

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margaret's Hall, St Margaret's Street, Bradford on Avon
Date: Wednesday 24 November 2010
Time: 7.00 pm

Including the Parishes of Bradford on Avon, Holt, Limpley Stoke, Monkton Farleigh, South Wraxall, Staverton, Westwood, Wingfield and Winsley.

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 Kevin Fielding , on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Elly Townsend (Bradford on Avon Community Area Manager), direct line 01225 718450 or (email) elly.townsend@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 Malcolm Hewson, Bradford on Avon South (Chairman)
Cllr Rosemary Brown, Bradford-on-Avon North (Vice Chairman)

Cllr Trevor Carbin, Holt & Staverton
Cllr Linda Conley, Winsley & Westwood

Items to be considered	Time
<p>1. Chairman's Welcome and Introduction</p>	7.00pm
<p>2. Apologies for Absence</p>	
<p>3. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>4. Minutes (Pages 3 - 16)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 22 September 2010.</p>	
<p>5. Announcements and Updates (Pages 17 - 62)</p>	7.15pm
<p>6. Public Participation</p> <p>Points members of the community would like to raise.</p>	
<p>7. Emergency Planning in Bradford on Avon</p> <p>Nick Bates, (Emergency Planning Office, Wiltshire Council) will give a brief presentation on how communities can plan locally for emergencies.</p>	7.25pm
<p>8. Report from the Community Area Transport Working Group (Pages 63 - 72)</p>	7.35pm
<p>9. Potential impact of spending cuts on the Bradford on Avon Community</p> <p>Councillor John Thompson will say a few words about Wiltshire Council's response to the comprehensive spending review and there will be the opportunity for community members to express their concerns on any potential impact of spending cuts on the Bradford on Avon Community Area.</p>	8.00pm

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| 10. | Community Area Partnership Progress Report (<i>Pages 73 - 78</i>)

Jim Lynch from the Community Area Partnership will give a progress report. | 8.15pm |
| 11. | Update on Bradford on Avon Swimming Pool

Gerald Millward Oliver from the Bradford on Avon Development Trust will give a brief update on the Bradford on Avon swimming pool. | 8.30pm |
| 12. | Community Area Grants (<i>Pages 79 - 98</i>)

The Wiltshire Councillors will consider three applications to the Community Area Grants Scheme 2010/11, as follows:

i. Holt Sports and Recreation Committee request £5,000 towards the cost of constructing a second sports court on the Holt Recreation Ground.

ii. Bradford on Avon Chamber of Commerce request £1,880 towards the cost of installation of Christmas lights.

iii. Beejays Netball Club, Netclub Club request £560 to enable the club to set up a new 'Back to netball' club at St Laurence School for parents.

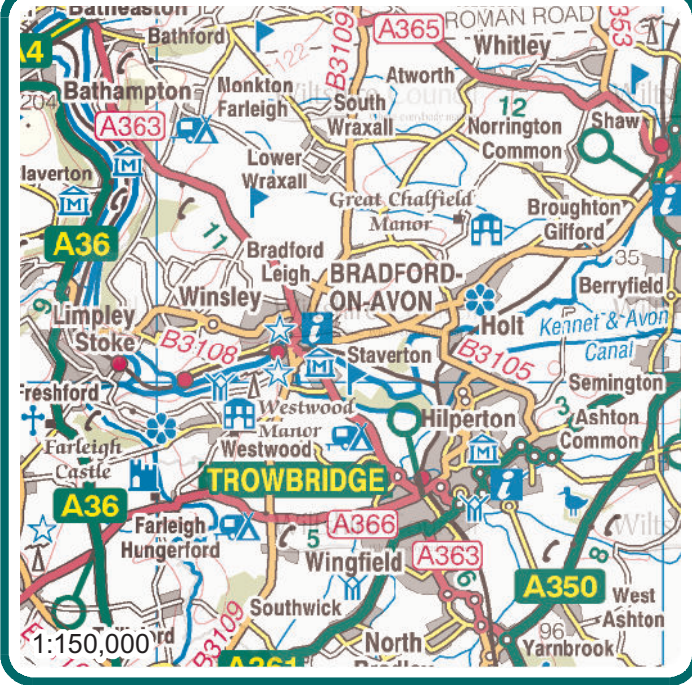
Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at

http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm | 8.40pm |
| 13. | Future Meeting Dates (<i>Pages 99 - 102</i>)

Proposal to hold a participatory budgeting event for young people at the March Area Board.

Wednesday 19 January 2011 – venue to be confirmed.

Wednesday 16 March 2011 – St Margaret's Hall. | 8.50pm |
| 14. | Evaluation and Close | 9.00pm |



St Margarets Hall
St Margarets Street
Bradford on Avon
BA15 1DE


 Wiltshire Council
 Where everybody matters



MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Bradford on Avon
Date: 22 September 2010
Start Time: 7.00pm
Finish Time: 9.25pm

Please direct any enquiries on these minutes to:

Kevin Fielding, Tel: 012225 776655 ext: 115 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Rosemary Brown (Vice Chairman), Cllr Trevor Carbin, Cllr Linda Conley and Cllr Malcolm Hewson (Chairman)

Cabinet Representatives

Cllr Dick Tonge, (Highways & Transport) and Cllr Stuart Wheeler, (Sport, Leisure & Arts)

Wiltshire Council Officers

Elly Townsend – Community Area Manager
Kevin Fielding - Democratic Services Officer
Sharon Davies – Service Director
Robin Townsend – Head of Leisure Services
Lucy Murray Brown – Leisure Partnerships Manager
Rob Murphy – Principal Transport Planner

Town and Parish Councillor

Bradford on Avon Town Council – Jonathan Brown & Vicky Landell Mills
Holt Parish Council – Martin Moyes
Monkton Farleigh Parish Council – Matthew Midlane
Wingfield Parish Council – Alan Mines & Alan Spreadbury
Limpley Stoke Parish Council – Simon Coombes

Partners

Wiltshire Police – Inspector David Cullop

Members of Public in Attendance: 18**Total in attendance: 40**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
55.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to St Laurence School, and introduced the Wiltshire councillors who made up the board, including Stuart Wheeler and Dick Tonge, (Wiltshire Council cabinet members) who were in attendance for this meeting, as well as Sharon Davies, (Service Director), the Community Area Manager and the Democratic Services Officer.</p> <p>All town, parish and partner representatives in attendance were welcomed by the Chairman.</p>	
56.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from John Allison, (Winsley PC), James Colquhoun, (Head Teacher, St Laurence School) and David Gregory, (Community Area Partnership).</p>	
57.	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the meeting held on the 21 July 2010 were approved and signed as the correct record.</p>	
58.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
59.	<p><u>Chairman's Announcements</u></p> <p>Community Payback – Call for Grot Spots The Chairman advised that parishes should think of any areas where this initiative could be utilised.</p> <p>Gypsy and Traveller Site Consultation The consultation planned on possible new Gypsy and Traveller sites following on from the work carried out in April and June this year has now been put on hold following new central government policy.</p> <p>Wiltshire Local Transport Plan 2011 – 2026</p>	

Consultation on the draft Local Transport Plan will run from 4 October to 26 November 2010. Individuals could comments on the documents online at <http://consult.wiltshire.gov.uk/portal>.

Community Area Transport Group

This group has been set up to prioritise which small capital traffic management schemes should receive funding. The group has a total of £10,000 to spend on traffic schemes across the community area. Nominations are still required from some parishes to stand on this group and representatives need to be confirmed by the 1 November 2010. The Chairman has requested that Wiltshire Council highways department supply him with more information as to the different funding Wiltshire Council uses to pay for maintenance, small capital schemes and large capital schemes.

Partner Updates

i. Wiltshire Police

The written update distributed with the agenda pack was noted.

Points made from the floor included:

- Reassurances that new systems were in place to stop any further incidents such as the incident in Melksham which was recently covered by the national news and media outlets.
- How do local residents obtain anti-social log sheets to record incidents in their community areas? Inspector Cullop advised that he would ensure the resident in question received these sheets. It is also possible to access them online at www.wiltshire.gov.uk/antisocialbehaviour
- The update did include some encouraging crime figures and Wiltshire Police should be congratulated on their performance.
- Why there would be a new police station in Corsham when the police station in Bradford could not offer a front desk service? Inspector Cullop advised that the police station in Corsham would not offer a front desk service and therefore would be the same as the police station in Bradford on Avon.

The Chairman thanked Inspector Cullop for his update.

ii. Wiltshire Fire and Rescue Service

**Elly
Townsend**

	<p>The written update distributed with the agenda pack was noted.</p> <p>iii. NHS Wiltshire The written update distributed with the agenda pack was noted.</p> <p>iv. Bradford on Avon Community Area Partnership The written update distributed with the agenda pack was noted.</p>	
60.	<p><u>Public Participation</u></p> <p>Questions raised during the public participation session.</p> <ol style="list-style-type: none"> 1. Martin Moyes, (Holt PC) advised the board that Holt village was suffering from ambulances travelling through the village at speed when enroute to emergencies, there was concerns for the safety of local children. <p>The Chairman advised that Community area manager would raise this issue with Wiltshire ambulance service.</p> <ol style="list-style-type: none"> 2. Trevor Carbin raised a question on behalf of Staverton Parish Council asking what was happening re extra grit bin allocation for local parishes. <p>Cllr Dick Tonge, (Cabinet Member for Highways and Transport) advised that following the severe weather last winter a large number of requests for additional bins had been received. It is not feasible to meet the cost of providing and filling the 422 additional bins requested, but it would be possible to provide about 100 new bins.</p> <p>It is necessary to prioritise the provision of these bins which represent a 10% increase in bins across the county and that it was proposed that each Area Board should have a 10% increase in the number of bins in their area.</p> <p>In all areas the requests exceed the allocations, which meant that It would be necessary for the Area Boards to decide the priorities for the allocation of the bins.</p> <p>The Chairman advised that parishes should contact the Community area manager by the 1 November stating where they would like any extra grit bins located. The requests for grit bins would be prioritised at the Community Area Transport Workshop to take place in November.</p>	<p>Elly Townsend</p> <p>Elly Townsend</p>

61.	<p><u>Barton Farm Play Area</u></p> <p>Alison Brown, (The friends of Barton Farm play area) presented plans for the regeneration of the Barton Farm Play Area.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • The friends of Barton Farm play area were looking for the area board to support them as they looked to transform the site into a modern, multi age group play area. • The site was well used by both locals and tourists and was in dire need of updating. • Local artists would be encouraged to build art into the fabric of the proposed play area. <p><u>Decision</u></p> <p>That the Bradford on Avon Area Board would write to the Town Council requesting that they adopt the friends of Barton Farm play area and support them in this venture.</p> <p>It was hoped that the Town Council, Leisure & Arts committee may be able to support the friends of Barton Farm play area.</p> <p>The Chairman thanked Alison Brown for her presentation and wished the friends of Barton Farm play area well for this project.</p>	Elly Townsend
62.	<p><u>Leisure Review</u></p> <p>Stuart Wheeler, (Cabinet representative for Leisure, Sport and Culture) attended the area board to discuss the Review of Leisure Facilities being carried out by Wiltshire Council and how leisure services in Bradford on Avon were likely to be affected.</p> <p>Points made by Cllr Wheeler included:</p> <ul style="list-style-type: none"> • Wiltshire Council inherited the financial responsibility for 23 leisure facilities on 1 April 2009 • Present indoor leisure facility stock is broadly outdated, inefficient and unsustainable • £93 million would be required over the next 25 years to sustain the existing buildings (does not include service or building enhancements) 	

- Wiltshire Council was proposing £117 million investment over the next 25 years in order to create a high quality service and to secure the sustainable devolvement of the smaller, local focused facilities
- In Bradford on Avon, it was proposed that refurbishments to be undertaken leading to the devolvement of the facility. Devolvement could be to a single or a variety of different groups. In other parts of the county interest has been forthcoming from community groups, town/parish councils, schools, existing trusts etc
- The council has commissioned a report on the community trust options to help assist with the proposal
- Community groups will be given support and advice to set up the organisation
- Calne and Cricklade, where community members run the local leisure facilities, had volunteered to give advice and support where requested
- The consultation was open until the 29 October. After this, cabinet would consider the outcome of the public consultation in December 2010 and Full Council would consider recommendations in February 2011.

Comments from the floor:

- It was important to ensure that there were cycle links to leisure centres. Councillor Wheeler expressed his support for ensuring that cycling routes to leisure centres and asked Robin Townsend to contact Sustrans to investigate the process for nominating routes.
- The consultation had been very 'bland' and therefore the results would not be very informative. What the community really needed was information about whether the Leisure Centre could be viable if run by the community. Councillor Wheeler commented that they were not looking for individuals to volunteer to run the centre straight away but were looking to work with community members to work out what would be the most appropriate model for Bradford on Avon.
- Pool machinery is very expensive – the community needed reassurance that it would not be expected to take over machinery which was out of date. Councillor Wheeler

confirmed that machinery would be refurbished before any centre was handed over to community groups.

- Bradford on Avon Swimming Club made a significant investment into the pool. The current equipment did need improvement. If a trust did take over the pool, would they have to continually raise funds to keep the facilities going?
- Why had Bradford on Avon been chosen as one of the facilities that should be transferred? Councillor Wheeler commented that it was inappropriate for Wiltshire Council to continue running 23 sports centres and that this proposal reflected the big society agenda which promoted local people running local facilities.
- What would happen if there were different charges for different facilities? People may go to Trowbridge if it is cheaper.

Comments from Wiltshire Councillors:

- Councillor Brown requested more information on the details of refurbishment and how much phased financial support was expected. Councillor Wheeler replied that the phased financial support wasn't yet fixed but could be negotiated.
- Councillor Carbin requested a copy of the correspondence between Wiltshire Council and Sports England and asked what would happen if no-one came forward to run the pool – would it have to close? Councillor Wheeler said that Leisure Services would be happy to share the correspondence and that options other than community transfer would be discussed at Cabinet.
- Councillor Hewson stated that he had asked the Bradford on Avon Development Trust to look at the current costs of running the centre and what would be involved if community members were to take over the running of the pool. Councillor Wheeler replied that Wiltshire Council would be very happy to engage with the Development Trust

Decision

That the Bradford on Avon Development Trust works with Wiltshire Council to put together an information pack which any potential community groups could use if they were interested in taking over Bradford on Avon swimming pool.

