

## AGENDA

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** Tuesday 26 January 2016  
**Time:** 7.00 pm

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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

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

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

### Emergency Planning Workshop

A workshop will be held directly after the Area Board meeting on how to plan for and respond to emergency situations (such as flooding and snowfall).

The workshop will take place in the same room as the Area Board meeting.

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Please direct any enquiries on this agenda to Adam Brown (Democratic Services Officer) on 01225 718038 / [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk) ;

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

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

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### Wiltshire Unitary Councillors

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

## **RECORDING AND BROADCASTING NOTIFICATION**

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By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

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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

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### Emergency Planning Workshop

A workshop will be held directly after the Area Board meeting on how to plan for and respond to emergency situations (such as flooding and snowfall).

The workshop will take place in the same room as the Area Board meeting.

**1 Chairman's Welcome and Introductions**

**2 Apologies for Absence**

**3 Minutes** (*Pages 1 - 8*)

To approve and sign as a correct record the minutes of the meetings held on 24 November 2015.

**4 Declarations of Interest**

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

**5 Chairman's Announcements** (*Pages 9 - 12*)

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

- Public Transport Review
- Your Care Your Support Website

If you would like the Area Board to consider or discuss any of these items in more detail, please speak to the Community Engagement Manager, or the Democratic Services Officer.

**6 Partner Updates** (*Pages 13 - 22*)

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

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. Healthwatch Wiltshire
- d. Wiltshire Clinical Commissioning Group (CCG)
- e. MADT (Marlborough Area Development Trust)
- f. Transition Marlborough
- g. Town / Parish Councils

## 7 **Legacy for Wiltshire 2016**

The Area Board will be informed of Wiltshire's Legacy campaigns for 2016, including:

- Clean for The Queen
- Queen's 90th Birthday Celebrations
- The Big Pledge Road to Rio
- Getting Active- Walking and Cycling activities in Wiltshire

Guides will be available for each of the above to provide further information on how to get involved.

## 8 **Police and Crime Commissioner - Precept Consultation**

The Area Board will receive a presentation from the Police and Crime Commissioner which will present his proposals for the 2016-17 precept.

## 9 **Local Youth Network Update and Applications for Youth Funding** (Pages 23 - 30)

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

1. **Marlborough Golf Club Youth Committee** - have requested £1660 towards the Marlborough Junior Golf Initiative.
2. **Wider Local Youth Network Sub Group** – have requested £5000 towards a music festival for young people.

## 10 **Community Area Grant Scheme** (Pages 31 - 46)

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

1. **Kennet Valley Hall** - have requested £1225 for a new ride-on lawnmower.
2. **Marlborough in Bloom** - have requested £1066 for Marlborough in Bloom 2016.
3. **Chilton Foliat Primary School** - have requested £5000 for a new community minibus for Chilton Foliat.

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/areboardscommunitygrantsscheme.htm>

## 11 **Proposal for Funding of a New Shopmobility Scheme for Marlborough** (Pages 47 - 52)

The Area Board will be asked to consider a funding proposal for a new Shopmobility Scheme for Marlborough.

**12 Any Other Questions**

The Chairman will invite any remaining questions from the floor.

**13 Urgent items**

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

**14 Evaluation and Close**

The next meeting of the Marlborough Area Board will be held on 22 March 2016, 7.00pm at Marlborough Town Hall, 5 High St, Marlborough SN8 1AA.

**Emergency Planning Workshop**

The Emergency Planning Workshop will then take place after the Area Board meeting has closed.

**Future Meeting Dates**

Tuesday, 22 March 2016

7.00 pm

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

Tuesday, 22 March 2016

7.00 pm

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

Tuesday, 22 March 2016

7.00 pm

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



# MINUTES

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** 24 November 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 8.45 pm

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Please direct any enquiries on these minutes to:

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

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Andrew Jack, Marlborough Community Engagement Manager  
Jan Bowra, Community Youth Officer  
Adam Brown, Democratic Services Officer

### **Town and Parish Councils**

Marlborough Town Council – Margaret Rose, Brian Castle  
Aldbourne Parish Council – Alan Phizacklea  
Berwick Bassett & Winterbourne Monkton Parish Council – Tony Iles  
Mildenhall Parish Council – Deirdre Watson, Brian Devonshire  
Ogbourne St George Parish Council – Brian Utton  
Ramsbury & Axford Parish Council – Sheila Glass

### **Partners**

Wiltshire Police – Insp. Nick Mawson  
Transition Marlborough – Richard Pitts, John Yates, Sam Page  
Healthwatch Wiltshire – Paul Lefever  
Marlborough Local Youth Network (LYN) – Jordan Williams, Sasha Thorbeck-Hooper, Louisa Davidson

