

AGENDA

Meeting: WESTBURY AREA BOARD
Place: Heywood Village Hall, Church Rd, Heywood, Westbury BA13 4LP
Date: Thursday 17 October 2013
Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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 Roger Bishton (Democratic Services Officer), on 01225 713 035 or email roger.bishton@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01373 864714 or email sally.hendry@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

| | | |
|------------------------------------|----------------|--|
| Cllr Linda Conley | Ethandune | linda.conley@wiltshire.gov.uk |
| Cllr Russell Hawker (Chairman) | Westbury West | russell.hawker@wiltshire.gov.uk |
| Cllr David Jenkins (Vice-Chairman) | Westbury North | david.jenkins2@wiltshire.gov.uk |
| Cllr Gordon King | Westbury East | gordon.king@wiltshire.gov.uk |

Items to be considered

1. **Chairman's Welcome and Introductions** *(Pages 1 - 2)*
2. **Apologies for Absence**
3. **Minutes** *(Pages 3 - 16)*

To confirm the minutes of the meeting held on 15 August 2013.
4. **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.
5. **Pupils Voices**

Local junior school pupils will explain the community issues raised by schoolchildren at the Pupils Voice event held earlier in the year.
6. **Chairman's Announcements** *(Pages 17 - 18)*

To note the following items for information – written briefing notes are available in the full agenda pack, or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak with the Community Area Manager or the Democratic Services Officer.

(a) Survey - What Matters to You
7. **Post Office Services in the Westbury Area**

Laura Tarling, Post Office Senior Stakeholder Manager, will give an update on the current situation ref the availability of post office services in the Westbury area.
8. **Partner and Community Updates** *(Pages 19 - 26)*

To note the attached Partner updates and receive any further information partners wish to share:-

 - Police & Crime Commissioner's Office
 - Wiltshire Police
 - Wiltshire Fire & Rescue
 - NHS Wiltshire
 - BA13 CAP
 - Youth Advisory Group (YAG)
 - Town/Parish Councils
9. **Progress of the Campus Consultation**

A member of the Campus Operations Board will give an update on the campus consultation.

10. **Public Health and the Westbury Community Area**

A presentation will be made by Aimee Stimpson, Associate Director of Public Health, previewing the Joint Strategic Assessment which highlights health and wellbeing issues facing the Westbury community. This will include a short film on the role of the local authority in public health.

11. **Connecting Wiltshire**

To receive updates on the "Connecting Wiltshire" programme including improvements to rail services in Wiltshire and the new website. This will include a short DVD.

12. **TransWilts Community Rail Partnership**

A presentation will be given by TransWilts Community Rail Partnership on improvements that will benefit the Westbury community.

13. **Community Area Transport Group (CATG) (Pages 27 - 32)**

A report by the Community Area Manager providing an update on the issues raised at the CATG and actions taken is attached. This includes Edington funding success for highways project.

14. **Update on Adoption of Leigh Park (Pages 33 - 44)**

A progress report on the adoption of paths, roads and open spaces on Leigh Park is attached.

15. **Community Area Grants (Pages 45 - 58)**

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

16. **Future Meeting Dates, Forward Plan, Evaluation and Close**

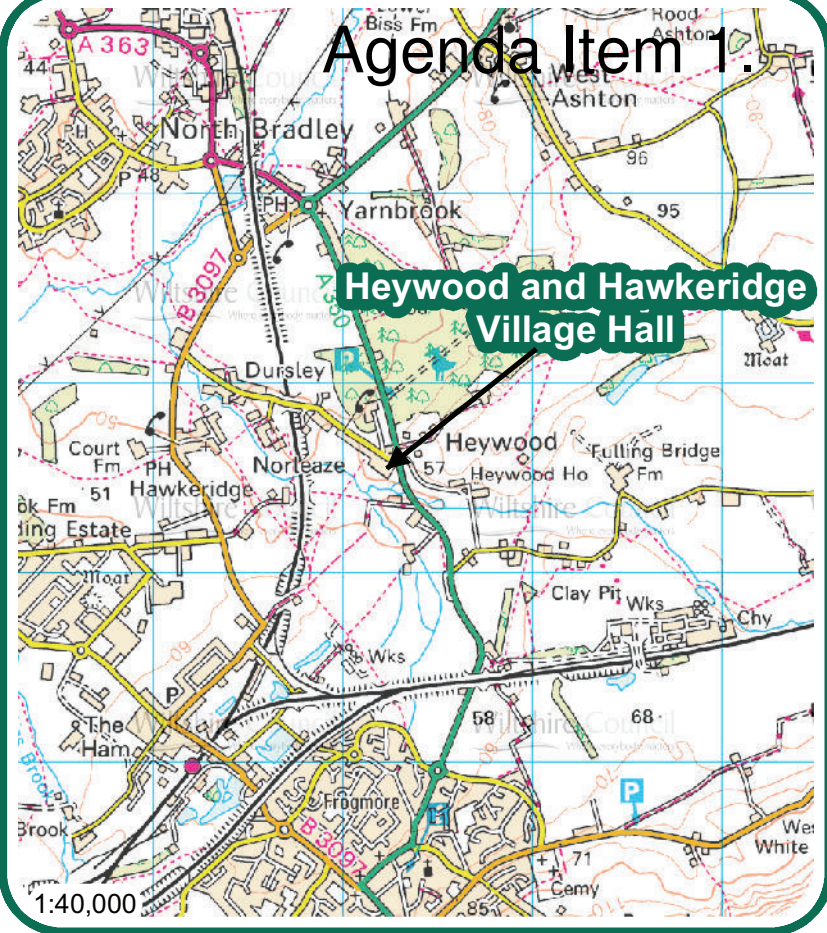
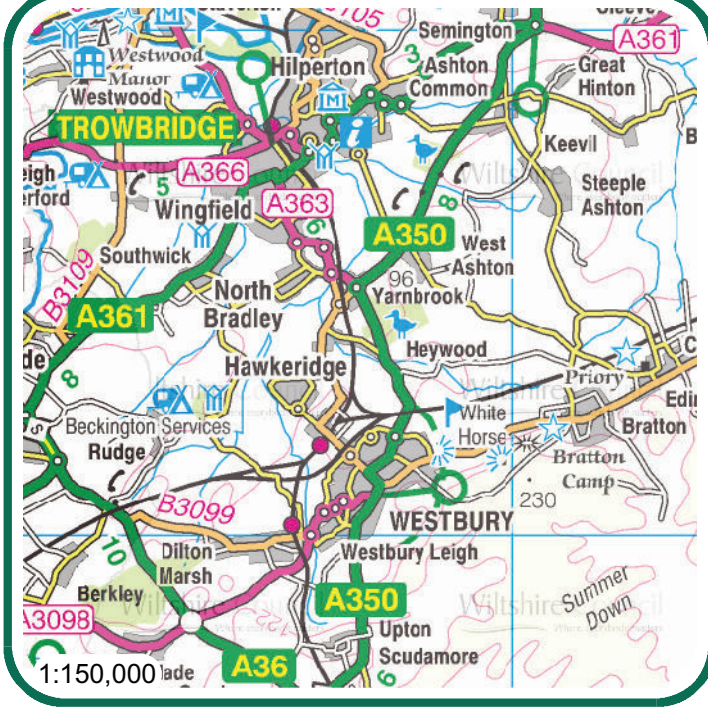
The next meeting of the Westbury Area Board will take place on:

