

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ
Date: Wednesday 6 November 2013
Time: 7.00 pm

Including the Parishes of Ashton Keynes, Brinkworth, Brokenborough, Charlton, Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea & Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton & Foxley, Oaksey, Sherston, Sopworth and St Paul Malmesbury Without

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 6.30 pm.

Please note the Pest Control team will be in attendance from 6.30 to discuss any local issues.

Please direct any enquiries on this agenda to Samuel Bath (Democratic Services Officer), on 01225 718211 or samuel.bath@wiltshire.gov.uk

or Miranda Gilmour (Malmesbury Community Area Manager), on 01672 515742 or miranda.gilmour@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 01225 713114 / 713115.

Wiltshire Councillors

Cllr Chuck Berry
Cllr Simon Killane (Vice Chairman)

Cllr Toby Sturgis
Cllr John Thomson (Chairman)

	Time
<p>1 Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2 Apologies for Absence</p> <p>To note any apologies received for the meeting.</p>	
<p>3 Minutes (<i>Pages 1 - 12</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 04 September 2013 (copy attached)</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests relating to business on this agenda or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>To receive the following announcements through the Chairman and Area Board Members:</p> <p>5a Pest Control (<i>Pages 13 - 14</i>)</p> <p>5b Carers Small Grants Scheme (<i>Pages 15 - 16</i>)</p> <p>5c Wessex Water</p> <p>5d Community Land Trust</p> <p>5e Community Speed Watch</p> <p>5f Wiltshire Community and Voluntary Awards 2013</p> <p>5g State of the Environment Report (<i>Pages 17 - 18</i>)</p> <p>5h NHS 111 Service</p>	7.05 pm
<p>6 Clinical Commissioning Group</p> <p>Ted Wilson, Group Director, and Dr John Pettit, GP Executive Member for Malmesbury from Wiltshire's North and West (NEW) Clinical Commissioning Group will be in attendance to discuss how they will be commissioning health care in order to meet local needs. There will be an opportunity to ask questions.</p>	7.20 pm
<p>7 Public Health</p>	7.40 pm

	Emma Seria-Walker, Consultant in Public Health will be raising awareness to the role of public health in the community .	
8	<p>South West Ambulance Trust</p> <p>Neil Le Chevalier from the South West Ambulance Service NHS Foundation Trust (SWASFT), will be in attendance to discuss local service delivery and to answer any questions on the South West Ambulance Service.</p>	7.50 pm
9	<p>The Wiltshire Good Neighbour Scheme</p> <p>The Wiltshire Good Neighbours Scheme is a new service that is being funded by Wiltshire Council and provided by Community First in partnership with Age UK Wiltshire and Age UK Salisbury.</p> <p>The service is primarily aimed at older people living in rural communities who may be vulnerable or at risk of becoming vulnerable. Good Neighbours seeks to establish a trusted and effective bridge between vulnerable individuals and the statutory services and local voluntary organisations that are able to offer help and support.</p> <p>Ellen Blacker (Dauntsey Parish Council) will be in attendance to present a short item on The Wiltshire Good Neighbours Scheme.</p>	8.10 pm
10	<p>Community Issues Update (<i>Pages 19 - 26</i>)</p> <p>The Community Area Manager will provide a summary of current community issues and the area board will agree those to be closed. The following issues for closure are suggested by the Community Area Manager:</p> <ul style="list-style-type: none"> • <u>Issue 2656</u> - Speeding on B4042 between Priory roundabout and Cowbridge, Malmesbury, (travelling towards Brinkworth). • <u>Issue 2887</u> - Parking difficulties for tradesmen working in Malmesbury. 	8.20 pm
11	<p>Community Area Transport Group (<i>Pages 27 - 38</i>)</p> <p>The Area Board will be asked to approve the recommendations of the Malmesbury Community Area Transport Group.</p>	8.30 pm
12	<p>Area Board Funding (<i>Pages 39 - 50</i>)</p> <p>Councillors will be asked to consider the Community Area Funding report and make recommendations on the applications received. Councillors to consider the following applications for funding:</p> <ol style="list-style-type: none"> 1. Sherston Magna Cricket Club – award £5,000 capital towards the installation of twin bay full length synthetic grass 	8.40 pm

outdoor cricket training nets, conditional on the balance of funding being in place.

2. 1st Malmesbury Scout Group – award £483 capital towards loft insulation at St Mary’s Hall, Malmesbury.

3. Community First – consider an application seeking £2,002 revenue towards an additional service to be provided by the local Good Neighbour Co-ordinator designed to help older vulnerable people stay warm, well and safe during the winter months.

5. The area board consider a councillor led project application requesting £4,000 capital to enable topographical surveys to be undertaken of Station Yard and Cross Hayes car parks.

6. To approve officer delegated authority of £415 revenue funding to pay for Health & Safety training for volunteers to help run the Skater Kids Club for primary school aged children from across the community area .

7. To launch a Young People’s Intergenerational Project 2013/14, making £5,000 available for projects.

13 **Partner Updates**

8.50 pm

To receive updates from the following partners:

13a **Wiltshire Police** (*Pages 51 - 52*)

13b **Wiltshire Fire and Rescue Service** (*Pages 53 - 54*)

13c **NHS Wiltshire**

13d **Wiltshire Police and Crime Commissioner**

13e **Malmesbury and the Villages Community Area Partnership** (*Pages 55 - 56*)

13f **Town and Parish Councils**

13g **Youth Advisory Group**

13h **Greensquare**

13i **Malmesbury and District Chamber of Commerce**

14 **Evaluation and Close**

9.00pm

Future Meeting Dates

Wednesday, 15 January 2014
7.00 pm

Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ

Wednesday 5 March 2014
7.00 pm

Malmesbury School, Corn Gastons, Malmesbury, SN16 0DF

Wednesday 7 May 2014
7.00 pm
T.B.C

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury School, Corn Gastons, Malmesbury SN16 0DF
Date: 4 September 2013
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

Samuel Bath (Democratic Services Officer) Tel: 01225 718211 / Email: samuel.bath@wiltshire.gov.uk, Tel: 01225 718211 or (e-mail) samuel.bath@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Chuck Berry, Cllr Simon Killane (Vice Chairman), Cllr Toby Sturgis and Cllr John Thomson (Chairman)

Wiltshire Council Officers

Samuel Bath (Democratic Services Officer)
Miranda Gilmour (Community Area Manager)
Lucy Murray Brown (Head of Campus & Operational Models)
Tracey Ruse (Community Co-ordinator: North Area)
Ian White (Head of Service – Passenger Transport)

Town and Parish Councillors

Malmesbury Town Council – Mayor John Gundry, Amanda Kettleby, Kim Power, Martyn Snell,
Brinkworth Parish Council – John Beresford, Roy Guest
Charlton Parish Council – Simon Burne
Easton Grey Parish Council – John Tremayne
Great Somerford Parish Council – Sid Jevons
Hankerton Parish Council – Terry Mockler
Lea & Cleverton Parish Council – John Cull
Little Somerford Parish Council – Deborah Bourne
Minety Parish Council – Graham Thorne
Sherston Parish Council – Martin Rea
St Paul Malmesbury Without Parish Council – Roger Budgen

Partners

Police – Mark Thompson, Martin Alvis

Total in attendance: 40

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman opened the meeting and welcomed everyone in attendance.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies had been received from:</p> <p>Jacqui White, Service Director</p> <p>Damien Bence, Wiltshire Fire and Rescue Services Mike Franklin, Wiltshire Fire and Rescue Services,</p> <p>Ian McKay, Crudwell Parish Council Tony Pooley, Little Somerford Parish Council</p>
3	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held 03 July 2013 were signed and agreed as a true and accurate.</p>
4	<p><u>Declarations of Interest</u></p> <p>No declarations of interest were made.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The following announcements were made:</p> <p>a) Core Strategy</p> <p>Toby updated the meeting with changes to the Wiltshire Core Strategy. The strategy was outlined as being the document that summarises the planning policy framework for Wiltshire.</p> <p>Toby confirmed that following public examination of the document, the council published a Schedule of Proposed Modifications (August 2013) containing 'main' and 'minor' changes on the Council's website. Copies of which can also be found at main Council offices.</p> <p>The consultation period for this was said to remain open until Wednesday 9 October 2013 and would give all parties an opportunity to comment on the changes before the Inspector completes the report.</p> <p>b) Community Area Joint Strategic Assessments</p>

The Chairman outlined that the current JSA for Wiltshire 2012-13 was due to be updated. Community Area JSA's were being updated, and plan to address gaps identified in the previous assessments. The new chapters include Leisure and Art and Culture. The results of the CAJSA's are expected to be published no later than April 2014 and the date of the community event would be announced shortly.

c) What Matters to you? Survey Launch

Simon updated the Area Board on the What Matters to You Survey that was launched at the beginning of September. Simon outlined that residents may receive a survey form if they are a People's Voice panellist, already on a council mailing list or could be randomly picked from council tax address lists. Paper copies would also be made available from Wiltshire council offices, libraries and GP surgeries. The survey also features on the council [website](#), partner websites and some parish council sites.

