

AGENDA

Meeting: CORSHAM AREA BOARD
Place: Corsham Community Centre, Beechfield Road, Corsham, SN13 9DN
Date: Thursday 22 November 2012
Time: 7.00 pm

Including the Parishes of Box, Corsham, Colerne and Lacock

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 Todd (Area Board and Member Support Manager) on 01225 718036 / marie.todd@wiltshire.gov.uk or Dave Roberts (Corsham Community Area Manager), 07979 318504 / dave.roberts@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

Peter Davis (Vice Chairman) – Corsham Town
Sheila Parker – Box & Colerne
Alan MacRae (Chairman) – Corsham Pickwick
Dick Tonge – Corsham Without & Box Hill

	Time
<p>1 Chairman's Welcome and Introductions_(Pages 1 - 2)</p>	7pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (Pages 3 - 8)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 20 September 2012.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>To receive any chairman's announcements.</p>	
<p>6 Partner Updates (Pages 9 - 18)</p> <p>To receive any updates from the following partners:</p> <ul style="list-style-type: none"> (a) Wiltshire Police (b) Wiltshire Fire and Rescue Service (c) NHS Wiltshire (d) Town and Parish Council Nominated Representatives (e) Chamber of Commerce (f) Shadow Community Operations Board (g) Wiltshire Involvement Network (WIN) 	
<p>7 CCAN Presentation (Pages 19 - 20)</p> <p>To receive a presentation from CCAN:</p> <ul style="list-style-type: none"> • Community Area Plan 2012 Update • Current position of CCAN and plans for the rest of the financial year • Way forward for the Community Plan <p>CCAN will invite the Area Board:</p> <ul style="list-style-type: none"> • to endorse the 2012 Update • and to agree to work with the local community to help realize the Community Priorities 	7.20pm
<p>8 Housing Need and Review of Wiltshire's Housing Allocations</p>	

7.35pm

(Pages 21 - 22)

To receive a presentation from Siân Walker, Service Director for Adult Care (Operations).

9 **Community Area Grants** *(Pages 23 - 30)*

8.05pm

To consider the following four applications to the community area grants scheme.

- Neston Memorial Hall - £5,000 – To provide additional storage space
- Colerne Village Hall - £1,000 – To provide disabled access ramps and doors
- 1st Colerne Sea Scouts - £923 – To upgrade insulation; install door and repairs to roof
- Colerne Luncheon Club - £1,017 – To purchase new industrial dishwasher

10 **Future Meeting Dates**

8.15pm

To note that future meetings will take place on:

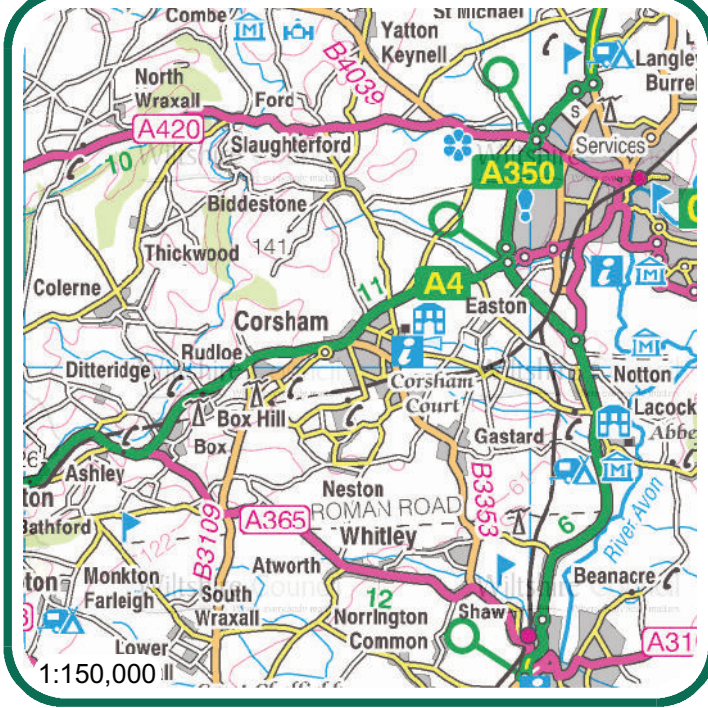
Thursday 24 January 2013 – Corsham Town Hall – 7pm

Thursday 23 May 2013 – Box Pavilion – 7pm

Thursday 18 July 2013 – Colerne Village Hall – 7pm

Thursday 19 September 2013 – Lacock Village Hall – 7pm

Thursday 21 November 2013 – Corsham Town Hall – 7pm



Corsham Community Centre
Beechfield Road
Corsham
Wiltshire
SN13 9DN


Wiltshire Council
 Where everybody matters



MINUTES

Meeting: CORSHAM AREA BOARD
Place: Corsham Town Hall, High Street, Corsham, SN13 0EZ
Date: 20 September 2012
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer) on 01249 706613 or
penny.bell@wiltshire.gov.uk.

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

In Attendance:

Wiltshire Councillors

Cllr Dick Tonge, Cllr Alan MacRae (Chairman) and Cllr Sheila Parker

Wiltshire Council Officers

Dave Roberts, Community Area Manager

Penny Bell, Democratic Services Officer

Sian Walker, Service Director Operations - Adult Care Operations

Laurie Bell, Director Communications

Town and Parish Councillors

Corsham Town Council – P Anstey, C Fuller

Partners

Wiltshire Police – Sergeant Alex Reid

Wiltshire Police Authority – Gill Stafford

Corsham Community Area Network – G Fletcher, Paul Kefford, K Gaskin, C Reid

Shadow Community Operations Board – Anna Mackie

Wiltshire Involvement Network – Anne Keal

Members of Public in Attendance: 13

Total in attendance: 32

<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, Councillor Alan MacRae, welcomed everyone to the meeting of the Corsham Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor Peter Davis, David Martin of Corsham Town Council and Allan Bosley, Chairman of the Shadow Community Operations Board.</p>
3	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on Thursday 26 July 2012 were agreed a correct record and signed by the Chairman, subject to the following amendments:</p> <ul style="list-style-type: none"> • Peter Anstey to be removed from the list of apologies • Jon Hough to be removed from the list of CCAN attendees • Reference to 'JackFest' on page 9 to be amended to 'JapFest'.
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 referred to a number of Chairman's announcements listed on the agenda, full details of which were included in the agenda pack for information.</p> <p>It was noted that the briefing sheet on Blog Sites should refer to Corsham, instead of Melksham.</p>
6	<p><u>Partner Updates</u></p> <p>Various updates from partners were contained within the agenda pack for information. Further verbal updates from partners were received as follows:</p> <p>Wiltshire Police Sergeant Alex Reid introduced the report from the Police and stated that there had been a good period recently around the town.</p> <p>In response to a question regarding support for Neighbourhood Watch schemes, Sergeant Reid advised that they provided a valuable service, but that communications could be improved as well as making more use of social media.</p>

Volunteers were encouraged to come forward.

