoing:

1. Folly Lane

New signage requested due to increase in numbers using the Lane to go to the Rugby Club. Highways engineers are looking at options and will bring these to the Community Area Transport Group (CATG) meeting.

Highways inform that there is adequate signage in Folly Lane. Discussed at CATG on 8.2.12. Highways staff are to meet with a view to identifying solutions.

2. Portway

Some vehicles are mounting the pavement. Discussed at CATG and a potential solution is to erect temporary bollards and check how well these work. Highways officers to check feasibility.

Updated at CATG on 8.2.12. Bollards are not feasible after all. Highways staff to look at the possibility of raising the dropped kerbs which cause the problem. To be discussed with residents.

3. Broadway footpath

The Broadway estate has a number of footpaths passing through it. When the estate was finished West Wilts adopted all the footpaths (and thus took on the maintenance and weed clearance) except for the final twenty yards or so. Each side of this last section of the path network there are bungalows occupied by elderly people who find it difficult to tackle the problems as each

year the path gets obstructed by waist high weeds and nettles and it becomes virtually impassable. In the past the Warminster Environmental Pride Team (WEPTS) community group have cleared the weeds but this is not the long term solution.

Land registry to identify ownership but this is likely to be the houses that back onto the footpath.

4. Grovelands / Victoria Road junction

This is part of the ongoing Parking Review. The proposed waiting restriction changes at the Grovelands Way junction have been formally advertised from 28 October for a period of 21 days. It is hoped that work on this junction will begin as soon as possible once full authorisation is obtained. However, it should be noted that there is usually an 8 to 10 week lead for Wiltshire Council's contractors to carry out statutory procedures for excavations in the highway for sign posts and to enable any signs to be designed/produced. Also once the date for implementation is known, the full traffic regulation order will need to be finalised by the regulatory team followed by the formal advert confirming the implementation of the scheme.

Report Author: Jacqui Abbott, Community Area Manager

Jacqui.abbott@wiltshire.gov.uk

07771 844 530

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Warminster Community Area Board

February 2012



1. Neighbourhood Policing

Team Sgt: Debra Ashley

Town Centre Team

Beat Manager – PC Sam Withey
Patrol Officer – Jon Pearce
PCSO – Lorraine Rice
PCSO – Hannah Jameison

Rural Team

Beat Manager – Vacant Post
PCSO – Caroline Wright

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

✚ **Police Visibility/Reassurance** (Black Dog Hill Layby, A36.)

✚ **Theft** (Warminster rural locations)

✚ **Cycling On Footpaths** (Mainly High Street/Market Place as well as Three Horseshoes Walk.)

✚ **Criminal Damage** (West Parade, Upper Marsh Road, Elm Hill and the Wylde road areas have been affected.)

✚ **Anti Social Behaviour** (Elm Hill and nearby woodland and golf course.)

Wiltshire Police - 170 years of public service

3. Police Authority Representative: Mr Ricky Rogers

Please contact via Wiltshire Police Authority Tel. 01380 734022 or

<http://www.wiltshire-pa.gov.uk/feedback.asp>

4. Performance and Other Local Issues

Performance in Warminster and its surrounding villages continues to be good with a **13% reduction in overall crime for this reporting period.**

This equates to 151 less crimes compared to this time last year.

Work in relation to preventing and detecting burglaries and dealing with antisocial behaviour remains a challenge.

Warminster	Crime				Detections	
	February 2010 - January 2011	February 2011 - January 2012	Volume Change	% Change	February 2010 - January 2011	February 2011 - January 2011
Violence Against the Person	220	178	-42	-19%	60%	53%
Dwelling Burglary	32	40	8	25%	38%	15%
Criminal Damage	257	204	-53	-21%	19%	17%
Non Dwelling Burglary	107	100	-7	-7%	2%	5%
Theft from Motor Vehicle	71	71	0	0%	6%	3%
Theft of Motor Vehicle	14	15	1	7%	14%	53%
Total Crime	1202	1051	-151	-13%	26%	23%
Total ASB	699	979	280	40%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers for All Crime and for Violent Crime in the previous 12 month period (Jan 2011 - Dec 2011)</p> <p>*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences</p> <p>** Detections include both Sanction Detections and Local Resolution</p>						

Inspector Lindsey Winter
Sector Inspector
Warminster Westbury Tisbury and Mere

27 February 2012

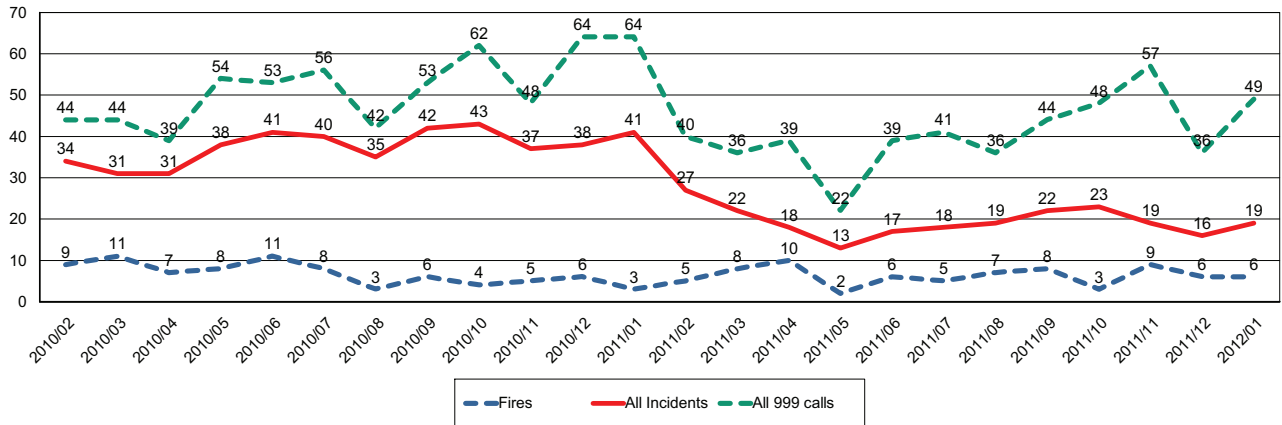
Wiltshire Police - 170 years of public service