Simon stated that the results gathered from the survey would be used (alongside existing local information) to help the council and its partners make decisions and target resources. The data would also be fed into the Community Area Joint Strategic Assessment, planned for early 2014, and so encouraged people to respond to the survey.

d) De-cluttering of Road Signs

The Chairman outlined that the Malmesbury CATG will be contacting town and parish councils asking that they compile a list of traffic signs and road markings that they would like to be considered for removal as part of a programme of ensuring that the country roads are not cluttered with un-necessary signs. This information will then be reviewed by officers who will make the decision about what can be removed or retained and the costs covered by the council's central budget.

In future most minor signage requests will be dealt with by the CATG with officer support. The Chairman noted that the community issues process should be used to make a request in future.

e) Free Poppy Seeds from Malmesbury & Villages Great War Project

The Chairman then outlined the Malmesbury and the Villages Great War Project that is being run in partnership with Malmesbury and the Villages Community Area Partnership (MVCAP) who aim to run events across 2014 - 2019.

The first project is to get poppies blooming across the community area to mark the centenary of the start of the war in 1914. To do this they are giving away one thousand packets of poppy seeds, but asking that you donate something to the Royal British Legion if you can afford to do so. The area Board extended its support to the project and congratulated MVCAP on the initiative.

Poppy seeds were available on the night, and are available from MVCAP

	<p>Members.</p> <p>f) News from the Operational Flood Working Group (North)</p> <p>Toby outlined the Severe Weather Emergency Seminar being held for flood wardens and parish council representatives on Wednesday 9 October 10am-1pm at Wootton Bassett Salt Depot.</p> <p>This will be a practical and informative session and will cover road closures, severe weather, snow plans, riparian ownership, ditch clearance and more. There will be a selection of equipment on display and also practical demonstrations such as sandbag and gel sac wall building.</p> <p>Numbers for this event are limited so please contact: renate.malton@wiltshire.gov.uk if you would like to attend this seminar.</p> <p>In addition Toby outlined the Annual Flood Warden meeting which would be an evening session for new and existing flood wardens to be held on Wednesday 23 October from 7-9pm (venue to be confirmed). This is to provide an opportunity for networking, updating on current flood information, and practical information to assist in the role.</p> <p>Contact : renate.malton@wiltshire.gov.uk if you would like to attend.</p>
6	<p><u>Partner Updates</u></p> <p>The following partner updates were made to the Area Board</p>
7	<p><u>Wiltshire Police and Crime Commissioner</u></p> <p>Kieran Kilgallen (Chief Executive to the Wiltshire and Swindon Police and Crime Commissioner) was in attendance to present the PCC Public Opinion Survey. It was clarified that a number of the results that had not been categorised were said to not be statistically significant (that is, not having enough data to draw a confident conclusion from). As a result they could not be used as indicators of performance in these areas.</p> <p>Simon then questioned the surveys purpose and stated that the outcomes only reflected perceptions of crime, and that this could be skewed by a number of variables including age of respondents. Kieran responded by stating that a report would be made available on the Police and Crime Commissioners website, which highlighted the differences in age related perceptions of crime.</p> <p>Toby then questioned some of the questions construct and asked what the value was in asking about the standard of education and public transport services, and questioned if responses to some questions could be categorised as quantitative or qualitative issues. Kieran stated that not every question on the survey was used to obtain findings, some were merely 'pot boilers' designed to elicit</p>

	<p>responses.</p> <p>Kieran confirmed that there was positive correlation between perceptions of some crimes and the equivalent crime figures. Kieran confirmed that Malmesbury was statistically, one of the safest areas in Wiltshire.</p>
8	<p><u>Wiltshire Police</u></p> <p>Inspector Mark Thompson and Sgt. Martin Alvis were in attendance to present the Local Police report for the Malmesbury Area. Mark stated that a warrant had been executed for a property in the area which had led to the seizure of a number of stolen goods.</p> <p>Mark described the reduction in ASB incidents, which had fallen 18% over the past 12 months. Small rises were reported for vehicle crime and non dwelling burglaries.</p> <p>The Area Board discussed the rise in assaults that was reported, and received clarification from Mark about the number of domestic incidents included in the report.</p> <p>Toby then asked about the number of thefts relating to property in garden sheds. Mark stated that residents should secure property where possible, and mark items of value with a postcode or name to assist with the identification and recovery of stolen goods.</p> <p>Chuck then questioned the reporting of assaults that occur as a result of amateur sports fixtures, and how this can negatively impact crime figures for rural areas. Mark clarified that recording of incidents is governed by Home Office recording guidelines and that it is not possible to separately categorise these incidents.</p>
9	<p><u>Wiltshire Fire and Rescue Service</u></p> <p>No representative from Wiltshire Fire and Rescue was in attendance to present the report. The Area Board noted the content of the fire and rescue report that had been submitted.</p>
10	<p><u>Malmesbury and the Villages Community Area Partnership</u></p> <p>The Area Board noted the update from MVCAP which included the following:</p> <p>Malmesbury Area Pathfinders: New signage has been erected providing details of the Malmesbury Bridges walk. MVCAP expressed thanks to Wiltshire Council for the use of their display space.</p> <p>PHEW! An Olympic Legacy: Many of the projects around the area had been well attended and received, with nearly 60 events so far and hundreds of participants.</p>

	<p>Malmesbury and the Villages Great War Project: MVCAP were in attendance at the meeting with a stand outlining some of the details for the project. One such project plans to create a living memorial to mark the centenary of the First World War, and aims to get poppies blooming across the area.</p> <p>One thousand packets of poppy seeds are being made available free of charge, though donations to the Royal British Legion are requested where possible. Stalls will be available at future local events including Malmesbury Carnival's Petticoat Lane, on 14 September and Sherston's Pop-Up Village on 21 September.</p> <p>AGM: The MVCAP AGM will take place at 7:00pm on Wednesday 25th September at the meeting room in Malmesbury Fire Station. A motion will be tabled where the proposal will be for MVCAP to change into an incorporated registered charity. This suggested change will enable MVCAP to take advantage of new funding opportunities.</p> <p>Community Safety Forum: MVCAP will meet on Wednesday 25 Sep 2013 at 7:30pm at the Malmesbury Fire Station, with the Police and other safety bodies to discuss local safety issues and priorities. The public are welcome to attend or may pass on any issues to members of MVCAP.</p>
11	<p><u>Malmesbury Youth Advisory Group</u></p> <p>The following update was provided to the Area Board and was outlined by the Chair.</p> <p><u>Malmesbury Skatepark</u></p> <p>Malmesbury Skatepark would be formally opened with a launch party on Saturday 7 September between 11am and 5pm. The YAG welcomes everyone to come along and see what a splendid facility has been provided for young people.</p> <p>There will be events and entertainment throughout the day including food, demos, competitions, music and much more.</p>
12	<p><u>Town and Parish Councils</u></p> <p>John Tremayne of Easton Grey Parish Council thanked the work of Steve Leonard, Wiltshire Council and Easton Grey Parish Council for their contribution to completing the bridge works at Easton Grey.</p> <p>John Gundry then outlined the new community space that is available in the Old School Room in the Town Hall. Two open days were taking place on 14 and 21 September to which community groups were invited. The town council were keen to hear from members of the community as to how they could support projects and/or provide community space, and encouraged any ideas that could</p>

	<p>support projects or community usage of the space.</p> <p>Simon congratulated the community partnership on behalf of the area board and praised the active support they have provided to community projects.</p>
13	<p><u>Community Operations Board</u></p> <p>Lucy Murray Brown, (Head of Campus & Operational Models) gave a Presentation to the Area Board on the development of Community Campus Facilities.</p> <p>Lucy explained that a campus for Malmesbury could provide services the local community needs in an accessible location. This would bring both social and economic benefits, whilst relieving some operational pressures. Core criteria to all campus buildings include shared reception, community space, accessible IT provision, personal care facilities and catering facilities.</p> <p>Some of the benefits that the Council hoped to achieve from the Campus programme included the empowerment of local people to directly influence the delivery of public services in the local area.</p> <p>Lucy then outlined the indicative sequence of events for developing a campus proposal, which included the appointment of representatives to a Shadow Community Operations Board. The Shadow COB would operate as a working group of the Area Board, and aid in the delivery of services, making recommendations to the Area Board and in turn, to Cabinet for consideration.</p> <p>Lucy answered questions on the membership of the Shadow COB, and outlined possible representative groups. Further information on the Malmesbury Campus programme can be found here on the Wiltshire Council website.</p> <p>John Cull (Lea and Cleverton PC) questioned the budget for the programme and how this would be formulated. Lucy stated that budgets would be set by Cabinet when a firm proposal for a Campus had been established.</p> <p>Chuck questioned how rural communities could benefit from a campus, and the outreach programmes that would ensure all residents could benefit from the plans. Lucy stated that local communities can be involved via the Shadow COB and can have a direct input into the management and decision making process. Lucy also outlined a number of community outreach programmes that had been suggested in other areas, and welcomed any suggestions from residents and councillors on how this could be extended.</p> <p>Kim Power (Malmesbury Town Council) questioned if the Campus programme would be delivered through the Neighbourhood Plan. Lucy stated that Neighbourhood Plans would identify any particular needs, and the Campus Programme could be delivered to meets the needs specified in plans. Simon stated that there is an overlap between the requirements of a Campus and the</p>