Sergeant Reid also reported, in response to a question regarding mobile phone use whilst driving, that this constituted an offence and so needed to be witnessed by a Police Officer for action to be taken. If it was a case of regular offenders, it was advised that a log of incidents with details should be made and passed to the Police.

Box Parish Council

There was a team of 6 volunteers currently awaiting Community Speedwatch training. Other news in the parish included the arrival of the Circus in October, and the new Circle of Stones.

Colerne Parish Council

Planning development issues was a concern in the parish at present, particularly because various planning applications were being refused by officers for what was felt to be subjective reasons, even when there was support for the developments from local people. The Parish Council was looking to meet with officers from the Planning Department to attempt to address these concerns.

Corsham Town Council

The Gastard Community Speedwatch and the Neston Lorrywatch schemes were running well at present. The Community Area Transport Group was also continuing to run successfully and parking passes for school users was currently being investigated. It was also announced that Corsham Court had won a second gold and a 'best display in class' award at the South Wilts in Blooms competition. The Chairman offered congratulations on behalf of the Area Board.

Corsham Community Area Network (CCAN)

The main focus at present was updating the Community Area Plan, which would be launched at the AGM on 30 October in the Town Hall. The new blogsite 'Our Community Matters' would also be launched at the AGM, and people were encouraged to attend.

Shadow Community Operations Board (COB)

The Chairman reported that there were a lot of ground works going on for the development of the new community campus. The Shadow COB had met recently with the contractor; Midas, and it was hoped that Midas would continue to communicate effectively with the community.

There was some concern expressed regarding the parking arrangements and charges for the campus car park once it was developed. There was acknowledgement that, if the parking was free, there would be no restrictions for preventing people from parking there all day.

The Shadow COB provided assurance of the intention to explore the parking options fully. The Town Council requested that it be consulted and kept up to date with developments on this matter.

	<p>Wiltshire Involvement Network (WIN) The written update from WIN was received and noted. WIN was a charity concerned with health and social care issues across Wiltshire, and was keen to engage more with the network of Area Boards. It was reported that ‘concern forms’ were available for members of the public to submit any concerns they may have.</p>
7	<p><u>Community Area Grants</u></p> <p>The Area Board considered one application to the Community Area Grants scheme, as follows:</p> <p><u>Corsham Rugby Football Club</u> The sum of £5,000 was requested to purchase temporary floodlights to enable young people to train on a separate pitch.</p> <p><u>Decision</u> The Area Board awarded the sum of £5,000 to Corsham Rugby Football Club to purchase temporary floodlights to enable young people to train on a separate pitch, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant Criteria and demonstrated links to the Corsham Community Area Plan.</i></p> <p>With the award of this grant, the Chairman was proud to announce that the Area Board had now allocated a total of £100,000 in grant funding to local projects; 46% of which had been allocated specifically to youth projects. In addition, this had levered in an additional £400,000 of funding into the community.</p>
8	<p><u>Community Area Transport Group</u></p> <p>Councillor Dick Tonge provided an update on the Community Area Transport Group (CATG) as the Chairman of the group. The notes of the previous CATG meeting and a corresponding report had been circulated with the agenda pack.</p> <p>The report outlined the main schemes that had been considered by the CATG, and recommendations for which to take forward.</p> <p>Pedestrian safety had been an issue in South Place, Corsham for some time. At the meeting of the CATG held on 6 September 2012, two options for improvements at South Place were considered, as follows:</p> <p>Option one: To widen the footpath a further 300mm to allow safer passage. This would involve substantial road works and also be a costly exercise.</p> <p>Option two: To further explore the possibility of providing an alternative route across the Corsham Estate that would involve further negotiations with the land owners.</p>

	<p>There had been discussions with Corsham Estate which had indicated that they might allow a new access to be formed from the car park to the rear of the Methuen Arms to the gates at the side of the war memorial, thus by-passing South Place. Discussion took place around the various issues with ownership of paths, rights of way, buggies and wheelchairs gaining access through the gates and lighting through the wooded area. However the group felt that this was an avenue worth pursuing and could be seen to be helping the parking and general traffic situation in Lacock Road.</p> <p><u>Decision</u> The Area Board approved the recommendations from the CATG, as follows:</p> <ol style="list-style-type: none"> i. To abandon option one outlined above to widen the footpath. ii. To support option two above to enter into further discussions with Corsham Estate to provide an alternative footpath. <p>Following consideration of the CATG report, a couple of queries arose, as follows:</p> <ul style="list-style-type: none"> • An enquiry was made into the priority of road resurfacing at the Devizes Road traffic lights in Box. Action: Councillor Tonge to consult the priority list and report back. • Concern was expressed at the inconsistency of disabled parking provision across the county. Councillor Tonge confirmed that the Council had recently conducted a review of this matter and a report with the findings was expected shortly. Appropriate action would then be taken following this. • Councillor Tonge also advised that the hard work of the Bradford on Avon Lorry Watch had successfully resulted in the prosecution of one HGV company that consistently exceeded weight limits.
9	<p><u>Police and Crime Commissioners</u></p> <p>Gill Stafford, member of the Wiltshire Police Authority, presented information on the new Police and Crime Commissioners (PCCs), which would be elected for every police force area in England and Wales outside London.</p> <p>The PCCs would replace the Wiltshire Police Authority and the elections would take place on 15 November 2012, with the PCCs taking office on 22 November. PCCs were being introduced by the Government to increase accountability of the Police.</p> <p>The transition timetable for the changes was as follows:</p> <ul style="list-style-type: none"> • Oct 2012: pre-election period begins (Purdah) • 19 Oct 2012 – Last point candidates could declare • 15 Nov 2012: Elections of PCCs