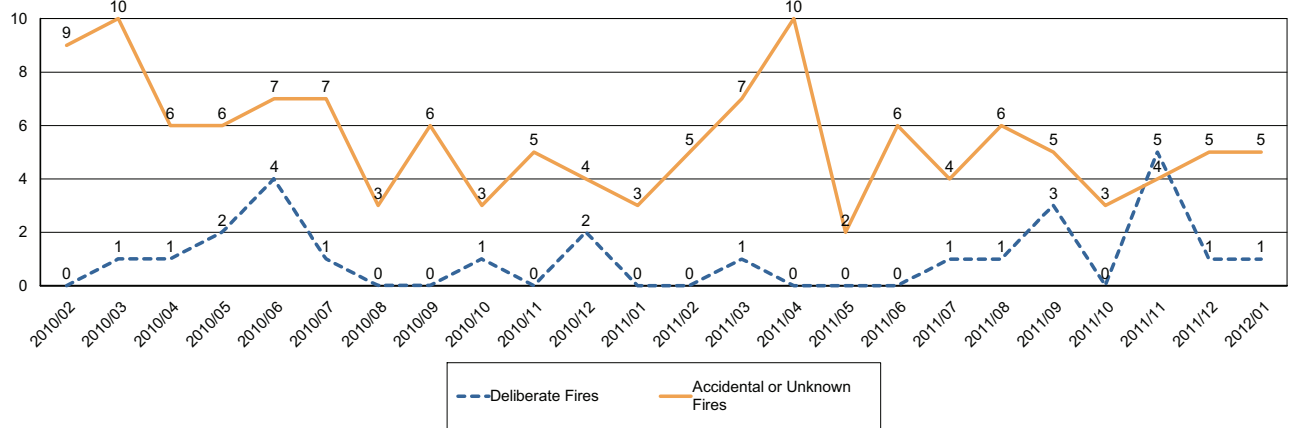
Report for Warminster Area Board

The following is an update of Fire and Rescue Service activity up to and including January. It has been prepared using the latest information and is subject to change.