	<p>The Chairman thanked Cllr Wheeler for his update and attending the meeting.</p>	
63.	<p><u>Car Parking Strategy - Consultation Feedback</u></p> <p>Cllr Dick Tonge, (Cabinet Member for Highways and Transport) updated the meeting on the feed back of the results of the consultation on parking policy across the county.</p> <p>Points made by Councillor Tonge included:</p> <ul style="list-style-type: none"> • It was necessary to review car parking policy as the move towards Wiltshire Council had brought together four policies from the former district councils. • Parking policy went beyond just charging and was an important part of the local transport policy (e.g. improving street scenes, reducing traffic conflicts and supporting bus services). • There had been 600 responses to the consultation and 5,000 comments made. • Countywide responses on the objectives of the strategy, banding and town council opportunities showed: <ul style="list-style-type: none"> ○ Overwhelming support for economy as most important objective ○ Next highest support for meeting residents' needs for parking ○ Majority support for concept of banding towns and proposed land-use zones ○ A small majority disagree with proposed bands ○ A large majority agree that town and parish councils should be offered 'buy back' and car park management opportunities • Countywide responses on parking charges recorded that: <ul style="list-style-type: none"> ○ The majority selected 'conventional' (lowest) parking charges option ○ Some respondents disagreed with all three options (e.g. wanting to keep parking free in small towns) ○ Little enthusiasm for proposed Sunday parking charges ○ Small majority support for the proposed way of 	

reviewing charges

- Countywide responses on residents' parking showed:
 - Significant support for more pragmatic approach to residential parking in new housing developments
 - Overwhelming support for policy and process on residents' parking zones
 - Large majority support for policy on overspill parking in residential areas
- There was overwhelming majority supported the council's approach to parking enforcement.
- A large majority stated that council should continue to offer season tickets
- In Bradford on Avon, key responses had been that:
 - Each town has different characteristics and needs
 - Strategy needs to be flexible enough to deal with special schemes such as the Historic Core Zone proposal
 - Lack of public parking provision on north side of town
 - Inadequate parking provision for residents – situation will get worse with Kingston Mills development
 - There was a need to cater for needs of tourists
- It was planned that following the area board, cabinet would consider the consultation responses and feedback from area boards in December. Statutory procedures would take place from January – March. Changes would be implemented from April 2011.

Points made from the floor on the future of Bradford on Avon car parking included:

- Sunday parking charges, free in some towns, but not in others.
- The review document does not appear to clarify where parking is justified.
- On street parking is a good way of calming traffic.

	<ul style="list-style-type: none"> • Would like to see long stay parking leading into the historic core zone. • Residents parking is vital on the north side of the river. • Potential parking issues when new residents move into the Kingston Mill site. • Town centre residents were struggling with a one hour zone. • The county should have uniform parking fees. <p>The Chairman thanked Cllr Tonge for his update and attending the meeting.</p>	
64.	<p><u>Community Area Grant Funding</u></p> <p>The Wiltshire Councillors considered one application to the Community Area Grants Scheme 2010/11 as follows:</p> <p>Bradford on Avon Rowing Club, request for £3,388 to buy junior rowing equipment.</p> <p>Cllr Alan Mines, (Wingfield PC) outlined the report on behalf of the Bradford on Avon Community Area Grants Advisory Group. He highlighted the concerns the group had on the amount of reserves and asked if the Rowing Club had adequate insurance.</p> <p>Nick Ware from the BoA Rowing Club responded to say that he had been treasurer for two years and could confirm that the club was fully insured against all risks which were insurable. He identified that the building used by the rowing club was very old and likely to need repair and that recently significant maintenance projects had come up at short notice. Therefore the reserves were there to meet genuine risks. Recently the club had had to spend £7,500 on fencing to prevent people from breaking into the club for example.</p> <p><u>Decision</u></p> <ul style="list-style-type: none"> • Bradford on Avon Rowing Club was awarded £3,388 to buy equipment for junior Rowers. • Members requested that the community area manager checks the reserves of all applicants when applying for future community area grant funding. 	

	<p><u>Reason</u></p> <p><i>The above application met the Community Area Grant criteria for 2010/11, and will help to provide leisure and youth sports coaching facilities in Bradford on Avon.</i></p>	
65.	<p><u>Performance Reward Grant Scheme Funding</u></p> <p>The Wiltshire Councillors will considered two bids to the Performance Reward Grant Scheme, as follows:</p> <p>i. Wiltshire Is Saving Energy</p> <p>An application had been received by all area boards from the Climate Change Team who wished to provide free energy monitors for loan at all of Wiltshire’s libraries to help households reduce their energy consumption and fuel costs.</p> <p>The bid requested £12,566 to make energy monitors and support packs available to hire free from every library.</p> <p>It was noted that a successful pilot has already taken place in which 41 energy monitors were made available in 6 libraries. These monitors have been continuously on issue and there are 31 customers on the waiting list.</p> <p>It was noted that Climate Friendly Bradford on Avon had expressed their complete support for the bid.</p> <p><u>Decision</u></p> <p>The Bradford on Avon Area Board endorsed the Performance Reward Grant application from the Climate Change Team.</p> <p>ii. Wiltshire Voices</p> <p>An application had been received by all area boards from Councillor Chris Williams, entitled Wiltshire Voices. This project is a two year initiative which would challenge our Area Boards to develop new and innovative approaches to community engagement and empowerment, particularly focused on engaging with hard to reach and traditionally excluded groups.</p> <p>£3,000 would be requested for each community area to undertake this project.</p> <p>It had been suggested by the Wiltshire Council officers that this</p>	

	<p>work could potentially focus on the boater community as they had a large presence in the Bradford on Avon Area.</p> <p>Points from the floor included:</p> <ul style="list-style-type: none"> • Who had suggested the boater community as a focus for this work? The boaters were already engaged with the area board process. <p>The community area manager clarified that it had been suggested by Wiltshire Council officers that if the area board supported this project, that this work could focus on the boater community but that this was still open to debate and that Wiltshire Council would welcome any thoughts or comments on which group might benefit most from this piece of work in Bradford on Avon.</p> <p><u>Decision</u></p> <p>The Bradford on Avon Area Board does not support the Performance Reward Grant application from Wiltshire Voices. Cllr Brown abstained from voting.</p> <p>Councillors expressed the view that engaging with unrepresented groups should form part of the core work of the area board and that the project should not be a priority in the current economic climate. It was noted that the boater community was already engaged with the area board process and had presented to the board in January.</p>	
66.	<p><u>Future Meeting Dates</u></p> <p>Wednesday 24 November 2010 – St Margaret’s Hall.</p> <p>Wednesday 19 January 2011 – venue TBC.</p> <p>Wednesday 16 March 2011 – St Margaret’s Hall.</p>	
67.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everybody for attending the meeting.</p>	

Bradford on Avon Community Area Board

Update

24th November 2010

What's an area board meeting?

Your local Wiltshire councillors and other key local representatives meet every six to eight weeks to discuss local issues.

Area Board meetings are public meetings, everyone is welcome and participation is encouraged.

Officers from Wiltshire Council and representatives from Wiltshire Police, Wiltshire NHS and Wiltshire Fire and Rescue Service also attend the area board to talk about specific local issues.

You can raise a local issue by contacting the community area manager Elly Townsend on 01225 718450 or emailing elly.townsend@wiltshire.gov.uk

How big is the Bradford on Avon Community Area?



The Bradford on Avon Community Area comprises the parishes of Limpley Stoke, Winsley, Monkton Farleigh, South Wraxall, Westwood, Wingfield, Holt, Staverton and Bradford on Avon.

What can I do if I have an issue to report?

You can ...

- Fill in an issue sheet here at the library
- Email the community area manager on elly.townsend@wiltshire.gov.uk
- Call the community area manager on 01225 718450
- Report the issue online at www.wiltshire.gov.uk/areaboards

Since the last meeting

- A meeting took place with representatives from Bradford on Avon Town Council, Wiltshire Council Highways and Councillor Rosemary Brown regarding concern over a stone wall which had been taken down at the Leigh Park Crossroads. It was agreed that Highways should seek to plant a hedge if the wall could not be replaced and ensure they communicated plans for the traffic lights to local residents and the Town Council.
- Bradford on Avon Community Agriculture won £1000 after being nominated for the best project to receive funding from an area board, beating other nominations from across the county.
- The Senior Citizens Forum held a consultation event on Personalising Social Care Service on the 20th October.
- An onsite meeting with Wiltshire Council Youth Services and Local Police took place to look at the problems of graffiti in Victory Fields and a proposal was taken to the Town Council to undertake a graffiti art project to prevent this reoccurring problem.
- The Friends of Barton Farm Play Area attended the Town Council Leisure Youth and Arts Committee meeting on the 9th October to update the Town Council on their progress and ask for their formal support in taking the project forward.
- A consultation on reducing unnecessary street lighting is taking place across the town of Bradford on Avon. Over 100 lights have been nominated and residents who live near these lights are being asked to reply to a consultation if they have any objections.
- The Bradford on Avon Community Area Transport Group met on the 12th November to prioritise local transport schemes, grit bins and dropped kerbs. The results will be reported at the meeting on the 24th November.
- Further consultation events took place in Trowbridge and Chippenham looking at transport policy for the new year.

Youth Funding

At the March area board meeting:

Kevin Sweeney from the Wiltshire Council Youth Development Service presented proposals to introduce a new staffing formula to make the funding of youth services across the county fairer. The new formula allocates funding according to numbers of young people, levels of deprivation and population density.

The Bradford on Avon Community Area has lost 6 hours of youth work a week under the new funding arrangements. At the area board, Holt Parish Council expressed concerns that they were going to suffer an unfair cut in services in comparison to the rest of the community area. The Youth Service has asked Holt Parish Council if it would consider funding one of the two youth workers that run the Wednesday Youth Club in Holt. Wiltshire Council would continue to fund one youth worker for 3 hours a week.

What happened next:

A senior representative from the youth service met with representatives from Holt Parish Council on the 19th April to discuss their concerns. Kevin Sweeney has written to Holt Parish Council following this meeting to confirm the Wiltshire Council position. Holt Parish Council have met and responded.

Discussions are continuing to see if it possible to identify alternative funding sources or other options.

Latest news:

An additional £4,711 has been made available to the Bradford on Avon Area Board to go towards youth activities

A proposal is to be put forward to hold a participatory budgetary event with young people to decide on the allocation of the additional money allocated to youth activities in the community area.

This proposal will be presented at the area board on the 24th November.



Footbridge Review Process

At the May Area Board meeting:

The Town Council requested support from the area board to undertake a stakeholder review process.

A question was also raised about what would now happen to the performance reward bid submitted by the Town Council for £100,000 to go towards the cost of the bridge which had previously been put forward by the area board.

What happened next:

An initial meeting took place on 4th June with one representative from Bradford Bridge Concern, Back the Bridge, Bradford on Avon Town Council and Bradford on Avon Preservation Trust. This meeting was facilitated by Jim Lynch. It was decided that Dominic Murphy of Creating Excellence in Bristol should lead the stakeholder process. The community area manager supplied administrative support for this meeting.

A further meeting was held on the 30th June with representatives from Linden Homes at which possibilities for different siting positions were discussed.

The core stakeholder group also met on the 20th July & the 2nd September to talk about the landing sites and alternative designs.

The bid made by the Town Council for a performance reward grant has been withdrawn until the stakeholder review process is completed.

The Stakeholder Group fed back to the Town Council on the 28th September 2010.

Speeding

So far:

Recent metro counts (which record the number and speed of vehicles over a 7 day period in a specific location) have been requested for:

1. Christchurch Road
2. Ashley Road
3. B3108 Winsley Road
4. Tynning Road

Results so far:

On Tynning Road, the survey was carried out between 06/10/2010 and 14/10/2010. A total of 6238 vehicles were checked. The 85th percentile was 21.7mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below).

The results from Christchurch Road, Ashley Road and the B3108 are still forthcoming.

Historic Core Zone

At the July 2009 Area Board:

It was agreed that Wiltshire Council should commission consultants to develop initial plans for a historic core zone in Bradford on Avon.

What happened next:

Colin Buchanan Consultants were appointed to carry out this work. They have run two stakeholder workshops with representatives from local organisations, the first to talk about the issues experienced by local people in terms of traffic intimidation and the second to look at a variety of ways in which these problems could be resolved.

Colin Buchanan submitted their initial plans to the Council in June. These plans were presented at a Priority for People public meeting on the 23rd June. They then went to the Town Council for consideration.

At the July 2010 Area Board:

Wiltshire Councillors agreed to approve the initial plans for the Historic Core Zone. More detailed design plans will be developed once funding becomes available.

Latest news:

A Historic Core Zone Working Group has been set up by the Town Council to look at how to take this project forward'.

Colin Buchanan Consultants are also developing an implementation plan which will look at the different ways in which the Core Zone could be implemented.

British Waterways' Local Mooring Strategy Consultation

At the January area board meeting:

Representatives from the Boater Community presented a number of concerns they had regarding the Local Mooring Strategy proposed by British Waterways.

It was agreed that the members would write formally to Cllr Toby Sturgis and British Waterways asking them to attend a meeting to discuss the issues raised by the boater community.

Letters were sent to Cllr Sturgis and British Waterways.

A meeting took place with local elected members, British Waterways, Wiltshire council officers and members of the Boater Community on the 22nd February 2010.

It was agreed that British Waterways would put together a more comprehensive set of data to demonstrate levels of usage of the waterways and that they would come back to the area board once they had collated the results of the national consultation. More than 100 people attended a consultation event held in partnership between the Area Boards Team and British Waterways. British Waterways announced plans to set up an 'inquiry panel' to gather evidence from different parties on how they feel local moorings should be managed. Two round table discussions looked at what people thought of the inquiry panel idea and how the area board could be used to help facilitate discussions about the use of the canal.

What happened then?

An initial meeting took place on the 26th August to discuss how plans for a local mooring strategy could be developed. At the initial meeting, it was agreed that the group of stakeholders would try to work together to produce one local mooring strategy to put to the enquiry panel for discussion.

Latest news:

The stakeholder group are discussing a number of issues in order to develop consensus to guide the process of develop a local mooring strategy.

Barton Farm Play Area

So far ..

An issue was raised with the area board about the quality of the Play equipment at the Barton Farm Play Area. A basket swing had to be removed from the site as it encouraged anti- social behaviour.

Current funding for new play equipment has already been allocated to play areas in Monkton Farleigh, Staverton and Poulton.

A community group has formed to consult on what people think of the current play area and to look at whether the equipment could be improved with external funding.

The Friends of Barton Farm Play Area Group asked people to fill in questionnaires about what they would like to see in the play area and had over 70 responses.