**Total in attendance: 47**

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u>   |
|------------------------|---|
| 78                     | <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>  |
| 79                     | <p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <p>Cllr Stewart Dobson<br/>George Horton<br/>Claire Costello<br/>James Cawley</p>  |
| 80                     | <p><u>Minutes</u></p> <p><b>Resolved</b></p> <p><b>To agree and sign the minutes of the meeting on 29 September 2015 as a true and correct record</b></p>   |
| 81                     | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>   |
| 82                     | <p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>a) NHS Health Checks</p> <p>The announcement included in the agenda pack was referred to.</p>   |
| 83                     | <p><u>Partner Updates</u></p> <p>a) Devotion Youth Club</p> <p>Devotion Youth Club were awarded £897.23 at the 29 September 2015 Marlborough Area Board towards the Hangout@The Mead project. Young people from the project were in attendance to inform those present what the money had achieved and to thank the Area Board for the grant.</p> <p>b) Wiltshire Police</p> <p>Inspector Nick Mawson was in attendance and introduced himself as</p> |



replacing Inspector Matthew Armstrong. Inspector Mawson was six weeks into his role and would be covering Marlborough, Melksham, Pewsey, and Devizes.

Trowbridge and Warminster were piloting a new policing model. The new "Community Model" would provide a change in service delivery. More locally-based police would be available 24/7 rather than dedicated policing managers. It was noted that there wouldn't be a loss in local knowledge or PCSO's.

c) Wiltshire Fire and Rescue Service

There was no update.

d) Healthwatch Wiltshire

The update in the agenda pack was referred to. The new Healthwatch website was ready to go live in the near future; comments from users on the website were welcomed.

e) Wiltshire CCG

The update in the agenda pack was referred to.

f) Marlborough Area Development Trust (MADT)

The update in the agenda pack was referred to.

g) Transition Marlborough

An update presentation was provided at the meeting. A written update is attached to this set of minutes.

Marlborough was noted as being one of 6 Air Quality Management Areas as nitrogen dioxide emission levels were above the safe limit. Delivery of a real-time air quality monitor was being awaited.

The Wiltshire Council website for real-time updates on air quality monitors was noted as being a useful resource: <http://www.wiltshireairquality.org.uk/>

Transition Marlborough would be hosting a meeting to feed into the Area Board in early 2016.

Thanks were expressed to Wiltshire Council for resurfacing Treacle Bolley. The surface was great for cycling and Preshute & St John's students could now cycle to School without mud.

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|    | <p>The Marlborough Communities' Market had been suspended due to unaffordable rent rates on Sundays.</p> <p>As a result of a proposed 87% funding cut the Kennet Community Energy project was at risk of closure.</p> <p>The Permaculture Course run by Transition Marlborough would be running for their fifth year in March 2016. The course was noted as popular and had more than 40 alumnae.</p> <p>Meetings of Transition Marlborough were held on the second Thursday of each month at The Green Dragon. Details were available on their website.</p> <p>h) Town/Parish Councils</p> <p>Marlborough Town Council –<br/>Work was taking place with the CEM and the Mobility Store on the introduction of the Shopmobility scheme to Marlborough. Guidance was being taken from Salisbury.</p> <p>Marlborough was joined by Mildenhall, Preshute and Savernake to form Neighbourhood Area and form a Neighbourhood Plan. At the current stage an application to form the designated Neighbourhood Area had been submitted.</p> <p>Along with other towns, Marlborough Town Council was working with VisitWiltshire to promote the A4 as a tourist route.</p> <p>New business units had opened at Elcot Park, supported by Wiltshire Council, and would provide future job opportunities for the area.</p> <p>The World War I Remembrance Parade was held on 08 November.</p> <p>More than 5,000 people attended the Marlborough Christmas Lights Switch-On. Special guests, Scouting for Girls, were in attendance to turn on the lights. The band had filmed the video for their new single around Marlborough, the video was noted as being available on Youtube through this link:<br/><a href="https://www.youtube.com/watch?v=W8MP_r_o&amp;feature=youtu.be">https://www.youtube.com/watch?v=W8MP_r_o&amp;feature=youtu.be</a></p> <p>The Citizen of the Year 2015 had been announced as Mrs Jenny Smithers, who was a long-standing volunteer for MENCAP.</p> |
| 84 | <p><u>Dementia Awareness and Dementia-Friendly Communities</u></p> <p>Sheila Ashley, Dementia Awareness Project Worker, was in attendance to deliver the presentation.</p>   |

A short video was shown to those at the meeting:  
<https://www.youtube.com/watch?v=Fz8ACEu7Lho>

A local story was described where a lady diagnosed with dementia had developed a routine where she visited the local Marlborough Waitrose three times each day to buy her food and eat her sandwich sat on their bench. The staff at Waitrose had become familiar with her and supported her as best she could to make her feel comfortable and welcome. This was noted as an example of what Dementia Friendly Communities should be practicing.

Statistics provided a conservative estimate of 240 people living with dementia in the Marlborough community area. This statistic would increase as more people aged.

A Dementia Friendly Community was described as “a city, town or village where people with dementia are understood, respected and supported, and confident they can contribute to community life.”

Those living with dementia were explained as experiencing restrictions in everyday routines, with some becoming isolated as a result.