	<ul style="list-style-type: none"> • 22 Nov 2012: PCCs take office • 21 Dec 2012: PCC sends draft budget for 2013/14 to Police & Crime panel • March 2013 – PCC’s Police & Crime Plan is published. <p>Further information was available online: www.wiltshire-pa.gov.uk/pcc www.homeoffice.gov.uk www.apccs.police.uk</p>
10	<p><u>The Legacy of 2012</u></p> <p>Laurie Bell, Director Communications, gave a presentation regarding the Jubilee and Olympics celebrations that had taken place throughout 2012, and spoke about the importance of keeping the legacy of these events alive within our local communities.</p> <p>Some of the key highlights and positive impacts of the events included:</p> <ul style="list-style-type: none"> • Additional spend on events days was estimated to be over £1 million – not including any tourism impact • Hotels and B&B’s in Salisbury were fully booked w/c 9 July for the Hudson’s Field event • Visit Wiltshire website had the highest monthly number of visits since records began in 2008 • There was a substantial return on investment (£290,000) <p>The Chairman thanked Laurie for the presentation and allowed some time for round-table discussions so that people could discuss their ideas for keeping the Legacy of 2012 alive within their communities.</p> <p>The Chairman encouraged people to keep thinking of ideas and to let the Area Board or Laurie Bell know of any specific ideas.</p> <p>A copy of the full presentation was available upon request by contacting the Community Area Manager.</p>
11	<p><u>Future Meeting Dates</u></p> <p>The Chairman thanked everyone for attending the meeting.</p> <p>The next meeting of the Corsham Area Board would take place on Thursday 22 November 2012, from 7pm at Corsham Community Centre.</p>

Crime and Community Safety Briefing Paper Corsham Community Area Board Thursday 22nd November 2012



1. Neighbourhood Policing Team (NPT).

Sgt: PS Nick Cooke

Town Centre Team

Beat Manager – PC Hazel Anderson
PCSO – Shaun Redmond

Rural Team

Beat Manager – PC Mandie Ball
PCSO – Norman Webster
PCSO – James Gatherum

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 the Wiltshire Police Website.

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

3. Police Authority Representative: Gill Stafford

Please contact via Wiltshire Police Authority Tel. 01380 734022 or
<http://www.wiltshire-pa.gov.uk>

4. Performance and Other Local Issues:

Change of Sgt The first thing to inform you is that we have a new Sgt in place looking after the 3 Teams at Corsham – Nick Cooke. PS Alex Reid has been posted to Salisbury Custody which he started last week. Nick has been a Response Sgt at Chippenham for the last 3 years, prior to that for 3 and half years he was the Custody Sgt at Gablecross in Swindon and before that he was a Response Sgt at Swindon. Nick is very much looking forward to continuing the good work that Alex has been doing at Corsham and is looking forward to meeting you all.

Distraction Burglaries There was a recent distraction burglary in Corsham whereby a male offered to sweep up some leaves for an elderly lady for a minimal payment, he then entered her home and stole her purse containing approximately £100. There was also an attempt distraction the following day at another property. A suspect was identified and arrested – he has now been charged with these offences.

Graffiti There have been vast amounts of Criminal damage by way of graffiti in Corsham – a male suspect was caught and has been charged for these Offences in Corsham and also others in the Avon & Somerset Policing area.

Community Speedwatch (CSW) – We have now been successful in recruiting a number of Volunteers to join Community Speedwatch for Box. The training session will be on Saturday 24th November at Corsham Police Station. There is still time to join us to be part of this very successful project. Anyone wishing to take part who are not already signed up please contact PCSO James Gatherum.

Criminal Damage in the Martingate Centre Many of you may have already seen that the plinth for the Lion in the Martingate Centre has been damaged by two adult males. There is good CCTV footage which is being enhanced and investigated; we plan to have the two Offenders in Custody very shortly.

Road Safety Week This week is Road Safety Week until the 23rd November. We have been assisting St.Patricks Primary School with their 'Walking Bus' and also attended their School assembly to advise on 'Stranger Danger'. We have also been working with Box School on Road Safety and Speeding. The children have drawn pictures of crashed cars and pedestrians in hospital which have been handed out to drivers travelling over 30mph through Box.

Blues 'N' Zues Corsham NPT are currently organising a Blues ' N' Zues Xmas Party for 11-16 year olds. This will be held in the function room of the Royal Oak Public House on Friday 14th December 2012. This is organised and supervised by Corsham Police Officers and Staff.

Theft from a Van Tools were recently stolen from a Van in the Town Centre; these have been recovered and returned to the owner. The Offender was found, arrested and charged with this Offence.

Community Events Corsham NPT robustly policed Halloween night with no complaints received. They also attended many Fireworks displays in the surrounding Villages – we had cause to remind a couple of Organisers/Farmers of their responsibility to clean up Mud on the Road after vehicles left a parking area on a field. With it also being wet it left the roads extremely hazardous. This was taken very seriously and was sorted out quickly. We also assisted in the Town with another successful Remembrance Day Parade.

Shoplifting A male residing in Rudloe has been charged with several Shoplifting offences in Corsham, Rudloe and the Melksham area; he is currently on Remand until December.

Community Engagement – In addition to the Wiltshire Police website, Corsham NPT also regularly update a Facebook Page at www.facebook.com/CorshamPolice. This has been effective in putting out local crime warnings (in addition to usual methods such as Neighbourhood Watch), appeals for witnesses and information and for putting out good-news stories, as well as telling the community about upcoming consultations. So far over 70 people have 'Liked' the page to receive updates posted by the NPT and this number is steadily growing.

