

# AGENDA

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Library, Three Horseshoes Walk, Warminster, BA12 9BT  
**Date:** Thursday 28 January 2010  
**Time:** 3.00 pm **PLEASE NOTE START TIME**

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

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Marie Todd (Area Boards and Member Support Manager), on 01225 718036 or email [marie.todd@wiltshire.gov.uk](mailto:marie.todd@wiltshire.gov.uk) or Katharine Dew (Warminster Community Area Manager), Tel: 07836 341372 or (email) [Katharine.dew@wiltshire.gov.uk](mailto:Katharine.dew@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors:

Andrew Davis (**Chairman**)

Fleur de Rhé-Philippe

Keith Humphries

Christopher Newbury

Pip Ridout (**Vice Chairman**)

Warminster East

Warminster Without

Warminster Broadway

Warminster Copheap and Wylve

Warminster West

***(Maps enclosed at pages 1 and 3)***

## Items to be considered

1. **Welcome and Introductions**

2. **Apologies for Absence**

3. **Declarations of Interest**

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

4. **Minutes** (*Pages 5 - 16*)

To confirm the minutes of the meeting held on 26 November 2009.

5. **Community Grants** (*Pages 17 - 30*)

To determine applications for Community Area Grants.

6. **Performance Reward Grant** (*Pages 31 - 34*)

To consider whether the Board wishes to propose or support any bids for Performance Reward Grant.

7. **Hearing from People Who Cannot Attend Area Board Meetings** (*Pages 35 - 36*)

To consider a proposal from the Community Area Manager to commission Warminster Community Radio to record the views of people in Warminster, to inform discussion at Area Board meetings.

8. **Date of Next Meeting, Evaluation and Close**

The next meeting of the Warminster Area Board will be on Thursday 4 March 2010, at 7pm (venue to be confirmed).

**Future Meeting Dates**

Thursday, 4 March 2010

7.00 pm

Venue TBC

Thursday 6 May 2010

7.00pm

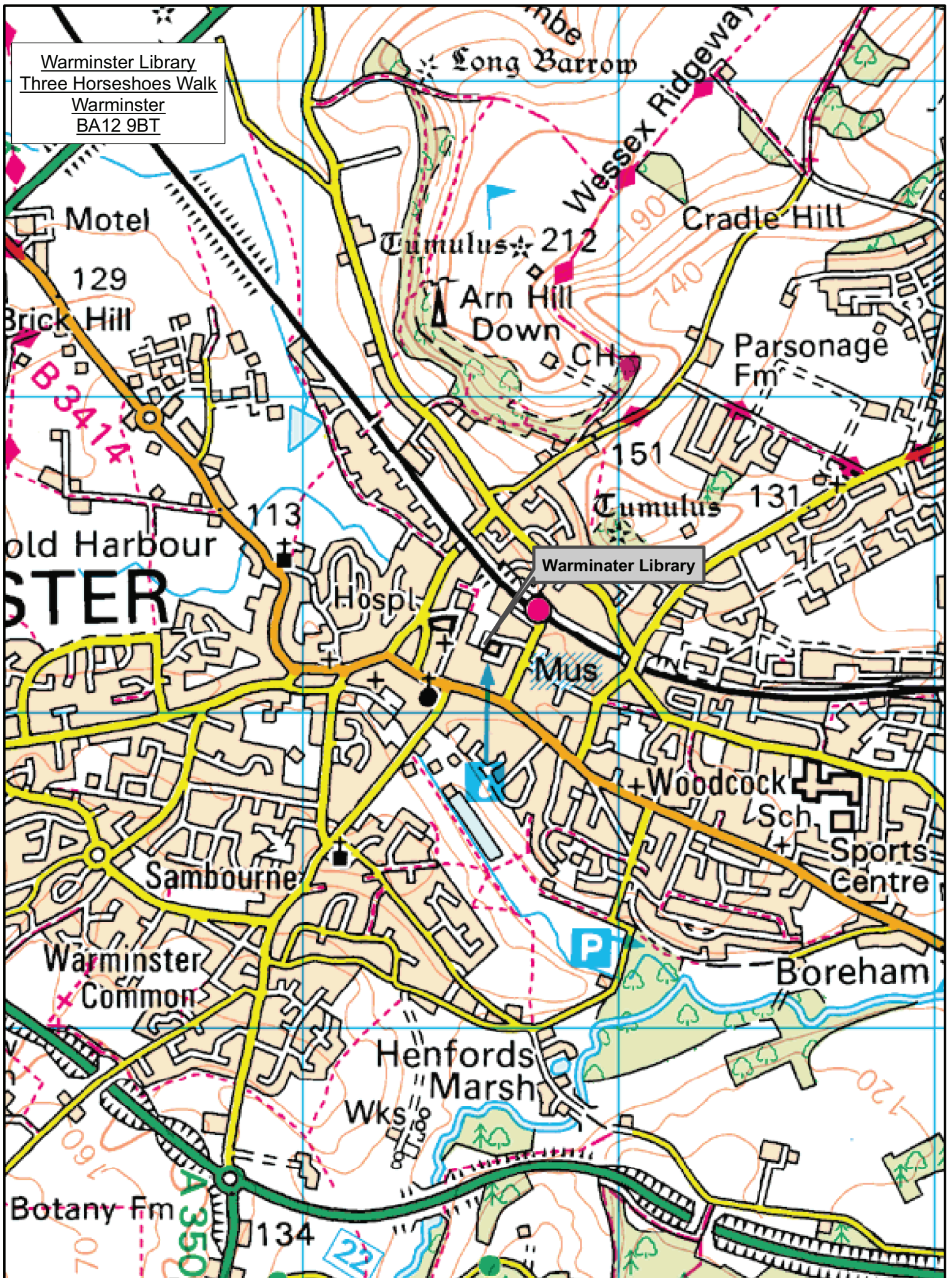
Venue TBC

Thursday 24 June 2010

7.00pm

Venue TBC

Warminster Library  
Three Horseshoes Walk  
Warminster  
BA12 9BT



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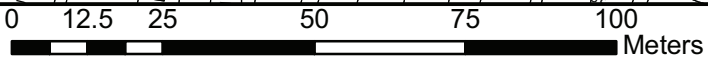
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**Warminster Library**  
**Three Horseshoes Walk**  
**Warminster**  
**BA12 9BT**



