

AGENDA

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: Tuesday 19 May 2015
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 Adam Brown (Democratic Services Officer) on 01225 718038 / adam.brown@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

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website along with this agenda and available on request.

If you have any queries please contact Democratic Services using the contact details above.

Items to be considered

1 Election of Chairman (*Pages 1 - 2*)

To elect a Chairman of the Area Board for the year 2015/16.

2 Election of a Vice-Chairman

To elect a Vice-Chairman of the Area Board for the year 2015/16.

3 Apologies for Absence

4 Minutes (*Pages 3 - 14*)

- a. To approve and sign as a correct record the minutes of the meetings held on 24 March 2015.
- 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 Appointment to Outside Bodies and Working Groups (*Pages 15 - 34*)

To appoint members to the Working Groups, Task Groups and Outside Bodies of the Area Board including the Local Youth Network (LYN).

7 Chairman's Announcements (*Pages 35 - 36*)

To note the following items for information – written briefing notes are available in the full agenda pack, or online.

- a) School Organisation Plan
- b) Older and Vulnerable Peoples Workshop 4th June (Sue Geary, Head of Performance, will be in attendance to provide an update).
- c) Magna Carta Celebrations 15th June

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.

8 Partner Updates (*Pages 37 - 46*)

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

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. Wiltshire CCG
- d. Healthwatch Wiltshire
- e. MADT (Marlborough Area Development Trust)
- f. Transition Marlborough

- g. Marlborough Community Operations Board (COB)
- h. Town / Parish Councils

9 Local Youth Network Update and Applications for Youth Funding (Pages 47 - 54)

To receive an update on the Local Youth Network (LYN) and for the Area Board to consider one Youth Grant:

1. **Aldbourn Youth Council** – Have requested £5000 for a project which will provide positive activities for young people aged 13-19 to engage in during the summer holidays. Recommendation: That the grant application from be deferred until the 16th June 2015 and to request an 'extraordinary meeting' whereby the Area Board will have the opportunity to present their decision based on the recommendation from the LYN Management Group.

10 "Big Pledge" Make a Difference Campaign (Pages 55 - 56)

The Area Board will receive information on Wiltshire's Big Pledge.

The Big Pledge returns in 2015 with the theme 'make a difference'. There are 12 pledges that people can make as an individual, a group, a business or a community which challenge people to get healthy, volunteer, or make a positive change in 2015.

11 Priorities for Marlborough Area Board

The Area Board will consider the priorities of the Joint Strategic Assessment and how they can best use them.

12 Community Area Transport Group (CATG) (Pages 57 - 64)

For the Area Board to ratify the funding recommendations from the meeting of the 16 April 2015.

13 Community Area Grant Scheme (Pages 65 - 88)

The Wiltshire Councillors will consider 4four applications to the Community Area Grants Scheme, as follows:

1. **Aldbourn Community Heritage Group** – have requested £997 towards new digital equipment to help archive and record local heritage artefacts. Recommendation: Meets criteria.
2. **Manton in Bloom** – have requested £1,000 towards new planters and plants to help improve the village and as part of the entry for South West in Bloom. Recommendation: Meets criteria.
3. **Marlborough in Bloom** – have requested £1,500 towards different types of planters throughout the town and for plants as part of a project to build community pride, volunteering and as part of the town's entry for South West in Bloom. Recommendation: Meets criteria.

4. **Friends of Broad Hinton School** – have requested £4,250 to upgrade and refresh the surface of their outdoor learning space within the village primary school. Recommendation: Defer until later meeting.

Marlborough Area Board is also asked to consider providing £750 of the Revenue funding already allocated from the 2014/15 budget to pay for the area's "Baron" and to enable the Marlborough community to take part in this activity organised as part of Legacy 2015.

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>

14 Any Other Questions

The Chairman will invite any remaining questions from the floor.

15 Urgent items

Any other items of business which the Chairman agrees to consider as a matter of urgency.

16 Evaluation and Close

The next meeting of the Marlborough Area Board will be held on 21 July 2015, 7.00pm at Marlborough Town Hall, 5 High St, Marlborough SN8 1AA.

Future Meeting Dates

Tuesday, 21 July 2015

7.00 pm

Marlborough Town Hall, 5 High St, Marlborough SN8
1AA

Tuesday, 29 September 2015

7.00pm

Marlborough Town Hall, 5 High St, Marlborough SN8
1AA

Tuesday, 24 November 2015

7.00pm

Marlborough Town Hall, 5 High St, Marlborough SN8
1AA

Constitutional Guidance on Election of Chair/Vice-Chair for Area Boards: Taken from Part 3 of the Wiltshire Council Constitution

- 4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.
- 4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.
- 4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.
- 4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.
- 4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.
- 4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.
- 4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.
- 4.9.7 With the exception of an election year, the chairman and vice-chairman of an area board shall remain in post until their successors are appointed.

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: 24 March 2015
Start Time: 7.00 pm
Finish Time: 8.40 pm

Please direct any enquiries on these minutes to:

Adam Brown (Democratic Services Officer), Tel: 01225 718038 or (e-mail) adam.brown@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Andrew Jack, Marlborough Community Area Manager
Adam Brown, Democratic Services Officer
Jan Bowra, Community Youth Officer
James Cawley, Service Director Adult Care Commissioning

Town and Parish Councils

Marlborough Town Council – Marion Hannaford Dobson, Margaret Rose
Avebury Parish Council – Andrew Williamson
Baydon Parish Council – Anthony Prior
Berwick Bassett & Winterbourne Monkton Parish Council – Tony Iles
Broad Hinton & Winterbourne Bassett Parish Council – George Horton
Froxfield Parish Council – Claire Costello
Fyfield & West Overton Parish Council – Judith Woodgett
Mildenhall Parish Council – Rob Bailey, Brian Devonshire
Ramsbury & Axford Parish Council – Diane Barnett

Partners

Wiltshire Fire & Rescue Service – Mike Franklin
Marlborough Area Development Trust – Geoff Brickell, Richard Clarke
Marlborough Community Operations Board – George Hayles

Transition Marlborough – Alexandra Wax, John Yates, Sam Page
Healthwatch Wiltshire – Paul LeFever

Total in attendance: 33

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<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>
17	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Sheila Glass, Ramsbury Parish Council • Michael Handford, Chairman of Ramsbury and Axford Building Committee • Shelley Parker, Marlborough Town Council Clerk • Alison Jones, Baydon Parent and Toddler Group • Tamsin Witt, Baydon Parish Council
18	<p><u>Minutes</u></p> <p>Decision</p> <p>To approve and sign the minutes of the meeting on 27 January 2015 as a true and correct record.</p>
19	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
20	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>a) Kennet & Avon Canal Adoption</p> <p style="padding-left: 40px;">The Canal & River Trust were seeking volunteer groups to 'adopt' sections of the waterway.</p> <p>b) Universal Credit</p> <p style="padding-left: 40px;">Information was located in the agenda pack.</p> <p>If anyone wanted one of the announcements to be considered as an agenda item they were invited to contact the Area Board.</p>

Partner Updates**a) Wiltshire Police**

A written update was circulated.

Crime rates were explained as having fallen in the Marlborough community area.

b) Wiltshire Fire and Rescue Service

Mike Franklin was in attendance to deliver a verbal update.

The combination with Dorset Fire and Rescue Service had been approved by Eric Pickles MP. This had gone to the Houses of Parliament on 2 March 2015 where it would lay for 40 days.

The combination would become legislation if it was not called in.

It was noted that the Fire and Rescue Service council tax precept had increased by 1.98%.

c) Wiltshire Clinical Commissioning Group (CCG)

A written update was included in the agenda pack.

d) Healthwatch Wiltshire

A written update was included in the agenda pack.

The update covered the work carried out on dementia and the Better Care Plan.

People were invited to speak to Healthwatch. Contact details were available in the update.

e) Marlborough Area Development Trust (MADT)

There was a short presentation on the progress made by the MADT.

The community WiFi was one of the MADT's main projects. This had been up and running since 2011, with the most extensive deployment in Marlborough Town. Thanks were expressed to the various organisations who had been involved in rolling out the project.

Content filtering had been implemented for the community WiFi. This was noted to be important in a public system.

The new tourist information kiosk was almost finished and was stated as now being “fiddleproof”. The software would run from Marlborough’s directory services. Anyone who did not have an article on the directory and needed one was urged to do so. The free online Business Directory was available through www.marlborougharea.org.

A significant upgrade to the WiFi around Marlborough Town was being sought through the Smart Town Initiative.

f) Transition Marlborough

A written update was circulated.

There was an update on transport related matters. It was stated that the more people that were able to travel via buses, bicycles, and train, the better.

The Area Board had helped out with the resurfacing of the Treacle Bolly bridleway. This would be completed within a few weeks.

An information request had been sent to Wiltshire Council on the effects of bus network cuts to those in surrounding villages. Difficulties of access to shops and hospital appointments were raised as concerns, along with long term isolation. It was also mentioned that they supported installing a bus shelter at the Ladbroke bus stop.

Concerns were raised over possible downgrading of services to the Bedwyn train station. Many Bedwyn residents were explained as having moved there for the rail link to London Paddington.

A railway station for Marlborough was described as being desirable and practical. Funding was being sought from Wiltshire Council for a feasibility study.

g) Marlborough Community Operations Board (COB)

The update was received in minute 23.

h) Town/Parish Councils

Marlborough Town Council –

A written update was provided in the agenda pack, along with a short presentation from the Mayor of Marlborough, Marion Hannaford Dobson.

The first meeting of the Marlborough Steering Group for the Marlborough Neighbourhood Plan had been held on 24 March 2015.