Then what happened:

Members of the 'Friends of Barton Farm Play Area Group' presented their initial plans at the September meeting.

The plans were displayed at the library for two weeks from 20th September – 1st October. Over 85 comments were received on the plans.

The results from the public consultation have been compiled.

The group attended the Town Council's Leisure Youth and Arts Committee meeting on the 9th November to ask for their formal support for the project.



South Wraxall Cycle Path

So far ...

Several South Wraxall Residents initiated a project to look at the possibility of installing a safe cycling link from South Wraxall into Bradford on Avon.

Two residents met with a transport officer and the community area manager on the 15th February to discuss the best way forward.

South Wraxall Parish Council is in support of the scheme.

Following this meeting, the group have been put in contact with the Countryside Access Development Officer. They are currently liaising with Sustrans and Wiltshire Council over possible routes for the cycling link and potential sources of funding.

What happened next:

The group visited the proposed site with Sustrans and received a quote from a contractor for simply improving the surface of the existing route, which is already either covered in tarmac or well compacted.

The group have now been successful in obtaining funding for the project.

They have requested an assessment from Wiltshire Council Officers on whether it would be possible to have additional signage put in notifying drivers of the entrance to the cycle route.

Holt Footpath

At the January area board meeting:

Martin Moyes from Holt Parish Council gave a presentation on a Parish Council project to build a footpath project on the Holt recreation ground.

What happened next:

85 questionnaires have been distributed to households in Holt thought to be the most affected by the proposed new footpath. The deadline for responses was at the end of February.

A public forum was held in Holt on the 22nd April to discuss the comments raised in the response to the questionnaire.

Following this the Parish Council Transport Committee agreed to progress the scheme and to start looking at potential exit points onto Ground Corner.

A site visit took place with a highways engineer and public rights of way officer from Wiltshire Council to discuss some of the technical aspects of the scheme.

Progress to date and the next steps are to be discussed at a future Holt Parish Council Transport Committee meeting.

Holt Good Neighbours

So far ...

Holt has been selected as a proposed location for a Good Neighbours Scheme in which local people are invited to volunteer to become a trusted community member and resource whilst supported by a paid co-ordinator .

The scheme aims to help older, more socially isolated individuals feel more secure and to have a better quality of life.

Volunteers visit people at home to provide high quality information and enable access to a wide range of resources. They also network widely with parish councillors, transport providers, faith groups, social groups, police and health and social care providers to become known in their community.

The good neighbours scheme will eventually be rolled out across Wiltshire. Holt has been identified as a potential location for one of the first schemes.

What happened next ...

Helen Lines from Community First attended the Holt Parish Council meeting on the 26th August to provide more information about the scheme and to advise the Parish Council that she is currently recruiting a co-ordinator to develop the scheme in Holt.

Joanne Eccleston has been recruited as the Good Neighbourhood Co-ordinator for the Holt area. Jennie lives in Broughton Gifford and will be starting work in the community at the beginning of November.

Joanne will be coming along to the Holt Parish Council meeting in December.

Limpley Stoke Traffic Intimidation

At the January area board meeting:

A grant of £5,000 was awarded to Limpley Stoke Parish Council to put towards measures to reduce traffic intimidation. The issue of traffic intimidation in Limpley Stoke was first raised at an Area Board in July 2009.

What happened next:

A workshop took place on the 5th March. More than 70 local residents attended to give their thoughts on traffic intimidation.

Highways Officer David Bullock gave interim feedback to the Parish Council at on 6th April.

Highways Officer David Bullock confirmed that the parish of Limpley Stoke was to be formally invited to partake in the trials.

Current situation:

Limpley Stoke has accepted the invitation to partake in the 20mph trials and the parish council are currently in discussions with Wiltshire Council Highways Officers about plans for the scheme.

Westwood Traffic Intimidation

So far...

Westwood Parish Council wrote to the Council in February requesting a 'road safety survey' examining the benefit of introducing a 20mph speed limit amongst other potential measures.

A metro count has taken place in two locations in Westwood as an initial step to examine traffic conditions. The results of these showed average speeds of 24.1 mph for Lower Westwood Road and 17.7mph for Upper Westwood Road (the equipment at this location was vandalised and only 180 cars were recorded).

It was announced at the area board on the 19th May that Westwood Parish Council would formally be invited to take part in the 20mph trials.

Next steps:

Westwood Parish Council formally agreed to accept the invitation to partake in the 20mph trial on the 5th July.

They are now working with Wiltshire Council Highways Officers to develop the scheme.

Waste and Recycling Strategy

So far:

At the January Area Board, Toby Sturgis presented on current waste and recycling policy and highlighted that a consultation was going to take place put forward a number of options for the refuse collection and recycling services which currently differ from area to area across the county.

The consultation on the Waste and Recycling strategy was then postponed until after the general election.

Officers from this service attended the area board on the 21st July to answer questions on how residents could comment on the consultation.

The consultation on Waste and Recycling closed on the 20th August 2010.



All comments and completed questionnaires received before 20 August 2010 were included in the analysis of the consultation.

In October, councillors considered and agreed a report containing the results of the consultation and decided what service changes to make.

Information on the new service can be viewed at www.wiltshire.gov.uk/rubbishrecycling/waste/waste-whatisthenewservice

Emergency Planning



The Emergency Planning Team at Wiltshire Council are planning on carrying out a pilot in the Bradford on Avon Community Area to look at how they can support communities to prepare for emergencies.

What will happen next:

Members of the Emergency Planning Team are coming to the area board on the 24th November to talk to community members about they can help prepare to protect themselves in emergency situations.

Community Area Transport Working Group

At the July Area Board meeting:

It was announced that a Community Area Transport Working Group was going to be set up.

Every year Wiltshire Council Highways Department receives hundred of requests for transports improvements. This includes requests for traffic calming, zebra crossings, footpath widening and the installation of roundabouts.

In the past these schemes were prioritised according to a set of criteria which looked at a variety of factors such as the number of accidents recorded at that location and the number of people who would benefit from a scheme.

These schemes will now also be assessed by the Transport Working Group to ensure that local priorities can be taken into consideration.

Current situation:

The community area manager wrote to all Town and Parish Councils asking them if they would like nominate a representative for the working group.

The first meeting of the transport working group will take place on the 12th November 2010.

The results of the discussions from the first group will be fed back to Councillors at the November Area Board.

The Area Board has a total of £10,062 to spend on transport improvements across the community area.

A guide to the cost of schemes is available at www.wiltshire.gov.uk/costwiltshighwaysworks

Library Services Review

At the July Area Board:

The Head of the Library Service explained that service was currently undertaking a review with four stages: Define, Design, Develop and Deploy. The service was currently in the Define stage – looking at what the library service does, how they do it and what customers want. A number of focus groups had already taken place and individuals could contribute to this process by filling in the survey with their top priorities for the library service.

Current situation:

You can still have your say on your top five priorities for a future library service by going to

www.wiltshire.gov.uk/librariesnew.htm?aid=104434

Car Parking Strategy

At the July 2010 area board meeting:

It was announced that residents had the opportunity to comment on car parking strategy proposals from 12 July to 3 September 2010.

A new parking policy is needed to bring together the four different policies that existed under the previous district councils.

The consultation looked at areas such as parking charges, residents parking and managing off and on street parking.

At the September 2010 Area Board Meeting:

Cabinet member Councillor Dick Tonge gave a presentation on the results from the recent car parking consultation.

600 responses were received on a variety of questions that looked at areas such as parking charges and residents parking.

In Bradford on Avon residents highlighted the need for car parking policy to be flexible enough to deal with special schemes such as the Historic Core Zone proposal and the lack of public parking provision on north side of town. Residents also stressed that there was inadequate parking provision for residents in parts of the town and that this situation will get worse with the new Kingston Mills development. It was identified that it was important to cater for the needs of tourists.

Cabinet members will look at the results from the consultation and additional feedback from the area board in December to decide how to go forward. Any changes will be implemented from April 2011.

Leisure Review

At the July Area Board:

Councillor Stuart Wheeler explained how Wiltshire Council had undertaken a review of its indoor leisure facilities.

Currently, there is a mixture of facilities across the county. These include privately owned, council-operated, community run and some that are jointly used by local schools. The council contributes towards the running of 23 indoor facilities and would need to spend £93 million just to maintain them for the next 25 years. This would not include any improvements, refurbishments or building any new facilities and the Council believes this would be an inefficient use of resources.

The review looks at leisure provision for the next 25 years and focuses on a programme of replacement, refurbishment and devolvement of leisure facilities.

At the September Area Board:

Councillor Stuart Wheeler attended the Bradford on Avon board to discuss the options for Bradford on Avon swimming pool in more detail.

Next steps:

The Wiltshire Council Cabinet will consider the outcome of the public consultation on leisure in December 2010.

The Bradford on Avon Development Trust is currently looking at the running costs of the Bradford on Avon leisure centre to determine potential ways forward.

Street Lighting



So far ..

£5000 has been allocated to each community area to install smart light technology in up to 100 streetlights. This technology will mean that the lights switch off at midnight until 5.30am. The aim of this initiative is to reduce CO2 emissions, save on energy costs and reduce light pollution.

Residents in Bradford on Avon Town were asked to nominate streetlights that could be switched off between midnight and 5.30am. Over 100 nominations were received across the Town of Bradford on Avon. 700 consultation letters have been sent out to all households surrounding the nominated lights asking if local residents have any objections.

5 nominations have also been received for the parish of Staverton and 10 nominations have been received for the parish of Westwood.

What's next?

Bradford on Avon Town Council will be considering the results of the consultation that has taken place across the town of Bradford on Avon at their December meeting.

Staverton Parish Council will be consulting with local residents through their winter newsletter.

Westwood Parish Council are currently consulting with residents through their November newsletter.

The final proposals for all lights to be switched off between midnight and 5.30am across the community area will come to the area board on the 19th January 2011.

Voluntary and Community Sector Awards

At the March Area Board 2009:

Councillors awarded £4,100 to the Bradford on Avon Community Agriculture Group for their Community Farm project.



Latest news

Bradford on Avon Community Agriculture were nominated for a Voluntary and Community Sector Award by the area board.

Three area board projects were shortlisted and invited to attend the Voluntary and Community Sector Award Ceremony. Short videos were shown on all three shortlisted projects and the audience voted for the project they felt should win.

The Community Agriculture Group received the most votes and won £1000 prize money!

More information on other community issues can be found on our online issue tracker.

Go to www.wiltshire.gov.uk/areaboards

NHS Update – November 2010

Re-appointment of NHS Wiltshire Chair

Tony Barron has been re-appointed to serve as Chair on the PCT board from 1 January 2011 until 31 December 2014. The appointment has been made in accordance with the OPCA Code of Practice.

Comprehensive Spending Review

Everyone working in the NHS is acutely aware of the need to make our budgets go further in the future. Nationally, the NHS is required to make £20bn savings per annum over the next three years, and the money will be reinvested back into patient care. We are working closely with our local partners to think carefully about how we can play our part in that process by delivering care differently in the years ahead so that we can reduce costs and improve quality.

Consultation Documents

The Secretary of State for Health, Andrew Lansley, has published two further consultation documents seeking views on proposals set out in the White Paper, *Equity and Excellence: Liberating the NHS*

“Liberating the NHS: Greater choice and control – A consultation on proposals” and “Liberating the NHS: An Information Revolution - A consultation on proposals”. The documents are available electronically at www.dh.gov.uk/liberatingtheNHS

“Liberating the NHS: Greater choice and control – A consultation on proposals” envisage choice of treatment and healthcare provider becoming the reality in the vast majority of NHS funded services by no later than 2013-14.

The second consultation “*Liberating the NHS: An Information Revolution - A consultation on proposals*” is about transforming the way information is, collected, analysed controlled and used in NHS and adult social care services.

These consultations are opportunities to seek the views of patients, the wider public and the NHS, about the challenges that lie ahead, how we can successfully address them, and how we best take forward the choice and information commitments.

The consultation period for both documents will close on 14 January 2011 and we encourage anyone interested to contribute.

Staying healthy this winter

The NHS is gearing up for its busiest season of the year. Common viruses such as flu and the ‘winter vomiting’ bug, norovirus, often take hold just as the cold weather starts to bite, causing extra challenges to our health services. One of the

biggest problems is keeping viruses from spreading, and NHS Wiltshire is asking people who may be infectious to **stay at home and use the phone**.

Flu vaccinations

GP practices around the county have started running flu vaccination clinics. This year the vaccine contains protection against H1N1 (no longer considered a pandemic, but one of this season's predominant strains of flu) as well as other strains of the virus. One simple injection should provide complete protection, and we're urging anyone who hasn't already been vaccinated to contact their GP.

Norovirus – stopping the spread

The 'winter vomiting bug' Norovirus caused serious disruption in hospitals across the southwest last winter, and NHS Wiltshire, together with our hospital colleagues, is urging everyone to play their part in preventing the spread of this distressing illness as this year's winter season looms.

We are all asking anyone who has had vomiting or diarrhoea in the last 48 hours not to visit friends or relatives in hospital or in a care home.

If you do have diarrhoea and/or vomiting, the advice is also to ring your GP's surgery if you have any concerns – and NOT to go to the surgery. The triage nurse or GP on call can tell you over the phone if you need to be seen – in cases where the patient is a child, for instance, or has another medical condition that could lead to vomiting – and this will avoid bugs spreading through busy waiting rooms.

Apart from hospitals, schools are one of the main breeding-grounds for vomiting and other bugs. If your child vomits or has diarrhoea, it is vital to keep them away from school for a full 24 hours from the last attack.

Finally, as norovirus is extremely infectious, keeping hard surfaces clean and washing hands thoroughly is very important. More detail on norovirus is available from the [Health Protection Agency](#).

NHS Stop Smoking Walk-in Clinic for Devizes

NHS Wiltshire have opened a new Stop Smoking Walk-in Clinic in Devizes in order to meet the increasing demand for people wanting to quit.

The Devizes Stop Smoking Clinic will run as a "walk-in" clinic every Tuesday between 1.30pm and 3pm in the Outpatients Clinic at Devizes Hospital.

There is no need for people to make an appointment, people can simply call in, and they will be seen by a Specialist NHS Advisor.

Win for Wiltshire in health awards

NHS Wiltshire's Head of Primary Care, Jo Cullen has won a regional award for leading the team which brought about a new, single out-of-hours GP service for the whole of Wiltshire.