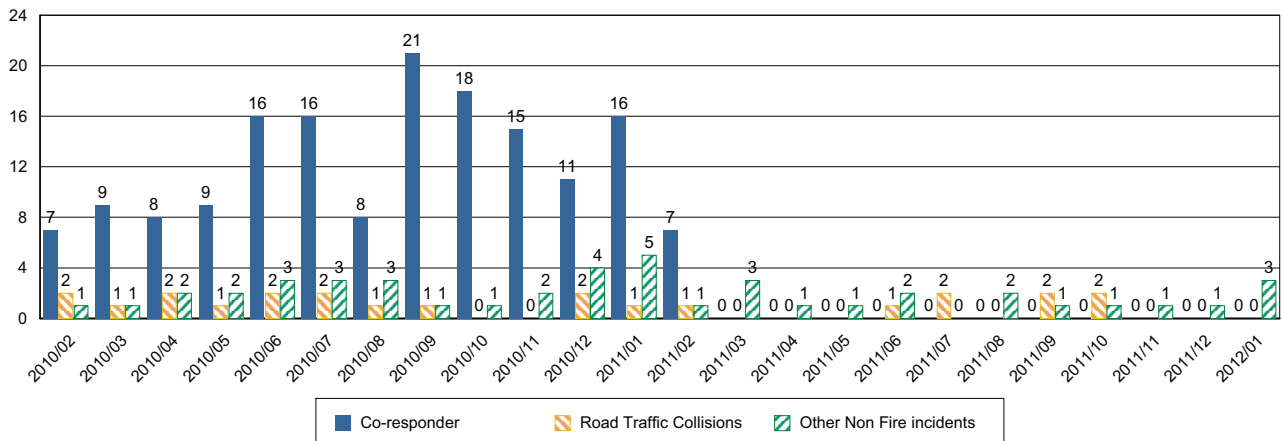
Incidents and Calls



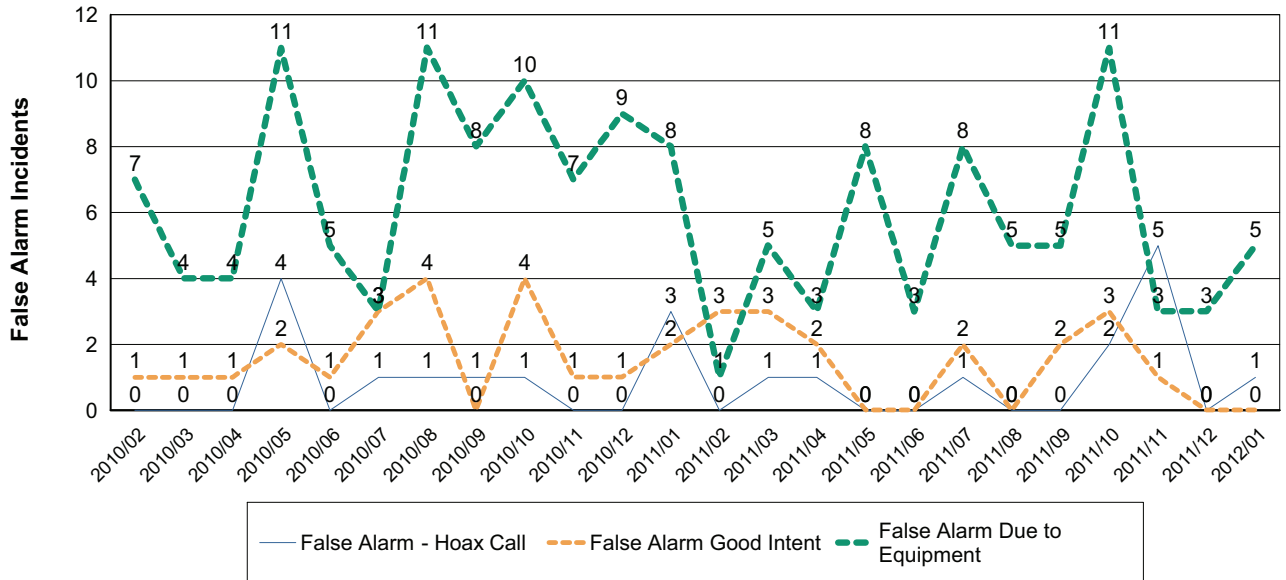
Fires by Cause



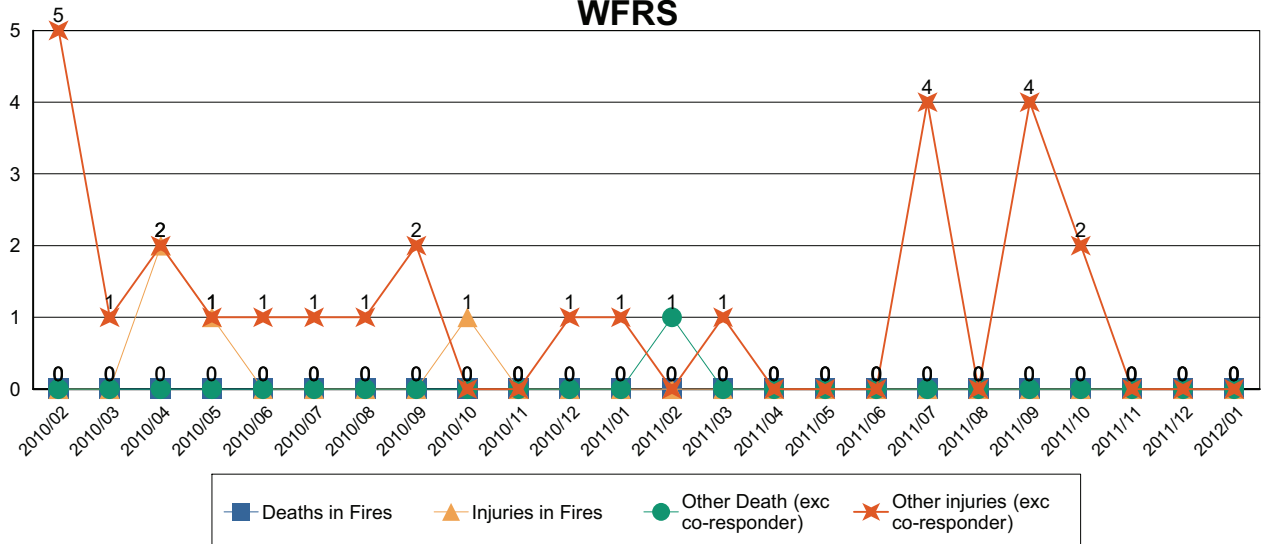
Non-Fire incidents attended by WFRS



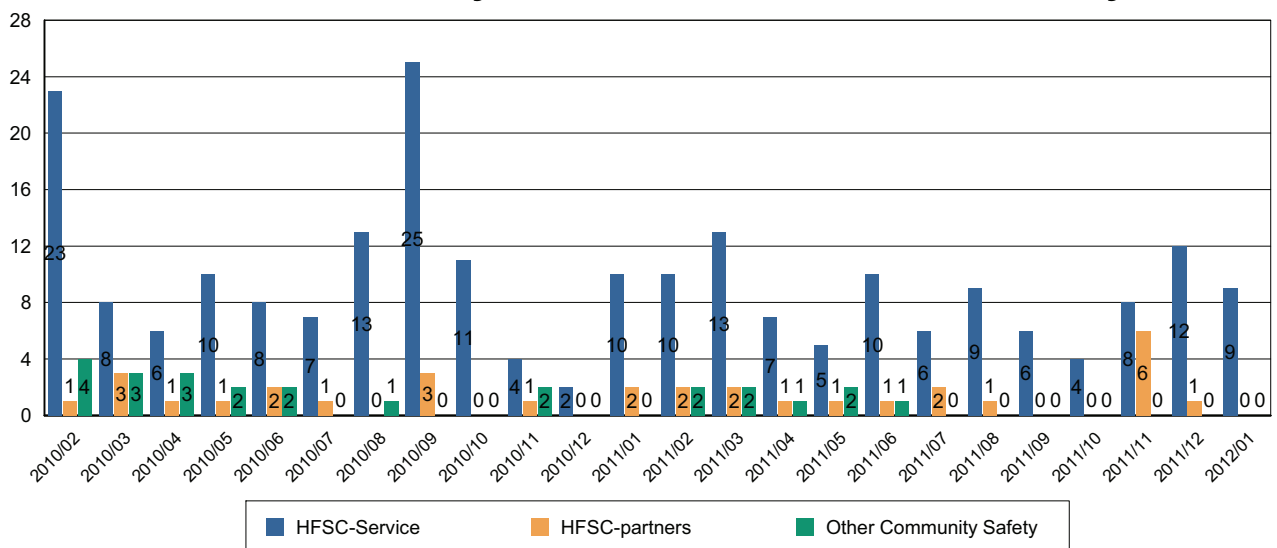
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Wiltshire Fire & Rescue Service Fire Safety Messages to Area Boards February 2012

House fire started by Chinese lantern

Wiltshire Fire & Rescue Service is again warning people about the dangers of Chinese lanterns, after a fire in Swindon on Monday night (30 January).

Chinese lanterns, also known as wish or flying lanterns, have become increasingly popular worldwide as a means of celebrating special occasions – however, they carry a significant risk of fire or injury if not used wisely.

The lanterns are generally made from paper, supported by a wire frame that incorporates a holder at the base for a solid fuel heat source.

Crews from Swindon and Stratton fire stations were called to a property in Bright Street, Gorse Hill at 8.13pm on Monday after fire was reported in the guttering. It is believed the fire was started by a Chinese lantern, which had landed on the roof and ignited debris from birds' nests.

Group Manager Alan Harper said: "The problem with Chinese lanterns is that you can't control the actual direction they take or where they will land – in addition, there is no guarantee that the fuel source will be fully extinguished and cooled when the lantern eventually descends, and that presents a fire hazard. Chinese lanterns are very attractive when flying, but we would urge people to think twice before lighting them in residential areas – there is a real risk."

Locations that should be considered unsuitable for flying lanterns include areas with standing crops, anywhere near buildings with thatched roofs, areas of dense woodland and areas of heath or bracken, especially in dry conditions. Consideration should also be given to the proximity to major roads or airfields.

An advice sheet on the use of Chinese Flying Lanterns is available at www.wiltshire.gov.uk

Service warning on electrical fire safety

Wiltshire Fire & Rescue Service is supporting the national Fire Kills campaign and the Electrical Safety Council by warning people about the risks of using electrical equipment in the home.

New national statistics have been released which show that half of all accidental house fires in 2010/11 were caused by faulty or misused electrical equipment.

From faulty fridges and abandoned irons to dodgy plugs and wiring, electrical equipment can be an unnoticed fire hazard in the home – and, with the recent cold weather, many sockets could still be overloaded with space heaters and electric blankets.

In 2010/11, there were 234 fires in Wiltshire that were caused by faulty or misused electrical products – one such fire, which started in a two-bar electric heater, led to the death of a man.

Group Manager Perry Payne, from the community safety department, said: “Electrical equipment is a vital part of all our lives, from essentials like heating and lights to luxuries like entertainment systems and smaller things like hair styling tongs etc. Half of all accidental fires begin with an electrical appliance, so it’s really important to make sure that your electrics are in good working order. If electrical equipment is properly used, properly fused, properly wired and properly maintained then it shouldn’t present a problem.”