**Warminster Library**



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## MINUTES

ITEM NO. 4

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Kingdown Community School, Woodcock Road, Warminster  
**Date:** Thursday 26 November 2009  
**Start Time:** 7.00pm  
**Finish Time:** 9.10pm

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Please direct any enquiries on these minutes to:

Marie Todd (Area Board and Member Support Manager), Tel: 01225 718036 or (e-mail) [marietodd@wiltshire.gov.uk](mailto:marietodd@wiltshire.gov.uk)

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

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### **In Attendance:**

#### **Wiltshire Councillors**

Cllrs Andrew Davis (Chairman), Pip Ridout (Vice-Chairman), Fleur De Rhe Philipe and Christopher Newbury

Cllr Stuart Wheeler (Cabinet Member)

Also present Cllrs Russell Hawker and Francis Morland

#### **Parish and Town Councillors**

Cllrs Tony Field, Sue Fraser, Chris March, and Tony Nicklin and Heather Abernethie (Clerk) (Warminster)

Cllr Pam Thomson (Chapmanslade)

Sarah Jeffries (Clerk to Horningsham, Maiden Bradley and Upper Deverills)

Cllrs Ann Addington, Leslie Addington and Mike Carroll (Sutton Veny)

Cllrs Helen Few and Karen Manfield (Crockerton, Longbridge Deverill)

Cllr Mike Lucas (Chitterne)

#### **Partners**

CPRE – Peter Crane

Connexions

Extended Services, Kingdown School – Sarah Hopkins

Mid-Wiltshire Economic Partnership – Len Turner

Warminster Community Area Young People's Issues Group - Jonathon Halt, Sam Shore and Michael Beagles

Warminster Festival and Lifelong Learning and Education Sub Group – Sally Enzer

Warminster Garrison – Bill Common

Warminster Rugby Club – Warminster Rugby Club  
Wiltshire Fire and Rescue Service – Mike Franklin and Glyn Moody  
Wiltshire Police – Sergeant Chris Hams and Caroline Wright  
Wiltshire Police Authority – Cllr Ricky Rogers  
WVDT and Warminster and Villages Community Area Partnership – Michael Mounde

**Officers**

Barry Pirie - Service Director  
Katharine Dew - Community Area Manager  
Marie Todd - Area Board and Member Support Manager

**Members of Public in Attendance: 4**

**Total Number in Attendance: 42**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>										
1.	<p><u>Chairman's Welcome and Introduction</u></p> <p>The Chairman welcomed everyone to the third meeting of the Warminster Area Board and invited the Wiltshire Councillors and officers to introduce themselves.</p> <p>The Chairman made the following announcements:</p> <p>(a) <u>Speed Limit Review</u></p> <p>The review of speed limits on A and B class roads is now complete and the strategy for dissemination and implementation was today signed off by the Cabinet Member for Highways and Transport, Councillor Dick Tonge.</p> <p>Detailed results and background information will be sent on a CD to all Parish and Town Councils by late December / early January and this will be followed by an eight week period for comments to be returned.</p> <p>It is expected that a presentation giving an overview of the review will be made to all the Area Boards during January and February 2010.</p> <p>(b) <u>Core Strategy Consultation</u></p> <p>The Core Strategy exhibition and workshop took place on 10 November 2009. There was a steady trickle of people visiting the exhibition throughout the day and some valuable points were raised at the workshop. The consultation is continuing and we will hear the results some time in the new year.</p>											
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Councillor Keith Humphries  Jo Howes – NHS Wiltshire  Inspector Dave Minty – Wiltshire Police  Digby Barker – Warminster Community Area Partnership</p>											
3.	<p><u>Declarations of Interest</u></p> <table border="1" data-bbox="300 1921 1347 2027"> <thead> <tr> <th data-bbox="300 1921 472 1989">Name</th> <th data-bbox="472 1921 689 1989">Item</th> <th data-bbox="689 1921 868 1989">Type of Interest</th> <th data-bbox="868 1921 1072 1989">Nature of Interest</th> <th data-bbox="1072 1921 1347 1989">Action</th> </tr> </thead> <tbody> <tr> <td data-bbox="300 1989 472 2027">Councillor</td> <td data-bbox="472 1989 689 2027">10 – Chapel</td> <td data-bbox="689 1989 868 2027">Prejudicial</td> <td data-bbox="868 1989 1072 2027">Chapel</td> <td data-bbox="1072 1989 1347 2027">Left the room</td> </tr> </tbody> </table>	Name	Item	Type of Interest	Nature of Interest	Action	Councillor	10 – Chapel	Prejudicial	Chapel	Left the room	
Name	Item	Type of Interest	Nature of Interest	Action								
Councillor	10 – Chapel	Prejudicial	Chapel	Left the room								

	Andrew Davis	of St Laurence		Guardian	and did not speak or vote.
	Councillor Pip Ridout	10(a) - Community Area Grants – Warminster Christmas Lights Committee	Prejudicial	Member of the Committee	Left the room and did not speak or vote
	Councillor Pip Ridout	10(a) – Rugby Club	Prejudicial	Involvement with the rugby club	Left the room and did not speak or vote
	Councillor Pip Ridout	10(a) – Friends of Warminster Park, Team Shelter	Prejudicial	Member of the Friends of the Park	Left the room and did not speak or vote
	Councillor Fleur de Rhe Philipe	10(a) – Warminster Education and Lifelong Learning Group	Prejudicial	Member of the Group	Left the room and did not speak or vote.
	Councillor Pip Ridout	10(b) – Performance Reward Grant Scheme	Personal	Member of the Friends of the Park	Remained in the room and voted.
4.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 24 September 2009 were approved as a correct record and signed by the Chairman subject to the following amendments.</p> <p>(a) Minute number 3 – Declarations of Interest - to add the following information: Councillor Fleur de Rhe Philipe left the meeting during the consideration of the Warminster Trust grant application and did not speak or vote on this item. Councillor Andrew Davis did not speak or vote on the grant application from Friends of WCR.</p> <p>(b) Minute number 4 – amend the third paragraph to read: Councillor Newbury requested that an item regarding proposals for</p>				

