

AGENDA

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: Tuesday 20 May 2014
Time: 7.00 pm

Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

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

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

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

Please direct any enquiries on this agenda to Kieran Elliott (Senior Democratic Services Officer) on 01225 718504 / kieran.elliott@wiltshire.gov.uk

Or Andrew Jack (Marlborough Community Area Manager) on 01225 713109 / andrew.jack@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk.

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

Wiltshire Unitary Councillors

Stewart Dobson (Vice-Chairman)	Marlborough East
Nick Fogg MBE	Marlborough West
Jemima Milton (Chairman)	West Selkley
James Sheppard	Aldbourne & Ramsbury

Items to be considered

1 Election of Chairman

To elect a Chairman of the Area Board for the year 2014/15.

2 Election of Vice-Chairman

To elect a Vice-Chairman of the Area Board for the year 2014/15.

3 Apologies

To receive any apologies for absence.

4 Minutes of the Previous Meeting (Pages 1 - 6)

- a. To approve and sign as a correct record the minutes of the meeting held on 31 March 2014.
- b. Update on actions and outcomes arising.

5 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

6 Chairman's Announcements (Pages 7 - 10)

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

- a) Mini Recycling sites
- b) Public Health and Wellbeing Grants

7 Partner Updates

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

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. Wiltshire CCG
- d. Parish Forum
- e. Town / Parish Councils
- f. MADT (Marlborough Area Development Trust)
- g. Youth Advisory Group (YAG)

8 Appointment to Outside Bodies and Working Groups (Pages 11 - 24)

To appoint members to Working Groups, Task Groups and Outside Bodies of the Area Board.

9 What Matters To You (Pages 25 - 28)

To receive a report on feedback arising from the JSA events and to identify priorities for the area board to take forward. This will show the results of discussion and subsequent voting from the JSA event of 31 March 2014. The area board will ratify the priorities for the area raised by this event.

10 Wiltshire's New Housing Allocation Policy

To inform the Area Board of the new way that Wiltshire Council will allocate social housing. Nicole Smith, Head of Strategic Housing, Wiltshire Council, will be in attendance.

11 Community Area Transport Group (CATG) (Pages 29 - 38)

To note discussions held at the CATG meeting on 1 May 2014. To ratify the list of Wiltshire Highways Major Maintenance schemes for 2014/15

12 Community Area Grant Scheme (Pages 39 - 58)

The Wiltshire Councillors will consider 5 applications to the Community Area Grants Scheme, as follows:

- a) **Ramsbury Recreation Centre** – requested £3,000 towards construction of a new machinery store. Recommendation: Meets criteria.
- b) **Ogbourne St George and St Andrew C of E VC Primary School** – Requested £3,482 towards updating and refreshing the outdoor play facilities at the school. Recommendation: Meets criteria.
- c) **Marlborough Cricket Club** – requested £5,000 towards purchasing new gang mowers for the cricket pitch outfield. Recommendation: Meets criteria.
- d) **MinalPlay** – requested £5,000 towards installing new outdoor gym / fitness equipment in the village. Recommendation – Meets criteria.
- e) **Marlborough Rugby Football Club** – requested £4,000 towards an extension of the social space in the club. Recommendation – Meets criteria.

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

<http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

13 Any Other Questions

The Chairman will invite any remaining questions from the floor.

14 Date of next Meeting

The next meeting of the Marlborough Area Board will be held on Tuesday 22 July, 7.00pm at Marlborough Town Hall.

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High Street, Marlborough, SN8 1AA
Date: 31 March 2014
Start Time: 6.45 pm
Finish Time: 7.30 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713035 or (e-mail) roger.bishton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Stewart Dobson (Vice Chairman), Cllr Jemima Milton (Chairman) and Cllr James Sheppard

Wiltshire Council Officers

James Cawley, Service Director Adult Care Commissioning
Andrew Jack, Marlborough Community Area Manager
Roger Bishton, Democratic Services Officer

Town and Parish Councils

Marlborough Town Council – Cllr Noel Barrett-Morton, Cllr Bryan Castle, Cllr Mervyn Hall, Cllr Marion Hannaford-Dobson, Cllr Alexander Kirk-Wilson, Cllr Alec Light, Cllr Guy Loosmore, Cllr Margaret Rose, Shelley Parker (Town Clerk)
Aldbourn Parish Council – Cllr Allison Edmunds, Cllr Alan Phizacklea
Avebury Parish Council –
Baydon Parish Council –
Berwick Bassett & Winterbourne Monkton Parish Council –
Broad Hinton & Winterbourne Bassett Parish Council – Cllr Claire Fitzpatrick
Chilton Foliat Parish Council –
East Kennett Parish Council -
Froxfield Parish Council – Cllr Colin Slater
Fyfield & West Overton Parish Council –
Mildenhall Parish Council – Cllr Brian Devonshire, Cllr Rob Bailey

Ogbourne St Andrew Parish Council -
Ogbourne St George Parish Council –
Preshute Parish Council -
Ramsbury & Axford Parish Council – Cllr Sheila Glass
Savernake Parish Council -

Partners

Wiltshire Police – Inspector Mark Thompson
Wiltshire Police Authority – Pam Gough
Wiltshire Fire & Rescue Service – Mike Franklin, Graham Weller
Marlborough Area Development Trust – Geoff Brickell, Richard Clarke, Martin Cook
Transition Marlborough – Sam Auckland, Sam Page, Rich Pitts, Alexander Wax
Youth Advisory Group -

Total in attendance: 44

<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 welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves.</p> <p>The Chairman also noted those parish representatives who were in attendance.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Cllr Nick Fogg MBE • Cllr Andrew Williamson, Avebury Parish Council • Cllr Nic Coome, Chilton Foliat Parish Council • Cllr Tim Butler, Fyfield & West Overton Parish Council
3	<p><u>Minutes</u></p> <p>The minutes of the meeting on 28 January 2014 were approved as a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ol style="list-style-type: none"> a. Dementia Strategy b. Library Memory Groups c. Rural Development Funding – The North Wessex Downs LEADER Programme – 2014-2020 d. Proposed Changes to Connect2 Wiltshire Bus Services in the Calne and Marlborough area
6	<p><u>Partner Updates</u></p>

	<p>The following partner update reports were received and noted:</p> <p>(1) Wiltshire Police</p> <p>(2) Wiltshire Fire and Rescue</p>
7	<p><u>Community Area Transport Group</u></p> <p>Cllr James Sheppard, as Chairman of the Community Area Transport Group, presented a report on the CATG meeting held on 27 February 2014.</p> <p><u>Resolved:</u></p> <p>(1) To note the discussions held at the CATG meeting held on 27 February 2014 as set out in the report and the progress towards developing priority schemes.</p> <p>(2) To agree to fund the following new projects as requested by CATG:-</p> <p>(a) Footway improvement to Bridge Street/High Street, Manton at a cost of £4,600 approx.</p> <p>(b) Coloured surfacing, dropped kerbs & planters at the T-junction, Lockeridge at a cost of £3,250 approx.</p> <p>(3) To note that following the approvals, as set out in (2) above, Marlborough CATG would have an amount of £1,100 remaining in the budget for 2013/14 financial year, which would be rolled forward into 2014/15.</p>
8	<p><u>Community Area Grant Scheme</u></p> <p>The Area Board considered 12 applications for Community Area Grant funding. The Community Area Manager introduced each application, following which a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><u>Decision</u></p>

	<p>1. Broad Hinton Village Hall was awarded £5,000 towards installation of new PV solar panels for the roof of the Hall.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14.</p> <p>2. Kennet Valley Hall, Lockeridge was awarded £800 towards the installation of a new computer controlled booking and access system.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>3. Marlborough Bowls Club was awarded £500 towards replacement of main gates to ease access to facilities.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>4. RAMPAIG, Ramsbury was awarded £5,000 towards upgrading play equipment at the public playground at Knowledge Crescent, Ramsbury.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>5. Aldbourn Parish Council was awarded £1,145 towards the refurbishment of the public tennis courts in the village.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>6. Beating the Bounds, Aldbourn was awarded £350 towards providing commemorative mugs and leaflets to participants of the 50th anniversary walk.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>7. Marlborough Waterfront Association was awarded £325 towards improvements to Kennet Place, Marlborough to make it a visitor destination.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>8. Ogbourn St George & St Andrew Primary School PSA was awarded</p>
--	--

	<p>£1,018 towards updating and refreshing the outdoor play facilities at the school.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>9. Marlborough Chamber of Commerce – was awarded £5,000 as contribution towards installing new CCTV equipment for Marlborough High Street.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>10. Action for River Kennet was awarded £2,500 towards new model river equipment that will be used as a way of engaging with communities in consultation and with children and students in education activities.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>11. Marlborough History Society was awarded £5,000 towards putting on an English Civil War living history event throughout Marlborough in July 2014.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p> <p>12. Marlborough Youth Football Club was awarded £1,274 towards a coaching course to encourage more girls to take up football.</p> <p><u>Reason</u> – The application met the Community Area Grants Criteria 2013/14</p>
9	<p><u>Date of Next Meeting</u></p> <p>It was noted that the next meeting of the Marlborough Area Board would be held on Tuesday 20 May 2014, starting at 7.00pm at Marlborough Town Hall, 5 High Street, Marlborough, SN8 1AA.</p>

Chairman's Announcements

Subject:

Recycling success means mini recycling sites are no longer needed

Summary of announcement:

The success of Wiltshire's kerbside collection of plastic bottles, cardboard, paper, cans, textiles, glass bottles and garden waste has led to a review of the county's mini-recycling sites.