He added: “Most electrical fires start in the kitchen, so be extra careful with cooking equipment. Fire in the home can be devastating, but most blazes are preventable. By following some simple steps, you can help keep you and your loved ones safe.”

Safety tips include:

- Don’t overload plug sockets.
- Regularly check for worn or frayed wires.
- Unplug appliances when not in use.
- Keep appliances clean and in good working order.
- Consider using an RCD – Residual Current Device - which works like a circuit breaker to protect against electric shocks and reduces the risk of electrical fires.

In addition, the Electrical Safety Council advises that heaters should be kept clear from curtains and furniture and should never be used for drying clothes, while your electric blanket should be unplugged before you go to bed, unless it has a thermostat for safe all-night use – and check it regularly for signs of wear.

Michael Franklin
Partnerships & Community Engagement Manager
February 2012

NHS Update – March 2012

Are you looking for an NHS dentist?

It's a lot easier to see an NHS dentist than you might think. In fact, there are lots of NHS dentists throughout Wiltshire who are taking on new NHS patients now, and it's very simple to make an appointment. Call the NHS Wiltshire Dental Helpline number for more information: **0845 7581926** or go to: www.nhs.uk

Bladder and kidney cancer awareness campaign launches

Bladder and kidney cancer kill more than 7,000 people in England every year - that's 20 people every day, or almost one person every hour. But cancer experts believe that with earlier diagnosis 1,000 lives could be saved each year if patients recognised the possible symptoms and visited their GP straight away.

In Bristol, Bath, North Somerset, Somerset, South Gloucestershire and Wiltshire, Primary Care Trusts have received a £245,000 investment from the Department of Health to raise awareness of the symptoms of bladder and kidney cancer and more importantly, to take action if people have them. The campaign is called "Blood in your pee?" and posters and leaflets will be sent to all GP surgeries to raise awareness of symptoms and to encourage people to speak to their doctor.

In Wiltshire, mortality rates from both kidney and bladder cancer are very similar to those for England as a whole, with four deaths from kidney cancer per 100,000 population in 2007-9, and five deaths from bladder cancer per 100,000 population over the same period. The number of deaths in Wiltshire could be reduced if people identify and act on the signs of bladder and kidney cancer, and get an early diagnosis.

The most common symptom of both bladder and kidney cancer is blood in the urine, which is not necessarily painful and can come and go. Anyone who notices they are passing blood in their urine should contact their GP. Other symptoms of bladder cancer include the need to pass urine very often and / or very suddenly, and pain when passing urine. Other symptoms of kidney cancer can include painful spasms in the ureters or the bladder caused by blood clots, a lump in the area of the kidney, a dull pain in the side and a persistently high temperature, which can include night sweats, tiredness and weight loss. If people are experiencing any of these symptoms they should see their doctor.

Board Meeting

The next Board meeting will be held on 28 March 2012 at Dorothy House, Winsley, Bradford on Avon, BA15 2LE. Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information please email communications@wiltshire.nhs.uk

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Partner Update for Warminster Area Board

Name of Partner: Warminster & Villages Community Partnership

Date of Area Board Meeting: 10 November 2011

Headlines/Key Successes

- Well-attended Community Area Forum event organised jointly with Area Board
- Outputs of CAF captured leading to further review of progress against current Community Area Plan: review version now available via link on WVCP web site Home Page at www.communigate.co.uk/wilts/wvcp
- Neil Carpenter of Corsley joins the Committee
- Letter of support for Sustainable Transport Bid provided by WVCP
- Will shortly be publishing the results from AMT Benchmarking exercise, undertaken by Economy and Tourism Pillar in 2011

Projects

- 'Warminster in Bloom' now well beyond the 'green shoot' stage
- Links re 'Rural Issues and Opportunities' being pursued
- Transport for Youth in Villages Scheme planned to start in March, supported by Area Board Grant.
- WVCP Coordinator joined Committee organising Diamond Jubilee event in Salisbury on 1st May
- Work in progress to agree new Community Plan format and content.

Diary Dates:

- WVCP Committee meets every 4th Tuesday at 5.30pm in the upstairs room of the Organ Inn by kind permission of the Landlord Dan Keene.
- 1st May: Warminster Tent at the Diamond Jubilee event in Salisbury

Signed: Digby Barker

Date: 27 Feb 2012

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WILTSHIRE COUNCIL

WARMINSTER AREA BOARD

8 March 2012

Warminster CAYPIG (Community Area Young People's Issues Group/ Youth Development Work) Update - partnership report

Purpose of the Report

1. Update on young people's issues in the Warminster community area generated through the CAYPIG
2. Update and profile of young people's involvement in positive, developmental youth work opportunities through the Youth Development Service in Warminster, including those which benefit the wider community.

Background

Warminster CAYPIG is currently been restructured. Our CAYPIG is co-ordinated by the Integrated Service for young people-Youth Work Team, through Warminster Youth Development Centre (***Sandra Samuel-Warminster Youth Development Co-Coordinator and Building manager***).

The CAYPIG meet every six weeks to discuss and raise issues which affect them and others in the Warminster community area and to discuss solutions or positive action which can be taken to help improve or resolve local issues. This is a democratic forum for young people to become involved in and to have a voice and influence within their community. The CAYPIG is supported by adult representation from Wiltshire Council, including Wiltshire Councillors, Warminster Town Council and their Town Councillors, Integrated Youth Services-Youth Development Workers, Information, Advice & Guidance Advisors, Personal Advisors, Extended Schools Services, Wiltshire Police, Community Area Partnership and other services and organisations. Issues and ideas raised to date have included Warminster skate park improvements, lighting in certain areas of Warminster, partnership working by decorating a Bustard, Bike project, taking part in a skate competition, leisure credits scheme, young people's rural transport scheme, and the development and re-launch of the youth centre.

Main Considerations

Young people would like their involvement in positive activities and opportunities through the CAYPIG and Westbury Youth Development Centre to be highlighted so that the wider community and other services/organisations can help take action/support them and so that they can be viewed positively. Young people also wish to profile their commitment to improving life in the Warminster community area for young people and others surrounding villages.

The main issues the CAYPIG group are currently engaged in the health and safety of the skate park.

- Skate park- we had an informal meeting with young people which was chaired by Pip Ridout our representative councillor. Young people raised concerns about the skate park and some of the health and safety issues and poor lighting, buckled panels on half pipe, corners lifting on ramps and side panels, broken glass everywhere etc.