	the Warminster Central Car Park site be added to a future agenda.	
5.	<p><u>Update on Issues Raised and Any New Issues Arising</u></p> <p>(a) <u>Warminster Skate Park</u></p> <p>The Community Area Manager reported that repairs had been made to the skate park but that these had not been successful. One piece of equipment had now been condemned and therefore funds would need to be raised to ensure that the equipment would be replaced as soon as possible.</p> <p>(b) <u>Traffic Issues in Married Quarters – Imber Road</u></p> <p>This matter was being investigated and the details had been passed to Warminster Town Council. The possibility of making traffic regulation orders for this area was being considered.</p> <p>(c) <u>New Issues Received</u></p> <p>The Community Area Manager reported that the on line issues system was now in operation. The following new issues had been received:</p> <ul style="list-style-type: none"> <li>• Lack of broadband facilities in rural areas.</li> <li>• The condition of roads and pavements – these details had been passed to the relevant Department. The footpath at Plants Green had been assessed and handrails were now being installed.</li> </ul>	<p>Katharine Dew/Pip Ridout</p> <p>Warminster Town Council</p> <p>Katherine Dew</p>
6.	<p><u>Wiltshire Council's Spending Priorities</u></p> <p>The Area Board received a short presentation and viewed a DVD on the Council's budget setting process 2010/11.</p> <p>The Chairman explained that although the Area Board was not expecting people to set the council's budget the councillors really wanted to hear views about the council's overall spending priorities. Which services should be protected? Where can savings be made? Filling in the form would help the council to develop a better understanding of local priorities. The views would be reported to the council before any final budget decisions were made</p> <p>Some people present at the meeting expressed the following concerns about this process:</p> <ul style="list-style-type: none"> <li>• There was too little time to consider the relevant information and it was agreed that people could return the form at a later date if they wished.</li> <li>• It would have been more helpful to have a document setting out the relevant information.</li> <li>• It was hard to make a decision without knowing how well the money had been spent over the previous year.</li> </ul>	

	<ul style="list-style-type: none"> <li>• It was confirmed that information about the budget setting process was on line.</li> <li>• There was no mention on the voting cards of central services such as communications, democratic services and legal services. It was confirmed that people could add their views in the comments box if they wished to comment on these services.</li> <li>• The Service Director confirmed that the Police, Health and Fire Services had their own separate budgets.</li> <li>• It was noted that the consultation process enabled people to identify those services which they wished to be protected in the light of the current financial situation.</li> </ul> <p><b><u>Decision</u></b>  <b>To agree that those people who did not feel able to complete the budget voting cards at the meeting could return them by post by 31 December 2009.</b></p>	
7.	<p><u>Disposal of Council Assets</u></p> <p>It was noted that a recent planning application for development on the Warminster Central Car Park site had been refused. Officers were currently unsure whether or not this decision would go to appeal. The following issues were discussed:</p> <ul style="list-style-type: none"> <li>• Cllr Newbury stated that it was important for people in Warminster to specify what it would like to see on this site (e.g. supermarket, library).</li> <li>• Some councillors felt that a discussion prior to a planning application being received would not be appropriate.</li> <li>• A copy of the reasons for refusal of the planning application was circulated.</li> <li>• A policy for the disposal of council assets would be considered by the Cabinet on 16 December 2009.</li> <li>• It was noted that Wiltshire Council was working on a car parking strategy for the whole of Wiltshire.</li> <li>• It was felt that there was not enough information before the Area Board to enable the councillors to make an informed decision on the site at this meeting.</li> <li>• It was noted that, as part of the community asset transfer, the Warminster Athenaeum Trust had asked for the youth club part of the building to be transferred to them. The Community Area Manager agreed to follow this up.</li> <li>• The Community Area Manager read out the following statement from the council as landowner in relation to the proposed development:</li> </ul> <p><i>“There have been no detailed negotiations by officers in the Strategic Property Department, representing Wiltshire Council as landowner; with Stockland in respect of the proposed supermarket</i></p>	Katharine Dew

	<p><i>in Warminster.</i></p> <p><i>However, it was made clear to the company that any land transaction would at <b>minimum</b> require the provision of a new library for the town and the company was provided with a specification.</i></p> <p><i>Therefore it can be confirmed that at this stage terms have not been agreed with the company for a property transaction.”</i></p> <ul style="list-style-type: none"> <li>• Councillor Newbury then moved the following proposal:</li> </ul> <p><i>“To defer this matter to the next meeting and ask for a further report regarding the negotiations and what the proposals for the car park entail”.</i></p> <p>On being put to the vote this proposal was <u>not agreed</u>.</p>	
8.	<p><u>Road Safety – Speeding: Concerns from Parish Councils</u></p> <p>The Area Board discussed proposals to address concerns regarding speeding in the rural areas. If any of the Parish Councils wished to pursue the community speedwatch option they should submit an issues sheet.</p> <p>It was noted that some flashing speed signs were also available for use in the Warminster area.</p> <p>(a) <u>Crockerton Parish Council</u></p> <p>It was noted that the results of the “golden river” speeding strip which had been used in Crockerton were now available. Only 9.7% of people would have been prosecuted for speeding. However it was felt that the presence of the strip actually slowed down some motorists.</p> <p>(b) <u>Chitterne Parish Council</u></p> <p>Chitterne Parish Council reported that in 2003 they had used the “golden river” strips to analyse speeding in the area. 86% of vehicles had been travelling over the 30mph speed limit. There was great concern in the area for the safety of residents who felt that this should be a high priority. The Parish Council would welcome the opportunity to discuss this matter further with experts at Wiltshire Council. They were also keen to ensure that consultation took place with the Parish Councils regarding road safety projects that were taking place.</p> <p>(c) <u>Chapmanslade Parish Council</u></p> <p>Chapmanslade Parish Council had some problems with cars parking opposite the primary school. The Parish was keen to know what</p>	