A Community Covenant had been signed between Marlborough and the 4th Military Intelligence (4MI) on 27 October 2014. It was hoped that this would

	<p>strengthen links between Marlborough and 4MI. Future projects were being identified.</p> <p>The Commonwealth flag had been raised by Marlborough on 9 March 2015 to mark Commonwealth day.</p> <p>Dog fouling problems had been raised as a concern in Marlborough. Parish Councils had agreed actions on how to tackle to problem.</p> <p>Marlborough Food and Drink Festival would be held on the common during 16 and 17 May 2015.</p> <p>The Annual Parish Meeting would be held on 27 April at 7.00pm.</p> <p>A question was asked on the closing of the Marlborough high street on the Friday evening before the Mop fair. It was explained that meetings had been held on this project, but that health and safety protocol meant that the rides needed to be present on Friday for examination. It was being negotiated so that they arrived at 3pm on the Friday.</p>
22	<p><u>Local Youth Network update and Applications for Youth Funding</u></p> <p>Jan Bowra, Community Youth Officer (CYO) for Marlborough community area, was in attendance to provide an update on Local Youth Network (LYN) activities and present youth grant recommendations.</p> <p>The LYN represented a wide range of youth partners. They had held their first LYN event to promote the LYN network. Clubs and services related to youth interests within the community were encouraged to get involved, along with youths themselves.</p> <p>Thanks were expressed to the Mayor of Marlborough and Cllr Stewart Dobson.</p> <p>One of the outcomes of the LYN event was two paintings created on the day. These were displayed to the Area Board. It was hoped that paintings would be gathered from surrounding villages to construct a jigsaw-style community painting.</p> <p>Another event was hoped to be held later in the year, as there were clubs which wanted to attend but were unable to.</p> <p>The LYN would be used to start identifying gaps in the community area, and to locate areas of need for local youth.</p> <p>The LYN Management Committee had been set up to look at youth grant applications. Once the wider LYN was put together the LYN Management would assess applications and judge whether they fit the needs and helped fill identified gaps.</p>

	<p>Peta O'Brien from the Devotion project in Marlborough had been elected as chair of the LYN Management Committee; Katy Parsons from Chilton Foliat had been elected as co-Chair.</p> <p>It was noted that it was disappointing that only 10 young people had attended. Ideas were requested on how to get more young people involved. Visiting local youth clubs was suggested. Jan and Peta were named as contacts to send ideas to. Young people needed to be involved in order to best understand where money should be spent.</p> <p>Marlborough had about £29,000 available for the 2014-15 financial year, almost all of this could be rolled over to the following financial year. For 2015-16 an additional £24,000 was expected, with a total of £45,000 anticipated to be available.</p> <p>The Area Board considered one application for Youth Grant funding. Andrew Jack, the Community Area Manager, introduced the 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>It was noted that an urgent Youth Grant of £792.57 was awarded to the Wider LYN Launch Event outside of the Area Board meetings. Details of this were included in the agenda pack.</p> <p>Decision</p> <p>1. To award the Devotion Youth Project: Hangout@Devotion £730 funding.</p> <p>Reason – The application met the Youth Grants Criteria 2014/15.</p>
23	<p><u>Marlborough Community Operations Board (COB)</u></p> <p>George Hayles, Chairman of the Marlborough COB, was in attendance to deliver an update on their work so far.</p> <p>The COB had been meeting since March 2014. The work had begun with a slow start; this was due to the amount of varied information that was required to be looked at.</p> <p>Ideas for the campus were at first guided by what stakeholders may want from it. These included hotdesks, cafes, and meeting rooms. It was later decided that it should be guided by what could realistically be provided by what was available.</p> <p>Locations for a potential hub which had been considered were listed. The Youth Centre at St. Margaret's Mead was noted to be a possible good location for a hub.</p>

	<p>It was suggested that funding for a hub could be found from community infrastructure levys (CIL). This was explained to be money given back to the community from housing developments.</p> <p>Services required were stated as including a need for social services and social care. Space needed would not need to be large, but would benefit from being dedicated.</p> <p>The Area Board were asked if there was still the political will to create a hub and if it was worth continuing. The COB was said to be a worthwhile initiative, and it was suggested that Laurie Bell, Associate Director, and Cllr Jane Scott OBE attend a COB meeting to explain what could and couldn't be done.</p> <p>It was stated that the COB had been trying to contact Laurie Bell for the past 2 months.</p> <p>James Cawley, Associate Director, explained that funding was unlikely to be available from CILs, as these went to the bottom line of the budget. It needed to be explained what Marlborough wanted from the hub or campus and to then speak to Laurie Bell. James Cawley stated he would be happy to attend this as well.</p> <p>Future plans for the Youth Centre at St Margarets Mead were stated to be unknown. It was confirmed as having facilities for the disabled.</p>
24	<p><u>Services to the Elderly</u></p> <p>James Cawley was in attendance to deliver a presentation.</p> <p>A long time had been spent in the Council looking at older people's services. Known services for the elderly had been mapped out across the county, this had resulted in a market position statement being produced for Marlborough. However there were said to be services available in local areas that they were unaware of.</p> <p>A half-day workshop would be held where service providers, Parish Councils, and others would be invited. This was to gain a better understanding of services available in the area. Parish Councils and Marlborough Town Council were urged to attend, as the results would be driven by their attendance and the attendance of others. The meeting was anticipated to be set up within 6 weeks, and would be run from 10am to 1pm.</p> <p>A digital portal managed by Healthwatch would be set up to provide details of what services were available for local areas. The portal would be available to be accessed from homes and libraries.</p> <p>The portal would also be used to identify gaps in services and local needs, and</p>

	<p>then to help set up any services missing.</p> <p>There was the opportunity to nominate an older person's champion or carer's champion to represent the needs of the elderly and regularly ensure that older people's issues were brought to the Area Board. This did not have to be a Councillor.</p> <p>It was noted that this would be important as it would help ensure that the right funding was going to the right places. Older people needed to tell the Area Board what they needed.</p>
25	<p><u>Legacy</u></p> <p>Andrew Jack was in attendance to provide an update on activities and events across Wiltshire from 2014 and those that would be happening in 2015.</p> <p>This was something that Wiltshire Council had been working on since 2012. The aim was to encourage peoples and communities to get closer together and promote healthier lifestyles.</p> <p>Activities and events from 2014 had included:</p> <ul style="list-style-type: none"> • £30,000 had been raised as a result of Legacy for young athletes. • The Big Pledge • Cycle Wiltshire • The Tour of Britain passing through Wiltshire • World War I commemoration at Tidworth <p>Activities and events happening in 2015 included:</p> <ul style="list-style-type: none"> • A Business and Sports Dinner • The Big Pledge launch in May • The Cycling Festival in May • Cycle Wiltshire • The 800th anniversary of the Magna Carta taking place on 15 June 2015 at Salisbury Cathedral • The Walking Festival in September <p>The Magna Carta anniversary would include a celebration pageant and procession through the city to the cathedral. Area Boards across Wiltshire had been encouraged to take part. Marlborough Area Board would be looking at the possibility of allocating some money to help with these costs.</p> <p>More information on the Magna Carta event would be provided by the Area Board when available.</p> <p>Legacy hoped to encourage communities to become stronger and more vibrant. Toolkits were available for those interested in setting up their own groups.</p>

Community Area Grant Scheme

The Area Board considered 9 applications for Community Area Grant funding. Andrew Jack, 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.

Decision

- 1. Marlborough Area Development Trust was awarded £5000 funding towards the development of the Smart Town Initiative.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 2. Baydon Toddler Group was awarded £734 funding towards a new shed for storage of outdoor equipment and new play resources.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 3. Baydon Parish Council was awarded £200 towards the replacement of blackout blinds in the Baydon Young People’s Association hall.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 4. Ramsbury Parochial Church Council was awarded £500 towards repairs to the churchyard lynch-gate.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 5. Marlborough Concert Orchestra was awarded £1000 towards Project Drumbeat.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 6. Fyfield and West Overton Parish Council were awarded £3908.50 towards new outdoor play equipment and other outdoor resources.**

Reason – The application met the Community Area Grants Criteria 2014/15

- 7. Marlborough Riding for the Disabled Association was awarded £970 towards new safety equipment.**

	<p>Reason – The application met the Community Area Grants Criteria 2014/15</p> <p>8. Kennet Valley Heritage Group was awarded £710 towards researching, publishing, and displaying an 1887 village map.</p> <p>Reason – The application met the Community Area Grants Criteria 2014/15</p> <p>9. Baydon Pre-School was awarded £500 towards new folding tables for the pre-school and other hall users.</p> <p>Reason – The application met the Community Area Grants Criteria 2014/15</p> <p>10. To allocate £1,600 Revenue funding from the 2014/15 budget to enable the Marlborough community to take part in activities organised as part of Legacy 2015.</p>
27	<p><u>Any Other Questions</u></p> <p>A question was received on the Area Board’s policies and priorities from a Green Party candidate. It was noted that this question would be better placed at the hustings taking place at St John’s School on 15 April 2015.</p> <p>It was asked if Cllr Sturgis could be requested to follow up on his announcement that he would be working with Marlborough from April 2015 with regards to fuel poverty. Andrew Jack stated that he would contact Cllr Sturgis.</p>
28	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending.</p> <p>It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 19th May 2015, 7.00 pm at Marlborough Town Hall, 5 High St, Marlborough SN8 1AA.</p>

Marlborough Area Board
19 May 2015

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2015/16

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2015/16.

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 2015/16.

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. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. 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.
- 3.4. 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.

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	Clr 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	Clr Jemina Milton
Marlborough Local Youth Network (LYN)	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	Clr James Sheppard

Appointments to Working Groups Marlborough Area Board

Community Area Transport Group:

- **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)
- 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 Anne Duechar or Cllr Richard Price (Aldbourn PC)
- Parish Cllr Mike Morrissy or Cllr John Harding (Fyfield & West Overton PC)
- Judith Woodget (resident) (Fyfield & West Overton PC)
- Manton Resident' Association

Shadow Community Operations Board:

- Councillor Nick Fogg

LYN Management Group

- Peta O'Brian – Chair - Devotion
- Louisa Davis - Member - We Love Marlborough
- Kate Hynes (YP) – Co-Chair - Young People
- Tom Hynes (YP) – Member - Young People
- PCSCO Mark Braithwaite – Member - Police
- PCSO Polly Richie - Member - Police
- Cllr Jim Hynes – Member - Parish
- Millie Carmichael - Member - Local Business
- Jordan Williams (YP) – Member - The Pheonix Club (Club for young people with disabilities)
- Cllr Justin Cook – Member - Town Council
- Jan Bowra - CYO - Wiltshire Council
- Andrew Jack – CAM - Area Board
- Cllr James Shepphard - Elected Member - Area Board

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 below.