A list of steps towards making Marlborough a Dementia Friendly Community was presented to those present. Enthusiasm, commitment and volunteer support were crucial in achieving this. Effective management for this would come from a steering committee. The steering committee would receive an action plan from a focus group. Once all this had been completed a high profile launch could be help to maintain public awareness.

Monthly drop-in sessions were proposed, which could be run by Sheila Ashley until there were enough Dementia Champions available to take it over.

Youth clubs could be sources of volunteers, especially ones which required volunteering to be awarded badges such as Cubs, Scouts, and the Duke of Edinburgh award.

The list of possible members for the steering committee included:

- Carers and people with dementia
- Local businesses – banks, shops, taxi firms...
- Church and community representatives
- Relevant voluntary organisations
- Intergenerational – youth clubs / schools
- Local councillors
- Healthcare / local GP
- Leisure sector
- Police, fire and rescue services
- People with networks

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|    | <p>Any potential volunteers were asked to contact Sheila Ashley, Andrew Jack, or Cllr Jemima Milton.</p> <p>It was asked what young people could do in particular to help. If anyone knew someone with dementia it was recommended that time should be made to visit them, as they needed company more than anything else to keep their spirits up. Everyday awareness was also important; those present were urged to help someone obviously struggling if they see the chance to. Volunteering information was available on the Alzheimer's Support and Alzheimer's Society websites.</p> <p><b>Resolved</b></p> <p><b>For Marlborough Area Board to write to Waitrose and White Stuff to thank them for their help in the community with those living with dementia</b></p>   |
| 85 | <p><u>Good Neighbours Scheme: Volunteering Opportunities</u></p> <p>This item was deferred until a later date.</p>   |
| 86 | <p><u>Marlborough's Patient Participation Group</u></p> <p>Dr Jennifer Campbell, General Practitioner, and Derek Barnes from the Marlborough Patient Participation Group (MPPG) were in attendance.</p> <p>It was noted that Marlborough had a high proportion of residents aged over 60 years old.</p> <p>The participation group met every two months with the aim of helping get more out of the services available. The group captured complaints, concerns, and general comments.</p> <p>In June it was found that 73% of all respondents would recommend their local practice.</p> <p>Cllr Milton explained how setting up the MPPG was a positive step and that it had been of good use in Ramsbury. Patients were urged to fill in feedback forms when visiting a GP as they were a useful tool for doctors. The forms could be filled in anonymously if required.</p> |
| 87 | <p><u>Wiltshire Council Health Training Team</u></p> <p>Sarah Mills and Helen Aston from Public Health were in attendance to deliver the presentation.</p> <p>Helen Aston outlined the various stop smoking services available. Surgeries around Marlborough had free advisory support available, which had experienced good results. This service was noted as currently underused; however there was still a demand for support to quit smoking. Different levels of support were</p>  |

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|    | <p>available depending on what was needed by the individual. Scare tactics were not used unless wanted. Help could be provided over the phone and one-to-one, along with self-referrals and referrals from others.</p> <p>Huge positive health differences could come as a result of reducing and quitting smoking. Help was also available for those wanting to quit e-cigarettes.</p> <p>Sarah Mills, Health Trainer for Calne and Chippenham, introduced herself. Currently Sarah was also covering Marlborough and would be a part-time trainer for the area from early 2016.</p> <p>Sarah's role was to work within the community to support anyone aged over 18 with one-to-one support. The majority of this was related to weight-loss and obesity. The process was not centred on scare tactics, but instead was focused on gradual change. Methods included food diaries, and methods to boost confidence for people so that they could achieve their goals.</p> <p>Other areas focused on included alcohol, and gaining weight to reach a healthy level. Sarah was also a qualified stop smoking provider who could work with people until they felt ready to quit smoking. Once they were ready Sarah could refer them to the Stop Smoking team.</p> <p>The surgeries were located within the community at venues such as the library.</p> |
| 88 | <p><u>Update from Community Area Manager</u></p> <p>Andrew Jack, Community Engagement Manager, was in attendance to provide an update.</p> <p>Andrew explained that the Marlborough Community Engagement Manager's Twitter account had led to him meeting young residents from Chilton Foliat who have a bus service to and from school. This led to the idea of using the bus for lifts elsewhere in the community to events and clubs for people of all ages. The bus could possibly also be used for various services, such as helping the elderly on journeys that would be tough on foot, or meals on wheels deliveries.</p> <p>As a result of the child poverty presentation at the previous Area Board meeting Andrew had met with areas to discuss setting up smoke-free playgrounds. Work would be done with Parish Councils and groups who manage playgrounds to implement signage and encourage people not to smoke around playgrounds.</p> <p>The shopmobility scheme mentioned in Marlborough Town Council's partner update would be investigated.</p> <p>A new round of LEADER funding was due to be released in the future. The EU money was administered by North Wessex Downs Area of Outstanding Natural Beauty to help sustain rural jobs through tourism.</p>  |