Beds have reopened at Savernake Hospital

All 24 inpatient beds at Savernake Hospital have re-opened.

The Annual General Meeting and Board meeting of NHS Wiltshire will be held on Wednesday 17 November at 10am - **2010 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or jo.howes@wiltshire.nhs



Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 24th November 2010

1. Neighbourhood Policing

Current Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, 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

Police Authority Representative

Cllr. Paul Sample is the Wiltshire Police Authority member with the responsibility for the Bradford-on-Avon Community. He can be contacted via Wiltshire Police Authority 📞 01380 734022 or 🖥️ <http://www.wiltshire-pa.gov.uk/feedback.asp>

Team profile:

Team Supervisor

Sergeant Chris Hams

Town Centre Team

Beat Manager – PC Martin Annetts
PCSO – Laura Humphreys

Rural Team

Beat Manager – PC Martin Barrett
PCSO – Vicky Huntley

Wiltshire Police - 170 years of public service

1

Special Constables Police Support Volunteers

Dave Lee

Margaret Astell

Team News:

There have been no Team changes since the last Area Board Meeting. Special Constable Dave Lee was recently recognised by Bradford-on-Avon Town Council for his voluntary service to the community over the last 20-years.

2. Comprehensive Spending Review

Police funding from Central Government is being reduced in line with spending cuts across the whole Public Sector. At the time of writing only the national headline reduction figure of 20% for the next 4-years is known. More details for each individual police force will become known in the near future. The Chief Constable has agreed with the Wiltshire Police Authority that the public will be consulted on any changes to the current policing model. Maintaining front-line policing is a key priority. Details of when and where consultation will take place in the Bradford-on-Avon Community Area will be published in due course.

3. Performance

There is a small decrease in overall reported crime for the last 2-years. There has been an increase in burglaries and theft from motor vehicles. There is a similar pattern in the neighbouring Melksham & Trowbridge Community Areas. The significant decrease in Criminal Damage offences is consistent with the reductions in Anti-Social Behaviour incidents. A breakdown of crime figures can be found at **Table 1** below.

It is now possible to compare year on year quarterly ASB figures. For the 1st quarter (April – June) there has been a **13% decrease**. For the 2nd quarter (July - Sept) there has been a **31% decrease**. The increased effectiveness of NPT's working closely with partners to tackle ASB is an important factor. An breakdown of ASB figures can be found at **Table 2**.

Table 1 – Reported Crime Figures
1st Nov 2008 – 31st Oct 2010

BRADFORD-ON-AVON	CRIME				DETECTIONS	
	NOV 2009 - OCT 2010 compared to NOV 2008 - OCT 2009				NOV 2009 - OCT 2010 compared to NOV 2008 - OCT 2009	
	2008/09	2009/10	+ / -	% Change	2008/09	2009/10
Violence Against the Person	112	104	-8	-7.1%	50.0%	56.7%
Dwelling Burglary	36	47	11	30.6%	16.7%	38.3%
Criminal Damage	174	104	-70	-40.2%	15.5%	8.7%
Non Dwelling Burglary	52	66	14	26.9%	13.5%	7.6%
Theft from Motor Vehicle	33	45	12	36.4%	9.1%	20.0%
Theft of Motor Vehicle	16	12	-4	-25.0%	12.5%	33.3%
Total Crime	616	607	-9	-1.5%	24.0%	25.4%

Table 2 – Reported Anti-Social Behaviour Figures
1st Oct 2009 – 30th Sept 2010

OCT-DEC 2009	JAN-MAR 2010	APR-JUNE 2010 (2009)	JULY-SEPT 2010 (2009)	MONTHLY AVE (09/10)
127	115	145 (167)	112 (163)	124.8



David W Cullop
Sector Inspector

03/11/10



Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

Report for Bradford on Avon Area Board - November 2010

Fires

WFRS attended 4 accidental fires during the months of September and October 2010 including two cooker fires, one with a fault in the fan system, a fire in a microwave and a tumble dryer.

We were also called to 1 deliberate fire over the same period involving 70 tons of hay. WFRS continues to liaise with other agencies to reduce deliberate fire setting.

Injuries

No injuries through any fire related incidents have occurred during this period.

RTC'S

We have attended 2 Road Traffic Collisions within the Boards area. One of these occurred at Lower Westwood and one on the B3107 Forewoods Common, Holt Junction. Bolland's Hill. One injury was reported.

Co-Responder Calls

WFRS have responded to 39 co-responder calls over this period.

Community Safety

Wiltshire Fire & Rescue Service is reminding people about the importance of getting chimneys swept after being called to a chimney fire in October. The recent chilly weather at night has led to many homes having fires lit much earlier in the year than normal - which can be dangerous if the chimney has not been swept since the fire was last used.

The Service's advice is to ensure that chimneys for wood burning fires are swept every three months when in use. If you burn bituminous coal, the chimney should be cleaned at least twice a year, and at least once a year when burning smokeless coal. An annual clean is sufficient for oil and gas fires. Other tips include:

- Have the chimney properly swept – using a vacuum cleaner alone is not sufficient.
- Make sure your fire receives enough air to allow the fuel to burn properly.
- Only burn suitable fuels.
- Do not overload the grate or appliance.
- Maintain your appliance in accordance with the manufacturer's instructions.
- Use a fire or spark guard to prevent accidental fires.
- Inspect your chimney breast, particularly in the roof space. Make sure that it is sound and that the sparks or fumes cannot escape through cracks or broken bricks.
- Make sure you are not at risk from carbon monoxide poisoning by having appliances installed and serviced by competent engineers. Fit a carbon monoxide detector and never block air bricks, vents or flues.
- Extinguish the fire before going to bed or leaving the house.

A wide range of fire safety advice can be found on the Wiltshire Fire & Rescue Service website - www.wiltsfire.gov.uk



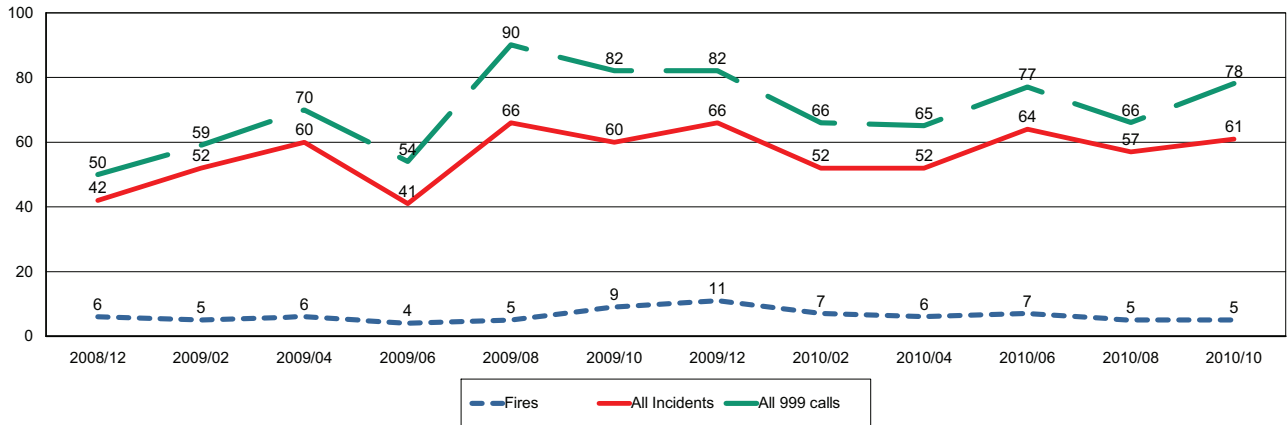
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

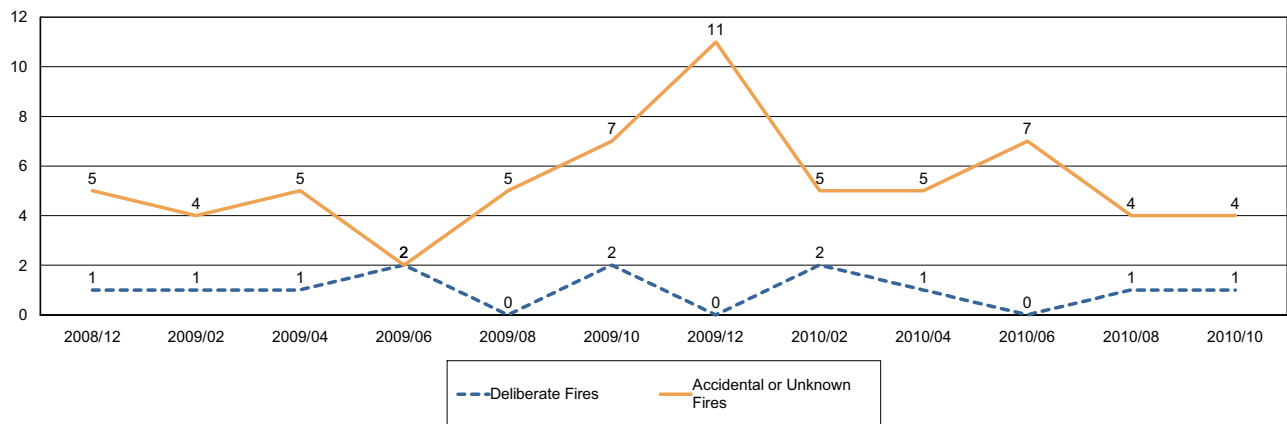
Report for Bradford on Avon Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including October 2010. It has been prepared by the Group Manager for the Board's area.