Households across Wiltshire recycled more than 68,000 tonnes last year through the kerbside collections, including garden waste. 36,000 tonnes of this came from the black box and blue lidded bin collections meaning the smaller recycling sites in the county are now used very little – less than 3,000 tonnes is expected to be collected through the mini recycling sites this year.

Since the introduction of the new kerbside collections there has been a sharp fall in the amount of waste being taken to mini recycling sites, such as those in car parks. As a result, the remaining 126 mini-recycling sites in Wiltshire will be removed, with the money saved by reducing this service duplication being ploughed back into vital council services.

Signs informing people about the proposed changes will be displayed from early April, and the sites will close from 5 May. Recycling bins will be removed from the site before the end of May.

Any households without a blue lidded plastic bottle and cardboard bin or a black recycling box, can obtain one by contacting the council. Households can also have up to two black recycling boxes for recycling paper, glass, cans and textiles. On occasions where households have more recyclables than can fit into two black boxes, we ask that the extra materials are separated out into carrier bags and placed out for collection alongside the black box (mixed materials may not be collected). Anyone who feels they do not have space for extra bins or boxes can contact the council to discuss alternatives.

The key messages are:

- All mini recycling sites in Wiltshire will close on 5 May 2014 and the bins will be removed from the sites shortly afterwards.
- The sites collect materials that we already collect through the black box kerbside service. It is therefore a *duplication* of service.
- The use of these sites has declined dramatically over recent years, as the council has invested in more kerbside collections – we collected 36,000 tonnes of dry recyclables through the kerbside services last year, compared with less than 3,000 tonnes collected via the mini recycling centres.
- Householders can have up to two black boxes for their glass bottles and jars, newspapers, magazines and telephone directories, food and drinks cans and textiles. Any excess recycling can be placed out in carrier bags (one material type per carrier

Chairman's Announcements

bag please – mixed materials may not be collected). Residents unable to manage black boxes can be offered smaller black baskets with handles.

- Sites will be regularly cleaned after the containers have been removed to manage any littering or flytipping issues that may occur in the short term.

Chairman's Announcements

Subject:

Public Health & Wellbeing Grant

Summary of announcement:

Wiltshire Public Health has established a fund to support public health and wellbeing for people in Wiltshire. Administered by the Community Foundation the fund is designed for projects which seek to support the Council's objective of building healthy and resilient communities, by bringing communities together to make a positive difference to peoples' health.

The aim of these grants is to enable community-based and other small groups to initiate or develop projects and activities which offer new or innovative approaches in one or more of the following areas:

- Reducing childhood obesity or helping adults to adopt healthier lifestyles
- Helping to combat loneliness, isolation and other factors which contribute to poor mental health
- Supporting older people to have more active and fulfilling lives
- Promoting the use of community green spaces, assets and infrastructure for exercise and wellbeing
- Reducing drug and alcohol abuse

Groups must be able to demonstrate a clear link to improved mental or physical health outcomes that will result from their project. Full information is available at <http://www.wscf.org.uk/grants-communityfoundationgrant-publichealthgrants.asp>

Funding is available for one year only, and the maximum grant will be £4,000. You may apply for the full amount of your project and match funding is not required.

All applicants must meet the basic eligibility criteria for these grants as follows:

- Your annual income must not exceed £50,000
- You must not be currently in receipt of core funding from Wiltshire Council
- You must not be a branch of a national charity
- You must be a constituted voluntary organisation or a registered charity
- You must be a local organisation based in Wiltshire and have a local management structure
- The Project you want to deliver must take place in Wiltshire
- You must not hold more than 12 months running costs as free reserves
- No more than one application for funding may be submitted within a single financial year

Please complete the Expression of Interest on the link below:

<https://www.surveymonkey.com/s/Expression-of-Interest-Groups2>

CLOSING DATE FOR EXPRESSIONS OF INTEREST: 5th June 2014

CLOSING DATE FOR APPLICATIONS: 19th June 2014

PANEL DATE FOR DECISIONS: 17th July 2014

Wiltshire Council

Marlborough Area Board

20 May 2014

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2014/15.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2014/15.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. Some Area Boards also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly these groups were established as part of the Council's corporate programme for Campuses and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.
- 5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

- 6.1 None.

7. Equality and Diversity Implications

- 7.1 None.

8. Delegation

- 8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

9. Recommendation

- 9.1 The Area Board is requested to:
 - a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
 - b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
 - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Report Author: Kieran Elliott, Senior Democratic Services Officer, 01225 718504,
kieran.elliott@witlshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report: None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Avebury Solstice Operational Planning Meeting	Area Board - Marlborough	Representing the Highway Authority	Event Safety	6 Meetings per year	No	1 Councillor + 1 Officer	Cllr Jemina Milton
Avebury World Heritage Site Steering Committee	Area Board - Marlborough	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritage Site	3 meetings per year	No	1 Councillor & Heritage Champion Member	Cllr Jemina Milton
Marlborough Youth Issues Group (CAYPIGS)	Area Board - Marlborough	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr James Sheppard

Appointments to Working Groups **Marlborough Area Board**

Community Area Transport Group:

Previous Representatives who were appointed for the Municipal Year 2013/2014:

Cllr Stewart Dobson

Cllr Nick Fogg

Cllr Jemima Milton

Cllr James Sheppard (Chairman)

- Town Cllr Richard Allen (Marlborough Town Council) – Sub: Cllr Marion Hannaford-Dobson
- Parish Cllr Geoff Martin (Broad Hinton & Winterbourne Bassett PC, and Parish Forum)
- Parish Cllr Nic Coome (Chilton Foliat PC)
- Parish Cllr Sheila Glass (Ramsbury & Axford PC)
- Parish Cllr Andrew Williamson (Avebury PC)
- Parish Cllr John Hetherington (Ogbourne St Andrew PC)
- Parish Cllr Richard Price or Cllr Hazel Keen (Aldbourne PC)
- Parish Cllr Mike Morrissy or Cllr John Harding (Fyfield & West Overton PC)
- Judith Woodget (resident) (Fyfield & West Overton PC)
- Parish Cllr Tamsin Witt (Baydon PC)
- Steve Hind (Wiltshire Council Highways officer)
- Martin Cook (Wiltshire Council Highways officer)
- Spencer Drinkwater (Wiltshire Council Highways officer)
- Andrew Jack (Wiltshire Council, CAM)

Shadow Community Operations Board (COB):

- Cllr Nick Fogg

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway 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 revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non -profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

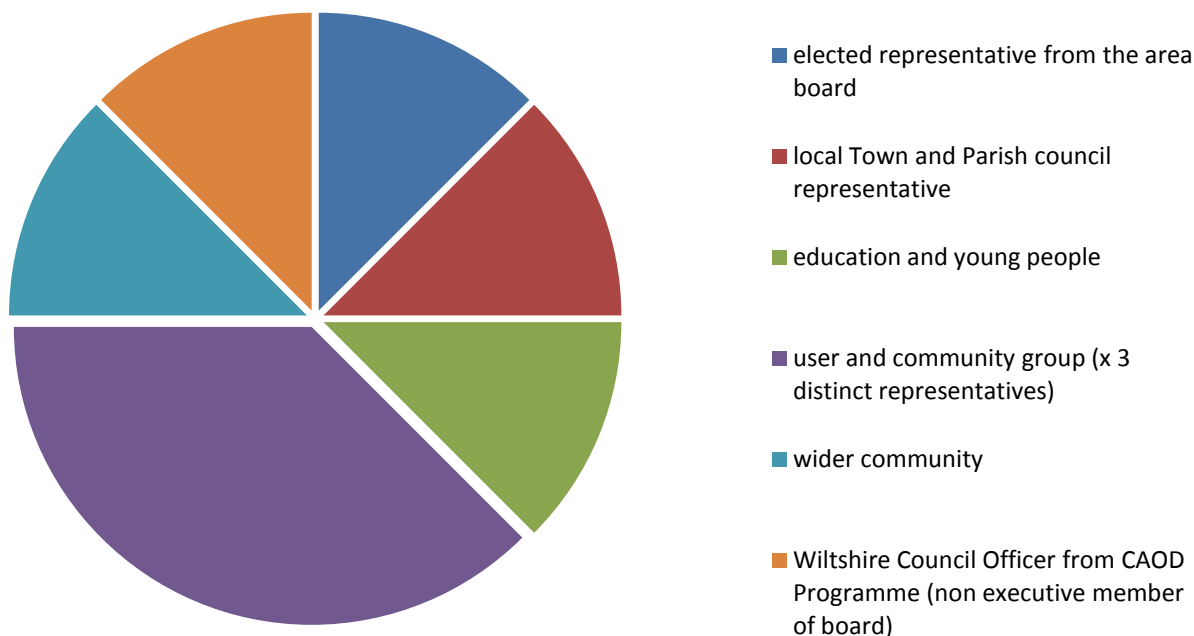
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