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:

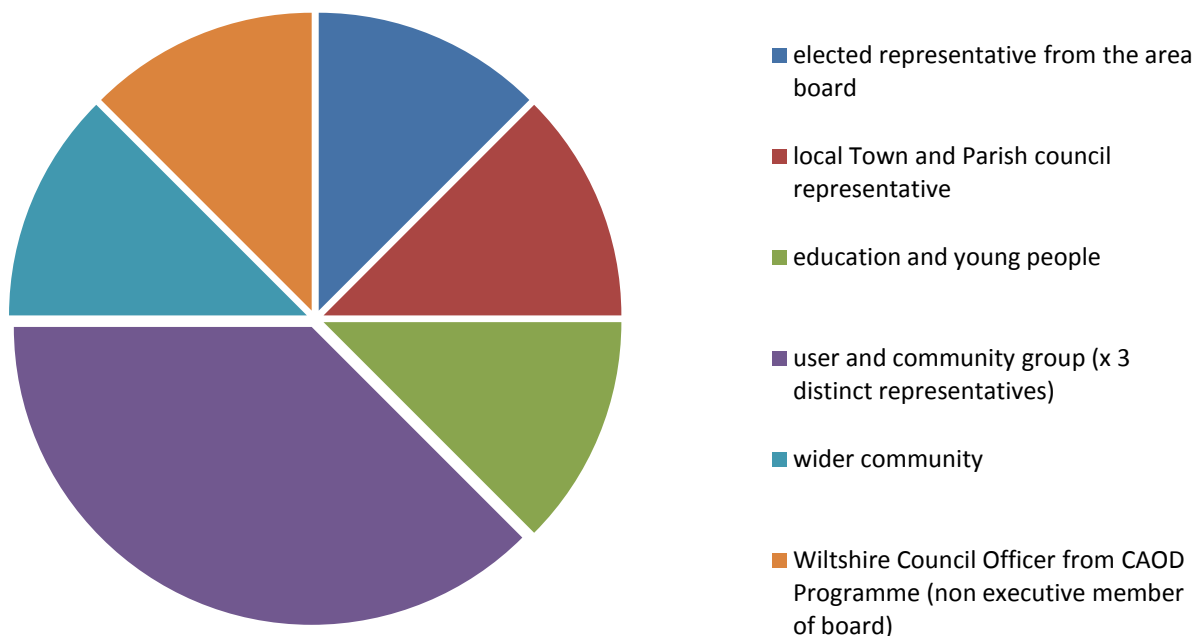
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive 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

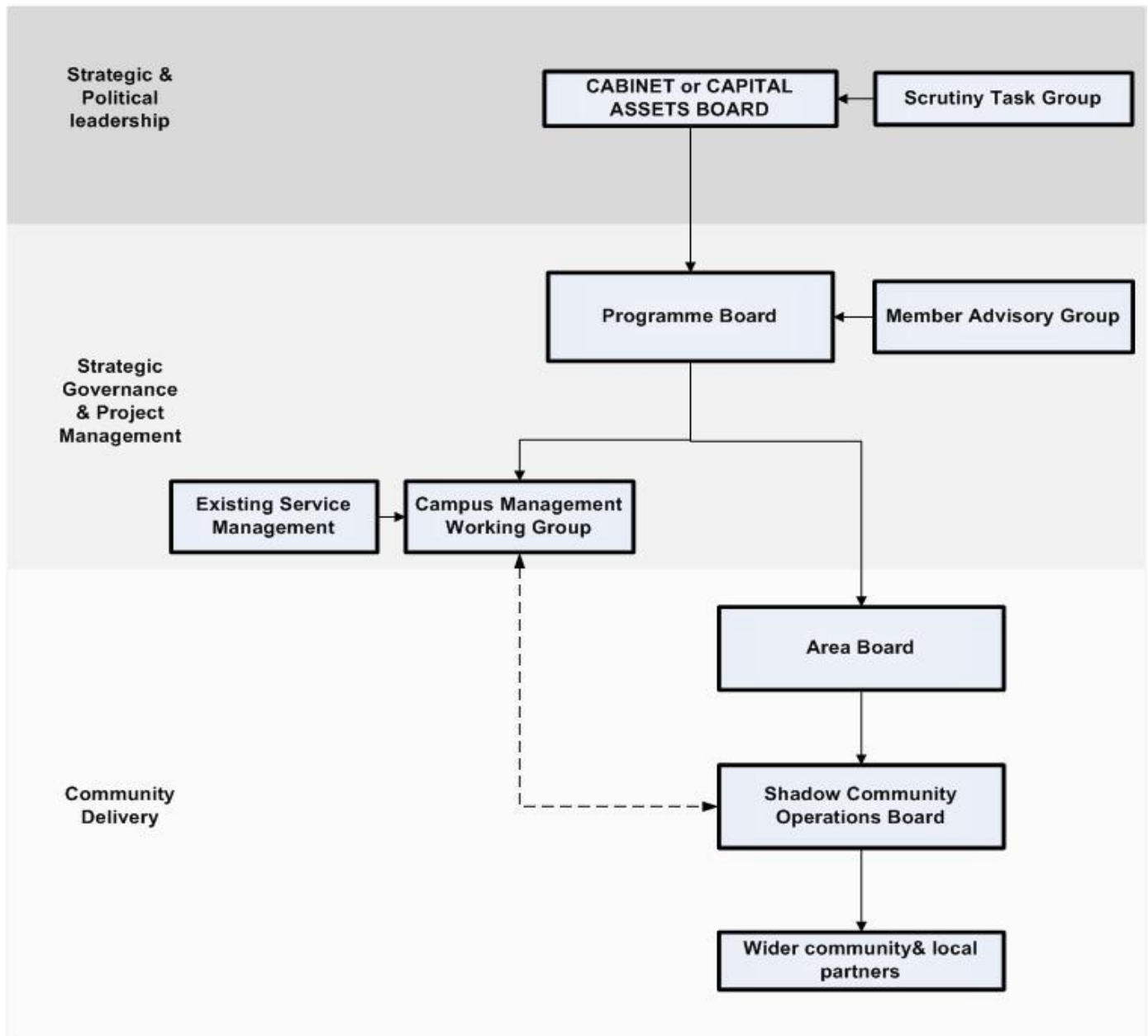
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or 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



Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, 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 management group (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.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

Agenda Item 7

Chairman's Announcements

Subject:	School Place Planning and Commissioning
Officer Contact Details:	Clare Medland, Head of School Place Commissioning, Clare.medland@wiltshire.gov.uk , Ext 13966
Further details available:	Further details will be available in June 2015

Summary of announcement:

A new School Place Planning Strategy and associated Implementation Plan are being developed following the recent approval of the Core Strategy. The Strategy will detail the current demographic trends in relation to the school population and where we will be proposing to expand, extend or provide new school places.

The draft Strategy will be made available on the Council's website in June and an Executive Summary briefing will be provided.

It is anticipated that there will be up to 3 Workshops organised across the County during June/July to explain the Strategy in more detail and for anyone who wishes to find out further information.

Marlborough Area Board

May 2015



1. Neighbourhood Policing

Team Sgt: Clare Wallace

Town Centre Team

Beat Manager – PC Stan Boardman

PCSO – Mark Braithwaite

Rural West Team

Beat Manager –

PCSO – Pauline Ritchie

Rural South Team

Beat Manager – PC Nick Spargo

PCSO – Vacant

2. NPTs - Current Priorities & Consultation Opportunities:

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

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

3. Police and Crime Commissioner: Mr Angus Macpherson

PCC website: www.wiltshire-pcc.gov.uk

4. Local Issues

- Following a recent promotion process I am pleased to announce that PC Tippetts has been successful and will be promoted to the rank of Sergeant. He will be leaving the team at the end of April to undertake a role in Swindon. PC Richard Barratt will be moving from the Pewsey NPT to join Marlborough. I wish Dave the very best of luck in his new role and I am grateful for the hard work he has undertaken over the years as a beat manager in the Marlborough area.
- During the last month several reports of criminal damage were reported in the area. Most of these offences relate to one private location and a youth has been cautioned and then later charged for further offences committed. A 34 year old male was also arrested and charged with a separate offence of criminal damage in the town.
- We continue to suffer from non dwelling burglaries being committed throughout Wiltshire, most significantly breaks to outbuildings and sheds. Work is ongoing in relation to this matter, along with neighbouring forces and investigative departments. Overnight police operations are continue to take place. We encourage people to contact police if they see suspicious activity, people or vehicles in their area as well as reviewing their security. The NPT can offer help and guidance in this area, so please contact us should you need any assistance.

- Since the last area board we have had three reported drug incidents in the area. One suspect has been reported for an offence which will lead to a court appearance, the second has received a cannabis street warning and the third has been cautioned. Following Police activity we have seen a reduction in youths hanging around Priory Gardens and surrounding areas, but would encourage people to report on 101 if this should start up again with the nice weather and holidays.
- On 5th April a disorder took place in the High Street in the early hours of the morning when two people were assaulted by one male who fled the scene. PC Tippetts and Sergeant Wallace carried out a search, located and arrested the suspect. At the conclusion of the investigation the suspect was charged with two assaults.
- Two drink drivers were recently arrested having provided screening samples 4 times over the legal limit. One was in Ramsbury and the second in Marlborough after a collision. Both have been charged to court. Through 101 there is a drink drive hot line to report those suspected of committing this offence.
- We are starting to see more vehicles being broken into at beauty spots around the area as the weather improves. This is one of our priorities for 2015 and we are working at educating visitors to these beauty spots regarding leaving property in their cars and targeting the offenders.
- We are continuing to use social media and community messaging and are receiving good feedback from the community. We would like more residents and businesses to sign up to community messaging at <https://www.wiltsmessaging.co.uk/>

CRIME & DETECTIONS (compared to previous rolling 12 months)

EH Marlborough NPT	Crime			
	12 Months to April 2014	12 Months to April 2015	Volume Change	% Change
Victim Based Crime	643	600	-43	-6.7%
Domestic Burglary	26	25	-1	-3.8%
Non Domestic Burglary	100	87	-13	-13.0%
Vehicle Crime	143	121	-22	-15.4%
Criminal Damage & Arson	109	107	-2	-1.8%
Violence Against The Person	89	89	+0	+0.0%
ASB Incidents	331	267	-64	-19.3%

Matthew Armstrong
Sector Inspector,
Devizes Melksham Pewsey Marlborough



Briefing report for Marlborough and Royal Wotton Bassett & Cricklade Community Area Boards May 2015

Countdown to Dorset and Wiltshire Fire & Rescue Service combination began on 1st April

Wiltshire & Swindon and Dorset Fire Authorities started the one year countdown to their combination after successfully securing the support of the public, constituent authorities and the Secretary of State. The new Dorset and Wiltshire Fire & Rescue Authority officially came into being in shadow status on 1 April 2015 and will replace the two existing Authorities on 1 April 2016.

This combination is the first of its kind in the fire sector and will help to secure the future direction and development of both Wiltshire and Dorset Fire & Rescue Services as well as the continued safety of the public in the two counties.

The combination will make substantial savings of between £4-6 million per year, which will help us to protect frontline services as much as possible and continue to develop the services we provide to the community in the most efficient way. The combination will allow the two authorities to come together to build a safe, strong and resilient combined Fire & Rescue Service fit for the future.