Future Projects and vision for Warminster Youth Centre

Young people's rural transport scheme

The young people put in a bid for £4045 to the Area Board in November 2011 for transportation. The aim is for work to be carried out with disadvantage and rurally isolated young people and encourage participation in positive activities as an alternative to anti-social behaviour and boredom.

The project will be starting on the **5th March 2012** and staff will be handing out letters and information during school hours and at the end of school day to young people from rural villages about the activities we are providing within the youth centre.

A scheduled time table will be put together advertising the pick up and drop of times. I am currently in the process of contacting Community First, Melksham Community Buses about their availabilities. Within our locality we also have access to our locality MPV which holds 6 young people.

The youth centre programme is redesigned on a Tuesday exclusively for year 7's and 8's (young people). Young people from rural villages can attend directly, after school, and can also be expected to be taken home after the session by the transportation project.

Partnership working by decoration a Bustard

The local Neighbourhood Policing Team (NPT) and the Warminster Youth Work Team has secured funding from the Area board to purchase a Bustard. The excitement of the partnership involvement is overwhelming with Adult service, police team, local artist and young people all coming to gather to create an exciting feature to represent our community spirit. Young people in the community and others involved will have the opportunity to name and decorate the Bustard before placing it in a prominent location in the trail where they will stay until they become part of the launch of Warminster Festival on **6th Oct 2012** and when the flock of Bustards will come together in the town park for a day of art and fun, after which the Bustards will be auctioned off and proceeds going to local deserving charities'.

- There will be a competition from 5th – 16th March 2012 to name a design for the bustard
- The winner will be announce on 23rd March 2012
- The Bustard decoration will start 1st April- 31st May 2012

Bridging project (specialist project for disabled young people)

Young people from our Bridging project will be collecting old glasses in partnership with the Lions club and donated them to charity.

Bike project- community credits

We have been promised some bikes from the police; young people will be fixing these bikes up, one of the bikes they will keep and the other will be auction or given to charity. Young people have also shown an interest in entering the “wibbly wobbly” bike ride.

Upgrading of the centre

I have introduced a variety of changes and challenges for the young people through our youth work interventions and it has been embraced positively by the young people in Warminster

To date we have received funding for new computers for homework and research use. There is a variety of activities available for young people such as pool, Xbox, Wii, drugs and sex education, group working etc. We currently have over 20 young people attending the centre. The centre operates 5 nights per week (see programme time table). We are currently in the process of starting a training programme for young people to become peer mentors within the centre, from this; they will have the opportunity to gain A Duke of Edinburgh and ASDAN award which are both recognised qualifications by employers and universities.

Accreditations

Throughout the course of participation and intervention young people are encouraged to take part in locally and nationally accredited schemes and awards, including ASDAN, Peer Mentoring Scheme, Arts Award, Duke of Edinburgh Award, First Aid, Food Hygiene and Sports Leadership Schemes, funded by the Youth Development Centre. These provide opportunities to gain valuable skills, qualifications, improve personal and social skills, increase self-confidence and self-esteem, improve resilience, team building skills, and independent living skills and take part in diverse personal and social education programmes of work.

Our mission is to provide

- Open access youth work
- A High level targeted youth work support
- The co-ordination of positive activities for young people within the local area.
- Build stronger partnerships with the voluntary and community sector
- Increased use of volunteers

Purpose of the commissioning strategy

The purpose of the commissioning strategy is to achieve better outcomes for young people between the ages of 11-19 years of age by:

- Ensuring a comprehensive range of high quality services for all young people.
- Providing an early response when young people are vulnerable or at risk, as soon as problems or issues arise.
- Ensuring cost effective services by improved co-ordination and partnership working and by reducing any overlaps and duplication.

Finally, it is important to remember that youth work is needs-led, based on a voluntary relationship between young people and Youth Development Workers, and is informal education and learning, relying on individual and group work in a diverse varied range of settings.

Date for next meeting: Thursday 29th March 2012
Time: 6:30 arrival for 7pm start -8:30pm
Venue: Warminster Youth Centre

For any information on CAYPIG and the Youth Work opportunities provided in Warminster please make contact as below.

Sandra Samuel:-Warminster Youth Development Co-ordinator
Office: 01985 281 561/ mobile: 07920 765 140
Email:- Sandra.samuel@wiltshire.gov.uk

Partner Update for Warminster Area Board

Name of Parish/Town Council: Horningsham Parish Council

Date of Area Board Meeting: March 2012

Headlines/Key Successes

- Out Reach Post Office

Projects

- Play Area
- Best Kept Village Competition

Diary Dates

- Litter pick 10th March 2012 10.00am starting at the Village Hall
- Longleat Estate Public meeting 13th March 2012 Warminster Civic Centre 7.00pm.

Signed: Sarah Jeffries MILCM

Date: 28.02.2012

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Partner Update for Warminster Area Board

Name of Parish/Town Council: Longbridge Deverill & Crockerton Parish Council

Date of Area Board Meeting: March 2012

Headlines/Key Successes

Projects

- Initial Response Plan

Diary Dates

Signed: Sarah Jeffries MILCM

Date: 28.02.2012

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Partner Update for Warminster Area Board

Name of Parish/Town Council: Maiden Bradley with Yarnfield Parish Council

Date of Area Board Meeting: March 2012

Headlines/Key Successes

- Community Speed watch – Maiden Bradley now has 11 trained speed watchers in the village and in 5 months have carried out 37 speed checks, each of one hour's duration. More volunteers to be sought in the near future.

Projects

- Parish Plan update
- Litter Pick 17th March 2012 10.00am
- Best Kept Village Competition

Diary Dates

- Forces March - Maiden Bradley hosting the last leg of the March 26th & 27th May 2012. 26th May Live music & entertainment for the competitors at the Somerset Arms.
- Jubilee Celebration and Beacon lighting Barbeque for parishioners
- Litter Pick 17th March 2012 10.00am

Signed: Sarah Jeffries MILCM
Date: 28.02.2012

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Partner Update for Warminster Area Board

Name of Parish/Town Council: Upper Deverills Parish Council

Date of Area Board Meeting: March 2012

Headlines/Key Successes

- Pantomime – Deverill Players

Projects

- Parish Plan
- Litter Pick

Diary Dates

- Litter Pick Brixton Deverill, Monkton Deverill & Kingston Deverill 24th March 2012 10.00am

Signed: Sarah Jeffries MILCM

Date: 28.02.2012

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Reference No
Log No
For Office Use

Warminster Area Board Area Board Project

Grant process to support celebrations within the Warminster Community Area.