	<p>framework of a Neighbourhood plan, and suggested that both could be used to enhance and deliver what is best for the community.</p> <p>Simon Jefferson (Ashton Keynes PC) asked about the scale, size and format of a campus and how the COB could impact on this. A discussion was then had amongst Area Board members who outlined the possible construct of the COB and the role it could play in the delivery of a Campus and future decision making</p> <p>At the end of the discussion the Area Board invited nominations for representatives to sit on the Shadow COB, and stated that the deadline for nominations are to be received by Monday October 7 and can be sent to: Campus and Operational Delivery Programme, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN or electronically to campusconsultation@wiltshire.gov.uk</p>
14	<p><u>Transport: Review of Local Bus Services and Alternative Transport Options</u></p> <p>Ian White (Head of Service - Passenger Transport) gave a presentation to the Area Board on the Bus Service review that is currently being undertaken.</p> <p>The presentation outlined the background and rationale behind the review and addressed the need for financially sustainable ways of meeting passenger needs.</p> <p>The current review of services was particularly relevant to Malmesbury as it affects all services in Malmesbury Community Area. These are numbers; 30, 31, 41, 50, 52, 75, 76, 91, 92, 93, and 95. A consultation period is currently underway and public representation is welcomed. The consultation invites suggestions for alternative proposals to bus services including alternative bus timetables, or could be more radical. The consultation closes on 7 October 2013, with any proposed changes likely to take effect from April 2014.</p> <p>Ian outlined the challenges in delivering a profitable county wide service and asked for residents to provide any ideas or suggestions about how services could be more cost-effective and still meet local needs.</p> <p>Alan Truscott from Community First gave a presentation on Community Transport. Alan outlined a number of community link schemes for the Malmesbury area, and also detailed a number of voluntary services including the Malmesbury and Cartmell Community buses.</p> <p>Alan outlined the benefits of these schemes and outlined funding of up to £20k available through the Wiltshire Community Transport Development Fund, which aims to provide new community transport schemes and initiatives.</p> <p>Alan stressed the benefits of Car sharing, and directed residents to the Wiltshire Car Sharing Portal which currently has over 550,000 users.</p>

	<p>Community First can provide help and assistance on setting up, funding and assistance with the delivery of Community Transport schemes. Any questions can be directed to Alan, Liam or Helen on transport@communityfirst.org.uk or 01380 732816.</p> <p>Chuck then asked if there was any possibility for Community Transport schemes to collaborate between commercial and public services, such as seat exchange on schools busses etc. It was clarified that school buses would not be able to take members of the public.</p> <p>A question was then asked by the Local Bus Users Network around the proposed changes to services. Ian asked residents to direct concerns and comments on proposed changes to services through the consultation avenue to ensure that they would be considered in the review.</p> <p>Simon then questioned the funding available to schools for bus transport, and questioned if such funding was means tested. Ian stated that transport is available to around 9000 pupils, who receive the transport as they are either too far to travel, or the walking route to school is not safe. Simon also stressed the importance of reviewing linkages to services to allow vulnerable people access to key public services.</p> <p>The Area Board invited ideas for community transport initiatives and stated that community grant applications would be welcomed for CT initiatives, providing they met the key criteria.</p>
15	<p><u>Community Issues Update</u></p> <p>Miranda Gilmour (Community Area Manager) introduced the report on pages 31-36. Following discussion the Area Board decided to:</p> <p><u>Decision:</u> Close the following Community Issues:</p> <ul style="list-style-type: none"> • Issue 2536 - Flooding of road from Startley to Rodbourne near Heath Farm after heavy rain. • Issue 2737 - Speed and HGV use of Murcott Lane, Crudwell. • Issue 2919 – Install bus stop clearway outside village hall. • Issue 2925 - Insufficient parking available in Malmesbury town centre.
16	<p><u>Neighbourhood Planning</u></p> <p>Simon made a short presentation to the Area Board on Neighbourhood Planning.</p> <p>Simon made reference to the Wiltshire Council Guidance on Neighbourhood Plans, which is the document available to town and Parish Councils to assist in creating a Neighbourhood Plans.</p>

	<p>Any queries on Neighbourhood Plans can be directed to neighbourhood.planning@wiltshire.gov.uk or to 01225 713223.</p> <p>Simon then outlined some of the frequently asked questions which can be found here on the Wiltshire Council website.</p> <p>Toby then added that that Neighbourhood Plans can benefit areas with regard to planning needs, but highlighted that plans often take substantial input and consultation. Town and Parish Councils can seek officer assistance with plans, and can deliver plans in accordance with the Wiltshire Core Strategy.</p>
17	<p><u>Community Area Transport Group</u></p> <p>Miranda Gilmour presented the CATG report detailed on pages 37-48 of the Agenda. Following discussion it was decided:</p> <p><u>Decision</u></p> <p>The Area Board approved the following recommendations from the Community Area Transport Group:</p> <p>1.1.1. Pedestrian safety work in Sherston High Street is currently underway</p> <p>1.1.2. It has been mutually agreed between CATG and the parish council not to proceed with a footway in Ashton Keynes.</p> <p>1.1.3. The town council has agreed to contribute £847 towards the completion of pedestrian safety works near Tetbury Hill/Filands junction and Tetbury Hill/Avenue de Gien mini roundabout.</p> <p>1.1.4. CATG are of the opinion that any action related to improving vehicular access to Malmesbury Primary Care Centre would be disproportionate to the benefits. The matter would be closed.</p> <p>1.1.5. Project costs for signs at Dark Lane had increased due to the cost of accessing electricity. There is a legal requirement that the sign is lit. The project now costs £4,000. At the same time the Mill Lane signage had reduced to £1,000. It was felt that the gains made at Mill Lane could help off-set the additional costs at Dark Lane, where the CATG would still be required to contribute a further £1,000 to complete the project.</p> <p>1.1.6. SID sites would need to be reviewed at the October CATG meeting as Callow Hill, Brinkworth was eligible for a SID. The figures here would be considered with the other sites, already agreed this year.</p> <p>1.1.7. A range of options were considered about reducing speed on the Foxley Road (C68) which concerned residents in Foxley and on the</p>

	<p>outskirts of Malmesbury. The matter would be re-visited at the October CATG meeting.</p> <p>1.1.8. Speed would be monitored on Gloucester Road following concerns.</p> <p>1.1.9. A bus clearway was not considered the best way forward to solve the issue raised about buses accessing a bus stop in Brinkworth. Community courtesy options were being tried.</p> <p>1.1.10. There were no recommendations of projects for substantive bids. It was agreed that it was important to undertake preliminary work in 2013/14 to ensure that potential projects which could be submitted for substantive funding.</p>
18	<p><u>Area Board Funding</u></p> <p>The Area Board were asked to consider the funding applications included on the Agenda. At the end of the discussion, the Area Board made the following decision:</p> <p><u>Decision:</u> To approve the following application for funding:</p> <p>1. Little Somerford Short Mat Bowls Club – award £418 towards a new bowls mat, conditional on the balance of funding being in place.</p> <p><u>Reason</u> The application met the core funding criteria 2012/13, and provided facilities for the public to enjoy sporting activity.</p> <p>The following funding was returned to the Area Board.</p> <p>2. That revenue funding of £3,154 allocated in 2012/13 towards filming equipment for a youth media project (connected with the Malmesbury Neighbourhood Plan consultation) be retained by the area board, as the project is no longer taking place.</p>
19	<p><u>Evaluation and Close</u></p> <p>Before the meeting closed, a question was raised regarding the clearance of drains in Brinkworth. Toby Sturgis agreed to assist in the identification of blocked drains and the reporting and logging of the issue with the Community Co-ordinator for the Area.</p> <p>The meeting closed at 9.05pm.</p>

Subject:	Pest Control Update
Officer Contact Details:	Claire Francis - Public Protection Manager Telephone: 01249 706309 E-mail: claire.francis@wiltshire.gov.uk

Wiltshire Council's Pest Control team are pleased to be able to visit the area board meetings to offer advice on the services available to the general public, local businesses and parish and town councils. The pest control team covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests.