Thursday 12 December 2013 at The Laverton, Westbury BA13 3EN

Future Meeting Dates

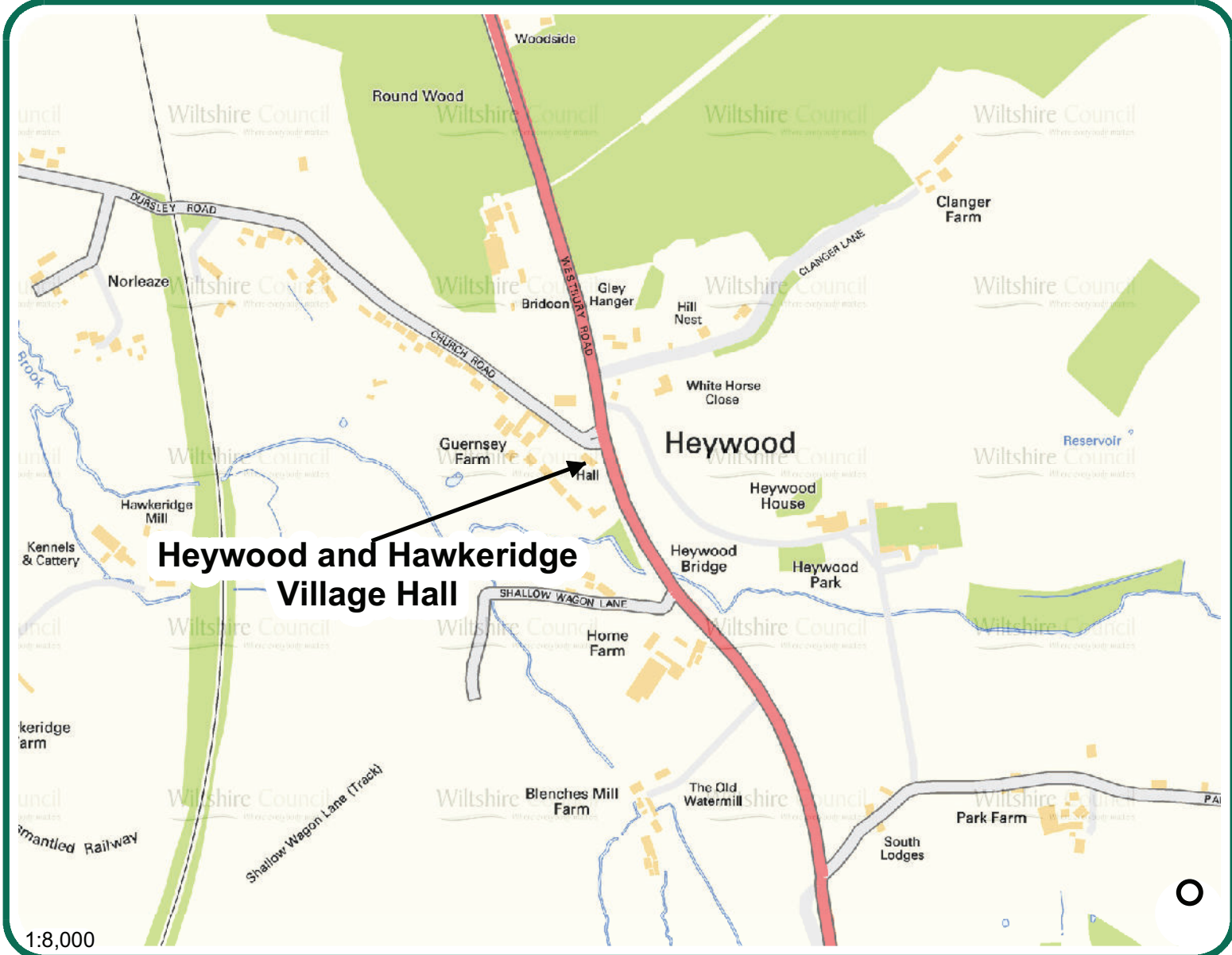
Thursday 6 February 2014, at Leigh Park Community Centre, Leigh Park Way, Westbury BA13 3FN

Wednesday 26 February 2014, at The Laverton, Westbury – Presentation on Community Area Joint Strategic Assessments.



Heywood and Hawkeridge Village Hall
 Church Road
 Heywood
 Westbury
 BA13 4LP

Wiltshire Council
 Where everybody matters



MINUTES

Meeting: WESTBURY AREA BOARD
Place: All Saints Church Hall, Church Lane, Westbury BA13 3BT
Date: 15 August 2013
Start Time: 7.00 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713 035 or (e-mail) roger.bishton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Linda Conley, Cllr Russell Hawker (Chairman), Cllr David Jenkins (Vice Chairman) and Cllr Gordon King

Wiltshire Council Officers

Sally Hendry, Westbury Community Area Manager
Roger Bishton, Democratic Services Officer

Town and Parish Councillors

Westbury Town Council – Cllr David Bradshaw, Cllr Ian Cunningham, Cllr Christine Mitchell, Cllr Mike Sutton, Mr Keith Harvey (Town Clerk)

Bratton Parish Council

Coulston Parish Council

Dilton Marsh Parish Council – Cllr Alison Irving

Edington Parish Council – Cllr Mike Swabey

Heywood Parish Council – Cllr Keith Young

Partners

Office of the Police & Crime Commissioner – Mr Kieran Killgallen

Wiltshire Police – Inspector Alan Webb

Wiltshire Fire and Rescue Service – Mr Michael Franklin

Wiltshire NHS

BA13+ Community Area Partnership – Mrs Carole King

Total in attendance: 66

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 1. | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p> |
| 2. | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Julia Cramp - Service Director for Commissioning and Performance Sue Ezra – Westbury Town Council Francis Morland – Heywood Parish Council</p> |
| 3. | <p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the previous meeting held on 13 June 2013 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> <p>(a) <u>Wiltshire Fire & Rescue Service draft Public Safety Plan 2013-16 – “Have your Say”</u></p> <p>The new draft Public Safety Plan 2013-16 (Integrated Risk Management Plan) was now available to view on the Wiltshire Fire and Rescue Service website. The plan showed what the service had been doing and how it intended to build on that for the future. Part of this was around how they operated as an emergency service, utilising personnel differently to have greatest impact on local communities.</p> <p>The service would very much welcome the public’s thoughts and opinions on its plans for the future. The consultation period was running from 10 June until 1 August. Although the consultation period had technically finished, late observations would be welcomed. Any comments or feedback should be sent to consultation@wiltsfire.gov.uk. or Sarah Hargreaves, Wilts FRS HQ, Manor House, Potterne, SN10 5PP.</p> <p>To view the plan please use the following link below or for a paper copy</p> |

contact Sarah Hargreaves as above.

http://www.wiltshire.gov.uk/About_Us/Publications/publications.htm

(b) Wiltshire Core Strategy – Consultation on Schedule of Proposed Modifications (including SA and HRA updates); two ministerial statements relating to wind farm development and national planning practice guidance for renewable energy

The Wiltshire Core Strategy, which provides the planning policy framework for Wiltshire, recently underwent discussion at a public examination conducted by an independent Planning Inspector.

Following the examination hearing sessions the council has published a Schedule of Proposed Modifications (August 2013) containing 'main' and 'minor' changes to the Core Strategy to give all interested parties the opportunity to comment before the Inspector completes his report.

The consultation will take place for a six week period from Tuesday 27 August to Wednesday 9 October 2013 inclusive.

The council has produced an update to the Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) based on the Schedule of Proposed Modifications. Comments can also be made on these updates.

The Inspector has also requested that the council invites comments on the implications that the two recent ministerial statements relating to wind farm development, and the recently published national planning practice guidance for renewable energy may have on the Wiltshire Core Strategy.

Details of where you can view the Core Strategy, Schedule of Proposed Modifications and associated documents (including the SA update, HRA update, ministerial statements and planning practice guidance document) will be available on the Wiltshire Council website from 27 August 2013:
[Core Strategy](#)

Alternatively, copies of the documents will be available to view at the main council offices (see below) and at all libraries across Wiltshire during normal opening hours:

Wiltshire Council
County Hall
Trowbridge
BA14 8JD

6.

Consultation Launch on Options for a Westbury Campus - Shaping the Future of Westbury Services

The Chairman introduced and welcomed Mike Parker and Tara Huntley, members of the Community Operations Board (COB), together with Lucy Murray-Brown and Ros Griffiths from Wiltshire Council who were attending to make a presentation about the background to the campus project and the options on offer; they would then answer questions.

The Area Board was informed that following on from the first round of consultations the COB had identified which services/facilities should be included in the scope for the campus and following on from this three distinct options had been developed as follows:-

- Option 1 - a three site campus, based at Leighton Recreation Centre, Westbury Library and the Swimming Pool.
- Option 2 - a two site campus, based at Leighton Recreation Centre and the Library.
- Option 3 – a single site, new build campus, site yet to be identified.

Full details of the results of the first round of consultations are available to view on the Westbury Campus page of the Wiltshire Council website at www.wiltshire.gov.uk/westburycommunitycampus

A second round of consultations had been launched with a closing date of 29 November 2013 and everyone was encouraged to complete a consultation form online at www.wiltshire.gov.uk/westburycommunitycampusphase2.htm This consultation would also include information sessions at the library, a roadshow, stalls and information in magazines.

During the ensuing debate, which lasted just over an hour, the following points were made in answer to questions:-

- The total number of responses received to the first round of consultations was a little over 500, which was rather disappointing bearing in mind that copies of the consultation form were circulated to all households.
- If eventually, following further consultation, there was clear evidence that the people of Westbury favoured either Option 2 or Option 3, thus resulting in the swimming pool being surplus to requirements, then every effort would be made to find an alternative use for the building as a community asset. It was pointed out that the swimming pool was provided as a gift to the people of Westbury and thus the building could not be rendered surplus to community requirements unless there was 75% agreement following a referendum.