EF Corsham	Crime				Detections	
	November 2010 - October 2011	November 2011 - October 2012	Volume Change	% Change	November 2010 - October 2011	November 2011 - October 2012
Victim Based Crime	631	541	-90	● -14%	14%	16%
Domestic Burglary	19	32	13	● 68%	11%	6%
Non Domestic Burglary	94	82	-12	● -13%	5%	1%
Vehicle Crime	111	61	-50	● -45%	2%	15%
Criminal Damage & Arson	148	116	-32	● -22%	14%	14%
Violence Against The Person	76	85	9	● 12%	33%	35%
ASB Incidents (Year to Date)	355	230	-125	● -35%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Violence Against the Person and Domestic Burglary in the previous 12 month period (October 2011 -September 2012).</p>						
<p>* Detections include both Sanction Detections and Local Resolution</p>						

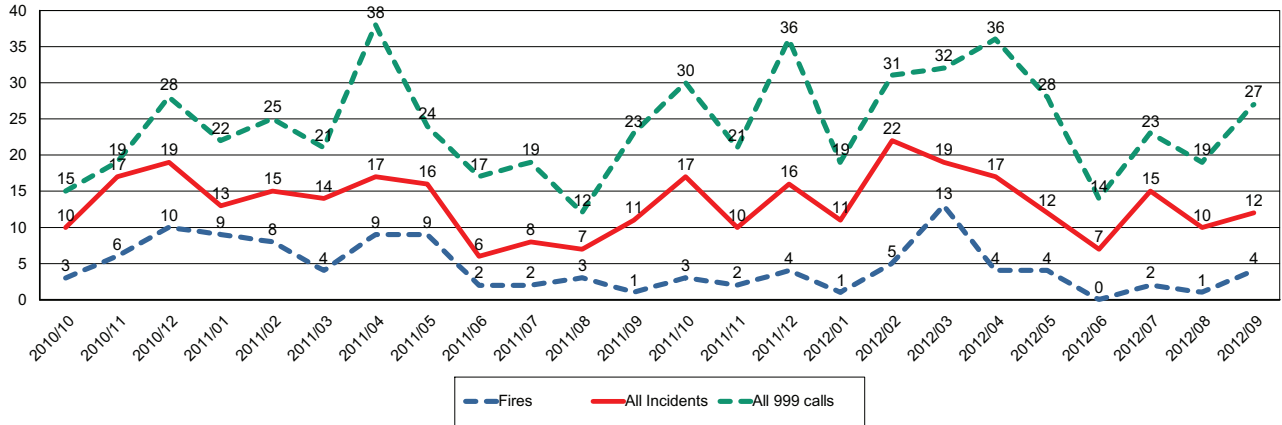
Phil Staynings
Inspector Chippenham, Calne and Corsham