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| 89 | <p><u>Community Area Grant Scheme</u></p> <p>The Area Board considered two applications for Community Area Grant funding and one Member-led Initiative. A representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><b>Resolved</b></p> <p><b>To agree on the grant funding applications as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. To award St Michael’s School, Aldbourne £5000 for an inclusive playpod project on the condition that they attained an award from the ALL grant.</b></li> <li><b>2. To award St Mary’s Babies &amp; Toddler Group, Marlborough £1000 for a toy and craft appeal.</b></li> <li><b>3. To defer the decision on Marlborough Tennis Club for consideration at a later meeting once the applicant had provided more information.</b></li> </ol>  |
| 90 | <p><u>Applications for Youth Funding</u></p> <p>Jan Bowra, Community Youth Officer, was in attendance to present two applications for grant funding. A representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li><b>1. To award We Love Marlborough £4600.</b></li> <li><b>2. To award Marlborough Rugby and Football Club £1050</b></li> <li><b>3. To award Marlborough Hockey Club £3750</b></li> <li><b>4. To award Greatwood Charity £4800</b></li> <li><b>5. To award Marlborough Open Award Centre (Duke of Edinburgh Award) £1275 for training and stationary.</b></li> <li><b>6. To ringfence £1225 for Marlborough Open Award Centre (Duke of Edinburgh Award) and request that they return to the LYN Management Group with details of equipment needed.</b></li> </ol> |
| 91 | <p><u>Any Other Questions</u></p> <p>None.</p>  |
| 92 | <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 26th January 2016 at 6.30pm for a 7.00 pm start in Marlborough Town Hall, 5 High St, Marlborough SN8 1AA.</p>  |

## Chairman's Announcements

|                                 |  |
|---------------------------------|--|
| <b>Subject:</b>                 | <b>Wiltshire Passenger Transport Review</b>  |
| <b>Officer Contact Details:</b> | <b>Passenger Transport Unit- 0300 456 0100/<br/><a href="mailto:passengertransport@wiltshire.gov.uk">passengertransport@wiltshire.gov.uk</a></b> |
| <b>Weblink:</b>                 | <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a>  |

Wiltshire Council is undertaking a review of Wiltshire Council supported bus services.

This is part of a wider review of all areas of Wiltshire Council's passenger transport remit.

Although passenger transport makes a strong contribution to the priorities that underpin Wiltshire Council's Business Plan, a key challenge in recent years has been how the service can continue to achieve these priorities in the face of growing pressures on local authority spending. This review is therefore being undertaken to help identify savings from passenger transport budgets.

Roughly half of bus routes in Wiltshire are operated with the need for financial support from Wiltshire Council. Services with fewer passengers, weekend and evening, or remote services require more support. Many other local authorities have already made savings from reducing or withdrawing subsidised bus routes.

The Council has already completed a pre consultation assessment, (details can be found via this link ([www.wiltshire.gov.uk/localtransportplan3](http://www.wiltshire.gov.uk/localtransportplan3))).

We will now undertake a broader consultation to hear the views of residents. The Council has made no decisions and would like to see how far you agree or disagree with the presented options, or alternatively suggest your own. Consultation documents can be viewed from the 11 January 2016 on the Council's consultation portal <http://consult.wiltshire.gov.uk/portal>.

Hard copies of the consultation material including questionnaires will be available at local libraries and at main council offices from the 11 January 2016. Questionnaires will also be available on buses operating a journey that is funded by Wiltshire Council, and can be sent out on request.

**The consultation will be open from 11 January 2016 to 5pm on the 4 April 2016.**

If you have any queries, please contact us using the details:

By email to: [passengertransport@wiltshire.gov.uk](mailto:passengertransport@wiltshire.gov.uk)

Public Transport Survey  
Passenger Transport Unit  
Wiltshire Council  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN  
Tel. No. 0300 456 0100





## Chairman's Announcements



|                                 |  |
|---------------------------------|--|
| <b>Subject:</b>                 | <b>Your Care Your Support Wiltshire</b>  |
| <b>Officer Contact Details:</b> | <b>Dr. Sara Nelson: Information and Communication Officer, Healthwatch Wiltshire.</b>  |
| <b>Weblink:</b>                 | <b><a href="http://www.yourcareyoursupportwiltshire.org.uk/home/">http://www.yourcareyoursupportwiltshire.org.uk/home/</a></b> |

### Summary of announcement:





Healthwatch Wiltshire is working in partnership with Wiltshire Council to manage and develop *Your Care Your Support Wiltshire*, the new health and social care information website for the county. As part of this work, Healthwatch Wiltshire has regularly engaged with local people to make sure that the website reflects their need for good quality, comprehensive, and accessible health and care information.

The website went live on April 1<sup>st</sup> 2015 and is still evolving. This is really exciting as it means that Wiltshire people have a chance to be part of its future growth.

The website contains:-

-  Information about different health conditions as well as care services. For example, dementia, keeping well, help to live at home, carers.
-  A service directory that provides details of support and help in the community as well as local clubs, societies and organisations, GPs, dentists and care homes.

We need your help:-

-  To identify the groups, clubs and societies that exist in your area
-  To encourage them to register their details on the service directory
-  To tell us about other types of health and care information you would like to see on the site.
-  Get involved in our discussion groups and readers panels so you can have your say in how the website develops or just contact us and tell us what you think.