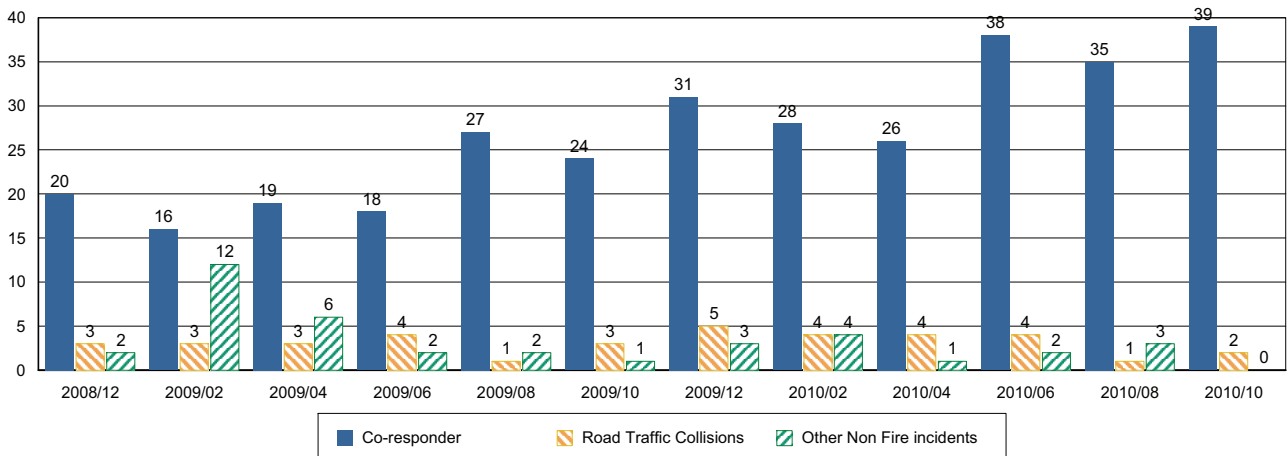
Incidents and Calls



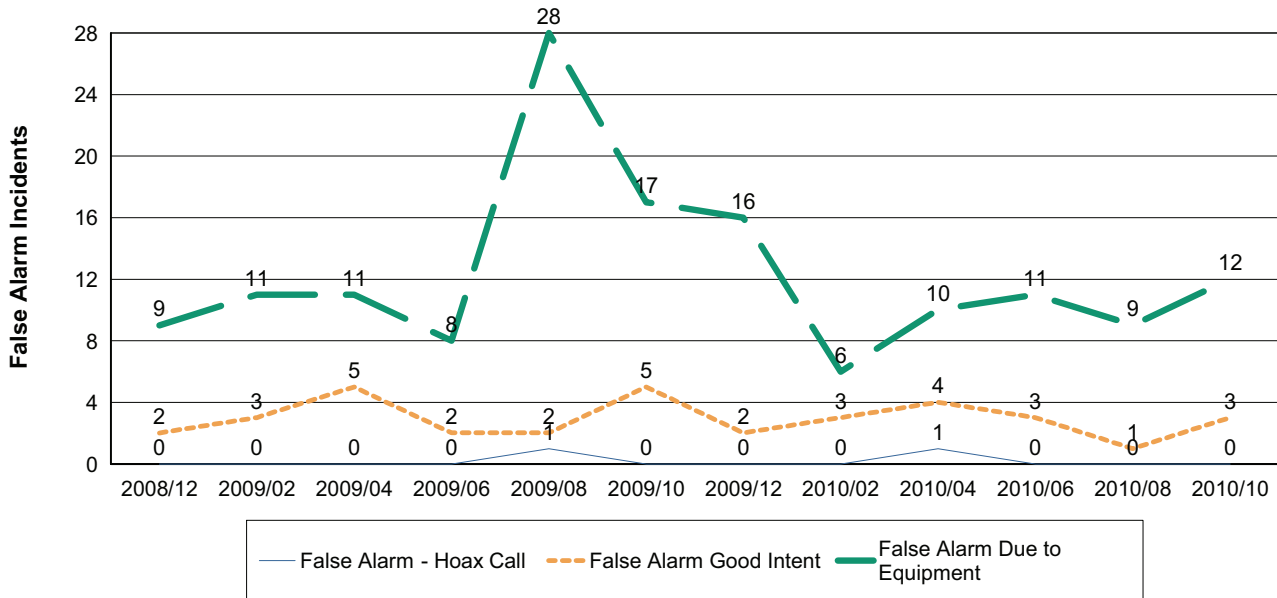
Fires by Cause



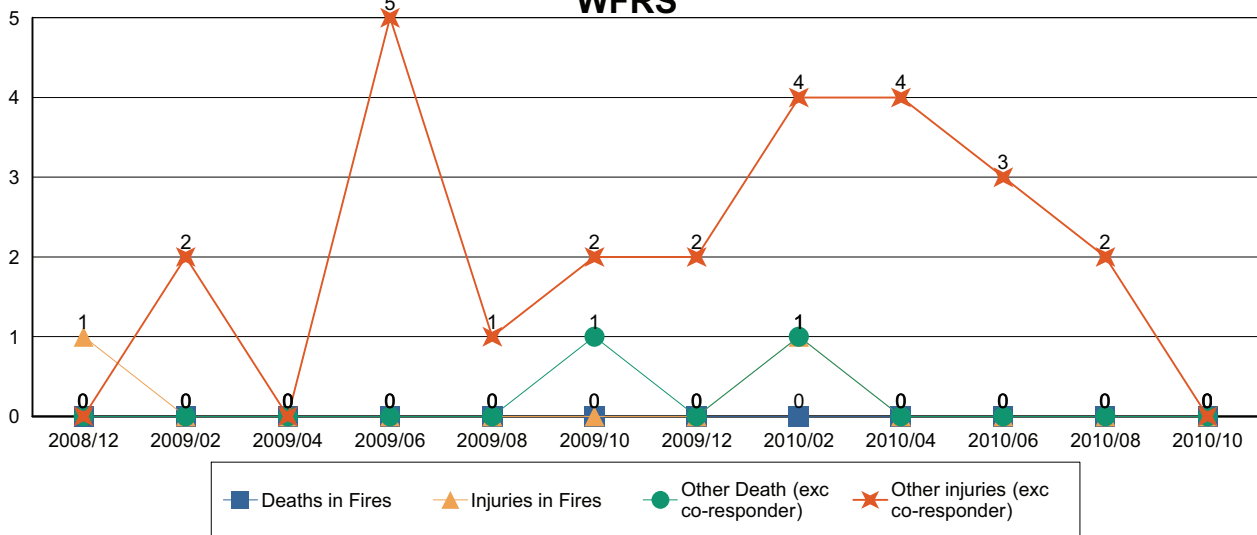
Non-Fire incidents attended by WFRS



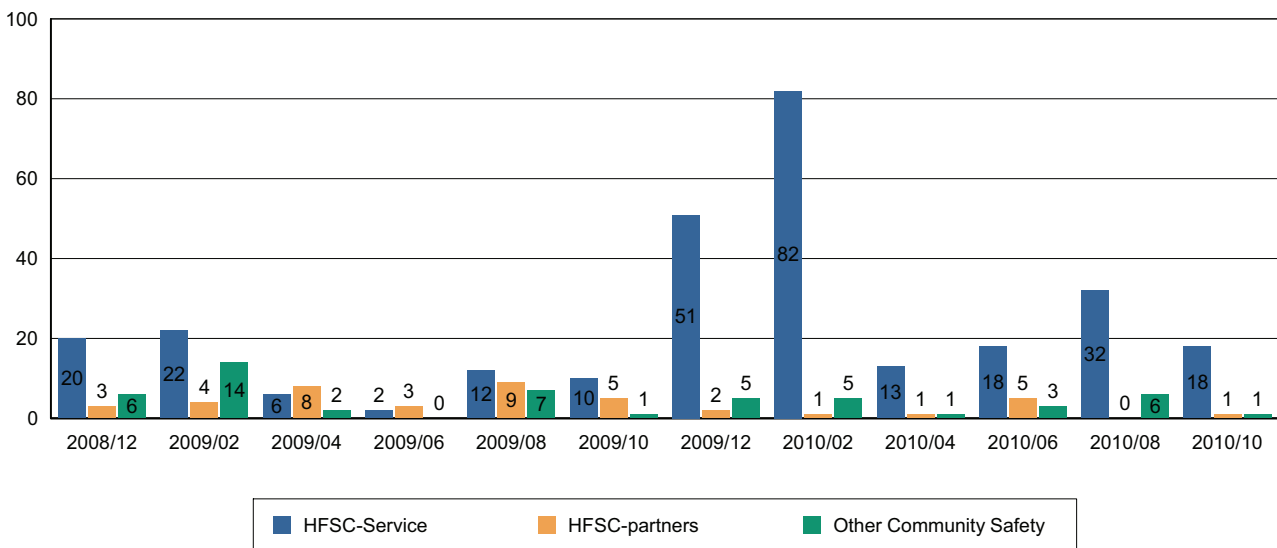
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Reducing Energy Costs for Lighting Through Smart Technology Bradford-on-Avon

Background

As the Board knows, Wiltshire Council agreed to provide £5,000 to each area board to allow town councils and parishes to install smart technology in streetlights to enable them to be automatically switched off between approximately 12:00 midnight and 5:30 am. The principal aims being to reduce energy consumption and so save costs, cut CO² emissions and lessen light pollution of the night sky.

In this innovative project, Wiltshire Council has sought both backing for the scheme and specific recommendations as to the most appropriate lights from the local communities. It has not dictated which lights will form part of the scheme. This has given communities the opportunity to take positive action i.e. nominate the lights to be included themselves rather than merely comment upon Wiltshire Council plans.

Implementation

In Bradford-on-Avon, in the first instance, support was sought from Town Council. They unanimously backed the scheme and the involvement of a community volunteer.

Further innovations were possible - the approach was not dictated by Wiltshire Council, rather plans followed were those suggested locally. Bradford-on-Avon residents and local businesses were asked to nominate streetlights which could be turned off overnight. The period for nomination stretched from early October to 22nd of that month. Posters were displayed in pubs and shops - indicating a general level of support in the business community - as well as in traditional Council sites. Further, organisations in the town (Climate Friendly Bradford-on-Avon, the Preservation Trust and the Chamber of Commerce) kindly notified their members of the proposals by email. Residents' associations and other local groups were also emailed and the police were asked to forward details to neighbourhood watch contacts. In the region of 750 emails were issued. The Town Council website provided details of the scheme as did the community website. Finally, in the initial nomination phase, over 500 households in the Town received leaflets requesting light nominations.

The setting up of a specific email address meant that residents could easily feed in to the nomination process and likewise the team could respond directly helping to keep residents in the information loop. Postal and telephone responses were also supported to ensure no section of the community was excluded.

In the end, over 100 light nominations were received and, based on them, an overall plan was drawn up for consultation. Details of the consultation process were printed in the Gudgeon and those residents and businesses close to selected lights received more detailed information, including maps showing the location of the lights. Those who wish to comment on the suitability of the selected lights have a variety of means for doing so.

The Town as a whole has had the opportunity to review and comment on plans at an open meeting on 17th November at St Margaret's Hall. The closing date for comments is 26th November 2010 – the consultation started early November.

Reducing Energy Costs for Lighting Through Smart Technology **Bradford-on-Avon**

Using the consultation feedback, a plan will be put forward to the Bradford on Avon Town Council for their backing in December 2010, ready for final approval by the Area Board in January 2011. Elly Townsend as area board manager has been keeping the technical team apprised of the plans and so it is hoped they will be able to complete their work by the end of the tax year to ensure the scheme can be funded.

Initial feedback

The responses received from the community are being assessed not only in terms of the lights nominated etc but also general themes emerging. A number of key points are evident including:

- (i) a genuine concern that energy is being wasted - a view in no way restricted to Climate Friendly Bradford-on-Avon members,
- (ii) a real sense that local residents see that it is important to take action to address this wastage,
- (iii) some residents feel it is the Council's responsibility to protect individual's personal possessions at all times, rather than provide lighting to allow safe passage on roads and pavements at sociable hours and
- (iv) the success of the project and any ability to extend it will be dependent upon providing feedback on both implementation and a review of the scheme after a reasonable timeframe.

Level of support

Significant support for this project has been demonstrated by

the number of responses from the community,
specific assistance from Climate Friendly Bradford-on-Avon,
the hard work of the Area board manager, Elly Townsend,
help from the staff at the Town Council and
support from 2 Bradford-on-Avon Town Councillors, in particular.

However, the success of the project is being hampered by:

- (i) the unnecessarily tight timeframe - implementation required within the tax year, made more difficult by delays in receiving basic information on the scheme, and
- (ii) a lack of resources limiting the scope of the nomination / consultation phases.

It would also have been helpful if all authorities that could have contributed to the process had been willing to engage with the project team.

Despite these issues, those involved in the project are working hard to make it a success.

Conclusion

At the next Area Board it is planned to provide a list of lights to be included in the scheme, supported by the community and the Town Council. It is hoped that at that stage the Area Board

Reducing Energy Costs for Lighting Through Smart Technology
Bradford-on-Avon

will approve the list. The production of that list will have been the result of much work and commitment both by specific individuals and the community as a whole.

Having proposed this scheme, so asking for community backing, it is important that the Council supports those who have embraced the positive approach the scheme has adopted – i.e. those who have taken action and nominated a light - not just take into consideration the views of those who have objected.

Diane Teare
For the Bradford on Avon Smart Technology Light Team

Bradford on Avon Area Board

24 November 2010

Chairman's Announcement

Help tomorrow take shape – the 2011 Census

The 2011 Census is coming:

- The census has collected information about the population every ten years since 1801 (except in 1941). The next census in England and Wales is on 27th March 2011
- The 2011 Census will produce a high quality estimate of the population. It is a count of the people and households in England and Wales. The census is carried out by the Office for National Statistics (ONS) on behalf of Parliament
- Everyone is asked the same questions in order to take a snapshot of the population at one moment in time
- The census tells us how many people live where and the types of people they are, for example whether they are young, old, married, single, etc. This means decisions, like working out who needs facilities in the future, are focused on accurate, relevant details
- You can find out all general information about the census at www.census.gov.uk

The 2011 Census is vitally important for Wiltshire and its communities:

- Census data is used to ensure that all the required local facilities and services needed across Wiltshire can be accurately identified
- Central funding allocation for Wiltshire is heavily influenced by the census data – it is estimated that Wiltshire Council will potentially lose around £500 per person per year for 10 years for every person not counted

What Wiltshire Council and ONS would like local councils to do:

- Publicise and promote the 2011 Census in your community
- Use your expert local knowledge to let us know about potential areas that may be hard to count in your community such as travellers, communes, religious establishments, migrant workers for example
- Promote locally that there are around 250 Census jobs being created across Wiltshire in 2011 and, as well as getting paid, that this is a great opportunity for knowledgeable local people to be part of something that will benefit their community. You can find out more information and apply for all available jobs at www.censusjobs.co.uk.



Help tomorrow take shape

© Office for National Statistics

COMMUNITY AREA TRANSPORT GROUP

1. Purpose of the Report

To provide recommendations from the meeting of the Community Area Transport Group held on Friday 12 November 2010. The purpose of this meeting was to prioritise traffic scheme, grit bin and dropped kerb requests in the Bradford on Avon Community Area.

The attendees of the working group were as follows:-

Councillor Gwen Allison - Bradford on Town Council
Councillor Simon Coombes – Limpley Stoke Parish Council
Councillor Alan Mines – Wingfield Parish Council
Councillor Barrie Raggett – Winsley Parish Council
Councillor Malcolm Hewson – Wiltshire Council (Bradford on Avon South)
Councillor Trevor Carbin – Wiltshire Council (Holt & Staverton)
PC Martin Annetts – Wiltshire Police
David Bullock, Head of Service Traffic & Network Manager – Wiltshire Council
Spencer Drinkwater, Principle Transport Planner – Wiltshire Council
Bill Parks, Head of Service Local Highways and Street scene – Wiltshire Council

Apologies – Councillor Martin Moyes, Holt Parish Council

2. Background

Wiltshire Council Highways department receives hundred of requests every year for small traffic schemes such as traffic calming, zebra crossings and footpath widening.

In the past, these schemes were scored centrally by Wiltshire Council officers according to a scheme assessment framework laid out in the Wiltshire Local Transport Plan 2006/07 – 2010/11.

Since the introduction of the area boards, the cabinet member for Highways has been working with Wiltshire Council officers to develop a process in which Area Boards can be more involved in the prioritisation of the schemes that have been submitted to the Highways Department over the last five years. This has resulted in community representatives being given the opportunity to prioritise and contribute

information on local schemes through a new Bradford on Avon Community Area Transport Group.

In the Bradford on Avon Community Area, each parish council was invited to nominate a representative to sit on the Community Area Transport Group. The neighbourhood policing team police were also invited to attend to share their expertise.

The group met for the first time on the 12th November to discuss the requests for transport schemes submitted for the Bradford on Avon Community Area. In addition, the group prioritised local requests for new grit bins and dropped kerbs.

Officers explained that the work of the Highways Department was divided into four areas:

1. Major Schemes (schemes costing more than 5 million pounds)
2. Road maintenance (resurfacing/ line work etc)
3. Structural maintenance (bridges etc)
4. Integrated Transport

Schemes requested by local people come under 'Integrated Transport'. This area of work also includes all road safety schemes, safe routes to school, traffic management, pedestrian schemes, and public transport and cycle schemes. The total 2009/10 budget for all of these schemes across the county is £3.3 million.

3. Main Considerations

The remit of the Community Area Transport Group is to look specifically at requests for schemes which have been requested by local people and which aim to make it easier for pedestrians and cyclists to travel around the community area. A discretionary highways budget of £250,000 has been set aside for area boards to deliver schemes requested by the community. The allocation for the Bradford on Avon Community Area is £10, 062.

The group were advised that this funding was available for small-scale capital highways projects and that the funding could not be used for maintenance or bus services. It was also noted that all projects require feasibility studies to look at potential solutions.

The Area Board now needs to endorse these recommendations before officers can progress the priorities put forward by the group.

4. Environmental Impact of the Proposals

There is no environmental impact at this time as there will only be initial assessments and feasibility studies.

5. Financial Implications

There will be officer time involved in visiting the priority sites and undertaking preliminary work to determine the level of intervention required. The Area Board has £10,062 which can be used towards feasibility work and the Community Area Transport Group recommends that this sum be used for feasibility studies following the more detailed assessment.

6. Legal Implications

There are no legal implications.

7. HR Implications

There are no HR implications.

8. Equality and Diversity Implications

Some of the schemes, if they get to implementation, will support people with mobility impairment.

9. Recommendations

Transport Schemes

A total of 47 requests for small scale traffic schemes had been put forward in the Bradford on Avon Community Area. Following discussion from the Community Area Transport Group it is recommended that:

- i) That Bradford on Avon Town Council are asked to put forward **either** Trowbridge Road (from Poulton to Junction – request no. 3) **or** Bath Road/ Mount Pleasant (request no. 18 & 19) for a feasibility study.
- ii) That a feasibility study is undertaken to look at the possibilities for a school crossing in Holt (request no. 33).
- iii) That a feasibility study is undertaken to look at the possibilities for the provision of a footway on Magdalen Lane (A366) in Wingfield (request no. 12)
- iv) In addition it was recommended that requests from Town and Parish Councils, the Safer Community Action Group and those submitted via the area board issue tracker is amalgamated into one list and that this list be circulated to all town and parish councils to enable any additional local knowledge to be added.
- v) It was also requested that information regarding 'cluster sites' (where there are a large number of motor vehicle accidents) was made available to the group for information purposes as this drives the allocation of a separate stream of funding.