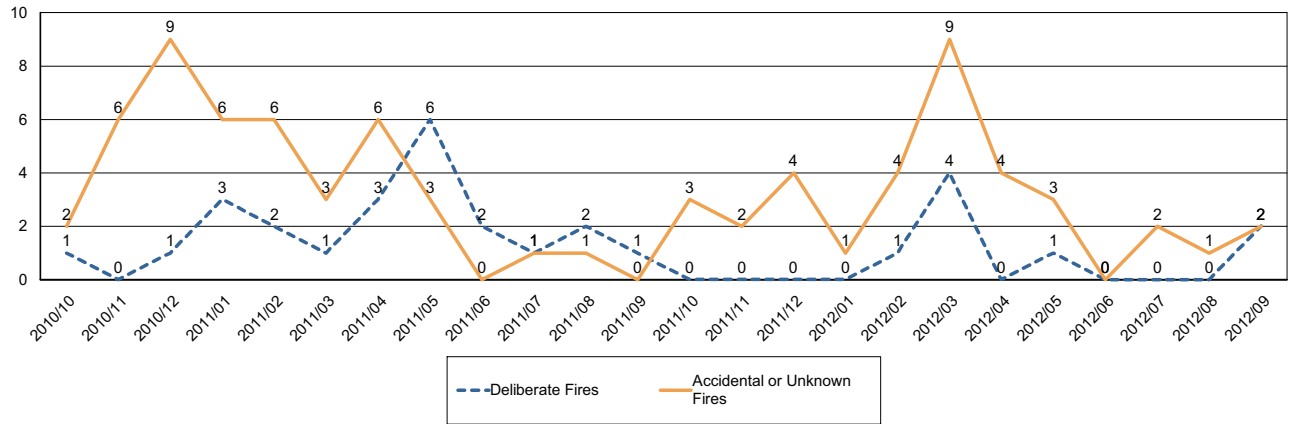
Report for Corsham Area Board

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

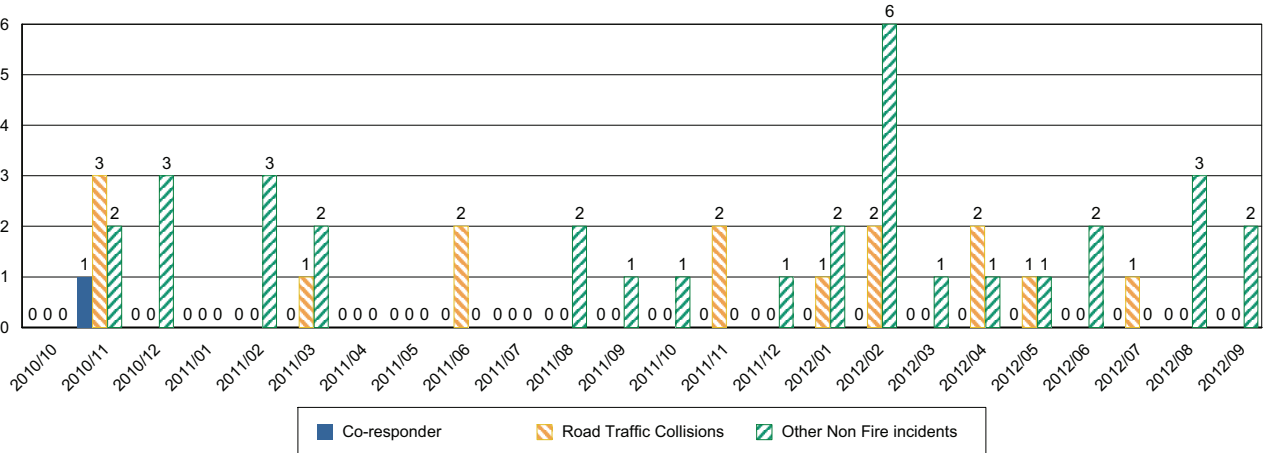
Incidents and Calls



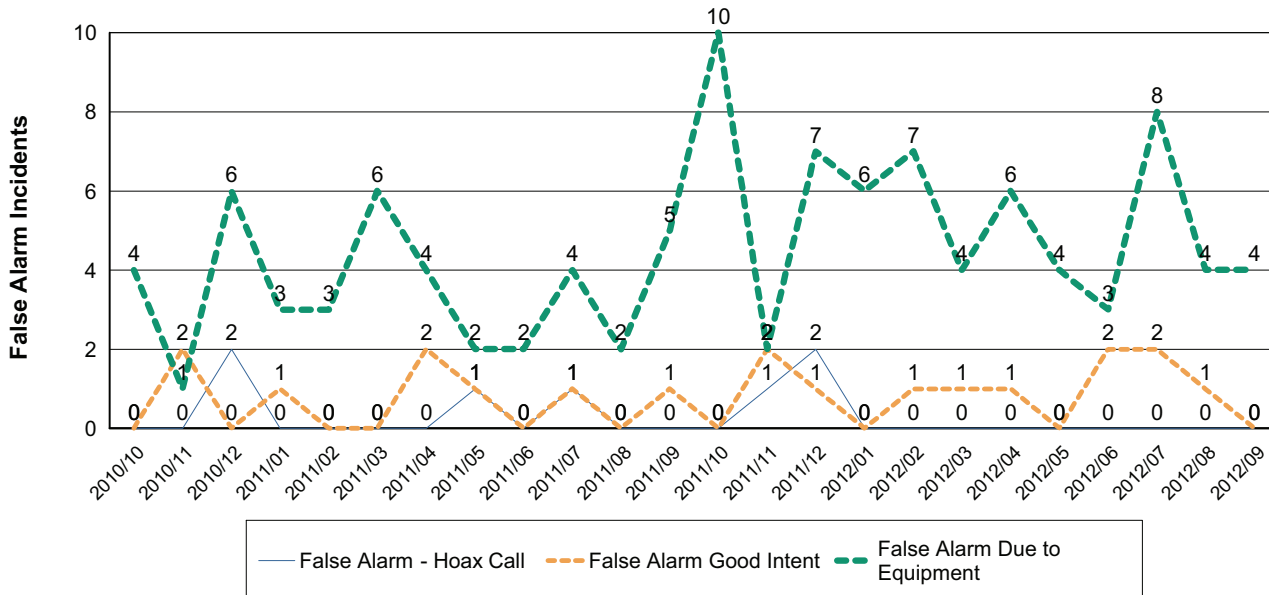
Fires by Cause



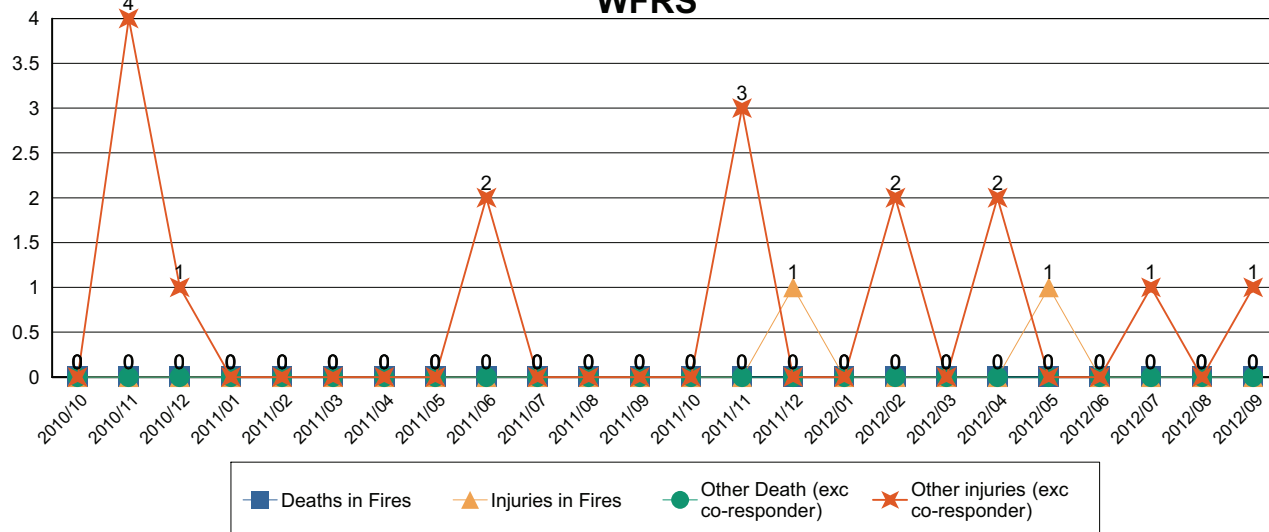
Non-Fire incidents attended by WFRS



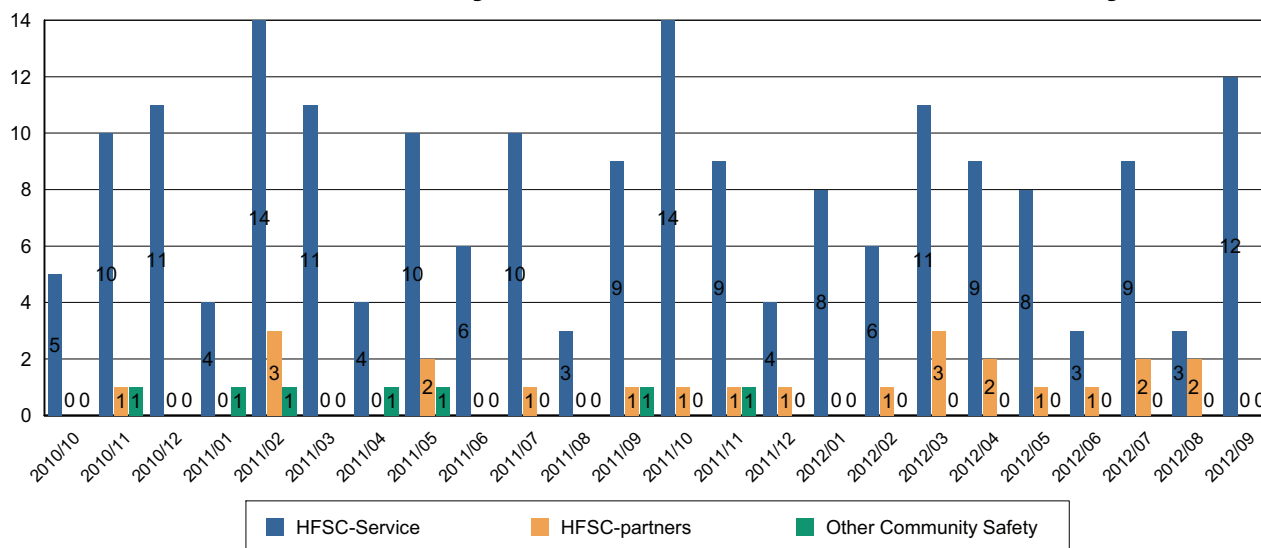
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