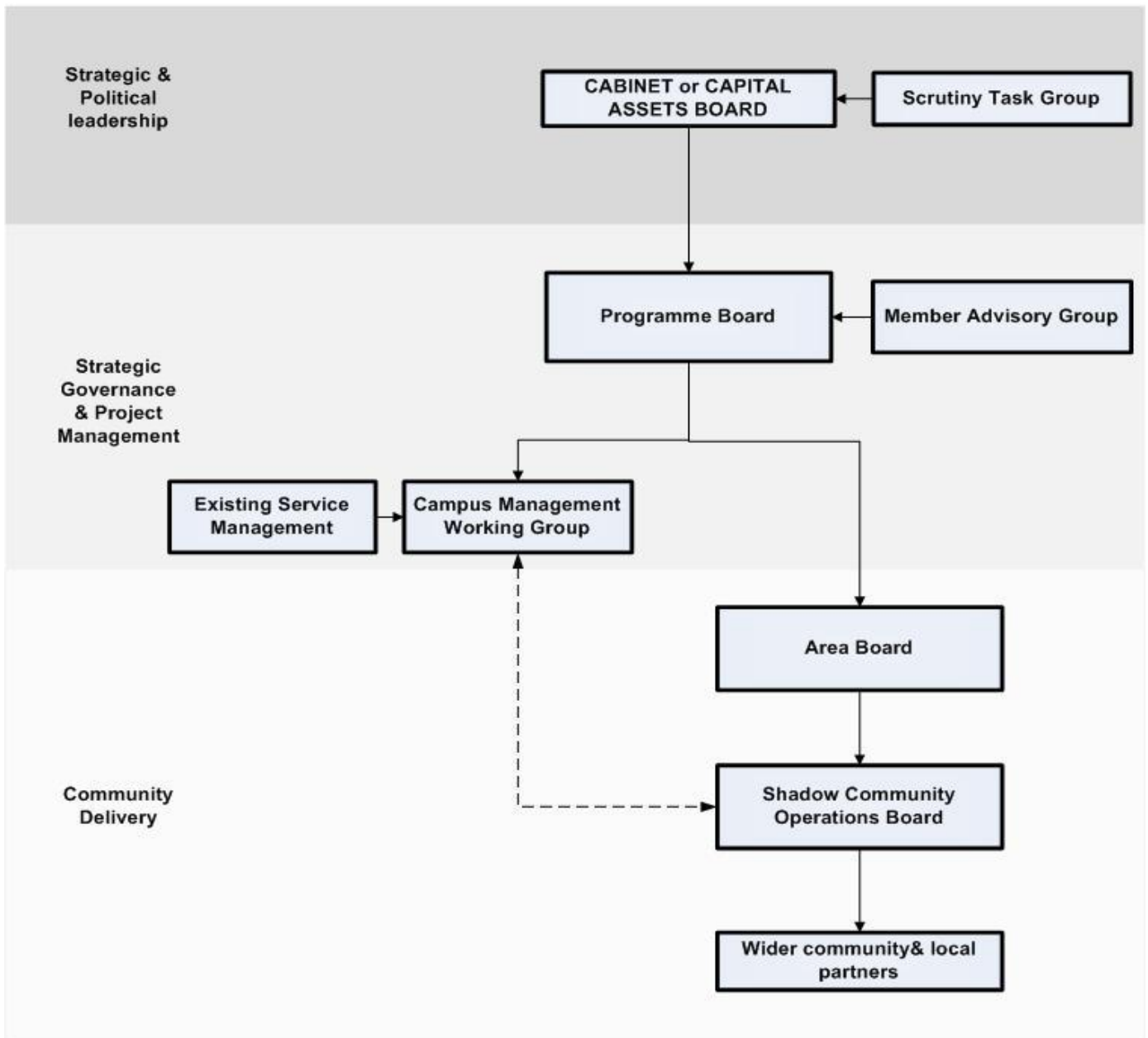
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



Wiltshire Council

Marlborough Area Board

20 May 2014

What matter to you in the Marlborough Community Area? Conference report – local priorities for action

1. Purpose of the Report

To update members on the outcome of the ‘What matters to you?’ conference held on 31 March, 2014 and to recommend that the Area Board uses the outcomes from the event to stimulate local action and to inform its priorities for the next two years.

2. Background

The ‘What matters to you?’ conference was held on 31 March 2014 and over 90 members of the public and partner agencies took part. The event focused on the data set out in the [Community Area Joint Strategic Assessment 2014-16](#), and used themed roundtable discussion to identify local priorities underpinned by JSA evidence. All participants had an opportunity to vote on the priorities and the results are set out in this report.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Inform (or become) the community plan for the area
- Provide the Council and partners with a clear focus for actions

The Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

3. Priorities identified

The priorities identified at the event are set out at Appendix 1. These will be available to view on screen at the meeting.

4. Moving forward with community-led action

To address the priorities identified at the JSA event, the Area Board will need to

use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to initiate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

Marlborough Area Board has chosen to concentrate on the 20 priorities receiving the highest score, or proportion of votes, on the evening of the JSA discussion event in March 2014. These priorities will be given to discussion groups on the night of the area board meeting for those groups to help develop practical projects that may address the priorities. It is recognised that some priorities may not be possible for the area board to action. In those cases, the area board may lobby partners for action or may simply keep a watching brief on them.

5. Recommendations

- That the Area Board adopts the priorities identified by the 'What matters to you' community event and works to facilitate local action to tackle those priorities.
- In discussion with attendees at the area board meeting, practical projects to address some of the more important priorities are developed and promoted by Marlborough Area Board.
- That the Board considers earmarking funding to promote, initiate and support community-led action around the selected priorities.
- That the Board considers appointing a lead member to champion any priority (priorities) adopted.
- That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered.

Report Author: Andrew Jack, Marlborough Community Area Manager

Tel No: 01225 713109

E-Mail: andrew.jack@wiltshire.gov.uk

Appendices:

Appendix 1 Local Issues Identified and Prioritised

Appendix 1: Local Issues Identified and Prioritised.

Following discussions around each thematic table at the What Matters To You event, up to five priorities for each theme were identified. Once this was complete, all attendees of the event voted for their top priorities from each of the 10 themes. This voting allowed the priorities from each theme to be ranked in order of their importance.

The results of this voting and the ranked local priorities are shown in the table below:

Theme:	Priority	Score:
Children and young people	Harder to reach – Children in Poverty/Children in Need	47%
	Peer Mentoring –Match making/joining together with the right people	30%
	Increase of volunteers – community engagements	23%
Culture	Develop events and cultural programs to enliven the whole community, particularly cinema and other highly inclusive activities	36%
	Develop a 'cultural hub' open to all ages, the hub holds information and ideas, develops programmes and connecting the landscape with activity	26%
	Protect, enliven and promote access to the historic landscape and natural environment beyond the World Heritage Site	18%
	Revive the Marlborough Street Carnival, potentially as a late winter event	12%
	Co-ordinate and grow the number of events and activities that use the Historic High Street	8%
Economy	Delivery of Superfast Broadband, or even a leapfrog in technology to 100GB provision	46%
	Ensure the retention and resilience of the already existing retail based economy that exists in MCA	31%
	Gain a better understanding of the wider economy of MCA (outside of the high street). I.e. knowledge based businesses	23%
Environment	Efforts to reduce flooding need to integrated with landscape management	30%
	Need to look at all the environmental components associated with River Kennet to protect and preserve it for the future.	25%
	Share the data relating to HGV use and air quality in Herd/Barn Street to enable actions to be agreed to minimise the impact.	25%
	Carbon emissions – encourage the move from private to public transport.	12%
	Prevent vehicles especially buses from running their engines when standing for long periods of time thus causing air pollution.	8%
Health and wellbeing	Investigate the long (weeks) wait for appointments at GP's in Marlborough Town.	30%
	Support work around fuel poverty and alcohol consumption in the elderly which may be linked to	23%

	the healthy life gap.	
	More support for the vulnerable and the elderly across the community area	21%
	Promote more accessible groups in communities around balance, falls and social isolation	16%
	Find more ways to communicate information across the community area by promoting social interaction	9%
Housing	Affordable housing to buy for local people	45%
	Any new housing in Marlborough town must have appropriate services/infrastructure	25%
	Work with neighbourhood plans need to be utilised to deliver local need	18%
	Older People housing in Marlborough town must be about meeting local need	5%
	Develop bungalows in rural communities	5%
Leisure	improving young people's access to community sports activities	33%
	increased awareness of existing opportunities in sport and physical activity	29%
	improved local recreational facilities in parish areas for families	21%
	enhanced quality and quantity of outdoor sports spaces	17%
Transport	To investigate options for reducing traffic through Marlborough town which results in congestion, pollution and grid locking	36%
	To reduce speeding and improve road safety and speed awareness across the community area	22%
	To create a plan for the High Street which includes traffic calming, promotes pedestrian-friendly movement, improves cycling provision and improves parking	22%
	To promote public transport and alternative modes of transport to the car	20%
Our community	Involve more people than the usual suspects, from a broader background in the WHOLE AREA BOARD PROCESS	44%
	Support co-ordinated initiatives that provide advice/assistance to vulnerable people around benefits/health/social care	35%
	Area Board to promote and support volunteering as a positive, mutually beneficial experience. Priority one, Support co-ordinated initiatives that provide advice/assistance to vulnerable people around benefits/health/social care	21%