A recent study by the Chartered Institute of Environmental Health¹ asking residents their views on pest control found that 85% of those questioned believe that their pest control department is an important part of public health protection in their area.

The pest control team provides treatments for rats, mice, wasps, fleas, bedbugs, clusterflies, carpet moths, squirrels, and cockroaches. In order to ensure the service is accessible to all the community discounts of up to 50% are offered for certain means tested benefits.

To give you an idea of the number of pests we deal with during the winter of 2012/13 we treated just fewer than 1000 rodent problems and in August 2013 we treated 514 wasp nests affecting homes and businesses in Wiltshire.

Pest control officers work closely with Environmental Health Officers often identifying vulnerable residents who may require further assistance and referring the customer to other services.

If you or someone in your community has a pest problem advice and information can be found on the web pages [/www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol](http://www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol). We can be contacted via our on-line [pest control enquiry form](#) or through the Council's 0300 4560100 telephone number.

¹ <http://cieh.org/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=46952>

Agenda Item 5b

Chairman's Announcements

Subject:	Carers' Small Grant Scheme
Weblink:	website
Further details available:	Maria Keel, Senior Commissioning and Contracts Officer Tel: 07500 099652 or email maria.keel@wiltshire.gov.uk

Carers' Small Grants Scheme

Do you have an idea for a project or activity to help unpaid carers in your community, but need funding?

I am pleased to announce the launch of the next round of our Carers Small Grants Scheme. Grants of up to £5,000 are available to get you started. The grants are available to groups and organisations (but not individuals) for projects and activities which can demonstrate that they make a tangible difference to the lives of unpaid carers of all ages in Wiltshire in one or more of the following ways:

- To give carers a break from their caring role
- To help carers learn a new skill which may increase their life chances and employability
- To help improve carers' physical or emotional health and well-being
- To reduce isolation
- To increase peer support
- To help carers' access to information, support and guidance

Match-funding is not required; however, these are one-off grants so applicants need to look for other sources of funding for the continuation of their project at the end of the funding period. (You can contact the Charities Information Bureau on 01380 729279 for advice on additional funding).

Funding will not be given for any project or activity which duplicates services already commissioned by Wiltshire Council.

The next deadline for applications is 30 November 2013 and applications can be downloaded from the Wiltshire Council [website](#).

Agenda Item 5g

Chairman's Announcements

Subject:	Wiltshire and Swindon State of the Environment report 2013
Officer Contact Details:	Jenny Hawley, Environmental Intelligence Officer at Wiltshire Wildlife Trust, tel: 01380 736 084 and email: jennyh@wiltshirewildlife.org
Weblink:	Wiltshire Intelligence Network Environment section: www.intelligencenetwork.org.uk/environment
Further details available:	Full report available online or in hard copy and more detailed data on the Wiltshire Intelligence Network.

Summary of announcement:

The State of the Environment report 2013 for Wiltshire and Swindon was published in September 2013 by Wiltshire Wildlife Trust, on behalf of Link2Nature, the Local Nature Partnership for Wiltshire and Swindon (www.link2nature.org.uk). The project is funded by Natural England, Public Health Wiltshire and Wiltshire Council.

This new report provides a strategic assessment of Wiltshire's environment. It forms the basis of the Wiltshire JSA and Community Area JSA environment sections.

The report gives an overview of the state of our natural habitats and wildlife, and the services that these provide (such as clean air, water, food and green space). It highlights the drivers of environmental change, including population growth, development, farming, consumption of natural resources and climate change.

More detailed data is available in the environment section of the Wiltshire Intelligence Network. This website gives easy access to up-to-date environmental information and online links to a wide range of sources.

Further resources on the state of the environment in each Community Area will be available on the Wiltshire Intelligence Network in late 2012 and early 2013, in time for the publication of the Community Area JSAs 2013-14. Maps are already available showing environmental designations (such as protected wildlife sites) and agri-environment schemes in each Community Area.

Any questions, comments or requests for further information can be addressed to Jenny Hawley (contact details above).

Report to	Malmesbury Area Board
Date of Meeting	6 November 2013
Title of Report	Malmesbury Community Issues Update

Purpose of Report

To provide an update about Community Issues and invite members of the Area Board to:

1. Note the progress in dealing with issues.
2. Close 2 issues.
3. Refer 3 new issues to the Community Area Transport Group (CATG)

1. Background

- 1.1. One of the key roles of the area board is to help local people find solutions to things that are complex or non-routine which affect the community as a whole; not simply a few individuals.
- 1.2. The majority of routine problems can be dealt with by the council faster through direct contact and to help local people do this, the section of the area board web page has been updated to allow logging of simple issues direct with a person who can help them e.g. [Lost and stray dogs](#) and [Common road and highway problems \(CLARENCE\)](#). Where a problem does not fit into any of these categories or if the matter is causing widespread concern in the community, it should be reported to the Malmesbury area board via the [online community issue form](#).
- 1.3. At the time of writing (17 October 2013), a total of 155 community issues have been received, of which 138 have been closed and 17 are currently in progress.
- 1.4. If the area board approve the recommendations to close issues there will be 15 issues to progress by the area board, although some remain active but the responsibility of the Malmesbury Community Area Transport Group (CATG).

Background documents used in the preparation of this report	<p>Malmesbury community issues online at:</p> <p>http://portal.wiltshire.gov.uk/area_board/areaboard_issues_search.php?issue_location_in=Malmesbury</p> <p>http://www.wiltshire.gov.uk/council/areaboards.htm</p>
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2. Main Considerations & Officer Recommendations

2.1. Progress of Issues

2.1.1. The progress of issues is outlined in Appendix 1. More detailed information is readily available to councillors and members of the public via [the area board website](#)

2.2. Closure of Issues

2.2.1. The area board are invited to close 2 issues. The reasons are self explanatory and can be found **emboldened** in Appendix 1.

- **Issue 2656** - Speeding on B4042 between Priory roundabout and Cowbridge, Malmesbury, (travelling towards Brinkworth). Community Speedwatch is about to be implemented which it is hoped will slow down traffic through raising awareness with local motorists. This will also be SID site.
- **Issue 2887** - Parking difficulties for tradesmen working in Malmesbury. Following further consideration by the town council they accept that the introduction of schemes other than the current Tradesman Waiver Scheme is unlikely in the near future.

2.3. Referral to CATG or being dealt with by CATG

2.3.1. Issues already being considered by Malmesbury Community Area Transport Group (CATG) are shown in italics, while new issues being recommended to be dealt with by the CATG are shown **emboldened and in italics** in Appendix 1 and are as follows:

- **Issue 3103** – Consideration of lining and signing on B4696, Ashton Keynes to help to reduce traffic speed.
- **Issue 3066** - Pedestrian safety concerns at Bendy Bow, Oaksey.
- **Issue 3129** - Request for a footpath in Great Somerford from 7 Dauntsey Road to the Old School Great Somerford.

3. Environmental & Community Implications

3.1. Addressing community issues contribute to the improvement of community wellbeing in the area, the extent and specifics of which will be dependent upon the individual issue.

4. Financial Implications

4.1. There are no specific financial implications related to this report.

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 The opportunity to raise Community Issues enables individuals, voluntary and community groups, town and parish councils an equal opportunity to identify and seek assistance to address problematic issues.

Appendices:	Appendix 1 Update of Malmesbury Area Board Community Issues 6 November 2013.
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
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Update of Malmesbury Area Board Community Issues - 6 November 2013

ID	Category	Division	Summary of Issue	Status
2660	Environment	Malmesbury	Drainage issues Reeds Farm, Malmesbury	The town council have met with Wiltshire Councils drainage engineer and accept that no further progress can be made until the outcome of the Gleeson appeal.
3126	Leisure	Sherston	Wiltshire Council maintenance of Luckington graveyard	This matter will be investigated with contact with colleagues in open space and maintenance.
3107	Public Protection	Malmesbury	Dog fouling in school field	Message left with the school to discuss the matter further.
3129	Highways	Brinkworth	Request for a footpath in Great Somerford	<i>A request will be made to refer this matter to the Malmesbury Community Area Transport Group (CATG) at the 6 November area board. Should the CATG/area board feel this is an appropriate project to support there is an expectation that 25% of the total cost of the project will be sought from the parish council. The parish council may wish to bear this in mind when setting their 2014/15 parish precept.</i>
3128	Highways	Minety	<i>White gates requested at eastern entrance to Charlton</i>	<i>This issue will be sent to the 6 November area board with a recommendation that it is dealt with by the CATG. If the CATG/area board agree to support this project the parish council will be asked to contribute 25% of the costs.</i>
3035	Highways	Brinkworth	<i>Number of HGV using School Hill</i>	<i>Following considerable discussion at the CATG on 15 October, it was agreed that should the council adopt a policy of 20mph speed limits outside schools during the drop off and collection times, this might be a future option. In the meantime the police would be requested to undertake some ad hoc speed monitoring of HGVs in the area.</i>
3103	Highways	Minety	Road safety B4696 Ashton Keynes	<i>Consider lining and signage to reduce speed. The area board need to approve this issue for consideration by CATG; hence it will be recommended to the CATG on 6 November area board</i>
3076	Highways	Minety	Perceived speeding on Tetbury Lane, Crudwell.	Waiting for results of metro count