Warning over mirror danger

Wiltshire Fire & Rescue Service is again warning against the dangers of sunlight reflecting off mirrors and glass ornaments.

There have been a number of incidents where fires have broken out in homes as a result of the sun's rays being reflected onto fabric or other flammable material.

A wooden cabinet within a property in Trowbridge was badly scorched when sunlight refracted through a glass paperweight. A crew from Salisbury was called to commercial premises in Catherine Street, where carpet within a window display had been set alight by sunlight refracting through a round glass ornament.

A mirror or any other glass object - such as an ornament - that is curved, allows the glass to act as a lens. When the sunlight hits it, it becomes concentrated and, if the rays are bounced onto something flammable - such as curtains or soft furnishings - then a fire can start.

Wiltshire Fire & Rescue Service has a wealth of home fire safety advice on its website www.wiltsfire.gov.uk/safetyinthehome

NOT PROTECTIVELY MARKED

In addition, the Service offers free home fire safety checks where householders are given bespoke advice on how best to keep themselves safe from the risk of fire. To see if you qualify for a visit, call 0800 389 7849 or visit www.wiltsfire.gov.uk

Businesses or organisations providing services to older people are being invited to sign up for a number of free events.

Wiltshire Fire & Rescue Service is working with partners to deliver a series of Senior Wellbeing Days, where anyone over the age of 50 can source information and practical advice on how to keep safe at home. Each event will be in the form of a 'market place', with stalls and displays set out so that visitors can easily see what is available.

The planned dates are as follows:

- Tuesday 22 September at Swindon
- Wednesday 23 September at Calne
- Thursday 24 September at Devizes
- Tuesday 29 September at Salisbury
- Wednesday 30 September at Westbury
- Thursday 1 October at Ludgershall
- Tuesday 6 October at Mere

All of the events are scheduled to run from 10am to 2pm, apart from Devizes, which will be from 9.30am until 12.30pm.

Anyone interested in taking a stall is asked to contact: Mike Franklin at Wiltshire Fire & Rescue Service no later than 30 May by emailing michael.franklin@wiltsfire.gov.uk

New firefighters needed

On-call firefighters are still needed for Marlborough; Malmesbury, Pewsey, Royal Wotton Bassett and Tisbury fire stations.

If you live or work in any of these towns and are interested in becoming an on-call firefighter, then Wiltshire Fire & Rescue Service wants to hear from you!

The crews in these towns need more people to provide fire cover. On-call firefighters make themselves available to respond to a pager when a 999 call is made, and cover is needed at all times.

Contracted hours can vary, but on-call personnel usually make themselves available for between 48 and 120 hours per week. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

If you are interested in being an On Call firefighter, visit www.wiltsfire.gov.uk/workingforus

Michael FRANKLIN Partnerships & Community Engagement Manager

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED



Update for Area Boards - March 2015

Support for unpaid carers

On behalf of Wiltshire Council, Healthwatch Wiltshire (HWW) has agreed to independently facilitate an engagement project looking at support for unpaid carers. The aim is to understand whether the services on offer are meeting the needs of carers, and specifically what services would make the most positive impact to carers who require immediate support.

HWW will work with specialist voluntary sector organisations where appropriate, to engage with their members and service users. HWW will then collect together all the feedback it receives and produce a report that will help with the decision making process. The project is likely to finish in June. If you would like us to come to your community area about this then please get in touch.

New health & social care information website “Your Care Your Support Wiltshire”

HWW, in partnership with Wiltshire Council, Wiltshire Clinical Commissioning Group, and the local voluntary sector, is developing a new health and social care information website for the public and professionals in Wiltshire. The information will include a directory of:

- * Health, care and community-based services
- * Voluntary sector groups
- * Self-help groups
- * Social clubs

If there is any information that you feel should be included on the website, then please let us know, or if you belong to an organisation, community group or service that would like to be listed, do get in touch with us.

Consultation on specialist dementia hospital care in Wiltshire

HWW independently facilitated the consultation on the permanent location of specialist dementia hospital care in Wiltshire. We reached a lot of people through the process. People said that the quality of care should be the first priority rather than location. In particular, people living with dementia felt strongly about this. There was broad agreement about the benefits of having a specialist service in one location if this would help ensure high quality. The report is now available for everyone to read <http://www.healthwatchwiltshire.co.uk/consultation-specialist-dementia-care>.

Wiltshire Clinical Commissioning Group has now made its decision about where the hospital care will be permanently located. It will be at Amblescroft South, Fountain Way, in Salisbury. You can find the full report here:

<http://www.wiltshireccg.nhs.uk/wp-content/uploads/2015/03/Paper-12-Outcome-of-public-consultation-of-dementia-specialist-inpatient-beds.pdf>

Volunteering with Healthwatch Wiltshire

We are always looking for new volunteers to help fulfil our role as the local people’s champion on health and social care. There is a lot of scope for volunteers to get involved in focus groups, surveys, or to help us talk to service users.

If you are interested in volunteering with HWW or would like more information please contact us or visit our website <http://www.healthwatchwiltshire.co.uk/content/join-us>

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Update for Marlborough Area Board

Update from	Marlborough Town Council
Date of Area Board Meeting	Tuesday, 19 th May 2015
Headlines	

Town Mayor – After a very busy year, Cllr Marian Hannaford-Dobson steps down as Marlborough's Mayor and we welcome Cllr Margaret Rose who has been elected to take her place. Cllr Rose's chosen charity for her mayoral year is the Brain Tumour Charity. The Deputy Mayor is Cllr Noel Barratt-Morton.

Annual Report - The Town Council's Annual Report is available to download at www.marlboroughtowncouncil.gov.uk Hard copies are available from the Town Council offices and the Library

CCTV – Installation of Marlborough's High Street CCTV system is almost complete. Alongside a public consultation in 2014, funding of £20,000 was put forward by the Town Council and a grant of £5,000 awarded by the Marlborough Area Board through the Chamber of Commerce.

Projects

Neighbourhood Plan – The Town Council is the qualifying body for the Plan and 2 Councillors have been appointed to its Steering Group. However, this is a community-led initiative and engagement and consultation with local residents is vital. Discussions are currently focusing on the definition of the Neighbourhood Plan area and bordering parishes have been invited to participate.

Dog Fouling – In common with other towns and parishes across the county, dog fouling is a real concern in Marlborough. Representatives from the Town Council, volunteer groups and residents have met with Wiltshire Council officers to discuss possible solutions and have recommended a number of actions to the Town Council's Amenities and Open Spaces Committee. These will be taken forward as a priority.

South West in Bloom (SWiB) – Following on from last year's success, the Town Council will again be working with the Marlborough in Bloom committee towards the 2015 competition.

Old Victorian Cemetery – Enthusiasm for the restoration of the Old Cemetery is growing. This has been entered in its own right in the SWiB's *It's Your Neighbourhood* competition. Lots of community help including a team of volunteers from Waitrose.

Youth Council – Another priority for the coming year will be the establishment of a Youth Council. This will act as an advisory body to the Town Council.

S106 Projects – The ground works at the Common are now almost completed and a Trim Trail will be installed later in the year. Legalities around the transfer of land from Aster Housing for a play area at Orchard Road are moving forward.

Community Asset Transfers – Legal work around the transfers of Cooper's Meadow and the George Lane toilets continues.

Update for Marlborough Area Board

Future Events/Dates for the diary

A full list of events in Marlborough can be found at our Events Diary at www.marlboughtowncouncil.gov.uk

Meetings:

- 26 May – Annual Meeting of the Town Council/Planning Committee
- 1 June – Planning/Amenities and Open Spaces
- 15 June – Planning/Finance & Policy
- 29 June – Full Council/Planning
- 13 July – Planning/Property
- 20 July – Amenities and Open Spaces

All agendas and background reports are available at www.marlboughtowncouncil.gov.uk

Signed: Shelley Parker, Town Clerk

Date: 8th May 2015

WILTSHIRE COUNCIL

MARLBOROUGH AREA BOARD
29th April 2015

Youth Grants Area Board funding application

1. Purpose of the Report

To ask the Area Board to consider one application seeking 2015/16 Youth Grants funding:

Aldbourn Youth Council. A project which will provide positive activities for young people aged 13-19 to engage in during the summer holidays.

The application submitted is available on the following link:

http://portal.wiltshire.gov.uk/areaboard_grants/yp_pa_grants_list.php

Background

1.1 Area Boards have authority to approve Youth Grants area applications as per the Leaders Guidance for Community Area Grants on positive Activities for Young People, adopted by Marlborough Area Board. Area Boards will allocate their dedicated youth funds in accordance with this guidance issued by the Leader, meeting requirements of the Constitution. These decisions will take place at the public meetings to ensure that consideration on how the Youth Grants funding is deployed is open and transparent.

1.2 Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement and the code of conduct, as well as ensuring the Community Youth Grants criteria is met. Area Boards have been delegated the responsibility to ensure positive activities for young people are secured sufficiently to improve their well-being and to ensure support from Wiltshire Council Children's Services has been received. This support will fundamentally come from the local areas Community Youth officer so Area Boards need to be sure this resource has been offered and enabled.

1.3 The Community Youth Officer is required to provide recommendations from the Local Youth Network management group through a report submitted to the Area Board. These recommendations will be generated from the Local Youth Network management group through the use of a scoring sheet matrix of each Youth Grant

funding application. Community Area Boards must take into account these recommendations, advice and guidance.

1.4 When considering funding applications, the Area Board must ensure there is evidence that young people have participated in the decision making process. This will have been verified by the Community Youth Officer.

1.5 Area Boards must ensure that safeguarding and quality assurance standards have been met and that and must have the necessary policies and procedures in place to meet legal requirements. The Community Youth Officer will have carried out these checks on the group that has submitted an application for funding.

1.6 Applications of up to and including £5000 can be made for a Community Youth Grant and those that have sought match funding will carry more weighting.

1.7 Applications that involve and benefit groups of vulnerable young people will be given extra weighting when coming to a decision.

1.8 Applications must help meet the identified needs, priorities and outcomes for young people in the area that the Local Youth Network has provided through its community needs analysis.

1.9 Applications must be for positive activities for young people aged 13-19 (up to 25 years of age for young people with special additional needs and or disabilities and must be for new projects and or support community projects, not retrospective applications. The Community Youth Grant funding is for revenue based positive activities for young people and is ring-fenced for this purpose.

1.10 Those applying for funds must be a voluntary or community sector organisation or have a sponsor organisation. Applications may be received from a parish/town council or school or other statutory service, providing conditions of application have been met, as per criteria. Groups of young people may apply providing they have the support of a supporting/sponsor organisation.