	<p>evidence they needed to produce to take some action on this issue.</p> <p>(d) <u>Maiden Bradley and the Deverills</u></p> <p>It was noted that most of the villages have problems with speeding and it was felt that the flashing speed light warning signs would help in some areas. It would be useful to move the signs round to different areas for maximum impact.</p> <p><b><u>Decision</u></b></p> <p><b>(1) To agree that Longbridge Deverill and Crockerton, Chitterne and Chapmanslade Parish Councils should be priority areas to take part in the community speedwatch scheme. Consideration should also be given to the use of the flashing speed signs in these areas.</b></p> <p><b>(2) To ask officers to produce a matrix of sites in priority order where a flashing speed sign could be usefully located.</b></p>	<p>Katharine Dew</p>
<p>9.</p>	<p><u>Updates from Partners</u></p> <p>(a) <u>CAYPIG</u></p> <p>It was noted that although some repairs to the skate park had been carried out the situation was now worse due to one of the pieces of equipment being condemned. The Area Board would now pursue further funding options to rectify this. The CAYPIG Group were pleased to inform the Board that it had won the young people's democracy award as a result of the work regarding the skate park.</p> <p>(b) <u>Wiltshire Police</u></p> <p>The police had recently organised a "not in my neighbourhood stall" which had given local people an opportunity to discuss any issues they were concerned about with the PCSOs. Some matters had been able to be dealt with immediately. This also gave an opportunity for the neighbourhood policing teams to carry out a survey using their electronic equipment.</p> <p>A male had now been charged regarding some recent shed burglaries in the area.</p> <p>There had been three reports of a "flasher" in Warminster and the police were investigating this as a priority. An e-fit of the individual concerned was currently being produced.</p> <p>(c) <u>Wiltshire Fire and Rescue Service</u></p> <p>An report was circulated at the meeting giving an update on recent incidents. Glyn Moody reported that the Services would not be able to send a representative to all Area Board meetings but that questions could</p>	



	<p>be submitted to the Community Area Manager.</p> <p>One of the main aims of the service was to reduce deaths caused by fires and there was a scheme available to help vulnerable adults.</p> <p>The Service was currently running a campaign to improve driver safety which was aimed at Year 11 school pupils.</p> <p>Burnt out cars behind The Dene were also an issue.</p> <p>(d) <u>NHS Wiltshire</u></p> <p>A written report was circulated with the agenda.</p>	
10.	<p>(a) <u>Grant Funding</u></p> <p>Consideration was given to six funding applications made to the Community Area Grants Scheme.</p> <p>(i) <u>Chapel of St Lawrence</u></p> <p>Councillor Andrew Davis left the room while this item was discussed as he had a prejudicial interest.</p> <p style="text-align: center;"><u>Councillor Pip Ridout (Vice Chairman) in the Chair.</u></p> <p><b><u>Decision</u></b>  <b>To agree that a grant of £587 be awarded to the Chapel of St Laurence to install a public address system.</b></p> <p style="text-align: center;"><u>Councillor Andrew Davis returned to the meeting and took the Chair.</u></p> <p>Councillor Pip Ridout left the meeting for the consideration of items (ii) to (iv) as she had a prejudicial interest.</p> <p>(ii) <u>Warminster Christmas Lights Committee</u></p> <p><b><u>Decision</u></b>  <b>To award a grant of £2,000 to the Warminster Christmas Lights Committee to replace junction boxes, time clocks and replacement with low energy LED lights.</b></p> <p>(iii) <u>Warminster Rugby Club</u></p> <p>Mr Chris Bell, Chairman of the Rugby Club spoke in favour of the application.</p> <p><b><u>Decision</u></b>  <b>To award a grant of £4,000 to Warminster Rugby Club to carry out external works to the new rugby club.</b></p>	Katharine Dew

(iv) Friends of Warminster Park

**Decision**

**To award a grant of £3,000 to the Friends of Warminster Park to provide a teen shelter in the park.**

(v) Warminster Festival

Mr Chris March, Interim Treasurer, of the Warminster Festival organisation spoke in favour of the application.

**Decision**

**To award a grant of £600 to the Warminster Festival to cover the costs of holding events at the Warminster Festival 2010.**

(vi) Warminster Education and Lifelong Learning Group

Councillor Fleur de Rhe Philippe left the meeting as she had a prejudicial interest in this application.

Sam Shore, a member of the Group spoke in favour of the application.

**Decision**

**To award a grant of £975 to the Warminster Education and Lifelong Learning Group towards an information leaflet and website to promote lifelong learning in the area of Warminster and Villages Community Partnership.**

(b) Performance Reward Grant Scheme

The Area Board considered an application to go forward under the performance reward grant scheme. The application was from the Friends of Warminster Park for improvements to the skate park as follows:

Supply teen shelter - £3,000

Box in skate ramps - £9,000

**Decision**

**To endorse the bid for performance reward grant funding from the Friends of Warminster Park to go forward for consideration.**

(c) Warminster Community Area Partnership (WVCAP) Funding

The Area Board considered a report by the Community Area Manager which gave details of a request for core funding from the Warminster and Villages Community Area Partnership.

**Decision**

Katherine Dew

	<p><b>To release the remaining grant to the Community Area Partnership subject to the following conditions:</b></p> <p><b>Before 1 April 2010 the Community Area Partnership should:</b></p> <ul style="list-style-type: none"> <li>• <b>Set out how it is working to achieve the objectives and commitments of the Community Area Partnership Agreement.</b></li> <li>• <b>Demonstrate its progress in producing a community area plan.</b></li> <li>• <b>Give a breakdown of its anticipated operating costs for 2010/11.</b></li> </ul>	Katherine Dew/WVC AP
11.	<p><u>Issues for Future Meetings</u></p> <p>It was agreed that the roundabout at Copheap would be considered at a future meeting of the Area Board.</p>	James Hazlewood Katharine Dew
12.	<p><u>Future Meeting Dates: Evaluation and Close</u></p> <p>It was noted that future meetings of the Area Board would take place on the following dates:</p> <ul style="list-style-type: none"> <li>• Thursday 14 January 2010 – 7pm – Christchurch Hall, Warminster</li> <li>• Thursday 4 March 2010 – 7pm - venue to be agreed.</li> </ul>	



**Report to** Warminster Area Board  
**Date of Meeting** 28<sup>th</sup> January 2010  
**Title of Report** Community Area Grants

**Purpose of Report**

To ask Councillors to consider two applications seeking 2009/10 Community Area Grant Funding

- 1) WVCP Health and Social Care Group, “Anybody can Cook” sessions £999.00  
Officer recommendation – to support the application.
- 2) Warminster Adventure Sports Club, Purchase of whitewater canoe £1,000.00  
Officer recommendation – to support the application.