3066	Highways	Minety	Pedestrian safety concerns at Bandy Bow, Oaksey	<i>This item was not discussed at the October CATG meeting but work will be undertaken to enable this item to be discussed in detail at the February meeting.</i>
2798	Highways	Brinkworth	<i>Speeding on Callow Hill</i>	<i>The Parish council are adopting community speed watch and training is in hand. Correction from earlier updates a SID has been approved at the south end of Callow Hill, but the northern site is not eligible.</i>
2656	Highways	Sherston	Speeding on B4042 Malmesbury to Cowbridge	It should also be noted that we cannot legally erect speed limit repeater signs as the restriction falls within a system of street lighting. Community Speedwatch is about to be implemented and the site has been agreed for a Speed Indicator Device (SID). Recommend closure
2599	Highways	Brinkworth	<i>Perceived speeding and HGV on Callow Hill, Brinkworth</i>	<i>Understand that 10 members of the community are undergoing training to enable them to carry out community speed watch.</i>
2554	Highways	Sherston	Severe damage to road surface at the Rathole, Luckington	This work is programmed for 7 January 2014.
2419	Highways	Sherston	Severe and prolonged flooding in Back Lane, Alderton	Wait to be advised by the parish council that the works have addressed the issue.
2887	Car Parking	Malmesbury	Parking difficulties for tradesmen working in Malmesbury	This issue has been considered by Malmesbury Town Councils Planning and Environmental Issues Committee and they are now aware of how tradespeople can access the Tradesman Waiver Scheme both online and by telephone at short notice and this has been posted on the Town Councils Facebook site and will be placed on the new Town Council website and resources are being made available in the Town Hall for tradesmen who wish to avail themselves of this scheme. The original request that there be provision for trades peoples season tickets for parking remains of interest to us particularly because of the geography of the town has but it has been rejected in the reply by Wiltshire Councils Parking Services Manager and we do not see any way to take this matter further at the present time. The Committee considered this matter on Wednesday 2nd October and decided to close it as a topic for the Committee and are therefore happy

				that this be closed as an Area Board Issue.
2172	Car Parking	Malmesbury	Parking in Cross Hayes by Hyams garage	Update requested from Malmesbury Town Council who were investigating this issue further.
1783	Car Parking	Minety	Parking problems at Hillside, Leigh	Greensquare have agreed to contribute toward the funding of the scheme from their 2014/15 budget. The CATG agreed that this scheme should be considered for 2014/15 funding and since the parish council would be requested to contribute 25% of the total cost of the scheme they would need to consider this when setting their precept for next year.

Report to	Malmesbury Area Board
Date of Meeting	6 November 2013
Title of Report	Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group (CATG)

Purpose of Report

1. To ask the area board to consider and approve the recommendations from the Malmesbury Community Area Transport Group (CATG) outlined in this report and appendices.
2. Note the adoption of the new Speed Indicator Devices (SID) schedule and process for 2013/14.

1. Background

- 1.1. In 2013/2014 Malmesbury area board was allocated a discretionary budget of £13,360 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community area.
- 1.2. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.3. Malmesbury area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the area board. The means by which the public and parishes can identify issues for consideration to the Malmesbury CATG is primarily via the [area board community issues process](#)
- 1.4. The current membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated parish council representative from each electoral division. Membership for 2013/14 is as follows:

Division	Area Board councillor	Nominated representatives
Malmesbury	Simon Killane	Martyn Snell
Sherston	John Thomson	Martin Rea
Brinkworth	Toby Sturgis	Ellen Blacker
Minety	Chuck Berry	Duncan Lamb

- 1.5. Further information about how the CATGs operate can be found at <http://www.wiltshire.gov.uk/catg-area-boards-practice-papers.pdf>
- 1.6. Parish councils and individuals who have submitted issues being discussed by the CATG are also invited to attend CATG meetings.
- 1.7. Malmesbury CATG last met on 15 October and will next meet on 11 February 2014.

2. Recommendations from CATG and other information

- 2.1. Actions and outcomes of the Malmesbury CATG are contained notes of the CATG meeting held on 15 October 2013 (see Appendix 1). Also available from the [Malmesbury area board pages](#) of the council's website.
- 2.2. The area board is asked to note and approve actions and recommendations of the Malmesbury CATG as follows:
 - The current CATG budget balance for 2013/14 (see Appendix 2) is £21,300.
 - Pedestrian safety work in Sherston High Street is near completion and local residents are very pleased with the work.
 - Pedestrian safety work on Tetbury Hill/Filands junction and Tetbury Hill/Avenue de Gien mini roundabout will be undertaken in November following a financial contribution being received from the town council.
 - Since the CATG meeting was held Minety parish council have confirmed that they do not wish to proceed with gateway treatment to the village in an attempt to slow traffic speed.
 - GreenSquare have agreed to contribute to a parking scheme in Leigh in 2014/15 and the CATG is in broad support, but await the response from the parish council and wider community (since as with all schemes a financial contribution is expected) as to whether they proceed.
 - The Traffic regulation Orders are now in place in Dark Lane and Mill Lane, with electric to be completed by the end of October.
 - Signing at the Blicks Hill/Holloway junction will be completed during November, however there is no date for re-surfacing and lining.
 - HGV and speed concerns on Callow Hill and School Hill and being addressed through Community Speedwatch and ad hoc police enforcement.
 - CATG considered the results of the C class road reviews undertaken last year (C70 Ashton Keynes to B4553 Packhorse Lane junction and C1 County boundary north of B4040 at Easton Grey to A429) and the possibility of undertaking a review of C68 Foxley Road) and agreed that any changes were unlikely to have significant impact on reducing accidents, so no further action would be taken.

They felt that rather than undertaking reviews of C roads, in future, they should ask any parishes with concerns to raise the specific issue via the area board community issues process.

- Speed monitoring on Gloucester Road and part of Tetbury Hill shown 85th percentile figures of 24mph and 26mph respectively.
 - Concerns about poor communication between Network Rail and the community would be investigated.
 - It was not possible to add to 'road closed' sign how far up the road was closed, however details of road closure were on the councils website and the Malmesbury Our Community Matters website.
 - 'Children playing' signs at Newton Grove would be investigated.
 - The zebra crossing required re-whitening by the Market Cross, Malmesbury. We have since heard that this will be undertaken shortly.
 - Parish/town councils were requested to respond to the 'De-cluttering of Signs' request no later than 31 December 2013.
- 2.3. Malmesbury CATG wished to remind parish councils that a condition of progressing schemes relied on parish councils consulting locally and demonstrating community support for schemes. They are also asked for a contribution of 25% towards the cost of schemes. Town/parish councils are asked to consider this when setting their precept for 2014/15.
- 2.4. SID programme and process for 2013/14.
- From the end of October 2013 some changes will be adopted to ensure a more efficient installation system of the equipment.
 - SIDs will continue to be deployed on a 3 monthly cycle as outlines in Appendix 3.
 - Should parishes experience any problems with the installed equipment they should contact Clarence on 0800 23 23 23 as soon as possible.
- 3. Environmental & Community Implications**
- 3.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. All decisions must fall within the funding allocated to Malmesbury Area Board.
- 4.2. Following financial reconciliations the balance of the CATG budget for 2013/2014 is **£21,300**.

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. The schemes recommended to the area board will improve road safety for all users of the highway.