1.11 Area Boards will not consider Community Youth Grant applications from town and parish councils or schools/other statutory bodies for purposes that relate to fund their normal services and or activities

1.12 The funding is not to replace other local funding which is used to support services and activities for young people and the Area Board is required to ensure the funding enhances and complements local provision/resources.

1.13 The Area Board will ensure that impact assessment will form a condition of any funding decision to enable monitoring of the effectiveness of positive activities. The Community Youth Officer and the Local Youth Network management group will carry this role out. This will include recipients completing and returning evaluation forms and accounts of expenditure.

1.14 The emphasis of this Community Youth Grants funding is to support the ethos of the community-led model for the provision of positive activities for young people,

which supports young people and their communities to come together to develop a local response to meet local needs. Therefore, applications that embrace and evidence this should be encouraged.

1.15 Area Boards will consider funding applications at every meeting whilst there is still funds available.

1.16 The funding criteria and application forms are available on the council's website:

<http://www.wiltshire.gov.uk/council/areaboards/communityyouthactivitiesgrants.htm>

Background documents used in the preparation of this report-

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Marlborough Local Youth Network Management Group notes and actions
- Positive Activities for Young People local Youth Network (LYN) Terms of Reference
- Positive Activities Toolkit for Community Area Boards

2. Main Considerations

2.1. Councillors will need to be satisfied that Youth Grants awarded in the 2015/16 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding.

2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4 Councillors will need to ensure that young people have been central to each stage of this Community Youth Grant funding application.

3. Implications

Environmental and community implications

3.1. Area Board grants contribute to the improvement of positive leisure-time activities for young people throughout their local community and the intention will be for the awarding project to add to this. The specific project will determine the scope of this.

Financial implications

3.2 No specific ones to report.

Legal Implications

3.3 No specific legal implications to report.

HR Implications

3.4 No specific implications to report

Equality and Diversity Implications

3.5 This project is specifically aimed at and therefore open and accessible to all young people aged 13- 19 and up to age 25 for those individuals with special educational needs and or disabilities.

4. Recommendations

The LYN Management Group met to consider an application from Aldbourne Youth Council on the 29th April 2015, where the applicant requested the sum of £5.000 to run a summer activity for young people 13 – 19, up to 25 years if disabled and with special educational needs in the Marlborough Community Area.

The group agreed that there were further information that were required and clarity on the recorded finance – therefore it was unanimous decision to defer the application until the 16th June 2015, where the applicant would have sufficient time to provide the information requested.

On the 7th May 2015, further details were provided and the 16th June 2015 confirmed.

The applicant will be given the opportunity to meet the LYN Management Group to answer any further questions if required.

Therefore it is the recommendation of the LYN Management group to defer the grant application from AYC until the 16th June 2015 and to request an 'extraordinary meeting' whereby the Area Board will have the opportunity to present their decision based on the recommendation from the LYN Management Group.

Report Author: (Jan Bowra-Marlborough Community Youth Officer) Tel No: 077474557
E-mail: janette.bowra@wiltshire.gov.uk

Report to Marlborough Area Board
Date of meeting 29th April 2015
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Aldbourn Youth Council	£5.000	A decision to deferred was recommended in order for AYC to provide further information

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

9. Applications for consideration.

Application ID	Applicant	Project Proposal	Requested
ID 79 (hyper link)	Aldbourn Youth Council	Summer Activity	£5.000
<p>Project description</p> <p>Young people have met to decide which activities and trips that they would like to partake in and offer to other young people in the Marlborough area. At present, Aldbourn Youth Council provides a rural youth service three evenings a week during term time and would like to provide activities during the weekends and summer. By applying for grants, this will mean activities and trips can be heavily subsidised which will ensure everyone has equal access. If successful, we can then promote the summer program widely to ensure as many young people as possible are aware and able to participate if they would like to. Currently there are 18 youth councillors who have been involved with designing this summer youth program alongside youth workers and adult trustees and over 115 young people who have already accessed Community Junction facilities and youth activities so far that could benefit directly. Neighbouring villages Baydon, Ramsbury and Ogbourn St George are only 2-3 miles away from Aldbourn so those young people could also benefit relatively easily. In addition, all young people age 13+ could benefit from the Marlborough area as we can arrange for an additional pick up in Marlborough if there is interest. We have made links with one Marlborough youth group and St John's have offered us the chance to promote our activities through their school newsletter. We will also advertise on social media and our own website. Sessions will be managed by our regular youth workers alongside volunteers. We will actively recruit adult volunteers for each session/activity. The play day event we are planning is an open access day that has in the past benefitted over 400 children. Young people contribute towards trips by paying £5 and fundraising activities at the play day event to help towards costs.</p>			

Recommendation of the Local Youth Network Management Group

The application meets the grant criteria in part – the LYN Management Group agreed , due to the amount of funds requested, it was the recommendation of the LYN to request further information and clarity of a few points, at which point the AYC would be giving further consideration at their next meeting on the 16th June 2015. This will also allow the AYC to consider attending the meeting to answer any further questions, if required.

The recommendation to the Area Board is to hold an extraordinary meeting after the 16th June 2015 to consider the LYN's final recommendation

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

Report Author

Jan Bowra Community Youth Officer

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Big Pledge 2015



Big pledge – make a difference campaign

The Big Pledge returns in 2015 with the theme 'make a difference' and 12 pledges that people can make as an individual, a group, a business or a community. Wiltshire's Big Pledge is a county-wide campaign endorsed by Wiltshire Council's Legacy Board.

It is part of the ongoing work to encourage Wiltshire residents to lead healthier and more active lives. The campaign aims to make a difference to an individual's health and wellbeing; and make a difference in the local community. Wiltshire's Big Pledge challenges people to get healthy, volunteer, or make a positive change in 2015.

The twelve pledges are:

Make a difference to my health and wellbeing:

- Take the sugar swap challenge and reduce my sugar intake for 21 days
- Be sun aware and protect my skin during May to September
- Eat a rainbow by increasing my fruit and vegetable intake to at least five a day for 30 days or more
- Get active by increasing my physical activity for 30 days or more or by taking part in the Big Pledge Activity Challenge
- Stop smoking for 30 days
- Be alcohol aware by having at least two or three alcohol free days a week
- Improve my wellbeing by taking time out to do something I enjoy at least three times a week

Make a difference in my community:

- Volunteer at least once a month from May to September
- Do charity fundraising for a local cause
- Do acts of kindness by helping someone in my neighbourhood during May to September
- Get my community active by encouraging people I know to do more physical activity
- Be dementia friendly and become a dementia friend

What you need to know

- Wiltshire's Big Pledge runs from 11 May to 30 September 2015.
- The Big Pledge Activity Challenge (previously known as the Wiltshire Challenge) will run from 1 June to 19 July 2015. Registration will open on 11 May 2015.
- The Big Pledge website will have tips and links to useful information to support those making a pledge www.wiltshire.gov.uk/Bigpledge
- People can register their pledges on the website and can do as many pledges as they like.
- Radio advertising will run on Heart, Smooth, Spire, The Breeze etc. to support the campaign.
- A Big Pledge toolkit with flyers, posters and badges will be distributed before the campaign starts

What can you do?

- You can make a difference in your community by helping to promote the Big Pledge in your community and place of work.
- Become a campaign champion within your community to promote the Big Pledge and encourage people to register their pledges online
- Agree to do one of the pledges as an Community Area Board
- Wear your 'Ask me about Wiltshire's Big Pledge' badge
- Encourage people to post pictures and tell us about their pledge on Facebook at: facebook.com/WiltshireBigPledge and on Twitter using [#BigPledge](https://twitter.com/BigPledge)

Make a pledge yourself as an individual or as a group



Further information

For further information contact:

Mary Devers, Big Pledge Project Officer mary.devers@wiltshire.gov.uk

Steve Maddern, Adult Health Improvement Service Lead, steve.maddern@wiltshire.gov.uk

John Goodall, Public Health Consultant (designate) john.goodall@wiltshire.gov.uk



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 16 April 2015.
- 1.2 To request that Marlborough Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 16 April 2015.

2. Finances

- 2.1 Marlborough CATG received a new funding allocation for 2015/16 of £13,615. Along with money remaining from the previous financial year and rolled into this year, Marlborough CATG has a total of £18,295 available to be allocated in 2014/15.

3. Background

- 3.1 CATG Chairman, Cllr James Sheppard (JS) 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 and 2014/15 budgets and are still underway. New projects for consideration during 2015/16 were also looked at.
- 3.4 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 (SH), Wiltshire Highways, described the further development made towards five projects awarded funding in 2013/14.
- 4.2 **Broad Hinton:** Coloured surfacing and white gates at entrances to village
- 4.2.1 SH explained the coloured surfacing on the A4361 at the entrances to the village have been implemented, the new 50mph signs have been installed and new white gates at the entrances to the village have been installed. Cllr George Horton (GH) of Broad Hinton PC stated how a resident has been troubled by the noise created by the new coloured strips near their cottage. Andrew Jack (AJ) Community Area Manager, has spoken with Public Protection officers and found out that there is no statutory noise limit or level beside the highway, so there is nothing to judge this noise against. AJ met with GH to visit the location and listen to the noise.
- 4.3 **Lockeridge:** Coloured informal crossing points and new planters.
- 4.3.1 SH confirms the new coloured surface is now down and the invoice for CATG's contribution of £250 towards planters has been sent. This project can be considered complete.
- 4.4 **Manton:** Footway improvement to Bridge St / High St, Manton.
- 4.4.1 SH stated the design of the virtual footway through Manton is about 70% complete, with a few issues to overcome, such as tree roots and gully covers.

SH pointed out the cost estimate of this project could go up due to a safety audit and other work and costs could reach £7,000. SH needs to verify this. Cllr Stewart Dobson (SD), Marlborough TC, requests that MTC sees the final designs before work begins and SH confirms. JS asks if the design will be finished within the next month and SH confirms. Caroline Jackson (CJ) asks that Manton Residents' Assoc can also see the designs.

4.5 **Ogbourne St Andrew:** White gates at entrances to village.

4.5.1 SH confirmed the new coloured surfacing and 30mph roundels on the road have gone in along with new white gates for the entrances to the village. There is not yet a final figure on the cost of this work but Cllr John Hetherington (JH), Ogbourne St Andrew PC, confirms the PC is happy to contribute 10% towards it.

4.6 **Ramsbury:** creation of a new virtual footway and crossing point at Back Lane.

4.6.1 SH confirmed that this work is now complete and invoice for the PC's contribution sent to Ramsbury PC.

5. Priority Schemes 2014/15

5.1 Steve Hind described the further development made towards projects awarded funding at the 30 September 2014 Area Board meeting

5.2 **C18 at Frees Ave, Marlborough:** Implement recommendations from speed limit review.