1. What is the aim of the project?

The aim of this project is to provide a simple process for grants to support celebrations of the Queen's Diamond Jubilee and / or the Olympics within the Warminster Community Area in June, July and August 2012.

2. What is the project

It is proposed that :

- a) £10k is ring fenced for this project from Community Area Grant budget. If there is any funding unspent, this will revert back to the Area Board general funding pot.
- b) Grants awarded will be for £300 or less
- c) Groups or organisations awarded funding will be responsible for managing the fund.
- d) The Community Area Manager be granted delegated powers in consultation with the Chair and Vice Chair of the Warminster Area Board to approve or refuse the applications.

3. How will the project work?

Who can apply?

The key outcome that the Area Board is hoping to achieve is to strengthen neighbourhoods through increased social cohesion. Applications are therefore welcomed from any of the following:

- Parish Council
- Neighbourhood groups
- Groups of commonality or common interests
- Residents associations

The Area Board wishes to encourage the development of stronger local communities. It will therefore accept applications from groups that have no constitution or terms of reference but have come together for the purpose of organising a celebrational event. All groups and organisations must inform their Parish Council of their project.

Can there be more than one application per Parish?

Yes. There is no limit on the number of applications from any one Parish although the overall fund is limited. The CAM and Chair and Vice-Chair of the Area Board will need to ensure that awards are fairly and evenly distributed.

Who will manage the funds?

The group or organisation in receipt of funding has responsibility for the funds it has been awarded.

The overall fund (£10,000) will be allocated by the Warminster Area Board Chairman and Vice Chairman and the Community Area Manager based on the merits of each application.

Application form and Criteria to be used for deciding?

A draft application form is attached to this project proposal. It has been simplified considerably in order to make the process as easy and straight forward as possible for the applicant and the Area Board.

In deciding upon whether a grant should be awarded, the key consideration will be:

- Will the event help create stronger neighbourhoods and communities and will the award of a grant help this to occur.

Process for applying:

What	When	Who
Take member initiative proposal to Area Board for agreement	8 March Board meeting	Area Board
Publicise the opportunity, support applicants to complete application form if required.	March / April 2012	CAM, Parish Councils.
Deadline for applications	18 May 2012	CAM
Sort through application forms sifting out any that are unsuitable and putting together recommendation to Chair and Vice Chair	April / May 2012	CAM
Chair and Vice Chair alongside CAM to agree funding. Groups and organisations informed.	April / May 2012 and ongoing	CAM, Chair and Vice Chair of Area Board
Run events	June/July / August 2012	Groups and organisations

4. Where is the project taking place?

Within the Warminster Community Area.

5. When will the project take place?

Events will be run by groups and organisation in June, July and August 2012

6. What are the Community benefits/evidence of need/desired outcomes?

Similar events have proved very successful in bringing local communities together. They allow people living in the same area to meet, often for the first time, and to get to know each other. The outcome is a legacy of increased community cohesion and support.

7. Who will manage/be responsible for this project?

The Community Area Manager and Area Board Chairman will manage the overall process. The CAM in consultation with the Area Board Chairman and Vice Chair will be responsible for deciding which awards should be granted.

Each event will be managed by group or organisation to which the funding has been awarded.

8. Costs/quotes/ match funding?

Each event is required to demonstrate a need for financial assistance from the Area Board, and to provide quotes and/or invoices evidencing the costs of each event.

Match funding is not a condition of this fund. However, the Area Board reserves the right to exercise discretion on each request made, and would prefer to see that financial support is secured from other local sources for each event, e.g. from the Parish Council or local business sponsor.

9. Evaluation

Evaluation will be provided after the celebration or event using photographs or a short video clip to be submitted to the Area Board Manager.

Warminster Area Board Diamond Jubilee Celebration Application Form 2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group			
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name			
Please briefly describe what type of celebration or initiative you are organising (Max 150 words)			

Where will your celebration or initiative take place?	
When will your celebration or initiative take place?	
If you are successful with your application, what will the funding be used for?	
How many people do you expect to attend or benefit?	

3. Funding

How do you think your project will make a difference to your community?			
How much funding are you applying for (Maximum £300)			

What will be the total cost of your celebration?			
If you are expecting to receive any other funding for your celebration or initiative please give details.	Source of Funding	Confirmed	Amount

7. Declaration (on behalf of organisation or group) – I confirm that...

- The information on this form is correct and that any award received will be spent on the activities specified,
- Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.
- Acknowledgement will be given of Warminster Area Board support in any publicity, printed or electronic
- Permission is given for press and media coverage by Wiltshire Council in relation to this project.
- The applicant has discussed the celebration with the Parish Council
- If an award is received, the funds will be managed and spent as outlined within this application

Name:

Date:

Position in organisation:

All completed application forms should be sent to:

Jacqui Abbott
 Community Area Manager
 Wiltshire Council
 Bourne Hill
 Salisbury
 PO Box 2281
 SP2 28X

Tel: 07771 844 530
 email: jacqui.abbott@wiltshire.gov.uk

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Report to	Warminster Area Board
Date of Meeting	8 March 2012
Title of Report	Community Area Grants

Purpose of Report:

To ask Councillors to consider the following applications seeking 2011/12 Community Area Grant funding.

1. Warminster Town Council Events. A request for £3,500
Officer recommendation: Approve
2. Warminster Community Radio. A request for £1,485
Officer recommendation: Approve
3. Friends of Warminster Park. A request for £3,950
Officer recommendation: Approve when certain conditions are met as detailed in section 8.3 below
4. Heytesbury, Knook and Imber Diamond Jubilee Group. A request for £291.75
Officer recommendation: Approve

Total request if all applications are allocated in line with officer recommendations:
£9,226.75

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (15th April, 2011). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.6. Funding applications will be considered at every Area Board meeting.
- 1.7. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.8. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.9. The 2011/2012 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 2011/12• Warminster and Villages Community Area Plan
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Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There have been six rounds of grants for the year 2011 / 12. For each grant round, the deadline for applications is six weeks prior to the date of the meeting.
- 2.3 The Board has £38,209 for Community Area Grants for the year 2011/12. A figure of £3,614 was rolled over from 2010/11. This makes a total of £41,823 for 2011/12.

3 Environmental & Community Implications

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

4 Financial Implications

- 4.1 Awards must fall within the Area Boards budget allocated to the Warminster Area Board.
- 4.2 If grants are awarded in line with officer recommendations, Warminster Area Board will have a balance of £10,952.23.