Wiltshire Council

Marlborough Area Board

20 May 2014

Community Area Transport Group Recommendations to Marlborough Area Board

1. Purpose of Report

- 1.1 To provide an update on the position of the proposals from the CATG meeting that took place on 1 May 2014.
- 1.2 To request that Marlborough Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 1 May 2013.

2. Finances

- 2.1 Marlborough CATG received a new funding allocation for 2014/15 of £13,615.
- 2.2 Along with money remaining from the previous financial year and rolled into this year, Marlborough CATG has a total of £16,726 available to be allocated in 2014/15.

3. Background

- 3.1 CATG Chairman, Cllr James Sheppard gave an introduction to the meeting followed by introductions from attendees.
- 3.2 This meeting looked at progress towards the projects allocated funding from the 2013/14 budget. Several smaller projects for 2014/15 discussed and no money has been allocated from this year's budget.
- 3.3 There was also a summary and discussion of the Highways issues logged on the area boards system.

4. Priority Schemes for 2013/14

- 4.1 Steve Hind, Wiltshire Highways, described the further development made towards the eight projects awarded funding in 2013/14.
- 4.2 **Broad Hinton:** Coloured surfacing and white gates at entrances to village
 - 4.2.1 Steve explained about discussions he has had with the Parish Council about the project. It is linked in with the change of speed limit on the A4361 from 60 to 50mph through the village. Balfour Beatty is due to carry out this change but delays mean there is not a date set for this work.
 - 4.2.1 James Sheppard asked what CATG can do to move this forward without having to wait months. It was recommended that he write to Cllr Phillip Whitehead (Portfolio Holder for Highways) to press for a date for beginning this work.
- 4.3 **Lockeridge:** Coloured informal crossing points and new planters.
 - 4.3.1 Steve Hind wondered if Balfour Beatty would need to close the road in order to carry out this work. Judith Woodget (representing Fyfield & West Overton PC) pointed out that the road is already due to be closed for work and the two bits of work could be combined or scheduled together. She thought this was due in May, but Steve thought it due in July or August.

- 4.3.2 Again, Balfour Beatty needs to be pinned down as to the date of carrying out this work.
- 4.4 **Manton:** Informal crossing at playground, Bridge St.
- 4.4.1 Steve Hind is again waiting for confirmation from Balfour Beatty whether a road closure is necessary to carry out this work. If this is the case, there is a 12 week lead time for the notices of a road closure to be put in. Steve Hind will chase this further.
- 4.5 **Manton:** Footway improvement to Bridge St / High St, Manton.
- 4.5.1 Steve Hind explained that the land survey necessary has been requested from the Council's contractor, Atkins. This work should take 3-4 days to survey then approx a week to prepare the report. Steve will chase this with Atkins.
- 4.6 **Ogbourne St Andrew:** White gates at entrances to village
- 4.6.1 The existing red coloured surfacing on the A346 to the north of the village is in the wrong location. Steve is in the process of rectifying this at no cost to the parish council or CATG. Steve will need information from Balfour Beatty to be able to give a date for this work.
- 4.6.2 The process of installing the new white gates on the A346 is underway
- 4.7 **Ramsbury:** creation of a new virtual footway and crossing point at Back Lane.
- 4.7.1 The requested crossing point outside the school is now included. This project is due to be co-ordinated with the scheduled resurfacing of Back Lane. Steve expected that to have been completed and was surprised when Cllr Sheila Glass (Ramsbury PC) pointed out that nothing had taken place (Sheila has since reported that work by Balfour Beatty has begun).
- 4.8 **Aldbourn:** proposed new zebra crossing over B4192.
- 4.8.1 In order to qualify for a new zebra crossing, the chosen location needs vehicles to pass at a slow speed and for there to be enough pedestrians wanting to cross there. A Metrocount has already been carried out showing the 85th centile to be 26.4mph, which is slow enough to be suitable. There was discussion around the location of the Metrocount and whether the result is equal for travel in both directions as vehicles travelling in one direction might be travelling much slower because of a bend in the road. The large number of vehicles measured by the Metrocount shows how difficult it can be to cross there.
- 4.8.2 James Sheppard wondered if the parish council would be happy with the location of the count. He would take the results and details of the location of the Metrocount to the parish council for their agreement. No decision on whether to go ahead with the pedestrian count, at a cost of £800 to CATG, would be made until Aldbourn PC is happy.
- 4.9 **Ogbourne St Andrew:** proposed new zebra crossing over A346.
- 4.9.1 In order to qualify for a new zebra crossing, the chosen location needs vehicles to pass at a slow speed and for there to be enough pedestrians wanting to cross there. A Metrocount has already been carried out showing the 85th centile to be 42.6mph, which is higher than the 35mph to allow a zebra crossing to be installed.
- 4.9.2 This high speed might be a result of the recent change of speed limit through the village from 40mph to 30mph. It does mean the location is eligible to be on the Speed Indication Device (SID) rota and the SID has been in Ogbourne St Andrew throughout early May. It is also eligible for Community Speedwatch. A zebra crossing cannot be installed until speeds are shown to come down.

4.9.3 Part of the need for the new crossing is to allow bus users, particularly students going to school, to access the bus stops on either side of the A346. James Sheppard wanted to know if the parish council had done anything about requesting the bus to come into the village to collect/drop off passengers. Andrew Jack was asked to find this out from the parish council.

5. New Priority Schemes 2014/15

5.1 A number of small areas of work needing CATG funding were raised and discussed by the group:

5.2 The Green, Aldbourne

5.2.1 The issue raised by the parish council concerning damage to the area around the Green will need CATG funding to make good. Balfour Beatty will need to quote a price for this and Martin Cook will request that for the next CATG meeting so a decision on allocating funding can be taken.

5.2.2 Martin Cook will also work with the residents of this area and the parish council to stop these blockages happening.

5.3 New dropped kerb at exit of Pattern Alley onto Kingsbury St. Marlborough

5.3.1 This is an issue previously raised by Cllr Stewart Dobson about the ease of pedestrians using Pattern Alley and wanted to cross Kingsbury St. He has been in discussion with Martin Cook over the best location for this. Martin will get a quote for this work in time for the next CATG meeting to be able to make a decision on allocating funding to this.

5.4 New Dropped kerb at Knowledge Crescent, Ramsbury

5.4.1 Sheila Glass has raised this problem about a wheelchair-bound resident effectively being trapped in their house as a result of not being able to get down the kerb. This is not within the area of maintenance, so funding will need to come from CATG. Martin Cook will again get a quote for this work in time for the next CATG meeting to be able to make a decision on allocating funding to this.

5.5 Traffic issues through Froxfield

5.5.1 Graham Francis, Clerk to Froxfield PC, described an issue related to the width of footpath through the eastern end of the village and how close this is to the busy A4. Froxfield PC requests a new CATG project to widen the footpath at this point and therefore make the footpath much easier and safer for pedestrians to use.

5.5.2 This is part of a larger traffic project within Froxfield that aims to reduce vehicle speeds through the village and make it safer for pedestrians. A Metrocount request has been submitted.

5.5.3 Martin Cook thought there is a ditch running close to this footpath that meant these changes could not take place easily. There was discussion about the location and solutions. Martin will visit Froxfield to assess the ditch and whether the footpath can be widened.

5.6 Safety concerns at junctions onto A4 at West Overton and Upper Fyfield

5.6.1 Judith Woodget raised two projects that are part of their Village Traffic Plan and concern requests for studies into the junctions onto the A4 at these locations. These had been raised in 2013 and put on hold by CATG.

5.6.2 Before CATG funding is allocated, vehicle speeds here need to be investigated. Metrocounts are not suitable because of the higher speed limits here. Martin

Cook is able to access equipment that can measure vehicle speeds and will get it installed.