5.2.1 SH confirmed that the aim is to implement a new 40mph limit on Free's Ave to act as a deceleration zone between the 60mph and 30mph. This has been advertised and no objections received so will now be implemented. Asked when, SH replied within 3-4 months.

5.2.2 Funding for the implementation has already been allocated by CATG.

5.3 **Speed limit review of C189 Baydon to Ogbourne St George road.**

5.3.1 This work has been given to the Council's contractor, Atkins, and an initial review was due by the end of January '15. This is being chased by SH. If there are any recommended changes from this, CATG will have to consider those against any costs of implementation. JS asks that the results of the review are sent to AJ to be circulated around CATG members so that PCs can agree whether to implement any findings.

5.4 **Pedestrian count at A346, Ogbourne St Andrew**

5.4.1 To qualify for a pedestrian crossing, at least 50 people per hour need to cross over four peak hours. SH confirmed that the survey had shown that this threshold number of pedestrians had not been reached. The survey showed that pedestrians tend to use a number of locations for informal crossings in the general area of the survey.

5.4.2 SH comments that many people cross at the red coloured strip at the bend in the B4192 and whilst this still does not meet the criteria for a new crossing, it would be an unsuitable location for one anyway.

5.4.3 JS felt that the accident statistics do not show this location to be dangerous. He suggested that when this area is re-surfaced, it is tidied up and a new informal crossing created there. He will pass this back to Aldbourne PC. CATG would take no action on this for now.

5.5 **20mph assessments: Back Lane Ramsbury and village lane Ogbourne St Andrew**

- 5.5.1 SH confirmed that both assessments had been completed and both show the roads are acceptable for implementation of new 20mph limits. CATG has already allocated £3,000 to each road for the implementation.
- 5.6 New dropped kerbs at Pattern Alley, Marlborough and Knowledge Crescent, Ramsbury**
- 5.6.1 Martin Cook (MC), Area Engineer, confirmed these have been ordered through Balfour Beatty Living Places and that he is talking to them to get these jobs completed. CATG has already allocated £800 to each of these projects.
- 5.7 New warning sign for Winterbourne Monkton:**
- 5.7.1 SH confirmed this has been installed and is complete.
- 5.8 30mph repeaters, C6 at Axford**
- 5.8.1 MC has visited the village and measured the distance between streetlamps. Because there are three or more lights and they are within 183m of each other, they constitute sufficient street lighting for there to be a 30mph speed limit in place there and therefore 30mph repeater roundels are not needed and indeed having them is illegal. There was discussion about the sense in this.
- 5.8.2 Cllr Sheila Glass (SG), Ramsbury PC, was recommended to write to the local MP following May's election. This scheme is to be removed from CATG's list.
- 6. New schemes for 2015/16**
- 6.1 With the new financial year and new budget, Marlborough CATG looked to identify new projects for 2015/16. Suggestions were:
- 6.2 New Streetlighting for junction of A4 and Littlecote Rd, Froxfield**
- 6.2.1 Cllr Tertius Hough (TH), Froxfield PC, raised a project involving installation of a new streetlight at the junction of A4 and Littlecote Rd to help provide light to help residents of the Duchess of Somerset Hospital see to access the gate on Littlecote Rd. TH explains that the main gate to the Hospital is locked quite early (~5.30pm) and residents must use the side entrance after that. This is down the unlit Littlecote Rd, which gets very dark in the evenings.
- 6.2.2 JS proposed that SH takes this scheme away to develop further and cost up to come back to the next CATG meeting for further discussion. This was agreed by CATG.
- 6.3 Pavement improvements on A4 at Froxfield**
- 6.3.1 TH described a second project involving improvements to the surface and lengthening a stretch of pavement along the A4 from a bus stop to the corner with Littlecote Rd. It currently runs out before the corner and pedestrians have to step into the A4 to turn the corner into Littlecote Rd or cross it.
- 6.3.2 JS proposed that SH takes this scheme away to develop further and cost up to come back to the next CATG meeting for further discussion. This was agreed by CATG.
- 6.4 Improved pedestrian signage around Marlborough**
- 6.4.1 Cllr Richard Allen (RA), Marlborough TC, mentioned a point from MTC about a need for better pedestrian signage to help people get from areas such as the High St to George Lane car park and tourist coaches. Particularly with Marlborough aiming to become a coach-friendly town, there were many cases of tourists asking for directions from places like the High St back to their coach in George Lane.

- 6.4.2 CATG decided that this was an appropriate scheme to support and asked SH to look at possible solutions.

Summary of On-going Issues

- 7.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:
- 7.2 **New Cycle parking on Marlborough High Street** – AJ described how a paper explaining Transition Marlborough's two options for creating new cycle parking in the centre section of the High St had been put to MTC but that MTC had rejected both on the grounds of not wanting to see a reduction in the amount of free car parking. RA pointed out that the existing cycle parking should be at capacity before further cycle parking is considered. CATG agreed that this Issue should be removed from the list
- 7.3 **Improvements to Treacle Bolly bridleway** - AJ described how funding for this improvement work had been agreed between North Wessex Downs AONB and Marlborough Area Board. Further discussions are underway with Marlborough College about this work on their land and once resolved, improvements can begin.
- 7.4 **Maintenance of the kerb at The Green, Aldbourne.** MC has put in the request to the contractor, Balfour Beatty Living Places, but has not had information back. This is on-going and will be monitored.
- 7.5 **Vehicle speeds on A4 at Fyfield and The Bell Inn, West Overton.** No one from West Overton & Fyfield PC was present at the meeting to make decisions on this Issue.
- 6.6 **New streetlamp at Ironmonger Lane, Marlborough.** At the last CATG meeting, Marlborough TC asked that this request be looked at as part of a review of street lighting on the High St. No work towards this review has been done so far.
- 6.7 **Raised bus stop in Broad Hinton** - AJ has been unable to find other sources of funding that might allow this work to go ahead. This was discussed further by CATG and the decision taken to support this project. SH was asked to look at this location and develop and cost the work of installing a new raised kerb.
- 6.7.1 At this stage, AJ raised a new, similar Issue that had come in after the agenda had been circulated. This involved residents accessing the bus by the shelter at the junction of High St and Liddiards Green in Ogbourne St George. This was described further. CATG chose to support this Issue and SH was asked to look at this as well and develop and cost a scheme.
- 6.8 **Speeding through Mildenhall on C6** – AJ explained that a Metrocount on the C6 at Mildenhall had taken place and showed the 85%ile to be 36.7mph in an 30mph limit. This qualified the location for Community Speedwatch. Cllr John Bevan (JB), Mildenhall PC, responded that they would not be taking this up due to lack of volunteers. The PC would like to request new white gates for the entrances to the village. CATG discussed this and agreed for it to be developed. SH was asked to look at this location and develop and cost the work of installing new white gates. JS mentioned expecting a contribution from the PC and JB was okay with this.

- 6.7 **More space on verge for wheelie bins, Ogbourne St Andrew:** AJ described having a conversation with Martin Litherland, Head of Waste at Wilts Council. Martin insisted that Waste is not responsible for providing space for wheelie bins before collection. There was a high level of disagreement from CATG over this. RA pointed out that assisted collection, from outside householders properties would solve the matter of leaving bins beside the A346 but would not be possible as the residents do not all qualify. AJ was asked to invite Martin to a site visit on bin day to see for himself the space needed and the danger involved.
- 6.8 **Footpath widening at West St, Aldbourne.** No one from Aldbourne PC was present at the meeting to make decisions on this Issue.
- 6.9 **HGVs using inappropriate road in Marlborough.** This Issue was discussed at the last CATG meeting and AJ passed to Mark Stansby in Highways to see if appropriate signage could be installed. Mark agreed for “unsuitable for HGV” signs to be installed at either end of Silverless St to try to prevent this. These signs would be installed at the end of June. AJ offered to monitor this to check when they are installed.
- 6.10 **Request for Deer warning signs on A4** – this request comes from a member of the public asking for new warning signs to be installed at a particular wood that runs beside the A4 where deer frequently cross the road. AJ had passed this on to Froxfield PC for comment or support but has heard nothing back. There was discussion about which wood this was (Noke Wood). MC checked records of collisions for the area and there were none that involved deer. TH asked for details of the location to be passed on.
- 6.11 **Late night use of George Lane Car Park** – this Issue comes from a resident nearby George Lane car park who feels it is used by ‘boy racers’ at night, etc. AJ has checked with Sgt Clare Wallace of the NPT and over recent months there have been no reports of this happening. RA confirms that MTC has heard nothing about this. CATG agreed to remove this Issue from the list.
- 6.12 **Request for virtual footway from bus stop** – AJ explained that this Issue relates to a bus stop on the A346 near Ogbourne St George and is at the very top of the slip road that runs from near the golf club down to the village road. Pedestrians getting off the bus currently have no footway for several hundred metres down the slip road until they come to the village. There was discussion about the Issue and CATG agreed for SH to look at the location and possible solutions and to provide a cost estimate to the next meeting.
- 7. St Peter’s Place, High St, Marlborough**
- 7.1 AJ described the layout of the short piece of High St north of St Peter’s Church. In 2011, CATG agreed an experimental layout to make this stretch one-way in an east-west direction only. The experimental Traffic Regulation Order has now expired. Mark Stansby from Highways, who initiated this project, is now looking to CATG to ratify the experimental TRO and make it permanent along with small changes to double yellow lining.
- 7.2 Mark has met with MTC to look at the options and MTC is happy with this plan. It was discussed by MTC’s Planning Committee and ratified there. If CATG agrees to the costs of £2,000 for the permanent implementation of the scheme, it can be publicly advertised and consulted upon. CATG agreed to this scheme going forward and the £2,000 funding for it.

7.3 RA stated he would like to see traffic monitored at the junction with the A4/Bridewell St to see what effect the new pedestrian crossing that is being built will have on traffic flows.

8. New rules over 20mph limits and funding

8.1 AJ explained to the group that in previous years, assessments for new 20mph limits had been funded centrally by Highways and any implementation costs funded by CATG. For the new financial year, there will be no central funding for new 20mph limits. This means that both the assessments and implementation will have to be funded locally by either CATG or the PC making the request. Assessments cost £2,500 and implementation approx. £3,000

8.2 This was discussed by the group. SG suggested that if PCs wanted a new 20mph limit anywhere, they should precept for this to raise the funds to pay for their own assessment. This was adopted by the group as the route for PCs to go about getting new 20mph assessments..