5 Legal Implications

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

6 HR Implications

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

7 Equality and Inclusion Implications

- 7.1 Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8 Officer Recommendations:

Ref	Applicant	Project proposal	Funding requested
8.1	Warminster Town Council Events	Events 2012 – Queens Diamond Jubilee – fireworks event	£3,500

8.1.1 Officer Recommendation – approve

8.1.2 The application meets the 2011 / 12 grants criteria.

8.1.3 The Town Council together with local groups and the Armed Forces will produce a two day event during the Jubilee Holiday weekend for the public to attend without entrance fees. All residents in the community area will be able to celebrate in some way. On Sunday 3 June there will be a picnic in the park followed by evening entertainment at the Civic Centre. On Monday 4 June the Events committee would like to arrange a fireworks event which will replace the lighting of a beacon. The group is requesting the funding for this aspect of the celebrations.

8.1.4 Many groups are involved and are supporting this project. All members of the community have the potential to benefit from this project and get involved in some way.

8.1.5 A significant amount of match funding (£10,000) has been provided by the Town Council. There is also funding in kind via the Armed Forces who will provide manpower and equipment to house the fireworks display.

8.1.6 The project is linked to the Community Area Plan (2005-2015) under the Culture and Leisure theme which calls for more cultural activities. It will also contribute to community cohesion in the town and surrounding villages. There will be a cultural legacy in remembering this significant event.

8.1.7 The fireworks display will be in jeopardy if funding is not received by the Area Board.

Ref	Applicant	Project proposal	Funding requested
8.2	Warminster Community Radio	Warminster Voices Programme on FM Radio	£1,485

8.2.1 Officer Recommendation: Approve

8.2.2 The application meets the grant criteria 2011/12

8.2.3 Warminster Community Radio has recently obtained a licence to broadcast live programmes to the community and some of the surrounding villages. This proposal is to include a programme on a Saturday called "Community Chest". This will offer people the opportunity to get involved in the Area Board discussions via the radio and will particularly help those who cannot attend Board meetings due to age, being a carer or a disability etc. There will be opportunities for guests from the Area Board to promote the work of the Board and to publicise Board topics and meetings.

8.2.4 The project is an extension of the already popular Vox Pops and Warminster Voices meetings which are played to the Area Board prior to each meeting. Many members of the community will benefit from such a project as the radio traditionally meets a different type of demographic who may not be able to get involved in other ways.

8.2.5 Match funding of £1,485 is being provided in kind through presenter time, production assistance, use of the studios and equipment use.

8.2.6 The project is linked to the Warminster and Villages Community Plan through Culture and Leisure which includes supporting Warminster Community Radio.

8.2.7 If funding is not awarded, the Community Chest programme and Warminster Voices in this guise will be unable to go ahead.

Ref	Applicant	Project proposal	Funding requested
8.3	Friends of Warminster Park	Jubilee Olympic Cafe	£3,950

8.3.1 Officer Recommendation: Approve on condition that:

- i. All necessary planning consents are obtained; and
- ii. Three quotes are obtained for the proposed building works

Then the Community Area Manager be granted delegated powers to approve the application in consultation with the Chair and Vice-chair of the Warminster Area Board.

8.3.2 The application meets the grant criteria 2011/12

8.3.3 The aim of the project is to convert the existing Tennis Pavilion which has not been used for many years into a new restaurant / cafe. It is estimated that £10 to £12k will be required for the project to be confirmed following the structural survey.

8.3.4 This project was the 3rd priority found in a large scale consultation carried out in 2008 by the former West Wiltshire District Council. Many people in the town and surrounding villages would benefit from this project.

8.3.5 Match funding of £8,000 has already been achieved via the Town Council, Friends of the Park, sponsorship and funding in kind.

8.3.6 The project fits within the Warminster and Villages Community Area Plan through Culture and Leisure, Economy and Tourism and through health and social care (i.e. healthy eating).

8.3.7 If funding is not obtained from the Area Board, the project will be in jeopardy and delayed significantly.

Ref	Applicant	Project proposal	Funding requested
8.4	Heytesbury, Knook and Imber Diamond Jubilee Group	Diamond Jubilee Celebrations	£291.75

8.4.1 Officer Recommendation: Approve

8.4.2 The application meets the grant criteria 2011/12

8.4.3 The project will benefit all groups by bringing together residents to join a street party to celebrate the Queen's Diamond Jubilee.

8.4.4 Over forty residents met last year and great interest was expressed in this event. It is planned that old and young will join together to celebrate the jubilee. People will meet and get together who don't normally do so.

8.4.5 If funding is not received via the Area Board the project may not proceed.

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Wiltshire Council

Warminster Area Board

8 March 2012

Community Asset Transfer Land at Knook

Purpose of Report

1. The Area Board is asked to consider an application submitted by Heytesbury Imber & Knook Parish Council for the transfer of land adjoining 12 Knook, Knook (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

6. The application from Heytesbury Imber & Knook Parish Council is attached at Appendix 2 and relates to the transfer of land adjoining 12 Knook, Knook for community use.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service

departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllr Newbury, the local member, has been apprised.

The views of Council officers

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 The property has been unofficially as a village amenity/play area for many years.
 - 9.2 The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
 - 9.3 The land has no value other than as amenity land. The Parish Council will maintain the area. Therefore, financial implications are limited to the transfer of the cost of maintenance (currently minimal) to Heytesbury Imber & Knook Parish Council.
 - 9.4 The transfer will be subject to an agreement with Selwood Housing Society to replace the existing sewage disposal system for the adjacent houses within the area which has been requested.

Recommendation

10. To approve the transfer.

Jacqui Abbott

Warminster Community Area Manager

Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation	Heytesbury, Imber & Knook Parish Council
Contact name	IVANESSA STURMEY
Position held	Play grounds and community Planning
Address	
Postcode	
Telephone	
Email	

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Knook Recreation field
Nearest post code BA12 0SG
Please see map

Summary of proposal

Why do you want the asset and how will this benefit the local community?