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| | <ul style="list-style-type: none"> • Lucy Murray-Brown and Ros Griffiths explained that any proposal put forward would have to be fully costed including taking into account the capital receipts received from the sale of any building. A business plan would be produced for consideration by Wiltshire Council’s Cabinet, but it would take very much into account the views of the local people before reaching a final decision. Thus community consultation was of paramount importance and everyone was urged to complete a consultation form. • It was generally considered that campus facilities should be situated as close to the centre of Westbury as possible and certainly within easy access. A suggestion was made that consideration be given to the use of High Street, Westbury but it was pointed out that properties in that location were owned by a considerable number of people and it would be a major and expensive exercise to identify all of them in addition to the cost of purchase of the properties and their subsequent redevelopment. <p>At the conclusion of the debate, a straw poll was taken on the three options proposed, the results being as follows:-</p> <p>Option 1 – 63% Option 2 – 12% Option 3 – 24%</p> <p>The Chairman thanked the representatives from COB for their presentation and also Officers from Wiltshire Council for attending to answer questions.</p> <p>A further report would be made to the Area Board after the second round of consultations had been completed and the results were available.</p> |
| 7. | <p><u>Flies</u></p> <p>The Chairman introduced representatives from Hills, the Environment Agency and Wiltshire Council who were attending to present a report and answer any questions about the recent fly problem in Westbury.</p> <p>A report was tabled at the meeting which:-</p> <ul style="list-style-type: none"> • set out the background to the complaints received, • provided details of the investigations which were carried out, • listed the causes of the problems, and • set out the current situation. <p>(A copy of the report is attached as Appendix 1)</p> <p>Ed Dodd, Divisional Director of Hills Waste Solutions, which ran the recently</p> |

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| | <p>opened plant at the Northacre resource recovery centre in Northacre Industrial Park, reported that new fly control measures had been implemented at the site and a Fly Management Plan was being improved for use during periods of hot weather conditions. He also confirmed that both the Environment Agency and officers from Wiltshire Council were satisfied that the level of flies at this plant had now been reduced to acceptable levels. In answer to questions put, he confirmed that a vigorous fly monitoring process had been introduced at the adjacent dairy plant. Representatives from the dairy plant were working with Hills to ensure that there would be no further problems; these representatives attended meetings of the liaison committee and were satisfied with the new arrangements.</p> <p>Members of the public confirmed that the level of flies had now reduced significantly and hoped that the new measures as outlined would result in a significant reduction in flies during future periods of hot weather.</p> <p>The Chairman thanked the representatives from Hills, the Environment Agency and Wiltshire Council for attending the meeting and for clearly explaining the situation.</p> |
| 8. | <p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community update reports:-</p> <ul style="list-style-type: none"> Wiltshire Police – Inspector Alan Webb presented his report and was pleased to announce that the overall figures for Westbury showed excellent reductions in crime and anti-social behaviour with the exception being violent crime. The most serious level of violence reported was actual bodily harm with a total of 32 reports during the period. All other reports totalled 26 with no or very slight injuries. He reported that in future rape statistics would be recorded separately. <p>The Neighbourhood Policing Team was continuing to work on the graffiti issue in order to ascertain who was responsible, but the series appeared to have stopped.</p> <ul style="list-style-type: none"> Wiltshire Fire & Rescue Service – Mike Franklin introduced his reports for June and July 2013 and reported an increase in fires by five; three of these were deliberate and the offender had been caught. <p>In answer to a question from Dr Peter Biggs about the graphical information contained in the reports, Mike Franklin explained that a revised</p> |

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| | <p>report format was being developed which would be considered by the Fire & Rescue Service Management Team shortly. The Community Area Manager was requested to write to the Chief Fire Officer requesting that the graphical information provided in the reports to Area Boards be amended by improving the vertical axes in the Non-Fire incidents and also the Death & Injuries incidents attended by WFRS.</p> <ul style="list-style-type: none"> • NHS Clinical Commissioning Group – The submitted letter dated 27 June 2013 from the NHS Wiltshire Clinical Commissioning Group was received and noted. • NHS Wiltshire – There was no update. • BA13 CAP – The minutes of the BA13+ Partnership AGM dated 2 July 2013 were received and noted. • Town/Parish Councils – There were no updates. • Community Area Young People’s Issues Group (CAYPIG) – An update report was received and noted. |
| 9. | <p><u>Issues Updates</u></p> <p>The Area Board received updates on the following issues:-</p> <ul style="list-style-type: none"> • <u>Cranborne Chase & West Wiltshire Downs Area of Outstanding Natural Beauty</u> Anne Dunderdale explained that she represented an Action Group for an extension of the Cranborne Chase & West Wiltshire Downs AONB to include Westbury and that this was being pursued by Natural England. However, before any further progress could be made, Natural England required the support of Wiltshire Council to this proposal and although a letter had been sent to the Council a reply had not yet been received. The Community Area Manager was requested to ask the Council for a quick response to be sent in support of this proposal as soon as possible. • <u>Westbury Swimming Pool</u> The Community Area Manager reported that Westbury Swimming Pool would be celebrating its 125 year anniversary and would be marking this with a series of events during the weekend of 7th & 8th September. Swimming lessons would be available during this time at one penny a session and there would be a swimming demonstration by members of the Swimming Club in Victorian costume. It was also planned to hold a public exhibition to commemorate the history of the swimming pool in the Laverton, together with material to commemorate the Laverton Hall’s 140th anniversary on 11 September. There would be free car parking in Westbury and also free refreshments available during this weekend and a limited number of commemorative mugs for both the swimming pool and |

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| | <p>the Laverton would be available to purchase.</p> |
| <p>10.</p> | <p><u>Community Area Transport Group (CATG)</u></p> <p>The Community Area Manager reported that:-</p> <ul style="list-style-type: none"> • £1,000 had been made available for an assessment of the street lighting in Indigo Road, Westbury, which served Matravers School <p><u>Decision</u></p> <p>To approve an assessment of the lighting in Indigo Road, Westbury at a cost of £1,000.</p> <ul style="list-style-type: none"> • £6,000 had been allocated at Edington to improve junctions and footpaths. • An improvement to the bus shelter at the Primary Care Centre was being carried out to be funded jointly with Westbury Town Council. • Improved access to the rear of the Imperial Charity shop was being undertaken. |
| <p>11.</p> | <p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Area Manager in which councillors were asked to consider applications for funding from the 2013/14 Area Board Grants Budget. She then explained each application in turn.</p> <p>(a) <u>Matravers School, Westbury – BIG DRAW, National Campaign for Drawing engaging the community – request for £470</u></p> <p><u>Decision</u></p> <p>To approve a grant of £470 towards the staging of the free community event the Big Draw.</p> <p><u>Reason</u></p> <p>The Big Draw project is aimed at all members of the community - Families, Elderly and Young People. The project benefits the community by: - Providing an exciting, inspiring and creative day, bringing members of the community together. - Creative teaching from inspiring artists encouraging imagination and exploring</p> |

possibilities. - Active engagement in the arts brings people together to share ideas, work together and learn from each other. - The opportunity for the community to create a piece of artwork either for themselves or work together to create a piece of artwork for the community. - Engaging the community leading to further Art based workshops extending skills and knowledge - Bringing children and families into the school, promoting the school and breaking down barriers. - Building stronger families.

- (b) **68 Westbury Squadron Air Training Corps – Air Cadets Mini Bus – request for £2,500**

Decision

To approve a grant of £2,500 towards the purchase of a minibus.

Reason

The cadets will benefit by being able to attend their various activities in the county. The Lions Club usually benefit from using the squadron minibus especially at Christmas for their fund raising events. Other organisations benefit from the cadet's help in the community and they need to be transported to these events eg. Donkey Derby, Corsley Show where they marshal and assist with car parking.

- (c) **Westbury Music & Arts Festival – Imber 70th Anniversary Service at Edington Church – request for £450**

Decision

To approve a grant of £450 towards the publication of a commemorative booklet.

Reason

It is part of history and the booklet will be a reminder of the village and what happened to the people there. It could produce tourism, people coming to see about this long lost village of Imber and the area around it.

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| 12. | <p><u>Date of Next Meeting</u></p> <p>It was noted that the next meeting of the area Board would be held on Thursday 17 October 2013 at Heywood Village Hall, Church Road, Heywood, Westbury, starting at 7.00pm.</p> |
| 13. | <p><u>Any Other Business</u></p> <p>It was reported that the Planning Inspectorate had announced the Inspector's decision regarding the appeal against Wiltshire Council's decision to refuse planning permission for development at Fairdown Avenue, Westbury; the appeal was lost.</p> |

Fly issues affecting Westbury

Background

On 9 July 2013, Public Protection began receiving complaints of an excessive number of flies in Westbury, initially from the Brook Lane area. Initial concerns centred on the new Mechanical Biological treatment (MBT) Plant operated by Hills Waste Solutions (HWS) at the Northacre Resource Recovery Centre (NRRC), which is currently undergoing commissioning. This coincided with a prolonged period of hot weather.

Following initial investigations, Hills concluded that the levels of flies at the NRRC was greater than would be anticipated at this type of facility, though in fact the problem peaked during a period where the plant was not accepting new waste. Since February this year Wiltshire Council has been delivering varying quantities of waste during the commissioning phase in order to allow the required building and equipment tests to be completed. Waste deliveries were suspended on a planned basis on 8 July to allow for additional equipment to be fitted within the plant.

Wiltshire Council has an interest through its Waste Management role as the plant has been developed by HWS to receive 60,000 tonnes of Wiltshire's residual waste per annum. After screening and treatment, followed by separation of metals, it produces a fuel. The NRRC is regulated by the Environment Agency under a Permit. Combined with other Energy from Waste projects and increased recycling, the plant will help divert over 110,000 tonnes of domestic waste from landfill every year.