9. Vehicle priority over Kennet Bridge, Waitrose car park

9.1 AJ explained that he had received a complaint from a Marlborough resident about the length of time taken to exit the Waitrose car park in town. The resident felt this was due to the priority direction of traffic over the bridge and suggested changing this direction.

9.2 For some time MC has been trying to find out the history behind this as he felt it may be linked to planning permission on the development. AJ has had no other complaints and has checked with MTC's Clerk who has also not had anything else similar.

9.3 Because there is only the one complaint about this matter, AJ asked CATG for this request to be dropped as a low priority. CATG agreed this should be dropped.

10. Changes to SIDs & Community Speedwatch

10.1 AJ described how Wilts Council had withdrawn central funding of Speed Indicator Devices (SIDs) in 2014/15. Wiltshire Police has now changed the thresholds of its Community Speedwatch scheme in order to cover those speeds previously dealt with by SIDs.

10.2 These new thresholds will only apply where a new Metrocount takes place. AJ encouraged those PCs that previously had a SID to request a new Metrocount in order to qualify for Community Speedwatch, otherwise there would be no other form of traffic cover.

11. Other Highways Issues

11.1 At the last CATG meeting Cllr Tamsin Witt (TW) explained Baydon PC's wishes and plans for a second traffic calming feature at the other end of the village of Ermin St, the C146. The first feature had been funded through the Highways Substantive Scheme in 2013. At the last CATG meeting, the group agreed to support Baydon's plan and bid to the Substantive Scheme and SH was asked to work on designs, etc for this. TW thanked SH for his work on the plan. She said how the PC will be putting up match funding towards the plan including a local donation and funds from the PC's reserves but as yet, CATG has not been asked to contribute. SD felt the PC needed to precept towards projects like this. JS asked for a proposer for a £3,000 contribution from CATG towards Baydon's scheme as further match funding for the bid. This was agreed by the group.

12. Recommendation

- 12.1 To note the discussions held at the CATG meeting of 16 April 2015 as outlined above and the progress towards developing priority schemes.
- 12.2 To ratify the funding allocations as recommended by Marlborough CATG:
- £2,000 towards new Traffic Regulation Order at Marlborough High St / St Peter's Place
 - £3,000 contribution towards Baydon PC's bid to Highways Substantive Scheme for second chicane on Ermine St

Contact: Andrew Jack
Marlborough Community Area Manager

Background Papers
CATG notes of 16.04.2015

Appendices
None

Report to	Marlborough Area Board
Date of Meeting	19 May 2015
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to:

1. **Aldbourn Community Heritage Group** – requested £997 towards new digital equipment to help archive and record local heritage artefacts. Recommendation: Meets criteria.
2. **Manton in Bloom** – requested £1,000 towards new planters and plants to help improve the village and as part of the entry for South West in Bloom. Recommendation: Meets criteria.
3. **Marlborough in Bloom** – requested £1,500 towards different types of planters throughout the town and for plants as part of a project to build community pride, volunteering and as part of the town’s entry for South West in Bloom. Recommendation: Meets criteria.
4. **Friends of Broad Hinton School** – requested £4,250 to upgrade and refresh the surface of their outdoor learning space within the village primary school. Recommendation: Defer until later meeting.

1. Background

- 1.1. Each area board will receive delegated funding as determined from time to time by the Leader. Area boards will allocate their delegated funds in accordance with any rules and guidance issued by the Leader
- 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 2015/2016 budget of **£50,563** for community area grants, digital literacy grants, 11-19 Youth funding (revenue) and area board/councillor led initiatives. This figure is higher than in the previous year.
- 1.6. This figure is made up of £43,818 of Capital funding, £1,500 of digital literacy grant funding and £5,425 of revenue funds for 11-19 youth activities. Grants awarded during 2015/16 will be allocated to one of these funding streams.
- 1.7. Marlborough Local Youth Network (LYN) has a further £17,933 of revenue funding available to distribute towards activities for 13-19 year olds. These funds are to be allocated by the LYN Management group and ratified by Marlborough Area Board, so are not under the direct control of the area board.
- 1.8. In addition to CAGs, digital literacy and youth 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.
- 1.9. In support of the Olympic and Paralympic legacy, in 2015/16 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.
- 1.10. Applications for projects costing 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.

- 1.11. 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](#).
- 1.12. 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.
- 1.13. 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.
- 1.14. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.15. 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	Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision Marlborough Community Area Plan, 2012-17 Joint Strategic Needs Assessment for Marlborough, 2013
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2. Main Considerations

- 2.1. Marlborough Area Board has been allocated a 2015/2016 budget of **£50,563** that may be allocated through Community Area Grants, Digital Literacy Grants, 11-19 Youth Grants and 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 2015/2016 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There will be six funding rounds during 2015/16. Deadlines for receipt of funding applications to be considered at future area board meetings are as follows:
 - **4 May 2015 for consideration on 19 May 2015**
 - **6 July 2015 for consideration on 21 July 2015**
 - **14 September 2015 for consideration on 29 September 2015**
 - **9 November 2015 for consideration on 24 November 2015**
 - **11 January 2016 for consideration on 26 January 2016**
 - **7 March 2016 for consideration on 22 March 2016**

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. For this meeting, Marlborough Area Board has received applications for projects totalling **£7,747** in Capital costs. The area board will need to be aware that if all applications are awarded at this meeting, it will have £36,071 of Capital funding remaining for the rest of the financial year. The other funding streams will remain unaffected.

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.	Aldbourn Community Heritage Group	Heritage Centre Digital Infrastructure	£997.00	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. The Aldbourn Community Heritage Centre has been established only two years following interest from local residents. It has already created a small but significant collection of locally relevant artefacts. These are held both physically at the Centre or copies / images are archived electronically. Up until now all administration and archiving for the Centre has been done by volunteers using their own equipment (computers, software, digital cameras, etc).

8.1.3. The next stage of development of the Heritage Centre is to be able to purchase their own equipment so no longer having to rely on volunteers’, availability of which can come and go. This application also includes purchase of “Modes” software which is a specialist museum application that will allow Aldbourn Heritage Centre to be accredited with the Wiltshire & Swindon History Centre.

8.1.4. This application allows Aldbourn Heritage Centre to progress from being a purely volunteer-led organisation to a fully accredited one that has the equipment it needs to carry out its role to document and preserve the local area’s heritage.

8.1.5. This project meets several of the aims set out in the Community Area Plan 2012-17 including: “encouragement and support for tourism businesses” (p. 9) and “lack of local entertainment and cultural facilities” (p. 18). The JSA 2013-2015 quotes a key issue as “The cultural venues have established a network to support the development of the sector though further work is required to make this network an efficient system for drawing investment into the area.”

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.2.	Manton in Bloom	New planters and plants	£1,000.00	Meets Criteria

8.2.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.

- 8.2.2. Residents of Manton wish to take part in Marlborough’s entry to the South West in Bloom competition through the “It’s Your Neighbourhood” element which helps to showcase specific parts of a town as part of the entry. In order to make the most of this entry, Manton in Bloom wish to buy new planters to position throughout the village to fill with flowers and improve the area.
- 8.2.3. The new planters will be managed and looked after by local volunteers who will water and care for the plants daily. There are volunteer clean-up days planned that will not only make the village look better in the short term but will help to foster a greater sense of community that will last longer than just this competition.
- 8.2.4. This application meets priorities that were raised by the Community Area Plan 2012-17, including “retaining the natural beauty of the community area” (p.23). The JSA 2013-2015 quotes “Culture and the arts support the wellbeing of both individuals and the whole community. Participating in cultural activities is important for both physical and mental wellbeing. Culture provides vital opportunities for communities to come together and share unique experiences that build community identity”.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.3.	Marlborough in Bloom	Different styles of planters and plants	£1,500.00	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 in Bloom aims to foster a sense of community and increased local pride in the town. By using volunteers and donations from local businesses, the High Street and adjacent areas will be transformed with planters, hanging baskets and window boxes.
- 8.3.3. Marlborough in Bloom is making every effort to include and secure community involvement by organising regular litter-picking days, fund-raising events and using volunteers to weed and water the tubs and hanging baskets around the town. They will foster an awareness that residents should actively engage in the improvement of local heritage and green spaces in and around the town. Marlborough in Bloom also aims to help build safer environments for the enjoyment of local people and in the process gain positive effects for the local economy and a reduction in anti-social behaviour.
- 8.3.4. This application meets priorities that were raised by the Community Area Plan 2012-17, including “retaining the natural beauty of the community area” (p.23) and “tackling anti-social behaviour” (p.26). The JSA 2013-2015 quotes “Culture and the arts support the wellbeing of both individuals and the whole community. Participating in cultural activities is important for both physical and mental wellbeing. Culture provides vital opportunities for communities to

come together and share unique experiences that build community identity”.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.4.	Friends of Broad Hinton School	New surfacing for the school's outdoor learning area	£4,250.00	Defer until later meeting

8.4.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.

8.4.2. This application has been deferred until a later meeting so that more information about the project and the situation within the parish can be confirmed.

Appendices	Appendix 1 Grant Application – Aldbourne Community Heritage Group Appendix 2 Grant Application – Manton in Bloom Appendix 3 Grant Application – Marlborough in Bloom Appendix 4 Grant Application – Friends of Broad Hinton School
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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
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Legacy 2015 Series of Events: Magna Carta Celebration

1. Purpose of the Report

1.1 To seek the approval of Marlborough Area Board for allocating £750.00 of Revenue funding already set aside from the 2014/15 budget the costs of the “Baron” head and other materials that will represent the Marlborough Community Area at the Procession to mark the Magna Carta 800th Anniversary celebration.

2. Background

2.1 2015 sees the 800th anniversary of the signing of the Magna Carta by King John and a number of England’s leading Barons. To mark this event, Wiltshire Council and Salisbury Cathedral are holding a celebratory procession through the streets of Salisbury arriving at the Cathedral Close.

2.2 Each community area taking part in the procession will be led by a giant carnival-style “Baron” accompanied by flags and banners. All of these items will be decorated by local groups in a way that represents the area’s heritage and culture.

2.3 Once at the Cathedral Close the model “Barons” will take part in a re-enactment that will see them signing a modern-day Magna Carta for Wiltshire containing statements chosen by each community area that will set out how residents wish to live today.

3. Main Considerations

3.1 Wiltshire’s Legacy Board is funding the costs of the event. It is also funding 50% of the costs of the “Baron” heads and other materials.

3.2 The remaining 50% of these costs will come from a contribution from each local area board. This will be £750 per area.

3.3 In order to decorate the “Baron”, there will be paint and other material that will need to be bought. This amount will not be known until closer to the event once the decorations are complete.