- 5.6.3 Depending on results of these studies, solutions such as road markings, road width or better signage could be funded by CATG.

6. Summary of On-going Issues

- 6.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:
- 6.2 Speed issue at Chopping Knife Lane. Marlborough TC continues to consult with residents over this and local Police monitor the situation. James Sheppard requested this Issue be removed from the list.
- 6.3 Improvements to Treacle Bolly bridleway. Rights of Way at Wiltshire Council continue to develop the funding needed. Work cannot happen on the ground until conditions dry out further in the spring. The cycling group has met with Marlborough College, the landowner here. The College is supportive of these improvements and has recently undertaken groundwork to the Treacle Bolly area that has improved drainage. Rights of Way are obtaining three quotes for this work in order to apply for grant funding to carry out this work.
- 6.4 New cycle parking on Marlborough High Street. Work is now underway to write the Experimental Traffic Order that will change the use of one car parking space in the centre of Marlborough High St into cycle parking with space for six bikes.
- 6.5 Maintenance of the kerb at The Green, Aldbourne. This has already been discussed and actions agreed.
- 6.6 Speeding vehicles on A346 through Ogbourne St Andrew. This ties in with the work done by the parish council to address speeding and may be related to the recent change in speed limit from 40 to 30mph. Since this Issue was raised, the village has been on the SID rota and has received the first visit. Local Police have also indicated that enforcing the speed limit is difficult through the village. The site is eligible for Community Speedwatch and the village will be encouraged to set one up.
- 6.7 Car parking on Kingsbury St, Marlborough. This Issue concerns inconsiderate parking, particularly when vehicles have their wheels onto the kerb. Wiltshire Council traffic officers cannot ticket vehicles for obstruction, e.g. with wheels on the footway, only when parked on double yellow lines. Dealing with obstruction is a matter for Police, and they have been made aware of this.
- 6.8 Improving access to Preshute School. This Issue is about improving access to the school for parents on foot to be able to drop off their children more safely. This is part of a bid to the Taking Action On School Journeys fund, which might fund the whole project. CATG would only be able to fund any work that takes place on the highway, but there may be small works, such as on the kerb or verge that might be covered by CATG. It was decided to wait until the outcome of the Taking Action On School Journeys bid is known.
- 6.9 Traffic on George Lane, Marlborough. This Issue is from a resident who is trying to do something about the size, speed and quantity of vehicles on George Lane. As George Lane is a B-road, it should be expected to receive a certain volume of traffic and the alternative route is along the High St. As an area lit by streetlamps, drivers must assume the speed limit is 30mph and repeater

roundels are not permitted. If it is believed there is a speeding issue, it can be tested by a Metrocount. It is very unlikely that George Lane would qualify as a 20mph zone as vehicle speeds already need to be close to 20mph and not as high as 30mph.

7. Other Highways Issues

- 7.1 Highways Major Maintenance, 2014/15. Wiltshire Highways would like to consult with area boards on the list of major maintenance work for the year 14/15. A list of the roads to received attention this financial year was circulated to CATG for comment, although it was pointed out that as work on the list is underway there is little scope for change. James Sheppard asked for it to be noted that the list was compiled by highways experts based on their data and should not become a “wish list” from parishes. Any requests for changes to the list needed to be based on data.
- 7.2 Parking in Cherry Orchard, Marlborough. There have been Issues raised by residents of Cherry Orchard and Orchard Road about inconsiderate parking, especially from vehicles believed to belong to students at St John’s. James Sheppard was concerned that the School’s plans to enlarge its Sixth Form might not go ahead, and an important grant funding opportunity lost, because of the difficulty over student parking. It has been noted before at CATG meetings, that not all badly parked cars in this area belong to students. James felt the school needed to be encouraged to provide some parking for students, in line with the expected number of new students, so that this important opportunity for the school and whole area is not missed. Andrew Jack was asked to write to the school with these concerns over student parking.

8. Recommendation

- 8.1 To note the discussions held at the CATG meeting of 1 May 2014 as outlined above and the progress towards developing priority schemes.
- 8.2 To agree the list of Highways Major Maintenance 2014/15 for the Marlborough Community Area.

Report Author and Contact: Andrew Jack, Marlborough Community Area Manager
Tel No: 01225 713109, E-Mail: andrew.jack@wiltshire.gov.uk

Background Papers

CATG notes of 01.05.2014

List of Highways Major Maintenance, 2014/15

Appendices

Marlborough Highways Work

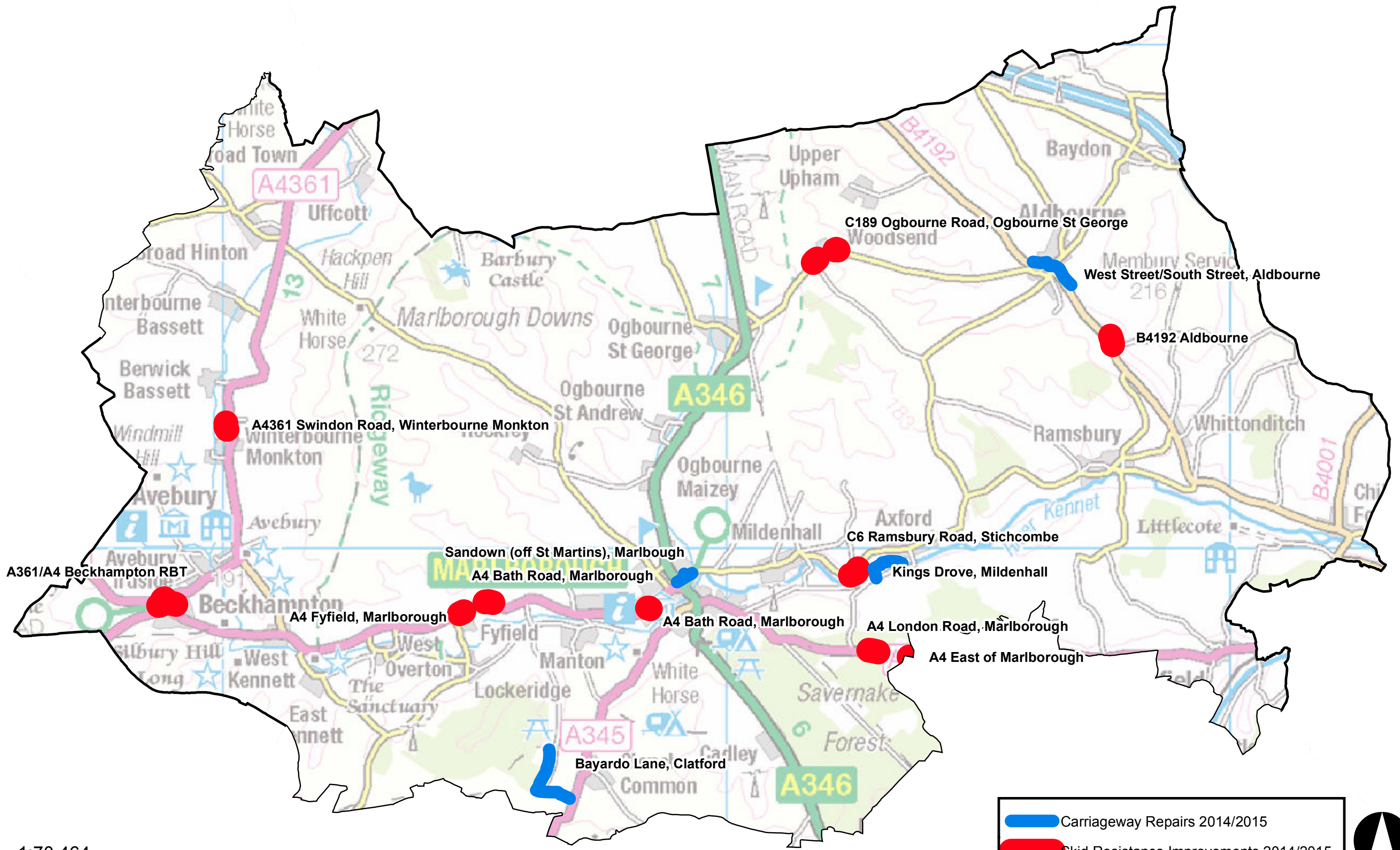
Highways Major Maintenance 2014 -2015 – Marlborough Area Board



Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m ²)
U/C	Bayardo Lane, Clatford	Marlborough	Resurfacing	3	2,100	6,300
C6	St. Martin's - Marlborough	Marlborough	Resurfacing and footways	8.2	350	2,870
U/C	Kings Drove - Mildenhall	Marlborough	Resurfacing	3	960	2,880
U/C	Sandown, Off St. Martin's - Marlborough	Marlborough	Resurfacing and 50% Footways	3.2	100	320
B4192	West Street/ South Street, Aldbourne	Marlborough	Surface Only	6.5	1,050	6,825
A4	A4 East of Marlborough	Marlborough	Resurfacing	8.5	590	5,015
A4	A4 Beckhampton Roundabout	Marlborough	Resurfacing	10.1	280	2,828
A361	A361 to Beckhampton Roundabout	Marlborough	Resurfacing	7.5	320	2,400
A4	A4 London Road, Marlborough	Marlborough	Resurfacing	8.5	100	850
A4361	A4361 Swindon Road Winterbourne Monkton	Marlborough	Resurfacing	6.5	100	650
C6	C6 Ramsbury Road, Stichcombe	Marlborough	Resurfacing	5.8	310	1,798
A4	A4, Fyfield, Marlborough	Marlborough	Resurfacing	9.3	110	1,023
A4	A4 Bath Road, Marlborough	Marlborough	Resurfacing	9.1	190	1,729

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m ²)
C189	C189, Ogbourne Road, Ogbourne St George	Marlborough	Resurfacing	5.5	70	385
C189	C189, Ogbourne Road, Ogbourne St George	Marlborough	Resurfacing	5.5	90	495

* Sites highlighted in yellow involve skid resistance improvements.