Some fifty complaints were received by Wiltshire Council and just over one hundred by the Environment Agency over a period of three weeks up to the end of July. The peak of the problem seemed to be over a 10 day period from 15 July to 25 July after which reports of numbers of flies began to drop back towards what may be considered as normal background levels for the summer period.

Investigations

Public Protection, Waste Management, Media and Public Health for the Authority, together with the Environment Agency and Hills Waste Solutions co-operated in sharing information from early in the investigation. In particular:

- Details of numbers of complaints, their distribution and the days on which they were received were passed between the organisations. The details were anonymised to comply with data protection.
- The Environment Agency and Public Protection shared responsibility for searching for other possible sources.
- Public Protection visited a representative number of premises to check the extent of the problem and the species of fly involved.
- Hills Waste shared with all partners the details of the enhanced fly control measures introduced to combat the problem. The Company was pro-active in writing to dwellings in the affected area, including providing fly-papers and in providing

information to the media. They also promoted a separate “Enquiry Line” to provide a facility whereby householders and local businesses could call HWS to notify them of issues with flies at their property / premises

- Information available on the Council’s website was reviewed and enhanced, and the information agreed with partners. Additional scripting was developed for the council’s Customer Services Unit to ensure that appropriate advice could be provided over the phone.
- Hills Waste, in consultation with all partners, decided not to take in any new waste until satisfied that the problems at the plant were resolved. Deliveries recommenced on Tuesday 6 August, though still on a commissioning basis.

During the period of concern, Hills Waste held two extraordinary Liaison Committee meetings involving the enforcing agencies, local politicians, Waste Management and a local business. In addition to regular telephone and face to face discussions, two teleconferences took place between the Environment Agency and the Authority. The Waste Management Group were in daily contact with HWS to discuss the progress of enhancements to existing fly management controls, and the implementation of new fly control measures. Combined with regular discussions with the EA, this informed the joint decisions regarding the timing that waste deliveries recommenced.

Cause of the Problems

It is considered that a combination of issues led to the problems experienced during this period including:

- The extended period of unusually hot weather naturally increased the fly population generally.
- Although no other significant sources were discovered it cannot be assumed that the sole cause of the problem rested with the NRRC plant.
- The stop/start nature of commissioning the plant meant that adequate temperatures within the treatment hall may not have been reached to control fly generation.
- Some of the controls at the plant did not work as planned and had to be enhanced.

Current situation

- Wiltshire Council began delivering 240t of residual waste to the plant per day on Tuesday 6 August. It is anticipated that this will remain unchanged as the final stages of commissioning tests are near to completion and the plant will become fully operational.
- HWS have developed and are continuing to improve a Fly Management Plan for the site to be enacted at times of prolonged hot weather or when they observe an increase in flies at the site through new on-site monitoring procedures.
- Existing control measures have been reviewed and upgraded following the fly incident.
- The EA have confirmed that the level of flies at the NRRC facility is at acceptable levels that would be expected at a facility of this nature.
- Public complaints have continued to decline in number, but continue to be closely monitored.

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Agenda Item 6.

Chairman's Announcements

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| Subject: | What matters to you survey |
| Officer Contact Details: | Contact Centre 0300 456 0100 |
| Web Link | www.wiltshire.gov.uk/whatmatterstoyou |

Survey – What Matters to You

Wiltshire Council and its partners are committed to developing and delivering services that reflect the differing needs of local communities. With this in mind, you are invited to complete our residents' survey "What matters to you?"

It only takes a few moments to complete the survey. Your comments and input are very important and will help us to shape the future of your local area.

For more information about this survey and to complete it online, please visit:
<http://www.wiltshire.gov.uk/whatmatterstoyou.htm>

A full report will be produced once the results of the survey have been analysed. The report will be publicly available on the council website www.wiltshire.gov.uk

The survey, one of the biggest ever done in the county, is designed to give residents a real say on a range of topics that affect life where you live. From issues surrounding community safety to what the council spends its money on to what it's like to live in Wiltshire all the questions are designed so that your opinion can be counted.

The results will be used by the council and our partners NHS Wiltshire, Wiltshire Fire and Rescue and Wiltshire Police to help develop policies which affect local communities. Surveys will be available on line as well as being freely available in libraries, council offices and leisure centres.

Office of the Police and Crime Commissioner for Wiltshire and Swindon

Public opinion survey – Warminster – Westbury Community Area

The Office of the Police and Crime Commissioner (OPCC) commissioned M.E.L. Research to consult local residents. During 2012/13 4408 Wiltshire residents completed the survey. A minimum of 384 people took part in each of the eleven policing sectors* ensuring that the results for each sector were significant**

The aims of this survey are:

- To measure public perception of Wiltshire Police and how communities are policed
- To consult the public and enable the OPCC and Wiltshire Police to prepare policing plans
- To enhance the OPCC and Wiltshire Police's understanding of how policing influences people's sense of security and wellbeing

If you have any queries please contact the OPCC

Public perceptions linked to the Police and Crime Commissioner Priorities

| | Westbury Community Area | Warminster Sector | Wiltshire Police Force Area |
|---|-------------------------|-------------------|-----------------------------|
| Feel safe when outside in their local area after dark | 65.6% | 72.3% | 63.9% |
| Feel safe when outside in their local area during the day | 98.5% | 97.4% | 93.4% |
| Satisfaction with the level of police visibility in their neighbourhood | 55.4% | 57.7% | 59.1% |
| Number Surveyed | 67 | 389 | 4408 |
| Population | 18280 | 56820 | 684028 |

Key:

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| | significantly better than Wiltshire average* |
| | in line with Wiltshire average* |
| | significantly worse than Wiltshire average* |

What types of crime and anti social behaviour (ASB) cause a problem in your area?

| Issues in the local area | There are no crime and ASB issues in my local area | Teenagers hanging around | People being drunk or rowdy in public places | Domestic burglary | Graffiti & vandalism to private property | Theft Of Vehicles |
|-----------------------------|--|--------------------------|--|-------------------|--|-------------------|
| Westbury Community Area | 37% | 28% | 21% | 13% | 6% | 6% |
| Warminster Sector | 58% | 13% | 11% | 9% | 5% | 3% |
| Wiltshire Police Force Area | 54% | 16% | 10% | 8% | 8% | 2% |

Office of the Police and Crime Commissioner for Wiltshire and Swindon
London Road, Devizes, Wiltshire. SN10 2RD
Telephone: 01380 734022 Ext. 2293
Facsimile: 01380 734025
Email: pcc@wiltshire.pnn.police.uk
Web Site: www.wiltshire-pcc.gov.uk

What are the concerns in your area?

| Concerns in local area | Westbury Community Area | Warminster Sector | Wiltshire Police Force Area |
|-------------------------------------|-------------------------|-------------------|-----------------------------|
| Lack of facilities for young people | 72% | 63% | 56% |
| Unemployment | 55% | 39% | 37% |
| Anti-social behaviour | 46% | 29% | 34% |
| Lack of local amenities | 44% | 32% | 25% |
| Drug misuse | 35% | 28% | 30% |
| Crime | 33% | 26% | 29% |
| Standard of health services | 33% | 21% | 16% |
| Standard of public transport | 32% | 27% | 20% |
| Standard of education services | 17% | 11% | 12% |
| Poverty | 17% | 15% | 14% |

What should the priorities be in your area?

| Priorities | Westbury Community Area | Warminster Sector | Wiltshire Police Force Area |
|---|-------------------------|-------------------|-----------------------------|
| More police out and about | 40% | 28% | 29% |
| None - not a problem in my area | 13% | 23% | 24% |
| More communication between the police and local residents | 13% | 5% | 4% |
| Tackling speeding | 7% | 7% | 5% |
| None - police do as much as they can | 6% | 14% | 16% |

Perceptions of Crime and ASB

Perceptions of Crime and ASB being a problem in the Warminster Sector are below the average for the Wiltshire Police area.

- The average perceived level of crime on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.39 for Wiltshire Police as a whole. For the Warminster Sector the average score is improved at 3.17, those surveyed in the Westbury Community Area perceive higher levels of crime with an average score of 3.72
- The average perceived level of ASB on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.34 for Wiltshire Police as a whole. For the Warminster Sector the average score is improved at 2.99, again those surveyed in the Westbury Community Area perceive higher levels of ASB with an average score of 4.23

The perceived levels of crime and ASB in Westbury are not an accurate reflection of the actual crime and ASB levels which are also below the Wiltshire average.

- There were 37 crimes per 1000 population in the Westbury Community Area in 2012/13, this compares to a Wiltshire average of 46 crimes per 1000 population.
- There were 35 reported ASB incidents per 1000 population in the Westbury Community Area in 2012/13, in comparison to a Wiltshire average of 37 incidents.

* Wiltshire Police is divided geographically into 11 local policing sectors. These sectors are then further divided into sections - these usually consist of a large town and the neighbouring villages or community areas.