4. Implications

4.1 Environmental Impact of the Proposals

This series of Legacy events contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

4.2 Financial Implications

Revenue money is being provided from Marlborough Area Board's 2014/15 budget to provide funding that will allow the community to take part in events associated with Legacy 2015. Money remaining left over from this legacy fund will be returned to Wiltshire Council.

4.3 Legal Implications

There are no specific Legal implications related to this report.

4.4 HR Implications

There are no specific HR implications with this scheme

4.5 Equality and Diversity Implications

There are no specific Equality and Diversity implications related to this report.

5. Recommendation

It is recommended that:

The Marlborough Area Board provides £750 of the Revenue funding already allocated from the 2014/15 budget to pay for the area's "Baron" and to enable the Marlborough community to take part in this activity organised as part of Legacy 2015

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

Grant Applications for Marlborough on 19/05/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1300	Community Area Grant	Aldbourn Community Heritage Group Heritage Centre Digital Infrastructure	Friends of Aldbourne Band	£997.00
1281	Community Area Grant	Manton in Bloom	Manton in Bloom/Manton Residents Association	£1000.00
1311	Community Area Grant	Marlborough in Bloom	Marlborough in Bloom	£1500.00
1316	Community Area Grant	Broad Hinton Primary School Outdoor Learning Area	Friends of Broad Hinton School	£4250.00

ID	Grant Type	Project Title	Applicant	Amount Required
1300	Community Area Grant	Aldbourn Community Heritage Group Heritage Centre Digital Infrastructure	Friends of Aldbourne Band	£997.00

Submitted: 19/04/2015 17:28:52

ID: 1300

Current Status: Application Appraisal

To be considered at this meeting:
Marlborough Area Board, 19th May 2015

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £1000

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?

Aldbourn Community Heritage Group Heritage Centre Digital Infrastructure

6. Project summary:

To purchase and implement the basic digital infrastructure to equip the Aldbourn Heritage Centre with digital administrative, and operational systems that will enable \

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 2DU

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

Children & Young People

Arts, crafts and culture

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2014

Total Income:

£6027.42

Total Expenditure:

£3762.46

Surplus/Deficit for the year:

£2264.96

Free reserves currently held:

(money not committed to other projects/operating costs)

£2264.96

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

The recurring costs of the Centre (rates, insurance, electricity, fire and electrical maintenance and test amounts to approximately £1000 pa. We anticipate museum supplies such as archiving materials will cost at least £400 pa. Volunteer training via Wilts Council services will be about £300 pa. Membership subscriptions amounting to £900 pa are the most reliable

source of income. Donations and fundraising events are less secure. We also require £600 to £700 pa for membership meetings costs. So we deem it prudent to retain at least £2000 reserve at any one time.

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

10b. Project Finance:

Total Project cost		£997.00		
Total required from Area Board		£997.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Laptop Computer	350.00			
Printer (already Owned)	0.00			
Scanner	65.00			
Modes Museum Software	300.00			
MS Office	19.00			
Photo Premier Elements	13.00			
DSLR camera with USB cable	250.00			
Total	£997			£0

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

No

12. If so, which Area Boards?

Marlborough

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

The work of the Heritage Centre will be greatly extended by this project. 1 Owing its own equipment will enable the Centre to maintain continuity regardless of a succession of volunteers who would otherwise be using their own computers and software. 2 The digital collection (photographs, documents, videos) can be secured, organised according to museum standards, made available to the public locally in the Centre and in the Cloud. 3 The users of the Centre will have access to a much wider range of material than can be accommodated in the Centre. 4 Users who are remote from the Centre will have access. 5 Volunteers will have appropriate systems to support the work of the Centre always available.

14. How will you monitor this?

The number of visitors to the Centre is constantly monitored. Electronic visitors will also be monitored.

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

This is a capital Project which will not require ongoing expenditure apart from consumables, which can be met from regular income.

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

And finally...

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

1281	Community Area Grant	Manton in Bloom	Manton in Bloom/Manton Residents Association	£1000.00
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Submitted: 01/04/2015 10:01:45

ID: 1281

Current Status: Application Appraisal

To be considered at this meeting:

Marlborough Area Board, 19th May 2015

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £1000

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?

Manton in Bloom

6. Project summary:

part of Marlborough's entry in RHS Britain in Bloom as one of three "It's Your Neighbourhood" entries

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 4HW

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

Recycling and green initiatives

Sport, play and recreation

Transport and roads

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		£1000.00		
Total required from Area Board		£1000.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
planters:5 x 150	750.00	planters x 5		0.00
plants & seeds:	250.00	plants & seeds:		0.00
various		various		
Total	£1000			£0

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

No

12. If so, which Area Boards?

Marlborough

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

Villagers, school pupils, parents collecting children, passersby will see and benefit from improved environment; village morale, co-operation will improve; people may develop new hobby and get to know each other; monitoring elderly will improve

14. How will you monitor this?

We will be out watering and caring for plants daily; we have a village bi-monthly newsletter and village email communications; we have a committee who will be involving as many people as possible from different age groups; we are liaising with school to run a competition for growing plants/decorating pots

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

We will look at other local grants including town council and parish; approach local benefactors; hope that community spirit will mean local people are willing to raise plants, make planters.

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)

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.

1311	Community Area Grant	Marlborough in Bloom	Marlborough in Bloom	£1500.00
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Submitted: 25/04/2015 12:18:59

ID: 1311

Current Status: Application Appraisal

To be considered at this meeting:

Marlborough Area Board, 19th May 2015

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£1001 - £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 in Bloom

6. Project summary:

By entering the Marlborough in Bloom Competition we aim to foster a sense of community and increased local pride in our town. Using volunteers and donations from local businesses, we will transform the High Street and adjacent areas with planters, hanging baskets and window boxes filled with sustainable planting and annuals throughout the year. We are aiming to engage the whole community in our campaign; so far we have joined the RHS In Your Neighbourhood Scheme, focusing on restoring the Victorian Cemetery on the Marlborough Downs with help from Waitrose Community Matters; we are contributing to ARK's continuing management of the Stonebridge Meadow using volunteers to create a wildflower meadow and managed scrub which is home to a wide variety of wild life including the endangered grasshopper warbler. We believe it is essential to \

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 1NH

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

Children & Young People
Countryside, environment and nature
Economy, enterprise and jobs
Health, lifestyle and wellbeing
Heritage, history and architecture
Inclusion, diversity and community spirit
Recycling and green initiatives

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		£3000.00		
Total required from Area Board		£1500.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Railing planters (5)	1000.00		Marlborough News Online	yes 500.00
Wooden planters (9)	1500.00		Marlborough Town Council	yes 400.00
Plants	500.00		Marlborough Gardening Association	yes 100.00
			Volunteer labour	500.00
Total	£3000			£1500

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?

We aim to enhance the quality of life for residents and visitors by using plants and flowers to

beautify the town. We are making every effort to include and secure community involvement by organising regular litter-picking days, fund-raising events and using volunteers to weed and water the tubs and hanging baskets around the town. We want to foster an awareness that the townsfolk should actively engage in the improvement of local heritage and green spaces in and around the town. In this way we hope to build safer environments for the enjoyment of local people and in the process gain positive effects for the local economy and a reduction in anti-social behaviour.

14. How will you monitor this?

The RHS judges send us a report after Judging Day in July detailing how well we have achieved the Core Pillars of Britain in Bloom. These are Horticultural Achievement, Environmental Responsibility and Community Participation. Last year we were complimented on the strength of our entry and achieved many awards and cups including the SWTA Cup. This year, with your help, we are going for Gold. We also aim to ask for feedback from businesses and residents on the Judging Route by circulating a questionnaire after Judging Day. Year by year, we aim to build a database of regular volunteers; we will record the time spent on MiB activities and the special skills contributed by the volunteers throughout the year. The commercial and corporate sectors have been generous in their support; Marlborough News Online, our lead sponsor, is giving us a £500 donation and publicity, and Waitrose is contributing volunteers and help with hospitality for fund-raising events. This will need to be carefully documented and presented in the Treasurer's Report at the AGM in September of each year.

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

We will continue to seek local sponsorship and the support of Marlborough Town Council. For major projects in the future we will apply for Lottery Funding.

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)

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.

1316	Community Area Grant	Broad Hinton Primary School Outdoor Learning Area	Friends of Broad Hinton School	£4250.00
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Submitted: 27/04/2015 11:27:50

ID: 1316

Current Status: Application Appraisal

To be considered at this meeting:

Marlborough Area Board, 19th May 2015

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?

Broad Hinton Primary School Outdoor Learning Area

6. Project summary:

The Friends of Broad Hinton Primary School are planning to upgrade and refresh their Early Years Foundation Stage (EYFS) outdoor learning area by replacing the existing loose bark chippings with a bonded rubber mulch surface. The area is jointly used by Broad Hinton Primary School and the Beehive Pre-school, giving access to outdoor space for children 2-6yrs old and is also available to children attending the before and after school clubs. Activities are based around playing, learning and investigation, and take place all year-round. We plan to part fund this project with proceeds from the school summer fete in July.

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?

SN4 9PQ

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:

08/2014

Total Income:

£5565.61

Total Expenditure:

£5899.80

Surplus/Deficit for the year:

£-344.19

Free reserves currently held:

(money not committed to other projects/operating costs)

£5366.48

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

As a PTA we maintain a relatively small reserve, built up from previous fundraising activities and donations. This project is a sizeable expenditure for us and we would be grateful for any contribution available.

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

10b. Project Finance:

Total Project cost		£8500.00		
Total required from Area Board		£4250.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials & installation for 105m2 bonded	7075.00	School fete fundraising		2000.00

rubber mulch				
Removal & disposal of existing bark surface	1425.00	PE and sport premium	yes	1750.00
		Reserves	yes	500.00
Total	£8500			£4250

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 improvements to the outdoor learning area will enable the children to make full use of this space all year-round for development of personal, social and physical elements through active play. The village does not have a public play area, and so it is especially important local children have access to these facilities at school and pre-school. This project also fits with two areas identified as needing improvement in the Marlborough Area Plan; (i) Local Amenities, play areas and facilities for children and (ii) Children and Young People, improve sporting amenities and initiatives in primary schools.

14. How will you monitor this?

Staff will regularly observe the children learning and interacting outdoors with each other and the space, and record progress in learning journals. The Friends will also review the use of funds in their regular committee meetings, via reports from the head teacher and committee members. This project is also supported by the school governing body and will be reported on at their meetings as well.

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

The surface has been carefully chosen to be hard wearing and long lasting. It should require minimal maintenance, which will be managed by the school.

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

And finally...

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