**Help us to help you find all the information you need about health and social care in one place.**

For more information call Healthwatch Wiltshire on 01225 434218 or email [contact@healthwatchwiltshire.co.uk](mailto:contact@healthwatchwiltshire.co.uk)



## Marlborough Area Board

January 2016

### 1. Neighbourhood Policing

**Team Sergeant:** Clare Wallace (currently A/PS Richard Barratt)

**Marlborough Town Centre**

PC Stan Boardman

**Marlborough Rural West**

A/PS Richard Barratt

**Marlborough Rural East**

PC Nicholas Spargo

**PCSOs**

Polly Ritchie

Mark Braithwaite

### 2. NPTs - Current Priorities & Consultation Opportunities:

The current priorities for the Marlborough area are to focus on overnight rural thefts and burglaries, and thefts from vehicles in our beauty spot areas.

Over the last couple of months there has been an increase in the number of overnight thefts, particularly in the Aldbourne, Ramsbury and Baydon areas. There has also been three commercial burglaries in Marlborough, which are currently being investigated.

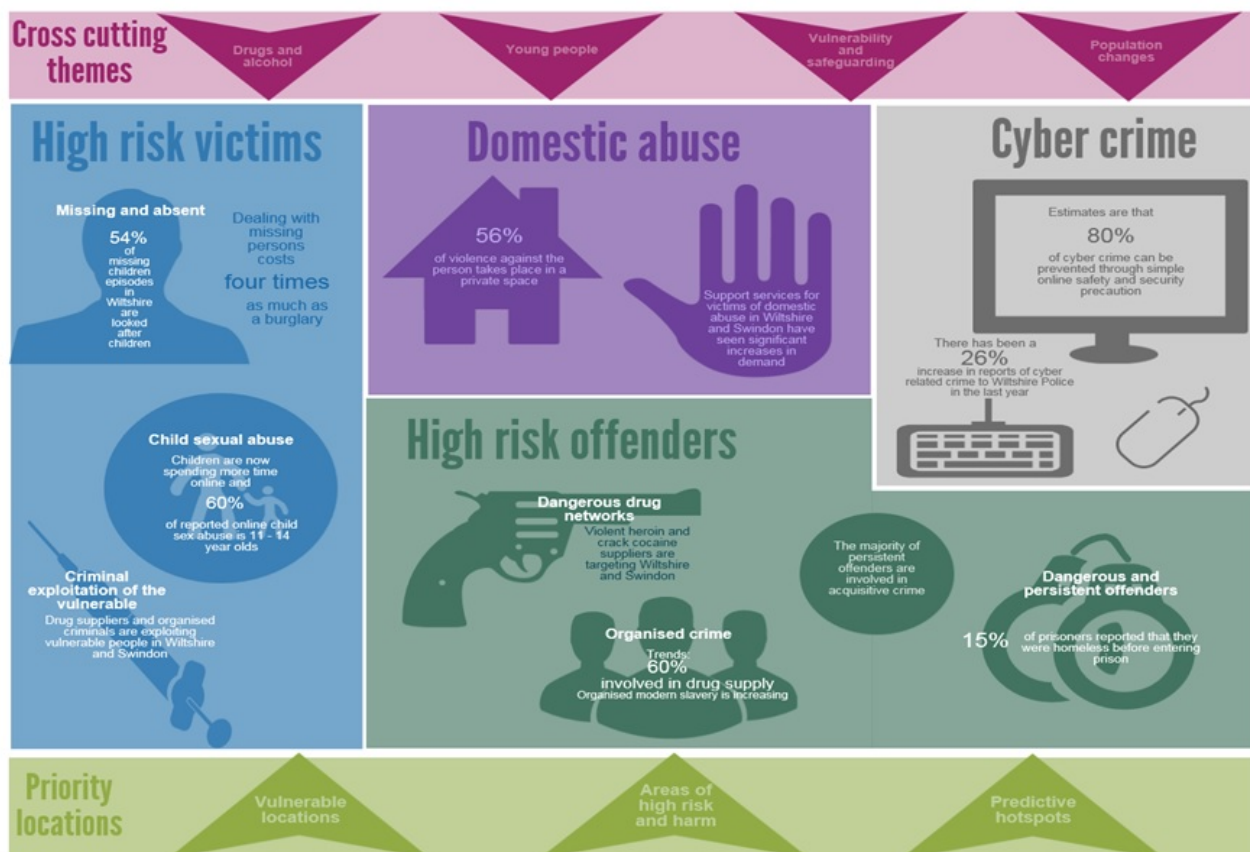
Marlborough NPT and other departments within Wiltshire Police are working hard to tackle these crimes. As a consequence, arrests have recently been made in the Marlborough area for theft and burglary offences and one suspect remains on bail whilst enquiries are ongoing. The Neighbourhood Policing Team have also recently arrested a suspect in Marlborough following the theft of wheels from the Pewsey area. The suspect is on bail whilst enquiries are carried out.