Highway Maintenance 2014/15 - Marlborough Area Board
(Scheme extents and locations may be subject to change)



	Carriageway Repairs 2014/2015
	Skid Resistance Improvements 2014/2015



Report to	Marlborough Area Board
Date of Meeting	20 May 2014
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to:

1. **Ramsbury Recreation Centre** – requested £3,000 towards construction of a new machinery store. Recommendation: Meets criteria.
2. **Ogbourne St George and St Andrew C of E VC Primary School** – Requested £3,482 towards updating and refreshing the outdoor play facilities at the school. Recommendation: Meets criteria.
3. **Marlborough Cricket Club** – requested £5,000 towards purchasing new gang mowers for the cricket pitch outfield. Recommendation: Meets criteria.
4. **MinalPlay** – requested £5,000 towards installing new outdoor gym / fitness equipment in the village. Recommendation – Meets criteria.
5. **Marlborough Rugby Football Club** – requested £4,000 towards an extension of the social space in the club. Recommendation – Meets criteria.

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 want 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. Links to these electronic documents can be found below.
- 1.5. Marlborough Area Board has been allocated a 2014/2015 budget of **£41,691.57** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. This figure is lower than in previous years.
- 1.6. This figure is made up of £35,437.57 of Capital funding and £6,254 of Revenue funding. Grants awarded during 2014/15 will be allocated either Capital or Revenue funding.
- 1.7. 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.
- 1.8. In support of the Olympic and Paralympic legacy, in 2014/15 the Marlborough Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.9. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.10. There will still be 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](#).

- 1.11. 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.
- 1.12. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board. This recommendation will be to confirm if the application meets the criteria of the grant scheme or not.
- 1.13. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.14. 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 their area board [blogsite](#). Recipients of grants are also asked to come back to future area board meetings to provide a verbal update on their project to spread good practice and encourage other applicants. Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	<u>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</u>
	<u>Marlborough Community Area Plan, 2012-17</u>
	<u>Joint Strategic Needs Assessment for Marlborough, 2013</u>

2. Main Considerations

- 2.1. Marlborough Area Board has been allocated a 2014/2015 budget of **£41,691.57** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board / Councillor Led Initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2014/2015 are made to projects that can realistically proceed within a year of the award being

made.

- 2.4. There six funding rounds during 2014/15, including this meeting. Deadlines for receipt of funding applications to be considered at future area board meetings are as follows:

- **5 May 2014 for consideration on 20 May 2014**
- **7 July 2014 for consideration on 22 July 2014**
- **15 September 2014 for consideration on 30 September 2014**
- **10 November 2014 for consideration on 25 November 2014**
- **12 January 2015 for consideration on 27 January 2015**
- **9 March 2015 for consideration on 24 March 2015**

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 Marlborough Area Board.
- 4.2. Marlborough Area Board has received applications for projects totalling **£20,482**. These are all allocated as Capital costs. The area board will need to be aware that if all applications are awarded at this meeting, it will have just £14,955.57 of Capital funding remaining for the rest of the financial year.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish 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	Recommendation
8.1.	Ramsbury Recreation Centre	Construction of a new machinery store.	£3,000	Meets Criteria

- 8.1.1. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.
- 8.1.2. This application is to help provide a new store for much of the machinery needed to maintain the 13 acres of land belonging to the Recreation Centre. By keeping this type of machinery in a store or garage, this project will help to protect it from the elements, thereby helping to keep the equipment in good working order for longer. In turn, this will help to reduce the servicing costs incurred by the recreation centre and mean they will not need to be replaced so soon.
- 8.1.3. This project meets several issues raised through the Marlborough area plan including access to sports facilities and recreation facilities & amenities for young people (p.10-11); sports & leisure facilities (p. 18).
- 8.1.4. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include “improving young people’s access to community sports activities” and “increased awareness of existing opportunities in sport and physical activity”.
- 8.1.5. Marlborough Area Board has not previously funded Ramsbury Recreation Centre. A considerable proportion of the funding for this project comes from the applicant’s own funds, showing their commitment to it.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.2.	Ogbourne St George and St Andrew School Parents Supporter Assoc.	Outdoor Equipment for Young Children	£3,482	Meets Criteria

- 8.2.1. This application is the second part of a project looked at during the March 2014 area board meeting.
- 8.2.2. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.
- 8.2.3. The School’s Parent Supporter’s Association aims to improve the outdoor

facilities available to younger children in the community. They will be including sensory and creative play areas, a reflection area and a role play centre. The facilities will be based at the primary school but are available to village children outside of school hours as well.

- 8.2.4. The village children will benefit from these planned improvements as the school already allows local children to use their site in and out of school hours. These improved resources will link to the Marlborough Area Plan's aim to address the deficiency of suitable recreational facilities aimed at specific age groups. Parents and children do use the school site as there is a lack of facilities within the village and this project will enhance the rather basic facilities available at school. The Little Dragons Pre School also have access to the school's facilities throughout the year
- 8.2.5. This project meets several issues raised through the Marlborough area plan including provision of safe social facilities for young people, recreation facilities and amenities for young people (p. 11) and lack of local entertainment & cultural facilities (p. 18).
- 8.2.6. This project is the second part of an application previously looked at by Marlborough Area Board in March 2014. £1,018 was awarded which was the total funds remaining for that financial year. An offer of further funding in the new financial year was made. This application is for the remainder of that overall figure.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.3.	Marlborough Cricket Club	Purchase of new gang mowers	£5,000	Meets Criteria

- 8.3.1. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.
- 8.3.2. Marlborough Cricket Club has previous used second hand mowers for a number of years to maintain their two pitches. These have now come to the end of their working lives and need to be replaced. Specialist mowers are important in keeping the cricket pitch to a high standard which is a job carried out by the club's own Groundsman and volunteers from the club.
- 8.3.3. This project meets several issues raised through the Marlborough area plan including access to sports facilities and recreation facilities & amenities for young people (p.10-11); sports & leisure facilities (p. 18).
- 8.3.4. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include "improving young people's access to community sports activities" and "increased awareness of existing opportunities in sport and physical activity". The application also supports volunteering activities through the work of volunteer coaches and administrators committed to running and helping the club. The club also contributes to improving the health and well-being of children, young

people and local residents.

- 8.3.5. Marlborough Area Board has not previously funded Marlborough Cricket Club before. A large proportion of the total funding for the project, over 50%, comes from the club's own fund-raising activities showing their commitment to the project.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.4.	Marlborough Rugby Football Club	Alterations to the social area of the clubhouse	£4,000	Meets Criteria

- 8.4.1. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department. However, Marlborough Area Board members are minded to defer this application until the consultation over the extension of the clubhouse is carried out and there is a clearer picture of the future of the clubhouse and the activities that happen there. This is to give the area board more confidence in releasing any funding to the club.
- 8.4.2. Marlborough RFC is a growing sports club with a vibrant junior section (U6 to U17). Junior membership has increased from 118 in 2006-2007 to 323 this year. Junior members of the club will benefit from an improvement to the social space. There will be more room to congregate before and after matches and training and parents will benefit from better facilities while their children are training and playing.
- 8.4.3. All ability groups are welcome at the rugby club. In addition to the rugby club, other sports clubs are able to make use of the club house. They will also benefit from access to improved social spaces. In particular, Marlborough Youth Football Club uses the clubhouse. The club house is available to hire by local charities, voluntary groups etc at attractive rates. They too will be able to benefit from the improvements made.
- 8.4.4. This project meets several issues raised through the Marlborough area plan including access to sports facilities and recreation facilities & amenities for young people (p.10-11); sports & leisure facilities (p. 18) and lack of meeting spaces for small clubs, theme groups and societies, (p 18).
- 8.4.5. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include "improving young people's access to community sports activities" and "increased awareness of existing opportunities in sport and physical activity". The application also supports volunteering activities through the work of volunteer coaches and administrators committed to running and helping the club. The club also contributes to improving the health and well-being of children, young people and local residents.
- 8.4.6. Marlborough Area Board has not previously funded Marlborough RFC. This

project is supported by Wiltshire Council's Sports Development Officer. It is part of a move by the Rugby Football Union (the governing body) to encourage more social space at rugby clubs to increase the social aspect of the sport and to increase the profitability of individual clubs and thus their sustainability. This project is part of a bigger development intended to increase the footprint of the club and increase changing facilities.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.5.	MinalPlay	New outdoor gym equipment	£5,000	Meets Criteria