To benefit the community, to promote health and fitness, bringing communities together with allotment space, wildlife garden and general childrens play area

Community use

Please explain how the asset will be used
(Please refer to questions 5-8 in the checklist - CAT02)

Allotments, wildlife garden, recreational use for the community open to residents of Knook, Heytesbury and Tythkington

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

It's within in the village, flat and good soil, we currently cut the grass for recreational use, The field is large enough approx 50m² to provide all of our proposals.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

The Parish Council have consulted local residents, Selwood Housing, who wish to install a soak away, an agreement has been met with Neil Daming (Selwood) and Mark Hunningham who we have had no negative comments

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset (please refer to questions 15-18 in the checklist - CAT02)

We do not ^{need} planning as its has Agricultural use, we will insure the land for PLI. NC WILL GIVE SELWOOD HOUSING THE RIGHTS TO INSTALL AND MAINTAIN A SOAK AWAY IN PART OF THE AREA ENCLOSED RISK ASSESSMENT

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

Rents from allotments holders and PC funds reserves VOLUNTEERS TO HELP WITH MAINTENANCE AS PART OF THEIR ALLOTMENT AGREEMENT

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(please refer to questions 24-27 in the checklist - CAT02)

Allotment holders will maintain the surrounding areas within the field part of the field will be kept open space (wildlife garden) for residents to enjoy. THE PC WILL MANAGE THE SITE FOR THE COMMUNITY

DECLARATION

I confirm that the details included in this application are correct

Signed:

[Signature line]

Name (please print):

VANESSA STURMEY

Date:

24 JAN. 2012

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

	Question	Yes	No	Note
Legal	15. Are there any covenants or other legal constraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'yes' your application should explain implications
	16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should explain implications
	17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application must explain implications
	18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Your application must explain how you will deal with risks and liabilities

	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should explain how funding will be provided
	20. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should explain how funding will be provided
	21. Will you use the asset to generate income?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should provide further details
	22. Will any third party be assisting with the costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should provide further details
	23. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should set out how you will deal with contingencies

	Question	Yes	No	Note
Management	24. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should set out who will manage the asset.
	25. Will a management committee be set up?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should set out how this will work
	26. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should set out how this will work
	27. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should set out how this will work

Land Adjoining 12 Knook

Risk Assessment

Utilities

Avoidance is needed of a power cable and telephone wire running over the land and a water supply running underneath which supply four properties.

Parking

If a number of allotment holders are non residents of Knook, further parking spaces maybe needed, this can be achieved by extending the existing lay by or by providing parking within the field itself.

Trees

At the time of my visit dead elms trees have been noted along the roadside, Wiltshire Council has agreed to deal with any dangerous trees before the Asset Transfer completes.

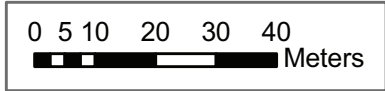
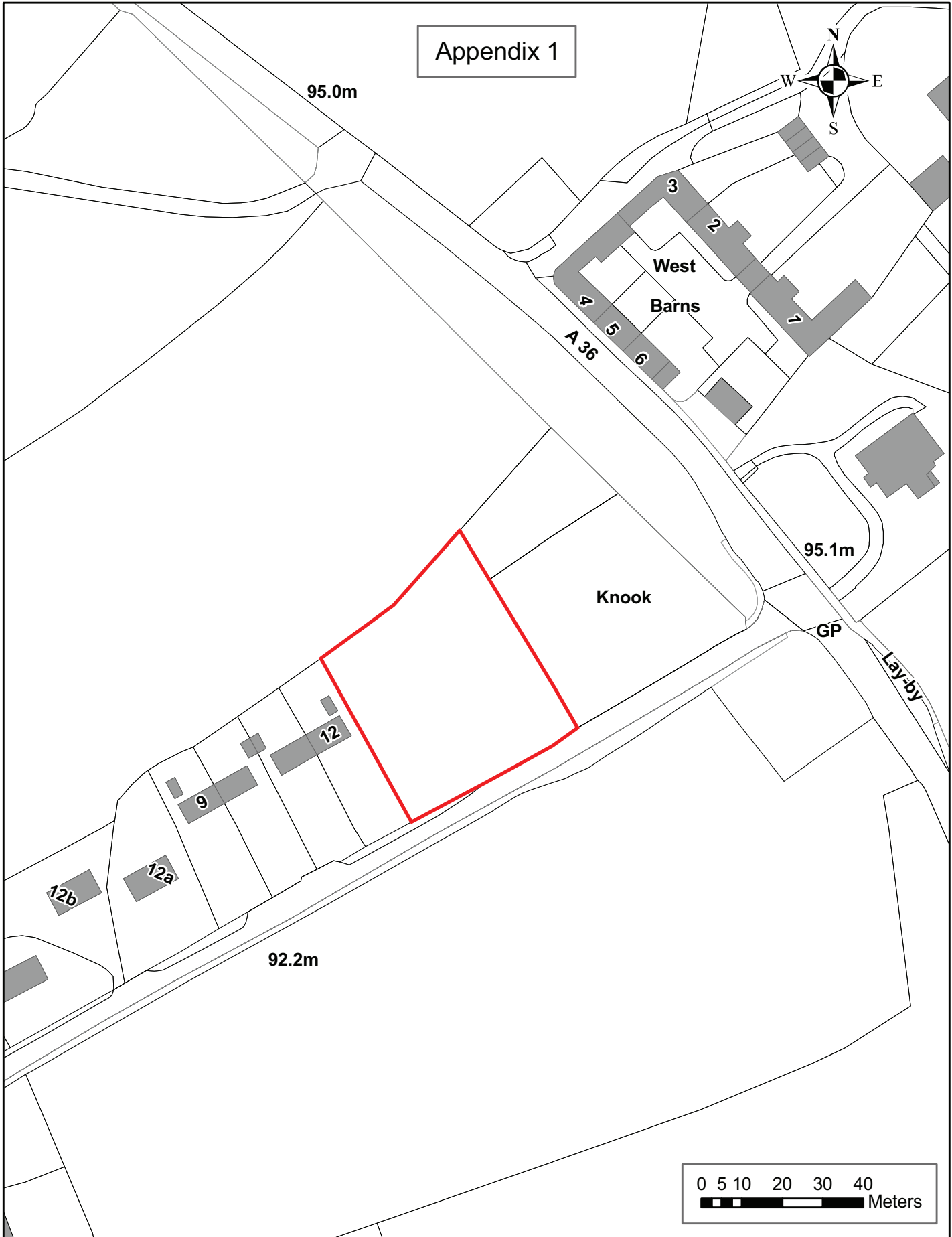
Access

In addition to the main entrance from Knook Lane, Selwood Housing property No 12 has a side entrance into the field it has been agreed with Selwood to be closed off, to date it is still open.

22nd January 2012

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Appendix 1



Title:

Knook - Land adjoining 12 Knook

Crown copyright and
database rights 2011
Ordnance Survey 100049050

Date:

November 2011

Scale:

1:1250 @A4

Dr Carlton Brand BA MSc EngD
Corporate Director, Resources
Telephone 0800 456 0100

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