Beauty spot crime continues to occur, despite the colder weather. Richard Barratt has started work to tackle this as a priority. We urge people not to leave valuable items in vehicles.

Please contact Marlborough NPT for any crime prevention advice or to pass on details of individuals or groups who you feel would benefit from some input.

### 3. Wiltshire Police Control strategy

As has previously been mentioned there has been a change to the structure of police reports to focus on the Wiltshire Police Control Strategy which describes the current and emerging threats that are of greatest impact to Wiltshire's Communities.



### Cybercrime

Cybercrime is a growing area of crime (Wiltshire Police has seen a 26% increase in reports of cyber related crime in the last year). Criminals are moving online and there is an increasing cyber element to many traditional crimes.

Marlborough Neighbourhood Policing Team have been visiting local schools to deliver lessons on cyber-crime and bullying. The course is aimed at primary school aged children. Several lessons have been delivered across the Marlborough and Pewsey areas recently and there are further lessons planned.

Wiltshire Police have a dedicated Cybercrime Facebook page 'CyberBee WiseWilts' which aims to help people to avoid becoming victims of cybercrime. There are regular cyber safety messages and updates so this is well worth visiting, particularly as 80% of cybercrime can be prevented by following simple online security advice.

## **Domestic Abuse**

Marlborough NPT regularly has involvement in attending incidents of domestic abuse and through liaison with other departments within Wiltshire Police we are able to identify those people who are repeat victims so that safeguarding measures can be put in place.

## **High Risk Victims**

Unfortunately, there have recently been a number of scams and bogus calls to vulnerable and elderly residents across our NPT areas, such as telephone calls from people purporting to be police officers. These incidents can lead to distraction burglaries or people parting with large amount of money. NPT officers have been visiting the victims of these crimes and giving advice to elderly residents and the most vulnerable in our communities to help reduce the likelihood of their criminal exploitation.

Marlborough NPT has recently been engaging with schools, giving stranger danger talks and assisting Wiltshire Life Education Centre with inputs to primary school aged children. These inputs are a great way for younger people to engage with police and for them to take on board valuable information to reduce the risk of them becoming victims.

If you have any concerns about a vulnerable person, please contact Wiltshire Police.

## **High Risk Offenders**

The NPT work closely with the Public Protection Department to identify persistent or dangerous offenders, to engage with them and to take positive action where required.

Marlborough NPT are currently engaging with the family of a persistent offender who spends some time in the Marlborough area. It is hoped that this engagement will help to reduce reoffending.

It is a fact that 60% of organised criminals are involved in drugs supply. Last year three people were arrested by Marlborough NPT after being found in possession of cannabis and Class A drugs. After lengthy enquiries, which were concluded this week, two of the people have been charged with being concerned in the supply of cannabis, and one has been given a caution for being in possession of cannabis.

## **Priority Locations**

Marlborough NPT regularly identifies areas of vulnerability, high risk, and harm.

As a result of recent thefts and burglaries, a number of officers will be altering shifts in the coming weeks to focus on the locations where the majority of offences are occurring.

## Other Local Issues

- On the 17<sup>th</sup> December a vehicle was stopped by PC Boardman on the A346 out of Marlborough towards Ogbourne St George. The driver produced a bag of cannabis and was subsequently issued with a fixed penalty notice for possession of cannabis.
- On the 23<sup>rd</sup> December a vehicle was stopped on the A4 outside of Marlborough. The driver was found to be in possession of cocaine. He was subsequently charged to appear at court at a later date.
- On the 31<sup>st</sup> December a vehicle was stopped on London Road in Marlborough. The driver was found in possession of an amount of cannabis and was arrested and charged.
- On the 15<sup>th</sup> January a male was arrested in Marlborough after trying to pay in to a bank a large amount of cash which was suspected to be stolen. The male has been bailed pending further enquiries.
- There have recently been four reported thefts of Catalytic Converters in the Marlborough area. Unfortunately, there are no suspects at this stage but enquiries are ongoing.
- On the 23<sup>rd</sup> December there was a report of hare coursing around the Avebury area. A vehicle was stopped and five people were arrested and are currently on bail.

We are continuing to use Community Messaging and would like more residents and businesses to sign up to it:  
[www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

**Nick Mawson**  
Sector Inspector,  
Devizes Melksham Pewsey Marlborough



## Update for Area Boards - January 2016

### The Care Quality Commission (CQC) inspection of The Royal United Hospitals Bath NHS Foundation Trust

The CQC is the independent regulator of health and adult social care in England. Between January and the end of March 2016 the CQC will be inspecting acute hospital services provided by the RUH. It wants to hear from local people about their experiences of services and will have an engagement stall at Trowbridge Library, County Hall on Wednesday 2 March from 11 - 1pm.

If you would like to provide any feedback on your experiences of services, please contact the CQC on telephone 0300 0616161 or email: [enquiries@cqc.org.uk](mailto:enquiries@cqc.org.uk). Alternatively you can contact Healthwatch Wiltshire as we work closely with the CQC to support its inspections.