October 2012 update

Pregnant women offered whooping cough jab

Pregnant women across Wiltshire are being offered the whooping cough vaccination, following a national increase in the number of cases.

The vaccination will boost short term immunity passed on by women to their babies while they're still in the womb. Newborns will still need to be vaccinated between two and four months of age, so that they continue to be protected.

GPs will be giving the vaccination to women who are at least 28 weeks pregnant, in order to optimise its effectiveness.

Whooping cough – or pertussis is a highly contagious bacterial infection of the lungs and airways. The condition usually begins with a persistent dry and irritating cough which progresses to intense bouts of coughing. These are followed by a distinctive 'whooping' noise.

The Department of Health is encouraging all women who are 28 weeks pregnant or more to have the vaccination because immunity from the vaccine will pass to your baby through the placenta, helping to protect them in their first few weeks of life

If you're approaching 28 weeks pregnant or more, please contact your GP practice to find out more about the vaccine and book an appointment to receive it.

For more information on the whooping cough vaccine in pregnancy, visit the NHS Choices website: <http://www.nhs.uk/Planners/vaccinations/Pages/Adultshub.aspx>

Keep warm and well

Now that the clocks have changed and we have already seen temperatures plummet, NHS Wiltshire is urging people to keep warm and well this winter:

“The cold can have serious consequences, increasing the risk of strokes and heart attacks as well as colds and flu,” says Medical Director Peter Jenkins; “Wrapping up warm, keeping the heating turned up and keeping a well-stocked medical cabinet incase you do catch a cold or flu are all sensible steps to take.”

“It's particularly important to stay indoors during very cold weather if you have a respiratory illness – and all elderly people should avoid going out on icy pavements. This means staying at home until later in the morning when the ice has melted. Even if you have a doctor's appointment first thing, try and reschedule it for later – your surgery will usually be happy to help with this. It's better to wait than risk falling on the ice.”

NHS Wiltshire has produced five top tips on staying warm and well this winter.

1. **Keep your home warm** – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during

- the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold (as it is at present), set the heating to come on earlier so that you're not waiting for your home to warm up.
2. **Have your flu jab.** Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
 3. **If you do fall ill with flu, it's best to stay at home.** Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
 4. **Vomiting and diarrhoea bugs** caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or school.
 5. **Keep a well-stocked medicine cabinet**, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you're ill

The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS Direct for advice on 0845 46 47 or go to www.nhsdirect.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance.

The next PCT Cluster Board Meeting will be held on Wednesday 28 November at 10am in the Conference Room, Southgate House, Pans Lane, Devizes.

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, email: stacey.saunders@wiltshire.nhs.uk

Wiltshire Involvement Network (WIN)

Report to Wiltshire Area Boards

September 2012 to November 2012

WIN is one of a nationwide system of Local Involvement Networks (LINKs) set up under the *Local Government and Public Involvement in Health Act 2007* to listen to the concerns of local people, community groups and organisations about their health and social care services. They all want to see these services change for the better. By sharing your views and experiences of health and social care in Wiltshire, you can help influence how services are planned and run. The work that WIN has carried out from September to November 2012 is set out below:

- The WIN Outreach Group met twice to discuss its work plan and arrangements for representing WIN at all area board meetings. A draft response to the Care and Support Bill consultation was also discussed. Final preparations were also discussed for the WIN 'Carers and Services that help people to live at home' event that will take place on the 19th October in Salisbury
- The WIN Officer attended the Regional LINKs meeting in Taunton to hear updates from NHS South West and the Local Government Association on LINK legacy and handover documents, the Equality Delivery System and information about how other Local Involvement Networks across the region are coping with the transition into Healthwatch.
- The WIN Chair, Phil Matthews, attended a meeting of Wiltshire Council's Shadow Health and Wellbeing Board, on which he represents WIN. He also represents WIN on Wiltshire Council's Health and Social Care Select Committee.
- Following two informal Enter and View visits to Athelstan House, Malmesbury, and Hungerford House, Corsham, which took place in July, full reports have been written and shared with the commissioners, providers and regulators of both services. Copies of the report can also be found on the WIN website. (WIN has the statutory power to enter and view any health or social care facility in Wiltshire.) A programme of unannounced visits is now being planned to other care homes across Wiltshire. WIN works closely with the CQC to ensure health and social care premises meet the required standards.
- During the period WIN members and staff attended the following events to promote the work of WIN and to listen and engage with members of the public to establish issues and concerns from around the county:
 - Wiltshire and Swindon Users' Network Annual General Meeting
 - Wiltshire Equality Network – Mental Health – Ensuring Positive Outcomes event
 - Carer Support Wiltshire Annual Review meeting
 - Wiltshire Patient Participation Group Forum
 - CCG Stakeholder Assembly
 - Voluntary Sector Assembly
 - AWP – Moving Forward Together Event

- Housing Tenants Open Day in Salisbury
- Age UK Wiltshire Annual General Meeting
- WIN, the Wiltshire and Swindon Users' Network and Wiltshire Council are committed to transforming how blind, partially sighted and visually impaired people are supported. With this in mind a series of workshops has been organised to help us to define:
 - What works really well within the current services on offer?
 - What needs to change within the current services?
 - What are the key issues and priorities for developing services?