Total if grants supported in line with officer recommendations = £1999.00

**1. Background**

- 1.1 A single and simple application process for Area Grants was accepted by the Implementation Executive on 13<sup>th</sup> May 2009 for use during 2009/10. Appendix 1 contains the Community Area Grants Pack, which has been developed and includes details of the grants process and criteria.
- 1.2 Area Boards have authority to approve Area Grants under powers delegated to the Area Boards by the Leader of the Council (13<sup>th</sup> May 2009). Under the terms of that delegation Area Boards must operate within the policies set by the Leader and /or the Council. The Council has adopted an Area Grants policy, with funding criteria, to which the Area Boards must adhere.
- 1.3 In accordance with the Scheme of Delegation, any recommendation of an Area Board that was contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.

<p><b>Background documents used in the preparation of this Report</b></p>	<ul style="list-style-type: none"> <li>• Community Area Grant Application Pack 2009/10</li> <li>• Warminster and Villages Community Plan 2005-2015</li> </ul>
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**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2009/10 year are made to projects that can realistically proceed before 31<sup>st</sup> March 2010.
- 2.2. There will be four rounds of funding during 2009/10. Grants were considered on 24 September and 26 November 2009. The third round of applications is contained in this report and the deadline for future grant applications will be:

21 January 2010 to be determined at 4 March meeting

### **3. Environmental & Community Implications**

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

### **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Warminster Area Board. Following the identification of an accounting error, the area board has an extra £964 in the 2009/10 budget. This means that the remaining budget for 2009/10 is £5,028 (after CAP core costs and existing grant commitments).
- 4.2. If the grants contained in this report are awarded in line with officer recommendations, Warminster Area Board will have a balance of £3,029.

### **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 "Project Proposals".

### **8. Officer recommendations**

Ref	Applicant	Project proposal	Funding requested
8.1	WVCP Health and Social Care Group	"I can Cook" sessions	£999

- 8.1.1 It is recommended that the Area Board supports this application.
- 8.1.2 The application meets the grant criteria 2009/10 and the project will be completed by 31<sup>st</sup> March 2009.

8.1.3 The Application demonstrates a link to the Warminster and Villages Community Plan, with links to the Education and Lifelong Learning / Health and Social Care themes.

8.1.4 The application meets the following Wiltshire Council priorities:

- Encourage people to make lifestyle changes that will have a positive impact on the health of themselves and their families
- Improving young people’s participation in positive activities.

8.1.5 The WVCP Health and Social Care Group is a non profit organisation.

8.1.8 This is the first project that the group has initiated in direct response to the Joint Strategic Needs Assessment, which identifies childhood obesity as a particular issue in the Warminster Community Area. The group has not approached any other funding organisations and therefore is relying on a Community Area Grant for the project to proceed.

Ref	Applicant	Project proposal	Funding requested
8.2	Warminster Adventure Sports Club	Purchase of whitewater canoe	£1000.00

8.2.1 It is recommended that the Area Board supports this application.

8.2.2 The application meets the grant criteria 2009/10 and the project will be completed by 31<sup>st</sup> March 2009.

8.2.3 The Application demonstrates a link to the Warminster and Villages Community Plan, pages 5, 11, 13, 17 and 19.

8.2.4 The application meets the following Wiltshire Council priorities:

- Engage with local people to find out their priorities and work with them to deliver solutions
- Increase the number of local people involved in regular volunteering
- Encourage people to make lifestyle changes that will have a positive impact on the health of themselves and their families
- Improve adult participation in sport
- Improving young people’s participation in positive activities
- Improve the local area through intergenerational activities.

8.2.5 The Warminster Adventure Sports Club is a non profit organisation.

8.2.8 The group receives sufficient income from members to cover running costs. The

receipt of a Community Area Grant will enable the purchase of new equipment.

<b>Appendices:</b>	<b>Appendix 1 Community Area Grant Criteria</b> <b>Appendix 2 Grant application – WVCP Health and Social Care Group</b> <b>Appendix 3 Grant application - Warminster Adventure Sports Club</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Katharine Dew, Warminster Community Area Manager Tel: 07836 341372 E-mail: <a href="mailto:katharine.dew@wiltshire.gov.uk">katharine.dew@wiltshire.gov.uk</a>
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# Community Area Grants

## Grant Criteria

You need to ensure that your application meets all the essential criteria shown below:

The Council will not consider grant applications for:

- (a) Political or Religious activities
- (b) Statutory bodies to fund their core services (includes direct funding for schools/PTAs)
- (c) Sole benefit of individuals
- (d) A private - profit making/commercial organisation
- (e) Running costs – e.g. rent, rates, electricity etc
- (f) Work which has already started. This includes projects where orders/instructions have been agreed and resources committed.
- (g) Projects which could reasonably be expected to secure finance by other means

*An exception to the above may be made if your project can demonstrate a wide community benefit.*

1. Applications are invited from not for private profit organisations or groups; clearly showing a need for financial support, through evidence of current financial status; e.g. bank statements, audited accounts.
2. Please provide the information requested by completing the application form. Any additional information (other than accounts, quotes and constitution/terms of reference ) will not be considered.
3. No projects will be awarded funding retrospectively.
4. Projects should demonstrate a link to local priorities/community plan. Evidence of an identified community need.
5. Funding can be drawn down by successful applicants ONLY when all award criteria have been met (e.g. matched funding is in place) and on confirmation that the project which funding has been awarded to will proceed in the next 3 months. All funding awards would normally be **paid to** or **invoiced by** the recipient prior to **31st March 2010** - it is the recipients' responsibility to ensure this condition is met. Failure to do so will result in the award being withdrawn.
6. Funding awards of up to and including £1,000 do not require match funding. Applications for the total project cost can be considered.

7. Funding awards will not exceed £5,000.
8. 'Contributions In kind' either as volunteer time or materials may be costed into your project calculations, based on a maximum of £50 per day for general volunteers and £100 per day where professional/technical advice is provided e.g. architect drawing up plans. Please include this information in section 3 and 6 of the application form.
9. For funding requests over £1,000 financial support from other sources must be identified (matched funding), which can be made up or in part by contributions in kind. No more than 50% of the total cost of a project will be awarded.
10. Applications must be received a minimum of 6 weeks before the relevant Area Board and will only be considered if the application fulfils the criteria and all the necessary information has been received.
11. Applicants should not apply to any other Wiltshire Council funding scheme for the same project.
12. Applications must show how you plan for the future of your project. Where the total cost of the project exceeds £50,000, a business plan should be provided.
13. Where the total cost of the project is over £10,000, three quotes must be provided (with your preferred supplier identified in Section 3 of the application form). Where the total cost of the project is under £10,000, some financial evidence e.g. a quote which you intend to use must be provided.
14. Applications from Town and Parish Councils will not normally receive more funding than that contributed by that Town or Parish Council, since they are able to raise funds through the precept.
15. If your project requires planning permission, building regulations or any other form of licence or approval, this must be obtained before submitting your application. (Funding will be conditional on approvals being received)
16. Applicants must acknowledge Wiltshire Council's financial support in any publicity or printed material.
17. If successful, you will be asked to provide copies of receipts, invoices and photographs to demonstrate how your award was spent.