**Statistical significance; If the survey was completed using an alternative set of respondents there is a 95% chance that the result would fall within $\pm 1.5\%$ of the current result at force level. At sector level there is a 95% chance that the result would fall within $\pm 5\%$ of the current result.

Office of the Police and Crime Commissioner for Wiltshire and Swindon

London Road, Devizes, Wiltshire. SN10 2RD

Telephone: 01380 734022 Ext. 2293

Facsimile: 01380 734025

Email: pcc@wiltshire.pnn.police.uk

Web Site: www.wiltshire-pcc.gov.uk

Crime and Community Safety Briefing Paper Westbury Community Area Board 17th October 2013



1. Neighbourhood Policing

Town Team:

Pc Gavin Hucks
PCSO Neil Turnbull
PCSO Hannah Jamieson

Rural Team:

Pc Darren Foulger
PCSO Lukas Breedt
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

3. Performance and Other Local Issues

Due to Sickness I have temporarily posted PCSO Wright to Westbury in order to provide resilience and continued levels of cover.

I was asked at the last Area Board for a report on the number of sexual assaults in particular Rapes that had taken place within the Westbury Area for the past rolling 12 Months. In total there were 4 Rapes reported in all cases the suspect was identified and was known to the victim. In two of the cases the report was historic.

In the past 5 weeks PC Hucks led a Team of Specialist Response Officers in executing a Drugs warrant where class A drugs and an unregistered shotgun were recovered.

The Performance table shows an overall reduction in crime however there is an increase in Domestic Burglaries which includes a series of several offences committed by the same person where she would offer to paint a room in an address and whilst there would enter and steal from an area to which she had not right to be in making the offence one of burglary and not theft
There has been a significant reduction in Non Dwelling burglaries.

On behalf of the Wiltshire Police and Crime Commissioner I present the finding of the Public Opinion Survey commissioned by the office of the PCC.

I note from the report that the overall levels of Crime and ASB for Westbury remain lower than the average for Wiltshire, and Wiltshire remains one of the safest counties to live in. However the people surveyed in Westbury perceive crime and ASB to be higher than the actual level and this is of concern to me.

| EG Westbury NPT | Crime | | | | Detections* | |
|-----------------------------|-----------------------------|-----------------------------|---------------|----------|-----------------------------|-----------------------------|
| | 12 Months to September 2012 | 12 Months to September 2013 | Volume Change | % Change | 12 Months to September 2012 | 12 Months to September 2013 |
| Victim Based Crime | 774 | 634 | -140 | ● -18.1% | 20% | 19% |
| Domestic Burglary | 32 | 39 | +7 | ● +21.9% | 28% | 18% |
| Non Domestic Burglary | 69 | 46 | -23 | ● -33.3% | 7% | 0% |
| Vehicle Crime | 115 | 85 | -30 | ● -26.1% | 9% | 4% |
| Criminal Damage & Arson | 180 | 147 | -33 | ● -18.3% | 14% | 16% |
| Violence Against The Person | 139 | 150 | +11 | ● +7.9% | 43% | 38% |
| ASB Incidents (YTD) | 399 | 338 | -61 | ● -15.3% | | |

* Detections include both Sanction Detections and Local Resolutions

Alan Webb

Westbury Sector Inspector.

8th October 2013



MINUTES OF THE BA13+ PARTNERSHIP MEETING

Held on WEDNESDAY 25th SEPTEMBER 2013

At BRATTON PAVILION

Present:

Carole King (Chair, BA13), Gordon King, Michael Walter, Cllr Ian Cunningham, Sarah Hopkins, Jonathan Burke, Sally Hendry (Community Area Manager) and Laura Pictor (WFCAP).

Invited speakers:

Jo Stoddart (Organisational Learning and Development, Wiltshire Council)

Tina West (Wiltshire Council, adult community learning team)

1. Apologies:

Phil reported that apologies had been received from Sally Willox on behalf of the Youth Centre, and Bill Fanning.

2. Minutes of last Partnership Meeting: 9th May 2013

The minutes were agreed as a true record.

3. Matters arising

There were no matters arising reported.

4. Community Plan – Community Plan key theme: Economy, Jobs and Skills.

Tina West (Wiltshire Council, adult community learning team) thanked the meeting for the opportunity to talk about Wiltshire Council's role regarding learning in Wiltshire. She stressed that it was primarily aimed at 19+ year olds, and explained the range of training that was delivered, which encompassed health and social care, schools,

business admin, IT skills etc. They also delivered traineeships for 16 to 18 year olds, which involved a work placement and support to gain qualifications, job skills and work readiness. Each trainee has a mentor who undertakes workplace visits, for example. Gordon King expressed the opinion that Wiltshire Council could do a great deal more to encourage apprenticeships, which the presenters agreed with. Jo Stoddart went on to describe the work-based learning offering, the QCF. They are able to coach right up to Level 5 [degree level] in some specialisms, which can take up to 18 months to achieve. They are also beginning to offer e-learning modules to underpin their classroom-based delivery.

Tina briefly described Wiltshire Council's adult and family learning programme, which included six courses in the Westbury area last year and two outdoor adventure summer programmes at Brokerswood. Courses ranged from two-hour engagement sessions to 60 hour courses. There would typically be around 1,000 learners across the whole county in the course of a year. In terms of measuring outcomes, they are currently part of an initiative called "Reading with Dads", which measures the childrens' skills at the beginning and end of the process. Tina finally touched on the subject of Community Learning Trusts. There had been 15 CLT pilots undertaken last year, which had identified that there was no one standard model to fit every council. There were three providers in Wiltshire: Wiltshire Council, Wiltshire College and The Learning Curve. Together they had formed a Wiltshire Community Learning Partnership, which had established a strategy and three year plan. The important thing was to consult with the community and establish their needs and wants.

Jo promised to provide Phil with copies of the slides, which he would circulate to those present.

5. Member updates

Health Group

Bill Fanning reported by email that the new surgery is now a year old and that the White Horse News have printed an article about the milestone. Also to mention that "Healthwatch Wiltshire" is being

launched on 3rd October. Phil McMullen is hoping to attend on behalf of BA13+.

WfCAP (Wiltshire Forum of Community Area Partnerships). Laura Pictor reported that the WfCAP Forum and EGM is happening next Thursday evening, 3rd October, in Devizes. They are proposing to set themselves up as a CIO Charitable Incorporated Organisation.

Ian Cunningham mentioned that Westbury Arts festival starts this coming weekend, with an opening on Friday evening. There is an arts and crafts fayre on Saturday.

6. Community Plan

Jonathan Burke said that the jobs club at Crosspoint has been extremely busy of late. A number of people have been travelling to Crosspoint from other towns such as Warminster.

Gordon King raised the point that Dilton Marsh Post Office is due to close later this month, and Westbury post office at the Co-Op is closing for refurbishment, so for 6 to 8 weeks there will be no post office service in the Westbury area. There is nothing in Westbury Leigh any longer. The only post office in the area will be the sub-post office at Bratton. This is of considerable concern to the elderly residents in particular.

7. Date of Next Meeting.

The date of the next Partnership meeting is **4th December 2013** at the Laverton in Westbury. The theme is to be Transport. Phil said he would ask Kate Freeman from Devizes if she could give a presentation. Laura mentioned that the LEP had also been considering transport as one of their main themes. Sally said Liam Tatton-Bennett from Community First would be an interesting speaker on the subject of community buses.

There is a Steering Group meeting taking place Thursday 7th November at Crosspoint in Westbury.

WESTBURY AREA BOARD

17 October 2013

Community Area Transport Group recommendations to Westbury area board

1. Purpose of Report

- 1.1 To provide an update on the position of the proposals from the CATG meeting that took place on 4 October 2013.
- 1.2 To request that Westbury Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 4 October 2013.

2. Finances

- 2.1 Westbury CATG receives an annual funding allocation. The Cabinet Member for Highways has now devolved decision-making and associated funding for carrying out C-class road speed limit reviews to CATGs in Wiltshire. This addition means the CATG currently has funding of £15,276. Following recommendations listed below the remaining budget for 2013/14 will be £11,276.

3. Background

- 3.1 See attached minutes of CATG meeting of 4 October 2013.

4. Recommendation

- 4.1 To note the discussions held at the CATG meeting of 4 October 2013 and to agree recommendations and funding allocation of £4,000.

Report Author:

Sally Hendry

Westbury Community Area Manager

Sally.hendry@wiltshire.gov.uk

Westbury Area Board
Community Area Transport Group
Friday 4 October 2013
The Laverton

Attendees

| | |
|--------------------|---------------------------------|
| Linda Conley | Wiltshire Councillor |
| Russell Hawker | Wiltshire Councillor (Chairman) |
| David Jenkins | Wiltshire Councillor |
| Sally Hendry | Community Area Manager |
| Spencer Drinkwater | Principal Transport Planner |
| Pat Whyte | Area Highway Engineer |
| Sue Ezra | Westbury Town Council |
| Mike Swabey | Edington Parish Council |
| Hannah Jamieson | Wiltshire Police |
| Darren Foulger | Wiltshire Police |

1. Apologies and Introductions

Apologies received from Gordon King, Paul Millard, Alison Irving, Kirsty Rose

2. Minutes

The minutes of the 6 August 2013 CATG were approved.