A final list of recommendations will be taken forward for discussion with the Council, NHS Wiltshire and the Clinical Commissioning Group as to how services can be developed or enhanced in the future. For more information contact us.

- WIN has been working closely with Wiltshire Council's Help to Live at Home service and Carers Support Wiltshire to promote services available for people to help them to live safely and longer in their own homes. An information and promotion event took place at the end of May in Devizes which saw 100 people receive updates from Wiltshire Council, Carers Support Wiltshire, Youth Action Wiltshire, Age UK Wiltshire, Wiltshire Medical Services and Mediquip. WIN received some extremely positive feedback from attendees. WIN was asked by Wiltshire Council to replicate the event in Salisbury to ensure that the information was promoted as widely across Wiltshire as possible. The event in Salisbury will take place on Friday 19th October at the City Hall.
- The WIN Healthwatch Implementation Task Group met with a representative from Wiltshire Council to be updated on the progress of Healthwatch Wiltshire.
- The WIN Chairs met with the Wiltshire and BANES Compliance Inspector for the Care Quality Commission (CQC) to share information and discuss issues of concern. These meetings take place on a bi-monthly basis and enable WIN to have open and clear communication with the CQC.

A report of all meetings attended by members and staff is produced and shared with the wider membership and published on the WIN website.

Dates for your diary:

Friday 19th October – WIN 'Carers and Services that Help People to Live at Home' Event, Salisbury

Wednesday 7th November – First Vision Ahead workshop, Devizes

Wednesday 14th November – WIN Public Meeting (hospital and community discharge), Melksham

For more information on the above meetings or if you would like to be involved with WIN, or find out what our future plans are contact us on 01380 871800, winadmin.wsun@btconnect.com or find us online at www.wiltshireinvolvementnetwork.org.uk

Partner Update and presentation of new Corsham Area Community Plan

2012 Update

The top priority for the Network in 2012/2013 has been to update the Community Plan for the Corsham Area. The **2012 Update** is now available in a colourful booklet form. It was launched at **CCAN's annual meeting** held on 30 October, and copies are being distributed across the Community Area .

The updated Plan sets out **Community Priorities** and suggestions for **Next Steps** that came out of the Community Consultation Event held in February. The Community Priorities, up to three for each of the Plan's eight themes, were subsequently endorsed by the Area Board. **At the November meeting CCAN will present the new Plan and invite the Area Board:**

- **to endorse the 2012 Update**
- **and to agree to work with the local community to help realize the Community Priorities**

At the same time CCAN will provide a 2 page handout designed to show clearly the Follow On arrangements suggested under Next Steps in the Update. This document lists the various topics identified as priorities, grouping them according to the **TYPE of follow on action**.

For example, one of these actions is about using the Area Board forum to present and discuss a topic identified by the local community as important to them. The Area Board Chair has expressed his willingness, when considering agendas and formats for future meeting, to explore new ways to address this '**grass roots**' agenda alongside the '**top down**' agenda of announcements and presentations from Wiltshire Council.

This is one way of how the Area Board can work with the local community on tackling the community priorities and aspirations. This new Plan also highlights the role that Community Grants and other Area Board funding is playing in response to local needs expressed in the Community Plan.

The Network after the Annual Meeting

Another priority for the Community Area Network has been '*to recruit new resource to the Steering Group*'. Sadly this aim has not been achieved: invitations to take part in steering CCAN's work, issued before and at the AGM, have not so far been productive.

The annual Work Plan agreed for CCAN covers the period **up to the end of March 2013**. It listed a **Steering Group membership** of eleven, including nominated representatives from the Area Board, from Corsham Town Council and from the three Parish Councils. In practice only three Steering Group members have been available to play an active role and put in all the work needed to update the Community Plan.

Two of the six members who represent community groups have said that they are standing down. Only the Area Board and Corsham Town Council have confirmed their representation will continue. This leaves in effect a small 'core group' of three active members, ably supported as before by our part-time Network Co-ordinator.

In the circumstances - instead of time and money being spent on holding formal (and too often poorly attended) Steering Group meetings, over the next five months up to the end of the Financial Year in March, the efforts of the Network Co-ordinator and the core group will be concentrated on the following priorities taken from the 2012/13 Work Plan:

- Maintaining the links to the Community Area through CCAN newsletters and Updates to the Area Board (and where appropriate using the newly launched electronic notice board *Community Matters'*)
- Further developing the network - with the emphasis on using the Co-ordinator's time to encourage and support practical projects linked to the Community Priorities
- Developing the website to provide a web based version of the Plan
- Continuing to record key decisions taken on behalf of the Network and to administer the expenditure of funds in accordance with agreed practice for area partnerships
- Working with the Area Board and Corsham Town Council over follow up action to the 2012 Update
- Providing representatives who will continue to play an active role on the Campus Operations Board and in the Wiltshire forum of Community Area Partnerships (WfCAP)

November 2012

Review of Wiltshire Council's Housing Allocation Policy

Area Board Briefing

The Housing Act 1996 Part VI (as amended by the Homelessness Act 2002 and Localism Act 2012) requires the Council to have a scheme which determines how allocations and nominations will be made. In Wiltshire we operate a Choice Based Lettings policy called Homes4Wiltshire which was adopted shortly before unitary.

The purpose of the Council's Choice Based Lettings Policy is to set out clear guidelines to ensure that affordable housing is allocated fairly and according to applicants' need for housing while at the same time taking into account effective management of the affordable housing stock across Wiltshire.

The Council holds a Housing Register of those wanting to be considered for affordable housing from which nominations are made. There were 17,088 applicants on the Housing Register at 1 April 2012, of which 7,626 had no identified housing need and would be considered as households who have a desire to move, but are currently suitably housed. We also have 5,174 who were identified as having a low need for re-housing, with only 213 households in our highest band. The Housing Register allows households to be considered for properties owned by over 32 housing providers. We would always encourage all housing providers to include all their properties in the Choice Based Lettings scheme whether they are subject to nomination rights or not.