## Community Area Grant Application Form

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**

<b>1 - Your Organisation or Group</b>			
<b>Name of Organisation</b>	WVCP - Health and Social Care Group		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	Non profit organisation <input type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input checked="" type="checkbox"/>		
<b>2 - Your Project</b>			
<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>			
<b>In which Parish does your project take place?</b>	Warminster and Villages		
<b>What is your project?</b>	To commission "Anybody Can Cook!" sessions -run by Catherine Maxwell- in local preschools(incls recipe and ingredient bag)		
<b>Where will your project take place?</b>	Preschools/nurseries in/nr Warminster		
<b>When will your project take place?</b>	Spring/Summer Term 2010		
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
<b>Please confirm your project will be completed by 31<sup>st</sup> March 2010</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
<b>What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)</b> <small>IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)</small> The Wiltshire Joint Strategic Needs Assessment highlights childhood obesity as a key issue - this project will provide raised awareness in local families for the need to eat healthily through recipe bags sent home with the children. This project is designed to reach families from all backgrounds, excluding no one. The sessions promote national initiatives such as 5ADAY and Change 4 Life, encouraging families to make healthy choices which in turn reduces health problems. The emphasis is on prevention rather than cure and aims to reduce obesity in children by embedding in them from a very young age the importance of eating sensibly and exercising.			

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?**

At this stage, we can only hope to embed the idea and seek to take it further in the early stages by making grant applications to appropriate trusts and charities- but, assuming success, we would hope to achieve long-term government (education) and/or NHS funding.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

Catherine Maxwell has run more than 20 ABC COOK! sessions already in Wiltshire with very favourable feedback. Sessions take place in Nurseries and pre-schools working with Surestart to achieve "Every Child Matters" objectives. Evaluation forms are in all recipe bags. There is also positive evaluation by pre-school staff. Apart from the children, the families use the recipes and enjoy cooking together so that project has huge potential to make a difference.

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	<input type="checkbox"/>
Increase number of local people involved in regular volunteering	<input type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>

**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

**5 – Information relating to your last annual accounts (if applicable)**

<b>Year Ending:</b> Totally voluntary group	<b>Month:</b>	<b>Year:</b>
<b>Total Income:</b>	£	
<b>Minus Total Expenditure:</b>	£	
<b>Surplus/Deficit for year:</b>	£	
<b>Reserves held:</b>	£	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <u>full</u> breakdown e.g equipment, installation etc.		<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
18 sessions: Cost per session:	£			£
£50.00 (includes 4 hours work -	£			£
1 hour preparation,	£			£
2 hours facilitation	£			£
1 hour clearing up)	£			£
Also, ingredients and recipe bag	£900			£
	£			£
Sundries (incl transport)	£99			£
	£			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£999</b>	<b>TOTAL PROJECT INCOME</b>		<b>£</b>

<b>Total Project Income B</b>	£
<b>Total Project Expenditure A</b>	£999
<b>Project Shortfall A - B</b>	£
<b>Award sought from Wiltshire Council Area Board</b>	£999
<b>Is your organisation able to claim VAT?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**7 – Management**

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

<b>People Over 50 years</b>	Male	Female
<b>People Under 25 years</b>	Male	Female
<b>Disabled People</b>	Male	Female
<b>Black &amp; Minority Ethnic people</b>	Male	Female

**8 – Supporting Information – Please enclose the following documentation**

**Enclosed (please tick)**

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)
- Terms of Reference/Constitution/Group Rules

**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.**

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

**Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.**

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

Yes  No If 'Yes' please tick...  Under 25's  Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

Yes  No

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

Yes  No If 'Yes' please tick....  Male  Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

Yes  No If 'Yes' please tick....  Gay  Lesbian  Bisexual

**e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?**

Yes  No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White**  British  Irish  Other **Mixed**  Mixed ethnic background

**Asian or Asian British**  Indian  Pakistani  Bangladeshi  Other Asian

**Black or Black British**  Caribbean  African  Other Black

**Chinese or other ethnic group**  Chinese  Other ethnic group

**f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?**

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes  No If 'Yes' please specify

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

Accounts and quotes where appropriate are enclosed.

A copy of our constitution or terms of reference are enclosed.

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 or printed material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

**Name:**

**Date:** 15/12/2009

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)**



## Community Area Grant Application Form

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**

### 1 - Your Organisation or Group

<b>Name of Organisation</b>	Warminster Adventure Sports Club		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input checked="" type="checkbox"/> <b>Parish/Town Council</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>		

### 2 – Your Project

<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	
<b>In which Parish does your project take place?</b>	Warminster
<b>What is your project?</b>	Purchase of a Whitewater Canoe for the club
<b>Where will your project take place?</b>	Warminster
<b>When will your project take place?</b>	Feb 2010
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	<b>YES</b> Positive link to youth, health, sports, countryside, PPs 5, 11, 13, 17, 19 <b>NO</b> <input type="checkbox"/>
<b>Please confirm your project will be completed by 31<sup>st</sup> March 2010</b>	<b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/>

**What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

The Warminster Adventure Sports Club is a multi-activity adventure sports club serving 91 members in the West Wilts Area. The club aims to make adventure sports like climbing, kayaking, canoeing and caving widely available to people in this area. The age of members ranges from 4 to 65, there is a mix of families, single people and some disabled.

The community benefits are:

- increased participation in adventure sports by a wide cross-section of the community.
- improved links between the local garrison and the town - some of our members are serving in the armed forces.
- there is no other club like us anywhere nearby so it enriches the area.
- there is positive community-building.
- younger members can learn from positive role models - eg. two members started climbing at the age of 16 and within one year had climbed Mont Blanc.
- improved employment opportunities - some of our members have been inspired to gain employment in this field and their experiences with the club have improved their employability.
- we also run kayaking/canoeing sessions as an outreach programme with the local secondary school Kingdown, this adds an activity to their sports programme.
- improved respect for the environment as a valuable resource.