Grit bins

A total of 32 requests had been received for new grit bins across the community area. The area board had been allocated a total of 6 new grit bins for this financial year.

vi) It is recommended that one new grit bin is provided at each of the following locations:

1. Limpley Stoke – At Sharp corner along Midford Lane
2. Wingfield – On Church Lane outside the Mead School
3. Winsley – At Lydieth Court on Dane/Rise/ Hollybush Close
4. Staverton – Elm Close near the bus stop
5. Holt – Little Parks at the Melksham end of the village
6. Monkton Farleigh – At Broadstones on the grass verge near no. 22/23

In addition, it is recommended that

vii) The location of current grit bins in the town of Bradford of Avon is reassessed to ensure that the maximum community benefit is derived from the existing stock.

viii) Persimmon are approached and asked to replace the grit bin that was located at the end of School Lane in Staverton as this was removed during the development of the new housing estate.

ix) The area highways team are asked to look into whether Thesfield Drive can be added to the main gritting route as this would enable access for a large number of residents.

Dropped kerbs

A total of 35 requests had been submitted by town and parish councils and residents for the installation of dropped kerbs.

x) It was recommended that two dropped kerbs be installed at Broadstones, Monkton Farleigh as this was a feasible option which would benefit a considerable number of residents.

Report Author: Elly Townsend, Bradford on Avon Community Area Manager
Tel No: 01225 718450
E-Mail: elly.townsend@wiltshire.gov.uk

Appendix One – Requested Transport Schemes for the Bradford on Avon Community Area

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

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**Appendix One - Requested Transport Schemes for the Bradford on Avon Community Area
November 2010**

	Location	Parish	Scheme requested	Comments
1	Trowbridge Road	Bradford on Avon	Pedestrian Crossing in vicinity of Abbeyfield House (2 Trowbridge Road)	
2	New Rd/Springfield	Bradford on Avon	Pedestrian crossing	Mini roundabout has been installed with section 106 monies. Clarification to be sought on whether this issue has now been totally resolved or if the request should stay on the list.
3	Trowbridge Road	Bradford on Avon	Traffic calming (between Junction Road and Poulton)	Prioritised by Community Area Transport Group
4	Woolley Street (area)	Bradford on Avon	Footway/Pedestrian safety measures	Should be looked at the same time as request no.1.
5	Leigh Park/Woolley Green	Bradford on Avon	Pedestrian Crossing	
6	B3105 New Terrace	Staverton	Provision of Footway	Partially resolved with completion of new development – clarification required on whether this remains an issue
7	Winsley Road	Bradford on Avon	Traffic Management	
8	B3105 New Terrace	Staverton	Pedestrian crossing	No longer an issue – was part of the new housing development.
9	Woolley Street	Bradford on Avon	Traffic calming	
10	Frome Road (B3109)	Wingfield	Widening of the footway from the crossroads along the B3109 to the school (i.e. Church Lane)	
11	Loves Lane (A366)	Wingfield	Provision of Footway and Widening	
12	Magdalen Lane (A366)	Wingfield	Provision of Footway	Prioritised by Community Area Transport group
13	B3108 (Lower Stoke)	Limpley Stoke	Provision of footway	
14	B3108 (Lower Stoke)	Limpley Stoke	Pedestrian crossing	
15	B3109 Leigh Park Hotel to Bradford Leigh turn to Holt	Bradford on Avon	Shared use cycleway	

**Appendix One - Requested Transport Schemes for the Bradford on Avon Community Area
November 2010**

16	Crowe Lane	Limpley Stoke	Provision of Footway to Freshford	Completed as part of 20mph pilot - solved with area board and local funding
17	Southway Road	Bradford on Avon	Traffic calming	
18	Mount Pleasant	Bradford on Avon	Traffic Management	Prioritised by Community Area Transport Group – to be looked at in conjunction with no. 19
19	Bath Road	Bradford on Avon	Traffic Management	Prioritised by Community Area Transport Group – to be looked at in conjunction with no. 18
20	B3105 New Terrace	Staverton	Traffic Calming	
21	Sladesbrook	Bradford on Avon	Traffic Management	
22	Ashley Road	Bradford on Avon	Traffic Calming	Speed survey requested.
23	Winsley Hill	Winsley	Traffic calming	
24	Church Lane	Limpley Stoke	Traffic calming	Completed as part of 20mph pilot - solved with area board and local funding
25	Middle Stoke	Limpley Stoke	Traffic calming	Completed as part of 20mph pilot - solved with area board and local funding
26	A363/C213 junction	Monkton Farleigh	Safety Improvements	
27	Woolley Terrace/ Cemetery Lane	Bradford on Avon	Closure of Road	
28	Crowe Hill	Limpley Stoke	Traffic calming	
29	Lower Stoke	Limpley Stoke	Traffic calming	
30	Monkton Farleigh	Monkton Farleigh	Traffic calming	
31	Midford Lane	Limpley Stoke	Traffic calming	<p>Location 1, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 3952 vehicles were checked. The 85th percentile was 32.0 mph (the 85th percentile is the speed at which 85% of the traffic is travelling or below). The average speed of the vehicles checked was 26.7mph.</p> <p>Location 2, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 2995 vehicles were checked. The 85th percentile was 32.7 mph. The average speed of the vehicles checked was 27.3mph.</p>

**Appendix One - Requested Transport Schemes for the Bradford on Avon Community Area
November 2010**

32	B3107/B3105 Forewoods Common	Bradford on Avon/Holt	Installation of roundabout/traffic lights	Ongoing investigation as part of cluster site list
33	Holt – near the School	Holt	Pedestrian Crossing	Prioritised by Community Area Transport Group
34	The Lock Inn	Bradford on Avon	Pedestrian Crossing	
35	Abbeyfield	Bradford on Avon	Pedestrian Crossing	Request already recorded as no. 1
36	Trowbridge Road	Bradford on Avon	Pedestrian Crossing	Recorded as issues 1 & 3
37	Mount Pleasant to Springfield	Bradford on Avon	Pedestrian Crossing	Recorded under number 18 & 19
38	Bath Road	Bradford on Avon	Pedestrian Crossing	Recorded under no.19
39	Staverton – Hammond Way	Staverton	Pedestrian Crossing	
40	B3109 Wingfield	Wingfield	Footway improvements	
41	Holt - alongside the Recreation Ground	Holt	Footway improvements	Parish Council currently looking at possibility of funding a new footpath on the recreation ground.
42	Monkton Farleigh – A363 junction	Monkton Farleigh	Junction improvements	Recorded under no. 26
43	Forewoods Common		Junction Improvements	Request already recorded as no. 32
44	Newtown	Bradford on Avon	Traffic Calming	
45	Jones Hill	Bradford on Avon	Traffic Calming/20mph Speed Limit	
46	Trowbridge Road	Bradford on Avon	Kerb Alterations and Cycleways	
47.	Christchurch school	Bradford on Avon	Traffic Calming	Speed survey requested

BRADFORD-ON-AVON Community Area Partnership

Annual Workplan 2010/11

In order to show how the community area partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2010/11, please complete the form below.

CAPA commitments	Proposed initiatives and activities
<p>Partnership Development <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p><u>CAP Steering Group</u> During the first year of Wiltshire’s unitary status, and the introduction of Community Area Boards, it became obvious that the CAP needed to change. To expedite this, in June 2010 the existing Steering Group set up a core Transition Group to concentrate on re-organisation of the CAP along lines which make it more fit for current purposes, and to report back when suitable progress had been made.</p> <p><u>Support for the CAP</u> In April 2010, a part-time Partnership Officer was appointed following advertisements, short-listing, and interviews. This post is particularly geared to communication, networking and liaising with groups and individuals. In July 2010 a temporary part-time Administrator was also appointed to support the activities. In addition we are very grateful to Elly Townsend and Andrew Jack from Wiltshire Council, to Len Turner, Steph. Little and Laura Pictor from WFCAP, who have given considerable support and guidance.</p> <p><u>WFCAP</u> We attend and contribute to WFCAP meetings, where a major benefit comes from the formal and informal contact with those from other CAP’s.</p> <p><u>CAP structural development</u> The emphasis of the CAP will be more on communications, activities and outcomes than on structure. It is intended that the type of structure which emerges will be more along the lines of a flexible and adaptable network than a fixed and formal hierarchy. However, within this network, three basic layers will initially be identified:</p> <ul style="list-style-type: none"> ➤ The Core steering and executive group ➤ Key Personnel from voluntary and other organisations, from theme groups and areas of interest or activity. These will have the closest contact with the Core group and together will form a major link with all parts of the community area ➤ All other Individuals/groups in the community area. <p><u>CAP development activities</u> For administrative purposes there will be three main threads to the involvement, but in practice they will overlap:</p> <ol style="list-style-type: none"> 1) After due consideration of current circumstances in

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 Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,
 County Hall, Trowbridge BA14 8JN

	<p>Bradford-on-Avon, twelve Theme Areas have been identified which will initially direct activities. These are: Housing, Sport, Tourism, Traffic & Transport, The Local Economy, Education & Skills, Community Safety, Health & Wellbeing, Culture & Creativity, Heritage & The Built Environment, The Natural Environment, and Social Care & Welfare. Some of these already have considerable commitment and activity, others less so; some may involve one or a small number of key personnel, others more.</p> <p>2) Accepting that certain major community area partners will transcend the above Theme Areas it will be more appropriate to work in parallel with them on a broader basis than single themes. These partners will include the Town and Parish Councils, the Police and Fire Services, the Senior Citizens Forum, the Chamber of Commerce, and Climate Friendly Bradford.</p> <p>In all of the above the intention will be to initiate and foster mutually advantageous dialogue and working relations. This will enable the CAP to:</p> <ul style="list-style-type: none"> ➤ collect, collate and record information and data from throughout the community area ➤ together with Key Personnel and their colleagues, address issues, problems and projects ➤ collaborate with Key Personnel and others to identify community priorities (leading to Community Plan). <p>It is not intended that the CAP will be regularly or formally involved with any one group, organisation or theme area. Meetings and dialogue will only occur as needs determine. For instance, once work has been carried with those involved in a particular Theme and priorities have been agreed and documented, there may be no need for further in-depth involvement until reviews are indicated or issues arise.</p> <p>3) Additional to the above, and relevant to the present economic climate, particular attention will be given in all Themes Areas to the local influence of “austerity” measures, whatever their origin.</p> <p>An attempt will be made to assess the effects of these at four levels, namely:</p> <ul style="list-style-type: none"> ➤ Individuals and Families ➤ Groups and Organisations ➤ Services and Projects ➤ Business and the Economy. <p>An up-to-date and co-ordinated register of such information will be very advantageous in guiding decisions and actions which affect the whole or parts of the community area, as well as facilitating support for individuals, families, etc. as and when needed.</p>
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	<p><u>CAP working model</u></p> <p>Once such activities (above) are underway, a working model of the CAP may evolve and be describable: ideally it should be of a dynamic and adaptable nature, and in no way restrict the activities and progress of the CAP.</p>
<p>Accountability</p> <p><i>"To be open to and inclusive of the wider community and to account to and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis."</i></p>	<p><u>Accountability in practice</u></p> <p>This is an area which needs to be actively pursued. A crucial element will be regular reports to the Community Area Board. In addition, positive and constructive work with Key Personnel, Theme Groups and major Partners will evoke elements of accountability. As the networking expands, so will accountability, on an on-going basis.</p>
<p>Communication</p> <p><i>"To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers."</i></p>	<p><u>Engaging people</u></p> <p>In preparation for the development activities (above), a bespoke questionnaire is being developed with particular assistance from Andrew Jack. This will initially be targeted at potential Key Personnel and a wide variety of organisations. It's dual purposes are firstly to gather basic information about individuals and organisations but, more importantly, to begin to engage individuals and groups in dialogue, and in joint activities where appropriate.</p> <p><u>Support of the community</u></p> <p>There have already been very positive responses following both formal and informal contacts with certain individuals and groups. These will be followed up in the near future.</p> <p><u>Community Web Site</u></p> <p>The "bradfordonavon.com" site is currently being used and maintained with support from the CAP. Certain opportunities are currently being investigated to expand its use, influence and appeal, particularly in respect of CAP activities, but also for the community area as a whole. The web site obviously has scope to extend, for instance, accountability, consultation and general publicity.</p>
<p>Consultation</p> <p><i>"To consult widely on a range of socio-economic issues including the holding of public engagement events and activities."</i></p>	<p><u>Community consultation</u></p> <p>The process described above constitutes consultation on a wide range of socio-economic issues and themes, but at a relatively limited level. This does not preclude the potential to organise events involving a wider range of individuals, probably focussing on topical themes or issues. It is likely that circumstances or requests will determine when such an event would be desirable and productive.</p>
<p>Community Planning</p> <p><i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This</i></p>	<p><u>Community Planning</u></p> <p>The process described above - the dialogue with community groups - basically constitutes community planning. The collaboratively identified community priorities within each of the twelve Theme Areas will form the basis of the</p>

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<p><i>will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations”.</i></p>	<p>Community Area Plan. This will be widely publicised and available to those making local decisions. It also has the potential to indicate requirements for remedial action or development projects.</p> <p><u>Rolling reviews</u></p> <p>An attempt will be made to identify and document salient priorities in the twelve Theme Areas during the first half of 2011 and to present these to the Community Area Board as they are completed. Following that, the intention is for the CAP to begin a rolling review process at a possible rate of two Themes every two months for the following twelve months. In this way it will be possible to present brief reports on two Themes at each Community Area Board bi-monthly meeting.</p>
<p>Local action <i>”To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where appropriate.”</i></p>	<p><u>Local Action</u></p> <p>All of the above involves local action in the Bradford-on-Avon Community Area, which includes the eight surrounding parishes. Within the area there tend to be a significant number of robust and self-supporting organisations, groups, and even individuals, who are very capable of attracting resources, etc. as required. Through the activities described above, the CAP will be in a position to detect where help and support may be needed and then take supporting action, for instance in seeking external funding or by relevant publicity. Opportunities may also occur to promote or facilitate the setting-up of projects or other types of activity.</p>

Community Area Partnership Agreement 2010/11:

Claim for running costs

Your Details:

Name:	David Gregory
Partnership:	Bradford-on-Avon
Address:	c/o 29 High Bannerdown Batheaston Bath BA1 7JZ
Phone:	01225 858548 / 07730 939892
Email:	david@tractorsite.com