3. Matters arising from the previous meeting to include updates on the development of prioritised schemes to include:

- Lighting on footpath (Indigo Lane) between Springfield Road and Indigo Gardens. An assessment has taken place and there are two options for lighting. The first covers all sections of Indigo Lane that do not currently have lighting. The estimate for this is £20,000.
The second option includes lighting only the narrow section from the rear entrance of Matravers through to Springfield Road. This is estimated to cost around £12,000. The majority of the cost relates to the connection of an electricity supply and ducting to the columns to provide the electricity supply. **It was agreed** to ask if the cost could be reduced for the shorter stretch and that RH would speak to Matravers about exploring whether this could be part of a School Travel Plan bid for funding. Update at next CATG.
- Footpath at Clivey – PW reported that the verge has been cut back as requested and that another cut would take place shortly.
- Lining in Warminster road car park to allow access to rear of premises - PW reported that this had been done.

- Edington junction and footpath project – Contractor talks are now underway in order to determine when the scheme will be constructed and what traffic management will be in place during the works. There may be a requirement for a road closure during the works. SD said the work was unlikely to start until after Christmas.
- Slag Lane – investigations are still ongoing and a number of issues have been raised with the works on Station Road (mini roundabout) and also issues regarding the signing of the speed limit on Slag Lane that need to be resolved. **It was agreed** an update would come to the next CATG.
- Avebury Close footpath improvements – an assessment has been carried out which shows three lighting units will be required. The position of the lighting units will not affect neighbouring properties. The cost estimate for the works is £8600, again with the majority of the cost relating to electricity supply and associated ducting. The cost will be met through the LSTF budget as the footpath is a route to the rail station. **It was agreed** the CATG and town council representatives backed the project.
- Bus shelter at the White Horse Health Centre – highways officers are working with development control officers to ascertain ownership of this. The town council may be prepared to replace the current shelter with a more substantial one with the view to re-using the current shelter elsewhere. **It was agreed** to move this on as a matter of urgency.
- Wellhead Drove junction with A350 – investigations show in the past three years there have been two collisions at the junction, both resulting in slight injury. Both collisions were the result of a vehicle having pulled onto the main road and being struck by another vehicle travelling on the main road. Having looked at the site, highways officers note the overhanging vegetation restricts visibility at the junction and the existing warning signing on approaches to the crossroads could be improved. The site does not meet the criteria for a vehicle activated sign – these are only installed at sites that have a more significant collision history and only then when other engineering measures have failed. **It was agreed** that the signing be improved and vegetation severely trimmed. The vegetation is overhanging from a private property and the landowner will need to be asked to cut this back in the first instance. The CATG agreed to fund £200 for signage.
- Speeding at entrance to Bratton on B3098. It is only possible to install white village gate on one side of Westbury Road – the field side – as the verge outside the houses is too narrow to accommodate a village gate. This would reduce the visual impact of the gateway feature but would still offer some impact. **It was agreed** the CATG would fund £800 for the white gate.
- Quad biking – DF reported that quad biking was still an issue and said there had recently been a near miss involving a pedestrian and a quad bike. **It was**

agreed the CATG would fund £1000 towards two horse gates to be placed at the entrance to Wellhead Woods and along the track from the White Horse Equestrian centre. Discussions and investigations about suitable sites to take place with DF and PM (Rights of Way officer)

- C road speed reviews. MS requested a review to extend the 30mph limit at Edington. **It was agreed** the CATG would fund £2,000 for the review.

4. Update on 2012/13 CATG budget for Westbury area board

The CATG budget for 2013/14 is £15,276. This sum includes funds that had previously been allocated for C road assessments. Following recommendations listed above the remaining budget will be £11,276

5. Review of scheme requests and area board transport issues

- Bratton Road, Westbury ref speeding and safety. A metro count has been requested and **it was agreed** an update should be brought to the next CATG.
- Speeding concerns in Leigh Park Way and Camargue Road. It was agreed metro counts should be requested - with the police recommending suitable sites for these.
- Cycle track between Westbury and Bratton – this request was made to the CATG via local MP Dr Andrew Murrison. It had been raised by a Westbury resident. SD explained that while improvements to cycle ways were welcome, this particular project would prove too costly. **It was agreed** SD should respond to Dr Murrison.
- Bus shelter at Westbury Leigh - the shelter is particularly run-down and would benefit from improvement/replacement. Replacing the shelter will cost in the region of £3000. Update on ownership to be brought back to the next CATG.
- Station Road bridge – DJ expressed concern that overweight vehicles were using this bridge which currently has a 7.5 T limit. **It was agreed** highways officers would look at the HGV signage around the vicinity and that the matter could be taken back to the police Neighbourhood Tasking Group Meeting to see if it could become a priority.
- Rosefield Way – DJ explained he had carried out a one day crossing survey after local residents expressed the need for a crossing on this road. It was agreed to ask KR to look at the site to ascertain its suitability.
- Eden Vale Road – PW said there had been a number of accidents in Eden Vale Road. **It was agreed** PW and KR should visit the site and report back to the next CATG.

Ends

WILTSHIRE COUNCIL

WESTBURY AREA BOARD

17 October 2013

Westbury, Leigh Park – Progress with Adoption of highway infrastructure

1. Purpose of the Report

1.1. To update the Westbury Board with progress on the adoption of highway infrastructure on the Leigh Park development

2. Background

2.1. The Leigh Park development has been largely completed for some years and the highway infrastructure (i.e., roads, footways, cycleways, street lighting etc) must therefore become maintained at public expense, i.e. adopted by the local authority.

2.2. This report follows that provided to the Board on 14 June 2012.

2.3. This report is to inform the area board on progress.

3. Main Considerations

3.1. Regular progress meetings have been held since late 2009 between highway officers and the main developer to monitor and maintain progress on road adoptions. The highway inspector is in weekly attendance on site to inspect work in progress.

3.2. Latest updates are contained in the attached Appendix

3.3. The main developer is committed to completing all Agreements in a timely fashion and regular monthly progress meetings will be maintained to ensure the momentum is maintained.

4. Implications

4.1. Environmental Impact of the Proposals

None

4.2. Financial Implications

None.

4.3. Legal Implications

None.

4.4. HR Implications

None

4.5. Equality and Diversity Implications

None

5. Recommendation

It is recommended that: the Westbury Area Board note the contents of the report

Appendices: Adoption Plan

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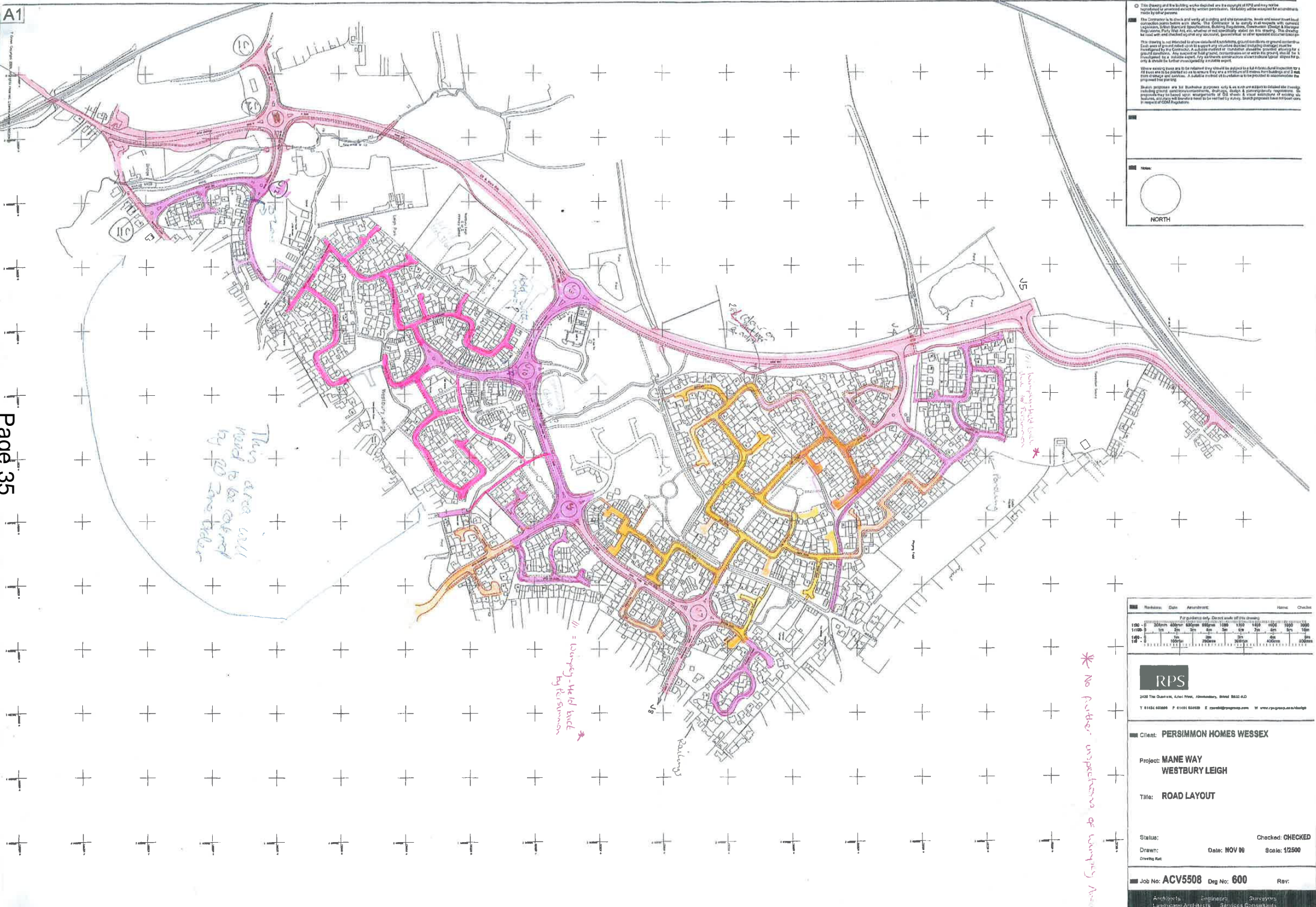
The Contractor is to check and verify all existing and proposed details, levels and measured street level conditions prior to construction. The Contractor is to verify all levels with current Ordnance Survey data and appropriate local authorities, including the relevant local authority. The Contractor is to ensure that all levels are correct and to report any discrepancies to the relevant local authority. The Contractor is to ensure that all levels are correct and to report any discrepancies to the relevant local authority. The Contractor is to ensure that all levels are correct and to report any discrepancies to the relevant local authority.