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?**

We have enough income from members to pay for running costs. We are looking for a grant to enable us to buy one whitewater spec. open canoe.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)  
The club, which is a not-for-profit community organisation has 91 members. In addition some 80 Kingdown students per term benefit from our kayak/canoe equipment. Total 331 people per annum.

Kayaking/canoeing are our most popular activities and always enjoy full participation. We will know that the project is successful because the equipment will be used.

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	<input checked="" type="checkbox"/>
Increase number of local people involved in regular volunteering	<input checked="" type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input checked="" type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input checked="" type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>



**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

**5 – Information relating to your last annual accounts (if applicable)**

<b>Year Ending:</b> 31 Dec 08	<b>Month:</b>	<b>Year:</b>
<b>Total Income:</b>	£10631.02	
<b>Minus Total Expenditure:</b>	£10207.34	
<b>Surplus/Deficit for year:</b>	£423.68 - surplus	
<b>Reserves held:</b>	£1237.42	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <b>full</b> breakdown e.g equipment, installation etc.	<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)
---------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------

Canoe w. bouyancy blocks	£1100.36	Club Funds	C £100.36
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
	£		£
<b>TOTAL PROJECT EXPENDITURE</b>	£1100.36	<b>TOTAL PROJECT INCOME</b>	£100.36

<b>Total Project Income B</b>	£
<b>Total Project Expenditure A</b>	£1100.36
<b>Project Shortfall A - B</b>	£1000.00
<b>Award sought from Wiltshire Council Area Board</b>	£1000.00
<b>Is your organisation able to claim VAT?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**7 – Management**

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

<b>People Over 50 years</b>	Male	1	Female
<b>People Under 25 years</b>	Male		Female
<b>Disabled People</b>	Male	1	Female
<b>Black &amp; Minority Ethnic people</b>	Male		Female

**8 – Supporting Information – Please enclose the following documentation**

**Enclosed (please tick)**

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)

Terms of Reference/Constitution/Group Rules

**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.**

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

**Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.**

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

Yes No If 'Yes' please tick... Under 25's Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

Yes No

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

Yes No If 'Yes' please tick.... Male Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

Yes No If 'Yes' please tick.... Gay Lesbian Bisexual

**e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?**

Yes No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White** British Irish Other **Mixed** Mixed ethnic background

**Asian or Asian British** Indian Pakistani Bangladeshi Other Asian

**Black or Black British** Caribbean African Other Black

**Chinese or other ethnic group** Chinese Other ethnic group

**f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith? (e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)**

Yes No If 'Yes' please specify

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

**Accounts and quotes where appropriate are enclosed.**

**A copy of our constitution or terms of reference are enclosed.**

**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 or printed material.**

**I give permission for press and media coverage by Wiltshire Council in relation to this project.**

**Name:** William Fryer

**Position in organisation:** Development Officer

**Date:** 22 December 2009

**Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)**



## Performance Reward Grant Scheme

### APPLICATION FORM

To be returned to: Karen Spence, Performance Manager, Performance Team

Email: [wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board	<i>Name of Area Board - Warminster</i>	
Form submitted by (contact for all queries)	<b>The Warminster Athenaeum Trust</b>	
Name of initiative	<b>PHASE IV RESTORATION PROJECT</b>	
Brief Description of Initiative	<b>Our phase III works have been completed at a cost of £75,000 including a Lift shaft – but no lift. We need to raise £45,000 for a new lift which will enable the disabled and infirm visitors to enjoy the use of our First Floor Bar and Function Room</b>	
Please put a cross against the ambition(s) that this initiative will support	Building resilient communities	<b>X</b>
	Improving affordable housing	
	Lives not services	<b>X</b>
	Supporting economic growth	<b>X</b>
	Safer communities	<b>X</b>
	Protecting the environment	<b>X</b>
	Action for Wiltshire – combating the recession	<b>X</b>
Amount of funding sought	<b>£45,015</b>	
What will this money be spent on? (please show split between capital and revenue. For capital expenditure guidance – see Appendix 1 in the Bid Pack)	<b>Quoted lift price</b> £38,015 <b>New electrical supply</b> £3,000 <b>Door Adjustment &amp; Contingency</b> £4,000	
	<b>The purchase of a lift to enable disabled, young and old alike to access the Function Room Area on the First Floor.</b>	
Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken	<p><b>Our initiative will support the ambitions of the local Agreement for Wiltshire in many ways. We are creating a modern Centre for the Community, based in buildings built 160 years ago. The Athenaeum Trust is a registered Charity (no. 1086353) established in 1850 “dedicated to advance the education and improvement, in the interests of social welfare, in the conditions of life of the inhabitants of the Warminster Area by provision of a Centre for the Community”.</b></p> <p><b>The building is 160 years old and does not cater for the physical shortcomings of some members of our community. Elderly people cannot access the first floor function rooms</b></p>	

	<p>easily, where most of our community activities take place. It is therefore an essential element of our care for all our group members, that we have a lift to avoid the steep winding staircase.</p> <p>The Trustees are improving the building in 7 phases, each phase will only be undertaken when restoration funds allow.</p> <p>The Trust is run entirely by Volunteers, working together for the benefit of the Community. We have already made a difference to peoples' lives, creating a better future for our whole community through the Athenaeum Centre.</p> <p>We cannot provide the means to enable our community to develop, without having a building like the Athenaeum Centre. It is home to all users that need somewhere to function. We help new groups to set up and form new associations. Our ethos is to build a resilient community, helping the lives and development of our people.</p> <p>Our community will be more resilient because:</p> <ul style="list-style-type: none"> <li>- We can help our groups develop and improve their own priorities by improving our service and thus build a stronger and more inclusive community.</li> <li>- We can improve lives by helping our people to be more independent and provide for a safer community.</li> <li>- We can help contribute through our own economic growth and stability by providing our service right in the heart of our Town Centre, at an affordable price.</li> <li>- Our Restoration programme have improved the High Street scene particularly our Phases I and II.</li> <li>- We protect our environment and reduce our carbon footprint by being local, particularly our Theatre Hall. We can reduce outward traffic to other towns and thus reduce road traffic, and hence potential risks in travelling, particularly at night.</li> </ul>
<p>What makes this initiative a local priority (eg evidence from research and local support)</p>	<p>We are constantly being informed by our Guests and Visitors that they cannot climb the stairs, and sometimes we have to carry refreshments downstairs.</p>
<p>How will you know you have been successful?</p>	<p>When we can get older people and wheelchairs upstairs</p>
<ul style="list-style-type: none"> <li>• How will you measure the impact? (may have more than one measure)</li> </ul>	<p>We will be able to expand the usage of our function room which is presently only let about 20% of its current availability</p>