- 8.5.1. Officers recommend that MinalPlay is awarded £5,000 towards the costs of installing new outdoor gym and fitness equipment at the playground site within the village.
- 8.5.2. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.
- 8.5.3. As part of a much larger project to install new play equipment for the village's playgrounds, MinalPlay now wish to install new outdoor gym equipment for use by older children and adults. Feedback gathered from consultation within the village, which was used to determine what was wanted by younger children, showed there was an appetite amongst older residents for fitness equipment that all could use.
- 8.5.4. This project meets several issues raised through the Marlborough area plan including access to sports facilities (p. 10), recreation facilities and amenities for young people, provision of safe social facilities for young people (p. 11) and sports and leisure facilities (p. 18).
- 8.5.5. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include "improving young people's access to community sports activities" and "increased awareness of existing opportunities in sport and physical activity". It also meets priorities raised by data gathered in the What Matters To You survey that shows that a large proportion (46.3%) of residents from the community area would like to do more physical exercise and 56.2% said they would like to lose some weight.
- 8.5.6. In November 2013, Marlborough Area Board awarded £5,000 to MinalPlay towards to installation of new play equipment for younger children at the village playground. This application is part of the same overall project to re-develop recreation facilities for the village

Appendices	<ul style="list-style-type: none"> Appendix 1 Grant Application – Ramsbury Recreation Centre Appendix 2 Grant Application – Ogbourne St George & St Andrew School Appendix 3 Grant Application – Marlborough Cricket Club Appendix 4 Grant Application – Marlborough RFC Appendix 5 Grant Application – MinalPlay
-------------------	--

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	Andrew Jack, Community Area Manager Tel: 012255 713109 Mobile: 07769 917270 E-mail: andrew.jack@wiltshire.gov.uk
----------------------	---

Grant Applications for Marlborough on 20/05/2014

ID	Grant Type	Project Title	Applicant	Amount Required
263	Community Area Grant	Ramsbury Recreation Centre New Machinery Garage	Ramsbury Recreation Centre,	£3,000.00
783	Community Area Grant	Ogbourne School Outdoor Equipment for Young Children	Ogbourne St George and St Andrew C of E VC Primary School	£3,482.00
788	Community Area Grant	Marlborough Cricket Club Gang Mowers	Marlborough Cricket Club	£5,000.00
737	Community Area Grant	Marlborough RFC Social Area Alterations	Marlborough RFC	£4000.00
780	Community Area Grant	MinalPlay - Outdoor Gym Equipment	MinalPlay	£5,000.00

ID	Grant Type	Project Title	Applicant	Amount Required
263	Community Area Grant	Ramsbury Recreation Centre New Machinery Garage	Ramsbury Recreation Centre,	£3,000.00

Submitted: 01/04/2014 01:02:03

ID: 263

Current Status: Application Appraisal

To be considered at this meeting:

20/05/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

N/A

5. Project title?

Ramsbury Recreation Centre New Machinery Garage

6. Project summary:

To provide storage facilities for the machinery and equipment required to maintain our 13 acre sports field and to store equipment used by the various member sports clubs.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Aldbourn and Ramsbury

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

SN8 2RB

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

Children & Young People

Countryside, environment and nature

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2013

Total Income:

£7878.00

Total Expenditure:

£6360.00

Surplus/Deficit for the year:

£1518.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£15000.00

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

Funding the entire project would leave us insufficient funds for utilities, insurance and routine maintenance. We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£15500.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Planning fees/plans	1000.00	RRC Reserves	yes	10500.00
Base construction	2000.00	Grant Application		5000.00
Storage Building including erection	12500.00			
Total	£15500			£15500

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
The immediate benefit to the 700 members of our sports clubs is in insuring that all machinery and equipment is properly and securely stored. In addition there is an amenity benefit in ensuring that machinery and equipment is out of sight (we are in an AONB). There is also an improved health and safety aspect in that machinery is away from children. Dry storage will improve the longevity of the machinery and equipment. It is also an insurance requirement.

14. How will you monitor this?

By reviewing at regular quarterly meetings of the management meetings.

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

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

And finally...

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

783	Community Area Grant	Ogbourne School Outdoor Equipment for Young Children	Ogbourne St George and St Andrew C of E VC Primary School	£3,482.00
-----	----------------------	--	---	-----------

Submitted: 30/04/2014 13:50:38

ID: 783

Current Status: Application Appraisal

To be considered at this meeting:

20/05/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Ogbourne School Outdoor Equipment for Young Children

6. Project summary:

The school's parents and PSA committee are looking to update and refresh the outside area for young children approximately aged 3 -8. This is an area used by children within the community, including the school's children and Little Dragons Preschool. We have been very lucky to receive sheds and equipment which have been donated by kind parents but now feel that the time has come to ask for a little help as well as to fundraise ourselves. We have a 70/80s style disco organised at the Town Hall in April.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

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

SN8 1SU

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

09/2013

Total Income:

£3160.00

Total Expenditure:

£3160.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:**(money not committed to other projects/operating costs)**

£890.00

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

As a PSA committee we only have a small reserve (see above). Funds are raised and used for projects throughout the year. We are applying for the maximum amount; however we would be very grateful for any contribution.

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

10b. Project Finance:

Total Project cost		£9800.00		
Total required from Area Board		£4500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Sensory play	4000.00	70/80s night		3200.00
Reflection area	800.00	PSA Reserve		890.00
Creative play area	3000.00	Future PSA events		1210.00
Recreation resources	1000.00			
Role play centre garden	800.00 200.00			
Total	£9800			£5300

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

No

12. If so, which Area Boards?

Marlborough

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

The village children will benefit from these planned improvements as the school already allows local children to use their site in and out of school hours. These improved resources will link to the Marlborough Area Plan's aim to address

the deficiency of suitable recreational facilities aimed at specific age groups. Parents and children do use the school site as there is a lack of facilities within the village and this project will enhance the rather basic facilities available at school. The Little Dragons Pre School also have access to the school's facilities throughout the year.

14. How will you monitor this?

PSA meetings are held approximately every month and a school representative always attends these and reports on any PSA projects. This project will be monitored as part of this established procedure. Furthermore the head teacher officially reports community use of the school's facilities and PSA projects to the full governing board for their monitoring and approval throughout the year.

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

This project will continue to be part of the PSA's fundraising agenda which in turn will form part of the school's cycle of self review and assessment. This looks at ways that the PSA and school can be supportive to the whole community. We will continue to fund raise through community events as well as through any further grant opportunities as they arise.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

788	Community Area Grant	Marlborough Cricket Club Gang Mowers	Marlborough Cricket Club	£5000.00
-----	----------------------	--------------------------------------	--------------------------	----------

Submitted: 02/05/2014 13:26:16

ID: 788

Current Status: Application Appraisal

To be considered at this meeting:

20/05/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Marlborough Cricket Club Gang Mowers

6. Project summary:

Gang mowers are an essential piece of machinery, being required to keep the cricket outfield short and conducive to good standard cricket. The current gang mowers were acquired second hand approx 12 years ago and require significant refurbishment. Given the cost of such refurbishment it is more cost effective to purchase a new or nearly new set of gang mowers which will be usable for a 20+ year period. We have 2 outfields to maintain, with the second outfield being primarily used by the junior section,

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough East

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

SN8 1PA

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

Children & Young People

2012 Olympic Legacy

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

10/2013

Total Income:

£14332.05

Total Expenditure:

£17553.80

Surplus/Deficit for the year:

£3201.75

Free reserves currently held:

(money not committed to other projects/operating costs)

£4500.00

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

Marlborough Cricket Club receives income by way of subscription and match fees from club members together with a level of sponsorship and some income from social events (NB any profits from the bar belong to the Marlborough Sports Club, an umbrella organisation formed to run and manage the pavilion which is also used by Marlborough Hockey Club). These monies are largely used to cover the club's outgoings including League and Umpires fees, Balls, equipment, maintenance of ground equipment, insurance and contribution to the umbrella Sports Club. We hold minimal reserves (to cover some capital expenditure or unexpected eventualities or losses in any given year) and wish to keep sport affordable and do not wish to deter people from playing sport due to high costs.