Bank Account Details:

Account name:	Bradford-on-Avon Community Area Partnership
Sort code:	Stroud & Swindon
Account no.	S3520364
Balance of funds at beginning of year:	£ 5,531.41 + 5,000.00 (reserved)

Details of Claim:

	Cost:								
Administrator / Project Officer (inc travel) costs: <ul style="list-style-type: none"> ▪ <i>Secretarial assistance April/May 2010</i> ▪ <i>Partnership Officer May 2010 – March 2011</i> ▪ <i>Partnership Administrator October 2010 – March 2011</i> ▪ <i>Chairman's expenses 2007-2010</i> 	<table border="1"> <tr><td>£</td><td>310.00</td></tr> <tr><td></td><td>4,840.00</td></tr> <tr><td></td><td>1,200.00</td></tr> <tr><td></td><td>250.00</td></tr> </table>	£	310.00		4,840.00		1,200.00		250.00
£	310.00								
	4,840.00								
	1,200.00								
	250.00								
Consultation activities, public events, analysis, etc: <ul style="list-style-type: none"> ▪ <i>Hire of premises + basic refreshment</i> 	<table border="1"> <tr><td>£</td><td>750.00</td></tr> </table>	£	750.00						
£	750.00								
Advertising & promotion (inc websites): <ul style="list-style-type: none"> ▪ <i>Web site basic maintenance</i> ▪ <i>Reserved for web site development/maintenance</i> ▪ <i>Reserved for press advertising</i> 	<table border="1"> <tr><td>£</td><td>350.00</td></tr> <tr><td></td><td>(2,500.00)</td></tr> <tr><td></td><td>(1,000.00)</td></tr> </table>	£	350.00		(2,500.00)		(1,000.00)		
£	350.00								
	(2,500.00)								
	(1,000.00)								
Plans, questionnaires, other printing costs: <ul style="list-style-type: none"> ▪ <i>Probable survey printing</i> ▪ <i>Printing of Reports, etc</i> 	<table border="1"> <tr><td>£</td><td>600.00</td></tr> <tr><td></td><td>450.00</td></tr> </table>	£	600.00		450.00				
£	600.00								
	450.00								
Office expenses, consumables, etc.: <ul style="list-style-type: none"> ▪ <i>Consumables, etc</i> 	<table border="1"> <tr><td>£</td><td>150.00</td></tr> </table>	£	150.00						
£	150.00								

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Community Area Partnership Agreement 2010/11:

Claim for running costs

Other costs:

- Funding from previous District Council *reserved* for designated use of making the CAP more fit for purpose, eg. by training, consultation
- Attendance of Chairman and Partnership Officer at AMT convention
- Contingency, eg. towards possible fact-finding visit(s), towards a large community function, for professional services

£ (1,500.00)

564.00

4,000.00

TOTAL OF ABOVE COSTS

£ 18,464.00

LESS RESERVED SUM OF £5,000

13,464.00

LESS UNALLOCATED FUNDS AT START OF YEAR OF £5,531.41

7,932.59

Total claim for year

£ 7,932.49

I confirm that the costs claimed for here will be incurred by the Bradford-on-Avon Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2010/11 and hereby apply for the first 50% of the funding to be released.

Signed: ...D.G.Gregory.....

Date: ...12/11/2010.....

Please post your Annual Workplan and Claim Form for running costs to:

Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall,
Trowbridge BA14 8JN

Report to	Bradford on Avon Area Board
Date of Meeting	24th November 2010
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider 3 applications seeking 20010/11 Community Area Grant Funding

1. Holt Sports and Recreation Committee, New Sports Court, £5,000

It is recommended that Holts Sports and Recreation Committee is awarded £5,000 towards the cost of constructing a second sports court on the Holt Recreation Ground on the condition that money is not released until all funding for the project is in place.

2. Bradford on Avon Chamber of Commerce, Installation of Christmas Lights, £1,880

It is recommended that Bradford on Avon Chamber of Commerce is awarded £1,880 towards the cost of installation of Christmas lights if members are of the opinion that this project is of sufficient community benefit to the town.

3. Beejays Netball Club, Netclub Club, £500

It is recommended that Beejays Netball Club are awarded £560 to enable the club to set up a new 'Back to netball' club at St Laurence School for parents.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. EXAMPLE Two applicants withdrew their applications and hope to reapply at a future date. One application did not meet the funding criteria and was referred to Charities Information Bureau (CIB) for support to seek funding from elsewhere. CIB work on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.5. Funding applications will be considered at every Area Board meeting.
- 1.6. Bradford on Avon Area Board has been allocated a 2010/2011 budget of £47,110 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £5,122. This leaves a total budget of £52,232 for the 2010/2011 budget.
- 1.7. A decision has 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.
- 1.8. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11• Bradford on Avon Community Area Plan
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 5 rounds of funding during 2010/11. The third is contained in this report the remaining will take place on;
 - Wednesday 19th January 2011
 - Wednesday 16th March 2011

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Bradford on Avon Area Board will have a balance of £38,210.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
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8.1 087	Holt Sports and Recreation Committee	Construction of a second sports court	£5,000
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8.1.1. It is recommended that Holts Sports and Recreation Committee is awarded £5,000 towards the cost of constructing a second sports court on the Holt Recreation Ground on the condition that money is not released until all funding for the project is in place.

8.1.2. This application meets the community area grant criteria 2010/11.

8.1.3. The Bradford on Avon Community Plan identifies the need for an improvement in leisure facilities and youth sports coaching. This project responds to this need by providing additional leisure and sports coaching facilities in Holt. A questionnaire was sent to all residents in Holt in 2008 and received 98 responses. 92% of responses requested new sports facilities, a number of which focused on tennis facilities. Additionally, Holt Sports and Recreation Committee have been approached by the netball club and other users of the facility who have requested that the facilities be expanded.

8.1.4. Members of the grants advisory group have commented on this application. These comments are available in a separate report.

8.1.5. Holt Sports and Recreation Committee (HSRC) is an elected committee which exists to fulfil the following objectives: to provide a multi use games area, to foster and promote multi-level sports at all levels, to provide opportunities for recreation and competition and to raise financial support to enhance maintenance. All monies received by the committee are devoted to the objectives of the committee. HSRC lease the recreation land from the Parish Council for £50 a year. The HSRC holds reserves of £20,000, £16,000 of which is being put towards the construction of the new sports court.

8.1.6. Holt Sports and Recreation Committee have applied for a grant from the area board to go towards the costs of constructing a second sports court on the Holt Recreation Field. A second court would enable more local sports coaching and team sports, including the formation of a tennis club. The committee also wish to actively recruit new users for the facilities and are planning on targeting parents with young children to encourage them to use the facilities. Quotes have been provided for the costs of removing the trees, fencing, laying down the surfacing for the court and line work. The committee have already explored a number of other funding options, including Sports England, and have been successful in obtaining a grant from the Community Foundation. They have a further grant application pending with Awards for All. The group have raised £16,000 through fundraising so if their grant to the area board is successful, there will be £10,637 of costs outstanding. The Committee have stated in their application that they intend to meet this shortfall through local business donations and further fundraising.

8.2 091	Bradford on Avon Chamber of Commerce	Installation of Christmas Lights	£1,880
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8.2.1 It is recommended that Bradford on Avon Chamber of Commerce is awarded £1,880 towards the cost of installation of Christmas lights if councillors are of the opinion that this project demonstrates sufficient community benefit to the Town of Bradford on Avon.

8.2.2 This application meets the community area grant criteria 2010/11.

8.2.3 The Bradford on Avon Community Plan identifies the need to encourage investment into the Town of Bradford on Avon and encouragement of local employment opportunities and investment in tourism. The Christmas lights form part of a Christmas Market which aims to boost seasonal business. Bradford on Avon Town Council have demonstrated their support for this project by providing £2,200 towards the Christmas lights.

8.2.4 Members of the grants advisory group have commented on this application. These comments are available in a separate report.

8.2.5 Bradford on Avon and District Chamber of Commerce is an association of traders, merchants, manufacturers, professional men and others which exists to consider and promote all such lawful measures, plans and schemes as may be calculated to further improve and secure the trading and commercial interests of the town of Bradford on Avon and its neighbourhood. The Chamber is managed by a committee which is elected on an annual basis. The Chamber has reserves of £1,005.05 and is funded by member subscriptions and fundraising events.

8.2.6 Bradford on Avon Chamber of Commerce have applied for a grant from the area board to go towards the costs of installing Christmas lights in the town centre. The Christmas lights form part of a wider Christmas market initiative which aims to attract Christmas shoppers the town and create seasonal work opportunities. There are a total of twenty eight sheds for local businesses that are self funding for the Chamber and a programme of local music and performing arts. The Christmas Lights have been funded by the Chamber in the past. Matched funding for the lights has been provided by Bradford on Avon Town Council. It is stated that the group will hope to cover the costs of the lights through fundraising activities in future years. Quotes for the costs have been included with the application for the installation of 27 trees; library and park festoons; Shambles swags & festoon; bridge festoons; hire & installation of floodlights to Park tree and 7 x festoon cross street decorations.

8.3	Beejays Netball Club	Creation of new netball club	£560
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8.3.1 It is recommended that Beejays Netball Club is awarded £560 towards the

cost of setting up a new 'back to netball' club for parents.

- 8.3.2 This application meets the community area grant criteria 2010/11.
- 8.3.3 The Bradford on Avon Community Plan identifies concerns about the lack of indoor sports provision (p12) and the lack of locally based leisure provision. Parents of pupils receiving netball coaching at St Laurence School have expressed interest in playing themselves. A recently qualified coach in Winsley has also been approached by individuals who are interested in returning to the sport and playing in a non-competitive environment.
- 8.3.4 Members of the grants advisory group have commented on this application. These comments are available in a separate report.
- 8.3.5 Beejays Netball Club is affiliated to Wiltshire County Netball Association of England Netball. The Club is governed by a committee which is elected on an annual basis. The club exists to fulfil to provide the promotion of netball at all levels; training and competitive opportunities for players; individual development of players; coaching and officiating opportunities; voluntary opportunities, and to promote the utilisation of netball courts and other facilities incidental to the playing of netball. All monies raised by or on behalf of the Club are applied to further the objects of the Club and for no other purpose. The Club is funded by membership fees and fundraising activities and hold reserves of £187.35.
- 8.3.6 Beejays Netball Club have applied for a grant from the area board to go towards the costs of setting up a new 'Back to Netball' club. The Club wish to run four weeks of training to generate interest in the sport and attract new players. Following this four week period, the costs of an ongoing club would be covered by members paying per session and additional fundraising activities. 'Back to Netball' is aimed at individuals who have not played netball for some time and but who would like to get back into the sport and to play in a non-competitive environment. The £560 would cover the costs of hall hire and coaching costs as well as the capital outlay for bibs and netballs.

Appendices:	Appendix 1: Grant application from Holt Recreation and Sports Committee Appendix 2: Grant application from Bradford on Avon Chamber of Commerce Appendix 3: Grant application from Beejays Netball Club Appendix 4: Report from the Grants Advisory Group
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Eleanor Townsend, Community Area Manager Tel: 01225 718450 E-mail elly.townsend@wiltshire.gov.uk
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Reference no

Item No.12i

Log no

For office use

Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

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

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	In the Village of Holt, on the Recreation Field
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	We wish to build a second sports court for tennis, 5-a-side-football and netball. We have one court which has been hugely used since it was built in 2000. Now we want to form a tennis club and have netball matches at home. We also want to provide a court for free play and individual practice
Where will your project take place?	On the Recreation Field behind the Bowls Club Green
When will your project take place?	Spring/Summer 2011
How many people will benefit from your project?	500+
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	We, as a committee are determined to make the recreation facilities in this village, the best that could be available for the community. This also reflects the need for outdoor facilities as expressed in the Community Plan - page 13

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

Holt is working on a Parish Plan. There will be input showing the need for recreational opportunities.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

After the success of the first court, the committee has been approached by the Netballers and other users of the court to see if it was possible to build another court. Two years ago questionnaires were sent out to every household to see if the village would like a second court and the result was very positive feedback. There were 98 responses to the questionnaires that were delivered through the village magazine in October 2008.

In November 2008 we collated the answers and 92% of responses requested new facilities. Suggestions for a Tennis club were strong and also suggestions that it would encourage the young to enjoy healthier recreation on their doorstep. Following the construction of the first court, the community appreciated the increased use of the field and there was much less vandalism. At prime times the court is fully booked. There are 8 hours of private tennis coaching happening every week. The Coach is also giving his time free of charge on a Saturday afternoon for an hour to coach some young budding tennis players, who normally would not get the opportunity to be coached. We hope to increase this opportunity and also focus on parents of the young. We will highlight the court by running a session for them so that they can enjoy a new interest. The time for the court to be available for free play is now limited, so the youth need more hardcore space. A variety of one off activities have been held on the court - raising money for Breast Cancer Awareness & Testicular Cancer. the tennis players would like to start a club and for that we need two courts.

Any other information about your project.

This summer has seen the eleventh year of Tennis competitions going on throughout the summer, culminating in a presentation evening at the Bowls Club. Details will be in the Melksham News & Wilts Times. The present court has given rise to a fantastic social side which needs to be encouraged in villages. The committee run 2/3 fund-raisers a year, all of which are very sociable and open to all, In March this year 30 people went to Ashbury manor, near Oakhampton to play sport all weekend and this October, 24 people are going to the Delta Centre in Swindon to play tennis. We now have 3/4 Netball Teams using the court.

A group of footballers use the court once a week for practice. A junior Holt football team have just started up.

3 - Management

How many people are involved in the management of your group/organisation? 9

Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="6"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

Hire charges and fud-raising as we always have done.

If you were not awarded the full amount requested, what would be the impact on your project?

A delay in getting the project completed. Some very disappointed people . We have already looked at some other opportunities. We were turned down by Sport England as they had funded the first court and they did not see us as a deprived area in their Rural Funding Round. The Gannett foundation will only support a charity, which we are not.

How will you know whether your project has made a difference in the community?

We will measure success by checking on bookings and recreational use as we are now looking for an increase. We will target young parents. There should be more opportunities for hosting "Match" evenings both in tennis and netball. The formation of a tennis club will be a measurement of success.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

The Community Foundation "Grassroots"
Awards for All (result pending)
Sport England (Unsuccessful
the Gannett Foundation (unsuccessful as stated above)

Have you been successful?