<ul style="list-style-type: none"> <li>• What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<p><b>We then hope to encourage back those groups and individuals who have physical disabilities, but who have been unable to enjoy our facilities. We anticipate improving the facility such that we can reach a 40% occupancy level.</b></p>
<ul style="list-style-type: none"> <li>• How will you ensure that the improvement continues after the end of the initiative?</li> </ul>	<p><b>The improvement will continue, as it is a capital improvement that will remain in the building in perpetuity</b></p>
Who will benefit from this initiative?	<p><b>The population of Warminster is approximately 20,000 of which probably 30% are of an age group that would enjoy the freedom to use a lift rather than climb stairs. The impact would be directly on the disadvantaged and yet still be of advantage to all.</b></p>
Confirm no unfunded commitments from this initiative	<p><b>I confirm that there will be no unfunded financial commitments arising from this initiative other than an annual maintenance agreement, which would be funded through rental and usage income</b></p>
What are the key risks to success and how will these be managed?	<p><b>There are no risks to the success, other than by breakdown of the equipment, which will be properly maintained</b></p>
Who will manage the initiative	<p><b>The Trustees and Management Committee</b></p>

Signed:

Chairman of Area Board

Dated:

**ATHENAEUM RESTORATION PHASES****05 January 2010**

Phase I	Completion 2005 at cost of: - Restoration of the front facade of the building	£42,000
Phase II	Completion 2006 at cost of: - Re-roofing of the main building with timber treatment and new lead - Restoration of the Main Function Room, Ante room and Bar	£56,000 £19,700
Phase III	Completion due end January 2010: - Cost so far expended The demolition of the 2 concrete flyover bridges linking two buildings and the gallery asbestos roofing and walkway, with the construction of a new two tier atrium building and lift shaft. The installation of a lift was included in the original concept, but we were unable to find the £45,000. This has been transferred to phase IV.  - Cost to completion Works are nearing completion. The outstanding matters include the installation of a toilet for the disabled (into the prepared room) and the fitting of a new atrium skylight into the new roof.	£64,758 Done  £10,000 Approx.
Phase IV	Due to commence 2010 at cost of: - This project is split into two parts and includes the installation of a lift (part A) to enable disabled people to access the first floor function area cost of: - £45,000 The main toilet block demolition and rebuild (part B) is the main part of this project, as it consists of total replacement of our 90 year old public toilet areas. This is a single skin lean-to building with an asbestos roof, that is a constant cause for concern, leaking rainwater and energy cost losses. Cost of : - £95,000	£45,000   £95,000
Phase V	Due to commence 2010 at cost of - This project involves the complete replacement of the kitchen units and equipment, with a purpose built floor, for access and use by people with physical disabilities - Planning permission has already been granted and funds to the value of £6,000 already in hand in the prior purchase of the kitchen cabinets.	£15,500 (est)
Phase VI	- This project is the complete restoration of the Victorian Music Hall building, known as the Charles Bleeke memorial Hall.	£75,000 (Est)
Phase VII	- This project is the demolition of the dressing rooms and Pratten Hut, and the construction of a new Performing and Visual Arts Centre. - It will probably be carried out in conjunction with the Phase VI which will then enable the hall to be restored back to its original size (i.e. 7 arches) with a new stage and better facilities built within the Phase VII area. - The project costs will be between, £500 - £900,000. No dates have been set for this major alteration to the building and its facilities.	£500,000 to £900,000
Other Phases	- The building suffers many areas of poor decoration, due to ingress of rain water over the two years, and the general condition of the lime plastered walls. The restoration and redecoration has been taking place over the last 10 years on a room-by-room basis. This will continue as funds permit each year.	

## ITEM NO. 7

### **Report to the Warminster Area Board – 28 January 2009 Report from the Community Area Manager**

#### **Proposal to work with Warminster Community Radio to record the voices of those unable to attend the area board**

##### **Background:**

Area boards are committed to giving local people the opportunity to influence local decisions and to contribute to discussions at the area board. It is recognised that not everyone is able to attend meetings and that the area board should endeavour to seek the views of the wider community, rather than focussing solely on those at the meetings.

During the development phase of the area boards various methods of engaging local people. One of the most successful was to record (audio or video) the opinions of local people to be played at the area board meeting.

Although this approach has proved successful in other areas, it is important to test the idea locally.

Area boards have the authority to allocate their delegated funds in accordance with the guidance contained within the Area Board Handbook (see page 31). This may include allocating funding to projects that support the aims and objectives of the area board.

##### **Requirements of Warminster Area Board:**

Warminster area board needs to hear from groups and individuals who are not willing or able to attend the meetings. This could include members of the public (street polling), people using day centres, people with disabilities, people living in sheltered accommodation, young people (at school/youth club/in public).

The area board may want to gather comments on specific agenda items. There may also be an opportunity to work with Warminster and Villages Community Partnership (WVCP) to update the community plan using this approach.

Initial investigation has identified that Warminster Community Radio (WCR) has the capacity to provide edited recordings, lasting approximately ten minutes, to be played at each area board meeting.

##### **Financial Implications:**

If all community area grant applications to the 14 January 2010 meeting are agreed, the area board will have a remaining budget of £2065.

It is proposed that the project should start with the 4<sup>th</sup> March 2010 meeting and each subsequent meeting in 2010/11.

Cost of the proposal (working with WCR):

Interviewer/technician £25

Studio hire £35

Master CD £10

Total per meeting £70

**Total for year (6 meetings) £420** (including 4 March = £490)

**Recommendation:**

It is recommended that the area board allocates £490 to commission WCR to provide the service outlined above.

During this time, the method can be developed and evaluated. If the project proves successful, it is recommended that Warminster and Villages Community Partnership include the revenue cost within their application for core funding. This should include any additional cost relating to the ongoing development of the community plan.

**Background Reading:**

Area Board Handbook <http://www.wiltshire.gov.uk/wiltshires-area-boards-the-handbook.pdf>

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