Appendices	Appendix 1 – Malmesbury CATG Action Notes 15 October 2013. Appendix 2 – Financial Summary – Malmesbury CATG Appendix 3 – Malmesbury Community Area SID sites October 2013
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 15 October 2013

	Item	Item details	Outcome/Action
	Apologies	Martyn Snell (Rep. Malmesbury Division & Malmesbury town council), Duncan Lamb (Rep. Minety Division and Crudwell parish council), Nikki Long (Brinkworth) and Spencer Drinkwater	
	Attendance	Councillors John Thompson (Chairman), Toby Sturgis & Simon Killane, Ellen Blacker (Rep. Brinkworth Division and Dauntsey parish council), Martin Rea (Rep. Sherston Division, Sherston parish council and MVCAP), Barry Hammond (Leigh), Owen Gibbs (Brinkworth parish council), Kim Power (Malmesbury town council), Martin Rose, Malcolm Beaven, and Miranda Gilmour	
	Matter arising from the 23 July meeting		Nothing other than was on the agenda, although John Thomson did say that Cabinet would be considering significant increase in funding on Highways over the coming 6 years. If this was approved it would also mean more funding for the CATG to enable decisions to be made locally.
	Finance		The budget was discussed. The budget balance was £21,300
	Update re 2012 Substantive bids	<i>Pedestrian safety in Sherston High Street (£25,000)</i>	Martin Rea reported that community response was very favourable. Remedial works including lining and electric would be completed over the next 2 weeks. ACTION: John T to forward a suitably edited version of Martin's email to the owners of the land where materials were stored during the works.
	Update on the development of current CATG schemes		
		<i>Tetbury Hill near Filands homes, Malmesbury - pedestrian safety</i>	The town council have agreed to contribute towards this scheme which should be completed by the end of November.
		<i>B4040 Speeding Minety – gateways</i>	Clarification required from Minety parish council as to how they want to proceed. ACTION: Martin R to discuss project with the PC.

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 15 October 2013

		<i>Parking congestion at Hillside, Leigh – grasscrete options</i>	Greensquare have agreed to contribute £3,000 next year (2014/5). Martin R thought the costs could be reduced to £12-14,000 if the coloured surfacing was to be omitted from the scheme. A 25% contribution would be needed from the parish council, so £3-3,500. CATG Agreed the scheme could be undertaken next year. ACTION: Miranda and Chuck to inform Leigh PC that a contribution would be needed to complete the scheme.
		<i>Speeding problems in Leigh on B4040 – speed limit terminal gateway signs (£1,500)</i>	Completion due late October 2013
		<i>Mill Lane, Malmesbury.</i>	All works Completed. TRO is enforceable. ACTION: Miranda – prepare draft press release which should encourage vigilance by local residents.
		<i>Dark Lane, Malmesbury – request for more funding to complete project.</i>	Electrics and lining works due to be completed within 2 weeks, but currently TRO is enforceable. (There may be a slight reduction in the costs and electrics found closer to site than previously expected).
		<i>Road Safety concerns at junction of Blinks Hill and Holloway</i>	Signing work to be completed in the next few weeks. (No date for re-surfacing/lining).
		<i>HGV on Callow Hill and School Hill,</i>	10 CSW volunteers in place and obtaining training shortly for Callow Hill. Re School Hill - Owen Gibbs explained the problems accepting that parents' vehicles acted to slow down the traffic but HGV appeared to be travelling too fast. There was large numbers of HGV coming from Whites Farm lorry park and Manor Farm concrete crushing. Vehicles were hazardous and caused vibration problems, especially recent farm vehicles and trailers. CATG suggested that if 20mph outside school policy was agreed by Wiltshire Council (which would be limited to restrictions when arriving and leaving school) this might be an option. ACTION: Miranda to contact Sgt Martin Alvis and request some ad hoc speed monitoring and enforcement of HGVs on School Hill

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 15 October 2013

		<i>Review of speed limits on C and unclassified roads C70 (Ashton Keynes), C1 (Easton Grey) and C68 (Foxley and Norton)</i>	CATG considered the results for the C70 and C1 and agreed that any changes were unlikely to have much impact on reducing speeds and rather than considering C class roads as a category of work for the CATG that where communities identified specific problems they should raise them with the CATG (via the area board community issues systems) for consideration.
		<i>Speeding traffic Gloucester Road, Malmesbury</i>	SDR results for Gloucester Road and towards Tetbury Hill (both 30mph areas) were low. In a 30mph the Gloucester Road 85 th percentile was 24mph and nearer Tetbury Hill the 85 th percentile was 26mph. Once a policy had been adopted by Wiltshire Council on 20mph areas it might be possible to extend the current 20mph zone to include Gloucester Road.
	General issues		
		Network Rail communication with parishes needed to improve	ACTION: Miranda to follow up her contacts and if need be contact ask Parvis to contact network Rail about their poor communications with the parishes
		Request - could 'road closed' signs please say how far up the road the road is closed	Legally there is no scope to add this information to the signs. Detailed information is provided to parish councils and on Wiltshire council's website and Malmesbury our Community Matters website
		Newnton Grove – residents were still parking on the pavements despite provision of new parking areas. Greensquare had not installed bollards and Slow (for children)	Simon said that fewer residents were parking on the pavement now. If it was an issue it was the police who could prosecute for obstruction. The bollards were agreed were unnecessary but the warning of children playing was important. ACTION: Miranda to contact Greensquare
	Queries	Policy on spraying requested	ACTION: Malcolm to investigate
		Zebra crossing at Market Cross, Malmesbury is fast disappearing and the road markings need to refreshed	ACTION: Malcolm to investigate

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 15 October 2013

		De-cluttering of signs response requested from town/parish councils by 31 December 2013	ACTION: Miranda to advise parish/town councils.
8.	Date of next meeting	Tuesday 11 February 2014, 6pm Malmesbury Library	

MALMESBURY CATGFINANCIAL SUMMARY

BUDGET 2012-13	A	£13,380.00	CATG ALLOCATION 2012-13	
	B	£3,687	2011-12 underspend	
3rd party Contributions	C	£10,000.00	Area Board Grant	
Total Budget 2012-13	D	£27,066.54	(A+B+C)	
Commitments agreed by AB				
Sherston High Street		£5,000.00	Contribution to Substantive scheme	
Tetbury Hill, Malmesbury		£5,359.00		
Ashton Keynes Substantive Bid		£0.00	Contribution to Substantive scheme	On hold
Minety Substantive bid		£5,000.00	Contribution to Substantive scheme	
Startley Village minor works		£562.00	Actual	
Silver street minety		£212.00	Rogue item - Awaiting confirmation from finance	
Ashton Keynes north end crossroads lining		£282.00	Actual	
Ashton Keynes High Street pedestrian imp lining		£241.00	Actual	
Total Commitments	E	£16,656.00		
Remaining budget 2012-13	F	£10,410.54	(D-E)	Carryover to 2013-14
BUDGET 2013-14				
	G	£13,380.00	CATG ALLOCATION 2013-14	
	H	£10,390.54	2012-13 Underspend	
	J	£11,980.00	Additional Contribution	
3rd party Contributions				
	K	£700.00	Malmesbury TC - Dark Lane Width restriction	
	L	£700.00	Malmesbury TC - Mill Lane Access restriction	
	M	£150.00	Charlton PC - Contribution to speed roundels	
	N	£847.00	Malmesbury TC Contribution to Tetbury Hill)	
Total Budget 2013-14	P	£38,147.54	(Sum G to N)	
Agreed Commitments carried forward from 2012-13				
Mill Lane Access restriction	Q	£1,000.00		
Dark Lane Width Restriction	R	£4,000.00		
New Schemes 2013-14				
1.Roundels on B4040 in Leigh (50mph), & Charlton (30mph)	S	£1,800.00		
2. Tetbury Hill/Filands junction and Tetbury Hill/Avenue de Gien mini roundabout	T	£3,400.00		
3. Minety Gateway & signing improvements	U	£5,000.00		
4. Gateway signing improvements - 40mph limit at Leigh	V	£1,500.00		
5. Blicks Hill and Holloway junction - Signing Improvements	W	£218.00		
Remaining Budget 2013-14	X	£21,229.54	P - (SUM Q to W)	

Malmesbury Community Area Updated 28/10/2013

Parish	Location	Mounting location	Direction	Oct	Jan	Feb	3	Mar	Apr	May
Charlton	B4040 Charlton	On Sign post opposite Vicarage Lane Junction	Traffic travelling in to Charlton	28 Oct - 11 Nov				3 Mar - 17 Mar		
Startley	The Street	Dedicated post opposite White Lodge	Towards village	28 Oct - 11 Nov				3 Mar - 17 Mar		
Leigh	B4040 Malmesbury	Between Swan Lane and the Pub		28 Oct - 11 Nov				3 Mar - 17 Mar		
St Pauls	B4042	Between Cowbridge and the Priory roundabout			6 Jan - 20 Jan				14 Apr - 28 Apr	
Brinkworth	Callow Hill	South end near Painscott White House			6 Jan - 20 Jan				14 Apr - 28 Apr	
Minety	Northeast turn pike	North East Turn pike				3 Feb - 17 Feb				12 May - 26
Minety	Station Road	On repeater sign opposite Classic of Minety	Travelling West			3 Feb - 17 Feb				12 May - 26 May

Report to	Malmesbury Area Board
Date of Meeting	6 November 2013
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider the following officer recommendations:

1. Sherston Magna Cricket Club – award £5,000 capital towards the installation of twin bay full length synthetic grass outdoor cricket training nets, conditional on the balance of funding being in place.
2. 1st Malmesbury Scout Group – award £483 capital towards loft insulation at St Mary’s Hall, Malmesbury.
3. Community First – consider an application seeking £2,002 revenue towards an additional service to be provided by the local Good Neighbour Co-ordinator designed to help older vulnerable people stay warm, well and safe during the winter months.
4. The area board consider a councillor led project application requesting £4,000 capital to enable topographical surveys to be undertaken of Station Yard and Cross Hayes car parks.
5. To approve officer delegated authority of £415 revenue funding to pay for Health & Safety training for volunteers to help run the Skater Kids Club for primary school aged children from across the community area .
6. To launch a Young People’s Intergenerational Project 2013/14, making £5,000 available for projects.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer’s recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.

- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may wish to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. In 2013/14 Malmesbury Area Board was allocated a budget of **£53,138** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. In 2013/14 only capital funding is available for community area and digital literacy grants.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. Applications of up to and including £500 can be made for a Community Area Grant, which do not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.8. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the area board may spend more. Up to £500 per project is available for capital projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers provide recommendations, however the decision to support applications is made by Malmesbury area board councillors.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.

- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to the [Malmesbury & Villages – Our Community Matters blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision Area Board Grants Scheme 2013/14 – information and criteria Digital Literacy Grants 2013/14 Malmesbury and Villages Community Area Plan 2009-2013 Minutes of the 4 September 2013 Malmesbury area board
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2. Main Considerations

- 2.1. At the 3 July 2013 area board £8,118 revenue funding was allocated to the Malmesbury & Villages Community Area Partnership and £5,000 capital awarded to Minety Village hall, leaving a total balance of **£40,020** to be allocated through Community Area Grants, Digital Literacy Grants and Area Board/Councillor Led Initiatives
- 2.2. At the 4 September area board £418 capital was awarded to Little Somerford Short Mat Bowls Club and £3,154 revenue was returned to the area board, leaving a capital budget of **£34,743**, (plus a further £1,500 for digital literacy grants) and a revenue balance of **£9,513** (includes £3,000 ring fenced legacy funding).
- 2.3. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.4. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.
- 2.5. There are 2 funding rounds remaining in 2013/14. Deadlines for receipt of funding applications are as follows:
- **22 November 2013 for consideration at 15 January 2014**
 - 24 January 2014 for consideration at 5 March 2014

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of

cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.
- 4.2. If funding is awarded in accordance with officer recommendations Malmesbury area board will have **£25,260 capital** (excluding the digital literacy grant) and **£2,096 revenue**.
- 4.3. If the area board agree to fund Community First's, 'A Winter's Journey' project, it will mean that some of the ring-fenced revenue MVCAP Legacy funding will be used.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Sherston Magna Cricket Club	Twin bay full length synthetic grass outdoor cricket training nets	£ 5,000

- 8.1.1. Officers recommend that Sherston Magna Cricket Club is awarded £5,000 capital funding towards the cost of installing twin bay full length synthetic grass outdoor cricket training nets, conditional on the balance of funding being in place.

- 8.1.2. This application meets grant criteria 2013/14.

- 8.1.3. The applicant is requesting less than 25% of the total cost of the project from the area board, contributing approximately 50% from their own funds/fundraising and applying elsewhere for the balance.
- 8.1.4. The Malmesbury and the Villages Community Plan 2009-2013 lists the need to have affordable activities for young adults and families, engagement of young people in community life/activities, while young people stated they wanted more activities for teenagers – especially in the villages.
- 8.1.5. The training nets would particularly help the junior sections of the club and new members, especially those returning to the game, as well as retaining current members. It is hoped that these new facilities will help the club grow to its full potential and harness the enthusiasm that appears to blossoming throughout all levels.
- 8.1.6. Sherston Magna CC provides the cricketing focus for Sherston and 10 villages including Luckington, Sopworth, Didmarton, Badminton, Hullavington, Norton, Shipton Moyne, Grittleton, Alderton, Westonbirt and Leighterton; four of which fall within the Malmesbury community area . These villages have limited access to cricket facilities and Sherston is the major focal point for cricket in this area.
- 8.1.7. The club is flourishing with a Saturday and Sunday sides, a junior section with over 50 members and a burgeoning ladies side. The U13 team had their first league season this year and next year the club aims to enter an U11 and U15 team as well. Two coaches (one an ex England International) have helped to increase membership and provide a strategic direction for the club.

Ref	Applicant	Project proposal	Funding requested
8.2.	1st Malmesbury Scout Group	Loft insulation at St Mary's Hall, Malmesbury.	£483

- 8.2.1. Officers recommend that 1st Malmesbury Scout Group is awarded £483 capital towards loft insulation at St Mary's Hall, Malmesbury.
- 8.2.2. This application meets grant criteria 2013/14.
- 8.2.3. The Malmesbury and the Villages Community Plan 2009-2013 lists the need to provide facilities other than the town hall for events and activities.
- 8.2.4. The hall is used by a wide variety of community (most children's) groups and charges modest hire charges.
- 8.2.5. The hall is very cold in the winter and heating bills substantial. In an attempt to improve the situation additional insulation of 200mm is to be installed by volunteers to supplement the 100mm currently in place. This action will help to reduce carbon emissions by saving fuel, while at the same time making the

hall a more comfortable environment for its many user groups.

Ref	Applicant	Project proposal	Funding requested
8.3.	Community First	A Winter's Journey- helping vulnerable and older people keep warm, well and safe	£2,005

- 8.3.1. Community First – consider awarding £2,002 revenue towards an additional service to be provided by the local Good Neighbour Coordinator, designed to help older vulnerable people stay warm, well and safe during the winter months across the Malmesbury community area.
- 8.3.2. This application does not meet the grant criteria 2013/14 as it is providing a salary to increase the role of the local Good Neighbour Coordinator between November 2013 and March 2014.
- 8.3.3. The Malmesbury and the Villages Community Plan 2009-2013 lists the need to provide support for the elderly and vulnerable people to be cared for in their own homes.
- 8.3.4. The project will support about 200 older people through presentations and publicity with intensive support to an additional 15 older, vulnerable people in the area to ensure that they can stay warm, healthy and engaged at a time when they are at their most vulnerable.
- 8.3.5. Practical support will be provided which might include how they can save money on their energy bills including giving plenty of practical energy saving tips for around the house. Regular follow up is provided which might include essential shopping during bad weather and organising transport for medical appointments.
- 8.3.6. Promotional activity throughout the community area will highlight the importance of staying warm, well and active which will be targeted specifically to the over 60's. Through a combination of presentations at local clubs and events and articles in local publications, information and advice about staying warm and healthy and who to contact for additional support will be provided.
- 8.3.7. The ability to be able to fund this project only arises because revenue funding was returned to the area board in September for a project which did not take place.

Ref	Applicant	Project proposal	Funding requested
8.4.	Cllr. John Thomson	Topographical surveys of Station Yard and Cross	£4,000

		Hayes Car Parks	
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- 8.4.1. The area board to consider a councillor led project requesting £4,000 capital to undertake topographical surveys of Station Yard and Cross Hayes car parks.
- 8.4.2. A topographical survey provides an accurate electronic model of exactly what is on the ground, picking up kerb lines, drainage gullies, street furniture etc. It will also give level and contour information of the ground itself. The value of the survey is that it will ensure what is subsequently designed will work in practice. The survey for Station Yard car park will also include the approach road.
- 8.4.3. Councillor led funding applications are designed to address 'sticky issues' identified through the area board community issues process or where there is a significant community need identified. This proposal meets these criteria addressing the desire to see how the Cross Hayes car park might be reconfigured to accommodate more vehicles and the Station Yard car park may be examined to find ways in which it and the approach road might be redesigned to discourage anti-social behaviour.

Ref	Applicant	Project proposal	Funding requested
8.5.	Officer delegation	Health & Safety Training.	£415

- 8.5.1. To approve officer delegated authority of £415 revenue funding to pay for Health & Safety training for volunteers to help run the Skater Kids Club for primary school aged children from across the community area .
- 8.5.2. Officer Delegation was approved by Malmesbury area Board on 10 November 2010).
- 8.5.3. At the Malmesbury skatepark opening there was a demand from primary school aged children to use the skatepark. It was agreed that as this fell outside the remit and capacity of the Youth Development Service to provide, (plus the need to separate larger and smaller children), this could go ahead where volunteers could be found to run the sessions.
- 8.5.4. To date parents of primary aged children are sought to help deliver this programme. The Youth Development Service has agreed to manage the CRB checks, while area board members felt they could assist by providing the Health & Safety training.