Yes No

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p>If yes, please state which ones.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from Wiltshire Council for this project?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>4 - Information relating to your last annual accounts (if applicable)</p>		
<p>Year ending: 2010</p>	<p>Month: March</p>	<p>Year: 2010</p>
<p>A - Total income:</p>	<p>£6,453</p>	
<p>B - Minus total expenditure:</p>	<p>£3,852</p>	
<p>Surplus/deficit for year: (A minus B)</p>	<p>£2,601</p>	
<p>Free reserves held:</p>	<p>£20000 (£4000 for maintenance of first court and £16.0000 raised towards second court.)</p>	

5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	
		P/C	
Sports Court	£22,000	Own fundraising/reserves	c
Floodlighting	£14,437		£16,000
	£	Parish/town council	
	£		£
	£5,000	Trusts/foundations	
	£		£
	£	In kind	
	£		£
	£	Other	
	£	Peppercorn annrent of £25 to PC	£
Errecting new fence	£2,900	Grassroots grant	c
Removing hedge	£1,300	Awards for all	p
Pollarding 2 trees	£750		£
Total Project Expenditure	£41,437	Total Project Income	£30,800

Total project income B	£30,000
Total project expenditure A	£41,437
Project shortfall A – B	£10,637 – the group would obtain the shortfall through further fundraising and donation from a local business (pending)
Award sought from Wiltshire Council Area Board	£5,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Nationwide Building Society
Please give the title name of the organisations' bank account e.g. current	Holt Sports & Recreation Committee

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) **How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

By improving facilities, increases access to recreation. Coaching children. More facilities for free play

b) **How does your project work to promote inclusion, participation and good community relations?**

It will provide more area for free play for all. We hope to target parents of young families to play tennis. The tennis players and netball players use the Bowls club to socialise. It is bound to incorporate more participators. There will be more opportunity for competition.

c) **Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

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

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date) 01/08/2010
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 01/10/2010

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team



Reference no

Item
No.12ii

Log no

For office use

Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

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

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Bradford on Avon
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	Installation of the town's Christmas lights across the town bridge, library car park, Westbury gardens, Silver Street and Market Street.
Where will your project take place?	In the town centre
When will your project take place?	30 th November 2010
How many people will benefit from your project?	All businesses and residents in town
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	'Work with the developers, RDA and GWR to encourage inward investment and to market the town as ideal for small high skill businesses' Point 1 page 6

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

To support partnership opportunities and to fund raise in support of these opportunities.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

The lights have been funded by the Chamber for many years and it does produce a massive feelgood factor for the town. Last year we started the Christmas market and it has given local businesses a welcome boost and allowed seasonal work opportunities to be created and supported. There are a total of twenty eight sheds for local businesses that are self funding for the Chamber and it will be combined with a programme of local music and performing arts in the spirit of encouraging and improving the community spirit within Bradford on Avon.

Any other information about your project.

We are looking to establish community opportunities within Bradford on Avon that take place throughout the year starting with the winter community event. We are working with Bradford on Avon town council, the tourist information office, Bradford on Avon arts festival, climate friendly Bradford and the local schools. Through meetings with all interested parties we have identified clear strategies that will benefit the entire community.

3 - Management

How many people are involved in the management of your group/organisation? 8

Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

The Wiltshire Council funding will cover this year and we will resume fund raising after the New Year.

If you were not awarded the full amount requested, what would be the impact on your project?

We would have to take money from the Christmas market to pay for the lights.

How will you know whether your project has made a difference in the community?

Whilst there will not be a direct financial gain for the chamber from the lights we will know we have succeeded from the atmosphere on the 30th November.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

Town Council.

Have you been successful?

Yes No

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

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending:

Month: march

Year: 2010

A - Total income:

£27,357

B - Minus total expenditure:

£25,324.78

Surplus/deficit for year: (A minus B)

£2,032.22

Free reserves held:

£1,005.05

5 - Financial information				
Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Installation of lights, festoons	£4,080	Own fundraising/reserves	c	£
	£			£
	£	Parish/town council		£2,200
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£4,080	Total Project Income		£2,200
Total project income B		£2,200		
Total project expenditure A		£4,080		
Project shortfall A – B		£1,880		
Award sought from Wiltshire Council Area Board		£1,880		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		HSBC		
Please give the title name of the organisations' bank account e.g. current		Bradford on Avon Chamber of Commerce		
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input checked="" type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.				

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

This project is applicable to everyone.

b) How does your project work to promote inclusion, participation and good community relations?

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

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

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 06/10/2010

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team



Reference no

Item No.12iii

Log no

For office use

Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

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

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Bradford -on- Avon central locality
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	Back to Netball Club We are a voluntary netball club based in Trowbridge, which we would like to expand to another local area. The project is to run four weeks of free netball coaching to a targeted audience of individuals (mothers/carers) who are interesting in taking up the sport but lack confidence or do not want to play competitively. Once interest has been generated around the sport, it is planned that this will lead into an ongoing netball club.
Where will your project take place?	St- Laurence School
When will your project take place?	December 2010
How many people will benefit from your project?	Up to 40 participants per week
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	St Laurence have offered their netball court for the project so this project responds to issues in the community plan surrounding the lack of indoor sports provision (p12) and the need for locally based exercise facilities.

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

Back to Netball specifically focuses on bringing new individuals to the sport and there are no similar groups operating in Bradford on Avon at present. Beejays Netball Club has a successful under 18s club in Trowbridge and would like to progress into a wider age range. An opportunity has arisen as St Laurence School has a netball court available which the group would be able to use. Parents of pupils receiving netball coaching at the school have expressed interest in playing themselves. A recently qualified coach in Winsley has also been approached by individuals who are interested in playing.

Running a four week 'Back to Netball' course will enable Beejays to generate further local interest in the sport and attract individuals with a view to creating a self-sustaining group after Christmas by charging players a small amount to cover hall fees and coach fees.

We are an accredited club (Bronze) award and hold a Club Mark certificate. We also have qualified coaches Level 1&2 UKCC and also hold safeguarding and child protection certificates. We also feel the local community would benefit from our back to netball programme as part of a fit and healthy lifestyle.

Any other information about your project.

3 - Management

How many people are involved in the management of your group/organisation? 4

Of these, how many are:

Over 50 years	Male	<input type="text"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="5"/>
Under 25 years	Male	<input type="text" value="2"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

Once initial interest has been generated and members have been recruited, we will cover hall charge fees and coaching fees by charging members a small charge when they play. This grant is just designed to support the group in the start up period.

If you were not awarded the full amount requested, what would be the impact on your project?

It is difficult for the group to run the project without grant funding as if they are unable to attract sufficient members in the first few weeks, the group would have to cover the costs of the hall hire etc.

How will you know whether your project has made a difference in the community?

By recording the number of participants attending sessions and from feedback from these participants on when they last played netball/ what other exercise they already did and whether this short project has given them confidence in playing a team sport.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

No one

Have you been successful?

Yes No

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

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending:	Month:	Year:
A - Total income:	£1237.4	
B - Minus total expenditure:	£1279	
Surplus/deficit for year: (A minus B)	£ - 41.6	
Free reserves held:	£ 187.35	

5 - Financial information				
Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Hall Hire	£120	Own fundraising/reserves		£
Balls	£100			£
Bibs	£50	Parish/town council		£
Advertising	£60			£
Affiliations per person over 18s	£100	Trusts/foundations		£
Affiliations U18	£50			£
Coaching fees (4 x £20)	£80	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£560	Total Project Income		£
Total project income B		£0		
Total project expenditure A		£560		
Project shortfall A – B		£560		
Award sought from Wiltshire Council Area Board		£560		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		HSBC		
Please give the title name of the organisations' bank account e.g. current		B-on-A Junior Netball Club		
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input checked="" type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.				

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

All our coaches hold equality in our coaching certificates

b) How does your project work to promote inclusion, participation and good community relations?

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

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

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team

BRADFORD ON AVON AREA BOARD

WILTSHIRE COUNCIL
24 NOVEMBER 2010

AGENDA ITEM NO. 12

Report from the Bradford on Avon Community Area Grants Advisory Group

The Bradford on Avon Community Area Grants Advisory Group is composed of Parish Councillors from across the Bradford on Avon Community Area. The Group is tasked with examining applications requesting community area grant funding to ensure best value for money. The comments from the group are presented to the Wiltshire Council Councillors on the area board as additional information to help them when they are deciding whether to award funding. The decision on whether to award funding is taken at a public area board meeting by Wiltshire Councillors.

The Grants Advisory Group considered the three grant applications electronically. Comments were received from Councillor Bil Bailey (Limpley Stoke Parish Council), Cllr Terry Biles (Westwood Parish Council and Cllr Alan Mines (Wingfield Parish Council).

The group have put forward the following comments on each application:

Holt Sports & Recreation Committee - Second Sports Court - £5000

Members of the advisory group commented that this was clearly already a successful community initiative which enjoyed broad and growing support. It was felt that such success is worthy of further support, especially as the Community Plan identifies need. It was also recognised that Holt has various active and successful community based projects/improvements currently in hand.

Some members of the advisory group expressed concern that there remained costs for the project which were outstanding. Other members of the group did not see this as a serious obstacle.

In summary, the group were minded to support the bid in full.

The group additionally asked whether it would be possible for Beejays Netball Club to be invited to use the new court in a broadened and expanded netball facility.

Bradford on Avon Chamber of Commerce - Christmas Lights - £1880

Members of the advisory group expressed concern that this was essentially a commercial venture which would primarily benefit traders in the town. It was felt that the perceived benefit to residents of the town would be very short-lived.

It was also questioned whether this would set a dangerous precedent and that similar applications could follow on an annual basis.

In light of this, the group expressed reservations in the use of public funding to fund the Christmas lights.

It was suggested that perhaps a smaller grant could be awarded – of £1000 or £500 or that the grant request be refused in full.

Beejays Netball Club - Expanded provision - £560

Members of the grant advisory group commented that appeared to be a moderately successful community initiative which seeks to provide an enhanced facility to a limited part of the community.

They suggested that the club should seek to offer its facilities to a slightly wider audience within the community.

Members of the group were in agreement that the funding request is modest and proportionate, and they were minded to support the grant request in full.

They further commented that should Beejays Club be pleased to accept a condition to seek to offer its expertise and expand its provision in concert with the Holt netball community that they would be supportive of the award of a larger grant of £1000.

WILTSHIRE COUNCIL

Agenda Item No. 13

BRADFORD ON AVON AREA BOARD
24 NOVEMBER 2010

YOUTH PARTICIPATORY BUDGETING EVENT PROPOSAL

Purpose of the Report

To gain formal agreement from the area board to run a participatory budgeting event with young people at the area board on the 16th March 2011.

Background

At full council on 23rd February 2010, the Leader, Jane Scott, announced that it was intended to allocate approximately £100,000 across the eighteen area boards to allow for additional grant by each area board, specifically for children and young person's projects or activities.

Councillor Scott identified that the budget consultation carried out via Area Boards and Peoples Voice, had in each case, placed youth activities at the top of their priorities. Within that consultation and also following discussion with youth representatives, the need for transport for this group had consistently appeared at the top of their concerns.

The Bradford on Avon Board has now been allocated £4,711 for young people's activities in the community area. How this money is allocated is at the discretion of the area board. It is proposed that this money is allocated through a participatory budgeting event in which young people put forward and vote on projects.

Main Considerations

Participatory budgeting events are designed to encourage community involvement in decision making. Successful participatory budgeting events with young people have recently taken place in Salisbury and Melksham.

It is proposed that in Bradford on Avon the Youth Development Co-ordinator works with representatives from the Youth Council and Community Area Young Peoples Issue Groups to develop project bids and submit these on the application form attached (Appendix One). It will be possible for groups of young people to apply for up to £1000 for each project.

Young people would present their bids at the area board and then use electronic voting software to vote on whether the projects are value for money, on the number of people benefiting from the project and the quality of the project.

Environmental Impact of the Proposals

There are no environmental implications.

Financial Implications

£4,711 has already been allocated to the area board to improve access to youth activities in the Bradford on Avon Community Area. This report relates to the mechanism of distributing this funding.

Legal Implications

There are no legal implications

HR Implications

There are no HR implications.

Equality and Diversity Implications

The proposal promotes the participation and involvement of young people in local decision making process. This initiative aims to promote equality of opportunity to encourage young people to voice needs and express views so that the area board can strengthen its work to promote equal life chances for all. Additionally, the proposal supports the Council's commitment to provide customer focused services.

Recommendation

It is recommended that the area board supports this initiative to encourage youth participation in local decision making and the provision of activities tailored to demand by young people.

Report Author: Elly Townsend, Community Area Manager
Tel No: 01225 718450
E-Mail: elly.townsend@wiltshire.gov.uk

Appendices:

Appendix 1 – Application form

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

Bradford on Avon Area Board Young People's Participatory Budgeting Event

APPLICATION FORM

Complete this application form to let us know about the project or programme you want to do. Please return this form to: Elly Townsend, Community Area Manager (Bradford on Avon), Area Boards, Wiltshire Council, County Hall, Trowbridge Wilts, BA14 8JN or email to elly.townsend@wiltshire.gov.uk.

APPLICATION DEADLINE: 1st February 2011

SECTION 1: GROUP DETAILS

Name of Project/Activity:		
How much are you applying for?	£	
Name of Supporting Organisation:		
Project Leaders Details (this must be a young person):		
Name		
Address:		
Date of Birth		
Home phone number:		
Mobile phone number:		
E-mail:		
Number of young people leading the project?		
Number of young people that will use/benefit from the activity/facility?		

SECTION 2: WHAT ARE YOU PLANNING TO DO?

What will your project involve?
<p>Use the box below to say why/how you identified the activity, what you want to do, where, when and how you plan to do it. The more detail you give us the better. Please use a separate sheet if you need to.</p>

How long will the project last?	Start Date:	End date:
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SECTION 3: FINANCE

Overall cost of the project	
Please give us a breakdown of what you intend to spend the money on. Please make your cost breakdown as detailed as possible. Use additional paper if this is needed.	
ITEM/ACTIVITY	COST
Total Cost of Project	£

Have you applied for any other funding for this project? (Please circle)	Yes	No
If yes, where from and for how much? Have you received the funding yet?		

SECTION 4: MONITORING AND EVALUATION

What methods will you use to tell us how your project went? Ideas may include a report, diaries, photographs, a display, a video, a website, a newsletter, etc. Remember, if you said you were going to learn something, how will you show us that you have learnt it?

Other Information
If there is anything else you would like to tell us about your project please use the space below.