This drawing is not intended to show details of foundations, ground conditions or ground contours. Such areas of ground should only be shown where they are necessary to illustrate the proposed road layout. Any aspect of the ground, contours or levels on the ground should be a condition of a suitable report, by a suitable person, to be provided to the relevant local authority. Only a suitable report, by a suitable person, to be provided to the relevant local authority.

Where necessary, there are to be additional drawings to be provided to the relevant local authority for a full set of drawings to be provided to the relevant local authority. The drawings are to be provided to the relevant local authority for a full set of drawings to be provided to the relevant local authority. The drawings are to be provided to the relevant local authority for a full set of drawings to be provided to the relevant local authority.

These drawings are for the use of the Contractor only and are not to be used for any other purpose. The drawings are for the use of the Contractor only and are not to be used for any other purpose. The drawings are for the use of the Contractor only and are not to be used for any other purpose.

North



This area will need to be cleared by 10th June 2010

/// = existing street layout by R/Simon

** No further inspections of existing roads*

| Revision | Date | Author/Rev | Notes |
|----------|------|------------|-------|
| | | | |

For guidance only. Do not scale off this drawing.

1:1000

0 100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500 1600 1700 1800 1900 2000

RPS

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Client: **PERSIMMON HOMES WESSEX**

Project: **MANE WAY WESTBURY LEIGH**

Title: **ROAD LAYOUT**

Status: **CHECKED**

Drawn: **NOV 09** Date: **NOV 09** Scale: **1/2500**

Job No: **ACV5508** Dwg No: **600** Rev:

WILTSHIRE COUNCIL

WESTBURY AREA BOARD
17th October 2013

Westbury, Leigh Park – Progress with Adoption of Amenity land

Executive Summary

To update the Westbury Area Board on progress with the adoption of amenity land on the Leigh Park development

Proposal(s)

The Area Board to note the situation report

Reason for Proposal

The Area Board have requested regular updates on progress with adopting amenity land on Leigh Park

Recommendation

It is recommended that: the Westbury Area Board note the contents of the report

Purpose of the Report

1. To update the Westbury Area Board on progress with the adoption of amenity land on the Leigh Park development

Background

2. Parts of the Leigh Park development have been completed for a number of years and the Wiltshire Council's Technical Manager has attended previous Area Board meetings to report on progress with adopting amenity land in these completed areas.
3. It was previously requested that the Technical Manager would report progress to the Area Board every six months.
4. This report is to inform the Area Board on the latest progress.

Main Considerations

5. As reported previously the development has been divided into multiple phases reflecting the degree of completeness and or complexity of issues involved in the adoption of the amenity land.
6. Phase one was adopted in October 2012
7. Since the last report phase two has been transferred by Persimmon to the Council (Appendix 1).
8. It is expected Phase III (Appendix 2) of the amenity land will be adopted imminently, following receipt of the maintenance sum from Persimmon.
9. There will be future phases of land adoption to include the newly constructed areas of amenity land.
10. As previously reported, during the course of the routine legal searches it has become apparent that some of the historically adopted areas are still within Persimmons ownership.
11. These areas will be transferred as soon as possible and they will continue to be maintained by the Council.

Environmental Impact of the Proposals

12. None

Financial Implications

13. None.

Legal Implications

14. None.

HR Implications

15. None

Equality and Diversity Implications

16. None

Recommendation

17. It is recommended that: the Westbury Area Board note the contents of the report

Ian Brown
Head of Environment Services

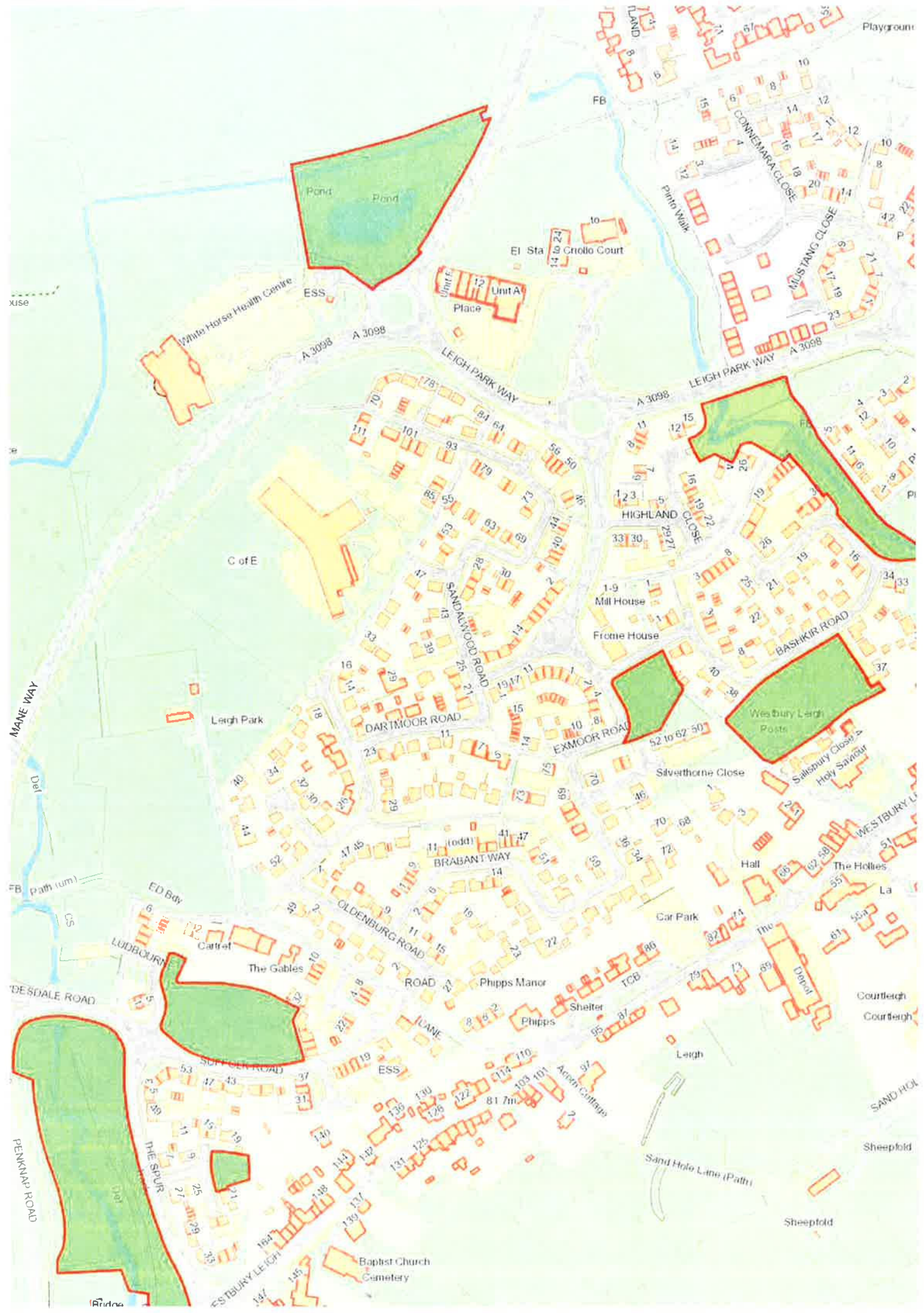
Report Author: Sarah Holloway
Technical Officer – Environment Services
Tel No: 01225 770501
E-Mail: sarah.holloway@wiltshire.gov.uk

Appendices:

Appendix 1 – Leigh Park Amenity Land Adoption Phase II. Adopted Land shown in yellow
Appendix 2 – Leigh Park Amenity Land Adoption Phase III. Land to be adopted shown edged red

Background papers: Previous reports to Westbury Area Board





| | |
|------------------------|----------------------------|
| Report to | Westbury Area Board |
| Date of Meeting | 17 October 2013 |
| Title of Report | Area Board Grants |

Purpose of Report

To ask Councillors to consider 2 applications seeking 20013/14 Community Area Grant Funding.