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

10b. Project Finance:

Total Project cost		£11,100.00		
Total required from Area Board		£5,000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Gang Mowers	11,100.00	Fund raising, sponsorship, reserves		6100.00
Total	£11,100			£6100

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

No

12. If so, which Area Boards?

Marlborough

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

The gang mowers will benefit:- (1) all members of Marlborough Cricket Club by provide facilities for home (and opposition teams) commensurate with the level of League cricket which Marlborough currently play and aspire to play. MCC run 3 Saturday teams, a midweek team, an occasional Sunday team. It also provides junior coaching and matches for approx 80 children from the local area, with coaching and teams for U9, U11, U13 and U15. (2) The club also hosts a Kwik Cricket Festival organised by Wilts Council (played on the outfield for which the gangs are used) for Junior schools in the Marlborough area. (3) The club has agreed to allow St John's school to use its facilities for a weekly cricket coaching session on Wednesday afternoons

14. How will you monitor this?

The Cricket Club has a committee which meets monthly. The committee includes the Treasurer and Groundsman who, along with the Chairman, will actively implement and monitor the acquisition of the gang mowers

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

The initial project is for the purchase of the gang mowers and, as such will not continue after purchase. However the club will wish to keep the mowers properly maintained and operational and this cost will be borne by the club

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

737	Community Area Grant	Marlborough RFC Social Area Alterations	Marlborough RFC	£4000.00
-----	----------------------	---	-----------------	----------

Submitted: 01/04/2014 01:02:03

ID: 737

Current Status: Application Appraisal

To be considered at this meeting:

20/05/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

Marlborough RFC Social Area Alterations

6. Project summary:

Marlborough RFC has seen a substantial increase in members over recent years particularly in the Junior section (from 118 in 2006-7 to 323 this year). The existing social space in the clubhouse dates from 2006 and did not envisage the substantial increase in members. This funding will be used to improve and extend our current social space.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough West

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

SN8 1DL

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

Children & Young People

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

04/2013

Total Income:

£79100.00

Total Expenditure:

£80000.00

Surplus/Deficit for the year:

£900.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£18000.00

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

The improvement to our social space forms part of a larger project to extend the club house and improve our parking facilities. Our existing reserves will be used as part of this larger project. An appropriate level of reserves are also being held for contingencies.

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

10b. Project Finance:

Total Project cost £45000.00

Total required from Area Board £5000.00

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Remove Load Bearing walls	0.00	RFU		10000.00
Supply necessary steel work	0.00	Fundraising		5000.00
Make good to walls, ceilings and new openings	0.00	Landfill		25000.00
Supply lintel and brickwork for new window opening	0.00			
Level existing floors	0.00			
Form and fit new bar counter and shelving	0.00			
Fit out with required plumbing to heating and water	0.00			
Supply and fit necessary lighting and electrical fittings	0.00			
Fit vinyl flooring	0.00			
Fit doors and skirtings and decorate walls, ceilings and woodwork	45000.00			
Total	£45000			£40000

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

No

12. If so, which Area Boards?

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

Marlborough RFC is a growing sports club with a vibrant junior section (U6 to U17). Junior membership has increased from 118 in 2006-2007 to 323 this year. Each and every junior member of the club will benefit from an improvement to our social space. There will be more room to congregate before and after matches and training and parents will benefit from better facilities while their children are training and playing; particularly in inclement weather. Marlborough RFC provides sport to a variety of ages and is an inclusive club. All ability groups are welcome. In addition to the rugby club, other sports clubs are able to make use of our club house. They will also benefit from access to improved social spaces. In particular, Marlborough Youth Football Club use the clubhouse and since their establishment in 2009 membership has grown to 160 (U6-U14). Membership is forecast to grow to over 300 by 2018. The club house is available to hire by local charities, voluntary groups etc at attractive rates. They too will be able to benefit from the improvements we will make.

14. How will you monitor this?

Marlborough RFC has a club development plan which adheres to guidelines set down by the RFU. Our development plan envisages a further increase in the number of junior members. The Rugby World Cup (\

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

This project requires one-off funding as a contribution to building costs. Any increase in costs from an improvement to our social space will be more than covered by increased revenues through being able to offer a more attractive space to our members and any other parties using the space.

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

This application is part of a larger project to extend the club house through the addition of two new changing rooms and make improvements to our parking facilities. The overall project cost is in the region of £250,000.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

780	Community Area Grant	MinalPlay - Outdoor Gym Equipment	MinalPlay	£5000.00
-----	----------------------	-----------------------------------	-----------	----------

Submitted: 28/04/2014 00:04:49

ID: 780

Current Status: Application Appraisal

To be considered at this meeting:

20/05/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

MinalPlay - Outdoor Gym Equipment

6. Project summary:

There are few opportunities in Minal for villagers to socialise outdoors. Exercise and recreation facilities are also limited in the village. Offering an enjoyable way for villagers to participate in fitness and leisure pursuits within the village, we are planning a new accessible and free outdoor exercise and recreational facility targeted at adults and teenagers. The facility will be sited at our new childrens playpark. It includes a zipwire for teenagers and outdoor gym equipment. The facility will have the added benefit of bringing a cross-section of villagers together on one site enhancing community cohesion and a pride in our village.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

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

SN82NZ

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

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost		£22243.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Zip Wire	9303.00	Area Board Grant		5000.00
Cross Trainer	3889.00	Landfill Community Grant	yes	13333.50
Lat Pull down / Shoulder Press	3012.00	Donations from village residents - committed	yes	1000.00
Fitness Bike	2139.00	Donations from village residents - not yet committed		1000.00
Independent Post Installation	400.00	Village Fundraising Days		1909.50
Wooden Gazebo	500.00	0		0.00
safagrass	3000.00	0		0.00
00	0.00	0		0.00
Total	£22243			£22243

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

No

12. If so, which Area Boards?

Marlborough

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

Minal village proudly re-opened its children's playground with new equipment in April 2014. However, while a significant numbers of children under 11 and their families will benefit from this facility, there is strong support in the village to make the park a resource that can be used by a wider cross section of the village - promoting a strong sense of identity and ownership locally. Phase two of the park development is focused on facilities for adults and children over 11. This is driven by two main gaps in village life currently. 1. During consultation about the park development Minal residents have told us they would welcome the opportunity to have more accessible opportunities to participate in exercise. The Department of Health recommends that adults should participate in 150 minutes of exercise per week, however two thirds of adults do not meet this level and as the Area Board Community Plan has identified there is a lack of sport and leisure amenities locally. Residents also told us that they seek opportunities to meet socially and participate in activities together. Apart from the cricket club, Minal has no outdoor meeting spaces for adults. It does not have a village green or local shops. There are few opportunities for the generations to mix and people to develop a "Minal village identity". 2. The Marlborough Area Community Plan has identified that 11 - 16 year olds locally feel strongly that their quality of life would be enhanced by improved access to and provision of sporting and recreational amenities specifically aimed at their age group. This view is supported by our consultation with the village high school aged children, who told us that there was nowhere obvious for them to meet in the village. As a result they 'hang out' in the village hall car park - something that adult local residents often comment upon negatively. Phase two of the MinalPlay development therefore will focus on making use of the extensive unused area around the edges and at the bottom of the park to: Install a series of outdoor gym equipment - targeted at adults and older teenagers install a zip wire - particularly aimed at 11 - 16 year olds install a wooden covered seating area - that can be used by all ages and which encourages socialising We believe the benefits will include: high school aged children will have a secure, green meeting space that encourages early exercise and allows them to mix freely with other age groups in the village adults will have a free and accessible space to exercise. Research has evidenced that outdoor gym equipment has more positive associations than indoor equipment which can be off-putting for those who do not regularly exercise (e.g. fear of embarrassment), and therefore attracts a wider range of ages and abilities, often helping people who do not typically exercise to begin positive habits. (research \

14. How will you monitor this?

We have established a MinalPlay committee responsible for overseeing the development of the park. The committee has actively sought feedback at every stage of the development from local residents. The parish council will manage the park following development and will continue to seek views from residents. Monitoring methods include: - fundraising events during which residents have the opportunity to talk to committee members and share their ideas for the

development - the local magazine, 'The Parish Pump' distributed to all the households of the village has invited comment and sparks lively debate about local issues - Parish council meetings will include an agenda item about effectiveness of the park to meet the stated aims of improved opportunities for social cohesion and increased take up of exercise by residents. - we will consider conducting a survey with local residents 6 months after development to seek views about whether the new park has made a difference to the village and ideas for using it to build community spirit further.

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

other funding includes donations from local residents, fundraising events, grant applications including the Landfill community grant. Ongoing maintenance of the park will be the responsibility of the Parish Council.

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

The installation of the outdoor gym equipment and zip wire is the second phase of a larger project to renew the children's play equipment in Minal and develop the site into an attractive, visually appealing space that is in keeping with a village situated in an area of outstanding natural beauty.

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request evidence of ownership of buildings/land

And finally...

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