### Using the arts to engage with local people about their experiences of health and care

With a grant from Wiltshire Council's Arts and Health Innovation Fund, Healthwatch Wiltshire, working in partnership with Wiltshire and Swindon Users' Network, commissioned an Arts and Health Project called "This is me". The aim was to produce something to challenge the people who make decisions about health and social care to think differently about the people who are using those services, especially older people using both health and social care and their unpaid carers.

Elevate, an arts programme from Salisbury Hospital, was selected to deliver this project. They used vintage tea parties, with community groups and in isolated peoples' homes, to encourage people to open up about their experiences. The tea parties included live music, cakes and party activities. Over 100 people took part, and shared a wealth of experiences. Some of these were shared on twitter and can be seen at <https://twitter.com/hwwteaparties>

People reported some very good care, but also some services not being joined up, and difficulties in finding the information that they needed, especially for people who fund their own care. Participants wanted person-centred care, with care visits at the right times for them, by people they had the opportunity to get to know. Issues with hospital transport were raised, and the hard reality of being a carer was also described. A video of the project has been produced and is available at <http://www.healthwatchwiltshire.co.uk/this-is-me>

The findings have been shared with health and council officials and will be used to continue our monitoring of health and social care services.

### Your Care Your Support Wiltshire

Healthwatch Wiltshire, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire' - <http://www.yourcareyoursupportwiltshire.org.uk>

Contact us:

Tel 01225 434218

[info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)

[www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)

We would like to know what you think about the website so far and your ideas on what you would like to see on the site. Please tell us about local groups and services that are running in your local area and we will add them to the directory of services. You can get involved in discussion groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: [contact@healthwatchwiltshire.co.uk](mailto:contact@healthwatchwiltshire.co.uk)





**January 2016**

### **New provider for adult community health services in Wiltshire**

Wiltshire Clinical Commissioning Group has awarded Wiltshire Health & Care the contract to provide adult community health services in Wiltshire for the next five years.

Wiltshire Health & Care is a new organisation formed by Great Western Hospitals NHS Foundation Trust, Salisbury NHS Foundation Trust and Royal United Hospitals Bath NHS Foundation Trust.

The new contract is due to start in July 2016, and will mark the start of an exciting period of change, where more care will be delivered closer to local communities, people will be supported to maintain independence and reliance on hospital services will be reduced.

As part of the CCG's five year plan to bring health care closer to home, the changes to adult community health services will ensure that the focus is very much on patient centred care with GP practices firmly at the heart of community provision. Delivered through integrated community teams across the county, Wiltshire Health & Care will support Wiltshire CCG to meet the challenges of an ageing population and to enhance partner working across the health economy to provide a health service fit for tomorrow.

### **Pilot out of hours service for unwell children**

A new pilot service for an out of hours GP service for children has been launched with the aim of avoiding unnecessary A&E attendances. Parents of children aged 0-10 can now book a same day appointment to see a GP at the Salisbury Walk In Health Centre.

The extended service provides health advice and treatment for minor illnesses and injuries and provides parents with a local alternative to A&E when their child is ill and their surgery is closed.

The pilot service, which is already helping to reduce some of the pressure seen at our A&E departments over the winter months, will run until the end of March 2016. It is available for children under the age of 10, and is open Monday to Friday 18:00 – 22:00 and Saturday and Sunday 16:00 – 20:00 by contacting the 111 telephone number.

If necessary, the call handler will advise parents to contact the Walk In centre to make a same day appointment. If however, the child has an obvious serious or life threatening condition; parents are advised to call 999.

### **RUH Hopper bus service**

In the UK the NHS has a duty to transport patients to hospital and Wiltshire CCG fulfils this duty with the Non Emergency Patient Transport (NEPT) service, which the CCG funds to the tune of £2.3million per annum. The service covers the whole of Wiltshire, transporting patients to the Royal United Hospital, Great Western Hospital and Salisbury Foundation Trust Hospital, and is managed through a contract with Arriva.

Wiltshire CCG has not funded the RUH Hopper Bus Service since 2007.

The NEPT service was introduced in 2007. All bookings are subject to assessment, to ensure the right sort of transport and the required levels of care are provided for patients during their journey. The service is also provided for the patient's carer where their particular skills or support is needed. Where patients are not eligible for NEPT, they are signposted to other suitable transport providers within the community, such as the LINK service.

At its meeting in June 2015 the Joint Commissioning Board (JCB) agreed to provide funding from the Better Care Fund in 2015/16 for the continued operation of the RUH Hopper Bus Service for the remainder of the financial year. This was a temporary solution, with the agreement that the situation would be subject to a review by Wiltshire Council to identify ways of reducing the cost of the service.

Whilst Wiltshire CCG regrets it is not in a position to be able to match-fund the Hopper service with Wiltshire Council, the CCG's position has not changed since the NHS withdrew its funding in 2007. The CCG maintains that the Hopper service does not provide an equitable service for all Wiltshire patients, and is restricted to transporting people to the Royal United Hospital only. The NHS is under intense financial pressure and the CCG has no spare resource to be able to fund the Hopper service as well as the Wiltshire-wide Non Emergency Patient Transport Service, which, as well as taking people to the RUH, also transports people to Salisbury District hospital and Great Western Hospital. Indeed, finding the funds required for the Hopper service would require the CCG to reduce clinical services currently provided for patients.