1. **Dilton Marsh History Society** - is seeking £500 towards the commemoration project A Village at War.

Recommended for consideration for approval

2. **U3A** – are seeking £378 towards the purchase of publicity equipment

Recommended for consideration for approval

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 (5th April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014.
 - 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
 - 1.3. The 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.
- Westbury Area Board has been allocated a 2013/2014 budget of £49,091
- 1.4. for community grants, digital literacy projects, community partnership core funding, area board operational funding and area board/councillor led initiatives.
 - 1.5. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £500 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
 - 1.6. 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.
 - 1.7. In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
 - 1.8. 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.
 - 1.9. Funding applications will be considered at every Area Board meeting whilst there is money available.
 - 1.10. 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.

- 1.11. The 2013/2014 funding criteria and application forms are available on the council's website
<http://www.wiltshire.gov.uk/council/areboards/areboardscommunitygrantsscheme.htm>
- 1.12. 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.

| | |
|---|--|
| <p>Background documents used in the preparation of this Report</p> | <ul style="list-style-type: none"> • Area Board Grant Guidance 2013/14 as presented for delegated decision • BA13 Community Area Plan • Westbury Joint Strategic Needs Assessment |
|---|--|

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2013/14 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be two further rounds of funding during 2013/2014:
- 12 December 2013
 - 6 February 2014

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 Westbury Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Westbury Area Board will have a balance of **£44,793**

4.3. All awards are subject to the condition that no payment will be made until all other funding has been confirmed.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1. Community Area Grants will give local community and voluntary groups, town and parish councils 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 | Dilton Marsh History Society | A Village At War – digital archive CR Rom project | £500 |

8.1.1. It is the officer's recommendation that an award of £500 for the Village At War project is considered for approval.

8.1.2. This application meets grant criteria 2013/14 .

8.1.3. The aim of the project is to commemorate and preserve the heritage of Dilton Marsh during WW2. Funding is sought to make 500 CD Roms containing a digital archive and virtual exhibition to give free of charge to the community. This will feature a gallery and information about soldiers from the village, a mini documentary explaining live in a wartime rural community as well as any memories of villagers. This will preserve this heritage for the future making it accessible to all and will be part of a larger project involving the community in activities, training and living history events

8.1.4. It fits in with the BA13 community plan section - Support cultural facilities for arts

| Ref | Applicant | Project proposal | Funding requested |
|-------|-----------|---|-------------------|
| 9.1.0 | U3A | Funding towards purchase of publicity equipment | £378 |

- 9.1.1. It is the officer's recommendation that an award of £378 to help purchase publicity equipment is considered for approval
- 9.1.2. This application meets grant criteria 2013/14
- 9.1.3. The intention is to purchase an outdoor display board and stand to use at local events to publicise the group with the aim of increasing membership. U3A currently has about 130 members and need to recruit more to increase subscription income which should give financial independence.
- 9.1.4. The U3A group provides a variety of educational and cultural activities for its members. This application fits in with the BA13 community plan section - Support cultural facilities for arts

| | |
|----------------------|---|
| Report Author | Sally Hendry. Westbury Community Area Manager. 01373 864714 sally.hendry@wiltshire.gov.uk |
|----------------------|---|

Grant Applications for Westbury on 17/10/2013

| ID | Grant Type | Project Title | Applicant | Amount Required |
|-----|----------------------|-------------------------|------------------------------|-----------------|
| 178 | Community Area Grant | A village at War | Dilton Marsh History Society | £500 |
| 289 | Community Area Grant | U3A publicity equipment | Westbury and District U3A | £378 |

| ID | Grant Type | Project Title | Applicant | Amount Required |
|-----|----------------------|------------------|------------------------------|-----------------|
| 178 | Community Area Grant | A village at War | Dilton Marsh History Society | £500 |

Submitted: 04/07/2013 21:10:52

ID: 178

Current Status: Application Appraisal

To be considered at this meeting:

17/10/2013 Westbury

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

A village at War

6. Project summary:

The aim of the project is to commemorate and preserve the heritage of Dilton Marsh during WW2. Funding is sought to make 500 CD Roms containing a digital archive and virtual exhibition to give free of charge to the community. This will feature a gallery and information about soldiers from the village, a mini documentary explaining live in a wartime rural community as well as any memories of villagers. This will preserve this heritage for the future making it accessible to all and will be part of a larger project involving the community in activities, training and living history events.

7. Which Area Board are you applying to?

Westbury

Electoral Division

Ethandune

8. What is the Post Code of where the project is taking place?

BA13 3SN

9. Please tell us which theme(s) your project supports:

Children & Young People
Heritage, history and architecture
Inclusion, diversity and community spirit
Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

01/2013

Total Income:

£790.15

Total Expenditure:

£0.00

Surplus/Deficit for the year:

£790.15

Free reserves currently held:

(money not committed to other projects/operating costs)

£790.15

Why can't you fund this project from your reserves:

As this is part of a larger project supported by various community events we will need to retain the reserve in case of a project overspend

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

| | | | | |
|---|------|--------------------------------|-----------------------------|-------|
| Total Project cost | | £18050 | | |
| Total required from Area Board | | £500 | | |
| Expenditure (Itemised expenditure) | £ | Income (Itemised income) | Tick if income confirmed | £ |
| Oral histories and mini documentary | 9500 | heritage lottery fund | | 17550 |

commemorating those from the village who served and died in WW2 and in the process will also explore how it was to live in the village during those times. The finished project in its digital format will allow the community access to this important heritage long after the project ends, preserving it for the future. It will also preserve any wartime memories that might still be with us .

14. How will you monitor this?

The project will be well advertised throughout and community groups within the village are very keen to participate. The finished project will be well advertised through the local media and the village website, with its digital end format ensuring it will be accessible and free to all members of the community and beyond.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The project will not require further funding

16. Is there anything else you think we should know about the project?

The project will be to commemorate those in the village who served and died in WW2. Training and activities will support the project involving all of the community, culminating in the creation of a digital archive and virtual exhibition available as a free cd rom, 500 copies of which will be made. This will feature a gallery and information about soldiers from the village, a mini documentary explaining how it was to live in a wartime rural community as well as any wartime memories of villagers. This will preserve this important heritage for the future making it accessible to all. Overall project costs Â£18050

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

| | | | | |
|-----|----------------------|-------------------------|---------------------------|------|
| 289 | Community Area Grant | U3A publicity equipment | Westbury and District U3A | £378 |
|-----|----------------------|-------------------------|---------------------------|------|

Submitted: 25/09/2013 07:55:20

ID: 289

Current Status: Application Appraisal

To be considered at this meeting:

17/10/2013 Westbury

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

U3A publicity equipment

6. Project summary:

To use outdoor display board and stand at local events to publicise our group with the aim of increasing our membership.

7. Which Area Board are you applying to?

Westbury

Electoral Division

Westbury East

8. What is the Post Code of where the project is taking place?

BA13 3EF

9. Please tell us which theme(s) your project supports:

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit
Sport, play and recreation
Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2013

Total Income:

£2454

Total Expenditure:

£2327

Surplus/Deficit for the year:

£127

Free reserves currently held:

(money not committed to other projects/operating costs)

£1842

Why can't you fund this project from your reserves:

We are still in a position of having to use reserves to cover running costs between receipt of subscriptions, which is our main source of income.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

| | | | | |
|--|-----|-------------|--------------------------------|-----------------------------|
| Total Project cost | | £378 | | |
| Total required from Area Board | | £378 | | |
| Expenditure (Itemised expenditure) | £ | | Income (Itemised income) | Tick if income confirmed |
| Seton outdoor display board | 378 | | | £ |
| Total | | £378 | | £0 |

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Westbury

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The intention is to recruit more members. We currently have about 130 members and need to recruit more to increase our subscription income which should give us financial independence. The whole membership will benefit. We now email newsletters to the majority of our members, and more are acquiring computer skills. With your help last year, we have purchased computer equipment so that we can help members on a one to one basis, acquire the skills necessary to participate. This give a considerable annual saving in postage. All members will benefit from a financially independent group.

14. How will you monitor this?

Membership numbers.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Continuing use of purchased equipment which has good life expectancy. So minimal running costs.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not

be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.