Ref	Applicant	Project proposal	Funding requested
8.6.	Area Board	Young People's Intergenerational Project 2013/14	£5,000

- 8.6.1. Officers recommend the launch of the 2013/14 Young People's Intergenerational Project fund which invites projects up to £2,000 to be received no later than 7 February 2014, for consideration at the 5 March 2014 area board.
- 8.6.2. Following the approach adopted last year when young people were encouraged to take the project lead but involve adults, as supporters, helpers, educators or beneficiaries; the area board feel they would like to repeat this style in 2013/14.
- 8.6.3. Those applicants meeting the funding criteria will be invited to present their project proposals to the area board on 5 March and using a participative budgeting approach the community will vote for and chose the projects which will receive funding.
- 8.6.4. Funding packs will be available from the [Malmesbury area board webpage](#) as well as the Malmesbury Our Community Matters website following this meeting.

No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Miranda Gilmour Community Area Manager Tel: 01672 515742 Mobile: 07990 505882 Email: miranda.gilmour@wiltshire.gov.uk
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Area Board Projects and Councillor Led Initiatives Application Form 2013/2014

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE
CONSIDERED**

1. Contact Details

Area Board Name	Malmesbury		
Your Name	Councillor John Thomson		
Contact number	01666 840785	e-mail	john.thomson@wiltshire.gov.uk

2. The project

Project Title/Name	Topographical surveys of Station Yard and Cross Hayes car parks
Please tell us about the project /activity you want to organise/deliver and why?	<p><i>A topographical survey provides an accurate electronic model of exactly what is on the ground, picking up kerb lines, drainage gullies, street furniture etc. It will also give level and contour information of the ground itself. the value of the survey is that it will ensure what we subsequently design will work in practice. The survey for Station Yard car park will also include the approach road.</i></p>
<i>Important: This section is limited to 1000 characters only (inclusive of spaces).</i>	

Where is this project taking place?

Station Yard and Cross Hayes car parks, Malmesbury

When will the project take place?

Autumn/Winter 2013/14

What evidence is there that this project/activity needs to take place/be funded by the area board?	On-going complaints from residents living near Station Yard re noise and concerns about leaving cars parked here, plus complaints about lack of parking spaces in the Cross Hayes		
How will the local community benefit?	Improve layout of Cross Hayes to accommodate more vehicles and reduce impact of anti-social behaviour by some car users of the Station Yard car park on local residents		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	442,443,2925 and 2088		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	'Improve/review car parking in Malmesbury' - pp14		
What is the desired outcome/s of this project? The topographical survey will enable Station Yard car park to be re-designed to dissuade antisocial behaviour and an improved layout to be agreed and implemented for Cross Hayes car park			
Who will be responsible for managing this project? The area board working together with Wiltshire Highways, their partners e.g police, town council and the community, however the council's Highways team will contract this work out to their preferred provider, ensuring competitivel rates.			
3. Funding			
What will be the total cost of the project?	£ 4,000		
How much funding are you applying for?	£ 4,000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Highways		
4. Declaration – I confirm that...			

The information on this form is correct and that any grant received will be spent on the activities specified

Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application

Name: John Thomson

Date: 22/10/2013

Position in organisation: Chairman, Malmebsury area board

Please return your completed application to the appropriate Area Board Locality Team ([see section 3](#))

Crime and Community Safety Briefing Paper Malmesbury Community Area Board Nov 2013



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Martin Alvis

Town Centre Team

Beat Manager – PC Rachel Webb

PCSO – Dee Curran

Malmesbury Rural Team

Beat Manager – PC Mike Tripp

PCSO – Durry Maule

Ashton Keynes & Minety Team

Beat Manager – PC Steve Harvey

2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit our website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

I would like to start by commenting on the non dwelling burglary figures that show a decrease of 25% which is good news however in recent weeks we have seen a few more burglaries occur on the east side of Malmesbury in villages heading towards Swindon. The team are actively researching these and as always appeal for information from the community and to ask people to be on the lookout for anything suspicious.

Violence against the person has increased, all these assaults are very low level, many involving minor falling outs between children for example which are subsequently reported by their parents. In most cases assaults are committed by persons known to each other, it is rare to have a stranger related assault in our area.

Finally in line with our community consultation and the results of the recent Police and Crime Commissioner survey that was reported on at the last area

board, our Policing priority for this current quarter is speeding and traffic related matters.

Insp Mark Thompson

Local Performance

EY Malmesbury NPT	Crime				Detections*	
	12 Months to September 2012	12 Months to September 2013	Volume Change	% Change	12 Months to September 2012	12 Months to September 2013
Victim Based Crime	414	428	+14	● +3.4%	16%	20%
Domestic Burglary	28	21	-7	● -25.0%	14%	19%
Non Domestic Burglary	60	62	+2	● +3.3%	2%	0%
Vehicle Crime	38	38	+0	● +0.0%	3%	5%
Criminal Damage & Arson	75	88	+13	● +17.3%	19%	19%
Violence Against The Person	64	80	+16	● +25.0%	44%	54%
ASB Incidents (YTD)	144	140	-4	● -2.8%		



Malmesbury Area Board Report

This report is for the period 010913- 300913

Activities:

FIRES	
Accidental Fires attended	4
Deliberate Fires attended	0
Total Fires	4
No of Co-responding calls(for ambulance service)	3
No of Road Traffic Collisions attended	0
No of fire related deaths or injuries	0
No of Home Fire Safety visits	7
No of fire alarms attended	1

Local managers report:

The 4 accidental fires attended in September involved a BBQ, garden shed, a field and farm machinery and a tea towel. The incident with the tea towel could have so easily caused significantly more damage to the house if it hadn't had been for the smoke alarm providing early warning. The 3 co-responder calls demonstrate our diversity in training and response to the local community, fire crews provided early medical intervention to 3 members of our community who were suffering from chest pains and problems with their breathing.

Home fire safety visits have been carried out across the area for those people identified through our prevention work or referred to us by our partner organisations. These visits continue to ensure the most vulnerable members of our community are provided with essential fire prevention advice in addition to ensuring a working smoke alarm is fitted in their property.

Our proactive work in reducing false alarms continues to drive down our need to respond to properties where the fire alarms have activated due to reasons other than fire. This reduces costs both in the running and maintenance of vehicles and reduces the risk of unnecessary blue light responses.

The profile of each station in Wiltshire Fire & Rescue Service is displayed on our web page, here you can look at fire statistics, station crewing and establishment, response times and a timeline of incidents attended by that station.

Damien BENCE Station Manager Chippenham; Corsham & Malmesbury

Chimney Fires:

With the onset of autumn and the colder weather those with open fires; solid fuel or wood burning stoves should start making arrangement for chimneys and flues to be cleaned.

Chimneys for wood burning fires should be swept every three months when in use. If you burn smokeless fuels or bituminous coal, the chimney should be cleaned at least once a year. An annual clean is sufficient for oil and gas fires.

Other safety 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

For further information on home fire safety, visit www.wiltshire.gov.uk

Michael R Franklin

Partnerships & Community Engagement Manager

October 2013.

Malmesbury and the Villages Community Area Partnership

Report for Area Board meeting on Wednesday 6th November 2013

PHEW! An Olympic Legacy: The Olympic legacy project went very well and has been our major area of work during recent months. We had 70 events run by 29 organisations with hundreds of people taking part. We also helped groups to get total grant funding of £1400.

We plan to run the event again next year.

<http://legacymalmesbury.org.uk/>

Malmesbury and the Villages Great War Project: We are creating a living memorial to mark the centenary of the First World War with volunteers planting our free poppy seeds across the area. We've already given out hundreds of packets of seeds and people have already kindly donated over £180 for the Royal British Legion.

We also want to help individuals and groups to put on their own events and we will work to coordinate what's happening in the area. If you're planning to hold an event, are thinking about it, or if you would like to volunteer then please get in touch either at one of our stalls or through our website.

<http://greatwarproject.org.uk>

AGM: Our AGM took place on Wednesday 25th September. At the meeting it was agreed unanimously that MVCAP would seek incorporated registered charity status.

Community Safety Forum: This is your opportunity to meet with the Police and other safety bodies to discuss your concerns and priorities in a relaxed and fairly informal environment. Everybody is welcome and there are usually some refreshments available. If you can't attend we can pass on any issues to the appropriate body on your behalf - just let us know.

Next meeting: Wed 8th January 2014 7:30pm - Malmesbury Fire Station

csfmalmesbury.weebly.com

New offices

We have been given free office space at Cedar House in Cowbridge, Malmesbury by a national charity. There is additional space available. If you are part of a not-for-profit

organisation and would like to know more please contact us.

About MVCAP: We work to boost our community, encourage a sense of togetherness, and help our community groups.

If you like starting with a blank sheet, coming up with ideas and then putting together new projects to benefit the community you would really enjoy being involved with MVCAP. Why not get in touch to find out more?

For more information visit www.mvcap.org.uk or call 01666 390110