The Council receives around 2,000 nominations a year. The majority of applicants on the Housing Register therefore will not be nominated or referred for a vacancy. It is important therefore that our policy is able to clearly identify those in the greatest housing need and minimises the level of time taken to assess applicants that are not going to receive active consideration for vacancies. This will free up time for the Council to offer a more comprehensive housing advice and options service to help applicants find housing.

Our allocations policy has 5 bands which are Platinum, Gold plus, Gold, Silver and Bronze. Applicants with the highest level of need are placed into Platinum and applicants with no housing need are placed into the bronze band.

Following the introduction of the Localism Act we now have the opportunity to review our allocations policy to consider some of the new freedoms that the act has introduced. Our policy must be framed so as to secure that 'reasonable preference' is given to certain categories of housing need. The reasonable preference categories include:-

- a) People who are homeless (within the meaning of Part 7)
- b) People who are owed a duty under s190(2) (homeless, priority need but intentionally homeless); s193(2) (full homelessness duty); s195(2) (threatened with homelessness and in priority need) or s192(3) (homeless but non priority)
- c) People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions

- d) People who need to move on medical or welfare grounds (including any grounds relating to a disability)
- e) People who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others)

In adopting any new policy we must ensure that the following principles are applied:-

- Allocations should only be made to those who are eligible
- Every local authority must have an allocation scheme for determining priorities with clear procedures in allocating accommodation
- The scheme must include a choice of housing accommodation or the opportunity for the applicant to express preference about their housing accommodation
- The scheme should be framed so as to secure reasonable preference
- We must have regard to our Homeless Strategy and Strategic Tenancy Policy
- Before adopting a new scheme all housing providers should be consulted, allowing a reasonable opportunity to comment on the proposals
- We must not allocate housing accommodation except in accordance with our adopted allocation policy.

A full review of our allocations policy is required to discuss how Wiltshire would like to frame its allocation policy based on the new freedoms introduced. We are therefore engaging with area boards across Wiltshire and involving members at the start and during the whole review process.

For further information please contact Nicole Smith, Head of Strategic Housing.

Nicole.smith@wiltshire.gov.uk

01249 706567

Report to	Corsham Area Board
Date of Meeting	22 November 2012
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider four applications seeking 2012/13 Community Area Grant Funding.

1. Neston Village Hall - Award £5,000 towards a total project cost of £12,336 to provide additional and modern storage space for users of the hall. Conditional upon balance of funds and any planning permission being in place.
2. Colerne Village Hall - Award £1,000 towards a total project cost of £3,258 to put in place disabled access ramps and doors. Conditional upon the balance of funding and any planning permissions being in place.
3. Colerne Sea Scouts – Award £923 towards total project costs of £1,847 to Upgrade insulation, installing door and repairs to roof. Conditional upon balance of funding being in place.
4. Colerne Luncheon Club – Award £1,017 towards total project costs of £2,035 to purchase a new industrial dishwasher. Conditional upon the balance of funding being in place.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Corsham Area Board has been allocated a 2012/2013 budget of £43,772 for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

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

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.13. The 2012/2013 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.14. A decision was been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.15. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.16. A budget ring-fenced for the needs of young people will again be made available in 2012/2013. How this will be allocated will be the decision of the area board.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Area Board Grant Guidance 2012/13 as presented for delegated decision• Corsham Community Area Plan• Corsham Joint Strategic Needs Document
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2. 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 will be 1 further round of funding during 2012/2013. The will take place on;
 - 24 January 2013

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Corsham Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Corsham Area Board will have a balance of £27,786

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – Officer Recommendations.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Neston Village Hall	Additional storage provision	£5,000

- 8.1.1 Award £5,000 towards a total project cost of £12,336 to provide additional and modern storage space for users of the hall. Conditional upon balance of funds and any planning permission being in place.
- 8.1.2. This application meets the grant criteria 2012/13.
- 8.1.3. This application demonstrates a link to the community plan. “By benefiting the local community and giving all users a friendlier and safer environment in which to meet.”
- 8.1.4. This group is a locally formed not for profit group charged with operating the village hall for the benefit of the community.
- 8.1.5. If the area board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.2	Colerne Village Hall	To put disabled access and doors in place	£1,000

- 8.2.1 Award £1,000 towards a total project cost of £3,258 to put in place disabled access ramps and doors. Conditional upon the balance of funding and any planning permissions being in place.
- 8.2.2 This application meets the grant criteria 2012/13.
- 8.2.3 This application demonstrates a link to the community plan “Allowing people with mobility issues to access a valued community facility”.
- 8.2.4 This is a not for profit organisation running a valued community facility.
- 8.2.5 If the area board makes a decision not to fund the project it will be delayed until alternative funding can be found which might result in the project falling out of the time frame planned.

Ref	Applicant	Project proposal	Funding requested
8.3	Colerne Sea Scouts	Insulation and new door	£923

- 8.3.1 Award £923 towards total project costs of £1,847 to upgrade insulation, installing a door and repairs to roof. Conditional upon balance of funding being in place.
- 8.3.2 This application meets the grant criteria 2012/13.
- 8.3.3 This application demonstrates a direct link to the community plan “Places for young people to meet”.
- 8.3.4 This group is a local not for profit group affiliated to the scout movement and is respected by the parish council who have part funded this project.
- 8.3.5 If the area board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.4	Colerne Luncheon Club	To purchase new dishwasher	£1,017

- 8.4.1 Award £1,017 towards total project costs of £2,035 to purchase a new industrial dishwasher. Conditional upon the balance of funding being in place.
- 8.4.2 This application meets the grant criteria 2012/13.
- 8.4.3 This application demonstrates a link to the Community Plan “Places for people to meet and contributes towards health and well being”.
- 8.4.4 This group is a well established group and are well respected by Colerne Parish Council and Colerne Village Hall.
- 8.4.5 If the area board makes a decision not to fund the project it will be delayed until alternative funding can be found which might result in the project falling out of the time frame planned.

Appendices:	Appendix 1 Grant application – Neston Village Hall Appendix 2 Grant application – Colerne Village Hall Appendix 3 Grant application – Colerne Sea Scouts Appendix 4 Grant application - Colerne Luncheon Club
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No unpublished documents have been relied upon in the preparation of this report.

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