### House of Lords acknowledge good work of CCG

Lord Prior of Brampton, Parliamentary Under Secretary of State for NHS Productivity has echoed the views of Claire Perry MP in extending his thanks to Wiltshire CCG for improvements made in the delivery of healthcare across Wiltshire.

In his letter to the CCG, Lord Prior specifically alludes to a number of projects, including:

- Creating a dedicated and enhanced GP service for nursing homes to ensure that personal care planning is agreed and managed, and that cases are reviewed more regularly
- Forming local multi-disciplinary teams to support GPs and the primary care sector to help provide comprehensive health and social care treatment to patients
- The development of an extended hours urgent care centre which will provide same-day appointments for patients in Devizes and the surrounding area

Lord Prior applauds the CCGs view that services should move closer to the patient in communities and supports the integration of health and social care. He also commends Wiltshire CCG on its creative use of existing services and best use of resources to dynamically improve the wellbeing of patients and NHS Staff.

### Stay well this Winter campaign

Wiltshire Clinical Commissioning Group are part of the **Stay Well This Winter** national campaign to raise awareness of what you can do to stay healthy this winter and what services are available if you need additional help.

The national **Stay Well This Winter** campaign started on 5 October 2015 and will run until 27 March 2016 and will also be providing advice to those with long-term health conditions, over 65s, pregnant women and parents of under-sevens.

### Get the jab, get Flu Safe

NHS Wiltshire CCG is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover within a week or two – yet every year people, especially those at risk, become seriously ill because they don't get their free flu jab.

Flu is not the same as a cold and it affects people of all ages. If you or someone you care for is in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

### **Staying Healthy this winter**

NHS Wiltshire CCG is urging people to keep warm and well this winter, especially as the nights are starting to draw in and the temperature is dropping.

The cold can have serious consequences as it can increase the risk of strokes and heart attacks as well as causing people to catch colds and flu. Wrapping up warm, keeping the heating turned up, making sure you have enough winter food supplies and keeping a well-stocked medical cabinet in case you do catch a cold or flu are all sensible steps to take.

Some top tips on staying warm and well this winter.

1. Keep your home warm – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold, set the heating to come on earlier so that you're not waiting for your home to warm up.
2. Have your flu jab. Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. If you do fall ill with flu, it's best to stay at home. Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. Vomiting and diarrhoea bugs caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or your children go back to school.
5. Make sure you have enough winter supplies and keep a well-stocked medicine cabinet, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you're ill - The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS 111 for advice or go to NHS Choices website [www.nhs.uk](http://www.nhs.uk). They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge or the walk-in centres in Swindon and Salisbury for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance

Keep an eye on elderly or frail friends, neighbours and relatives this winter and join us in helping Wiltshire stay well this winter.

**NHS**  
Wiltshire  
Clinical Commissioning Group

**Do you have a long-term health condition or are you 65 or over?**

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Make sure you get your prescription medicines before Christmas Eve.  
Because many GPs and Pharmacies will close over the holidays.

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**STAY WELL THIS WINTER**

Richard Pile

**NHS**  
Wiltshire  
Clinical Commissioning Group

**Do you have a long-term health condition?**

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If you feel like you're getting a cough or a cold on top of your existing condition, get advice from your pharmacist before it gets more serious.

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**STAY WELL THIS WINTER**

WILTSHIRE COUNCIL

MARLBOROUGH AREA BOARD  
26<sup>th</sup> January 2016

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Youth Grants Area Board funding application

1. Purpose of the Report

The LYN Management Group met on 6<sup>th</sup> January 2016 to consider 1 grant application from the following applicant to make the following recommendation to the Area Board on the applications below.

**Application**

**Ramsbury Recreation Centre**

**Due to a system error, the Local Youth Network Management Group, are happy to confirm that the application was submitted by Marlborough Golf Club Youth Committee and not the Ramsbury Recreation Centre.**

The aim of the Marlborough Junior Golf Initiative is to introduce young people to the game of golf and dispel the myth that the Golf Club is not just for privileged people but is accessible to everyone. Through consultations with St John's School and with support of the CYO we will try to reach the more vulnerable children and young people in the local area.

We have two young people on our Junior Committee, who have been involved at the planning stage and will help once the practical work begins - 6 - 12 for a 12 week 2 x 6 weeks period initially and then expand.

The sessions will be free and initially we will target young people from the local area to enable accessibility to all. Future sessions may involve a small charge.

We will ensure the project is accessible to everyone and ask St John's to ensure a good mix of young people.

We have two Junior's on our Committee and there are always opportunities for more to join to be involved.

This initiative took into account the Joint Strategic Assessment Consultation event which was carried out with young people from St John's in 2014 and data from Intelligence Network for Marlborough Community Area and also the accompanying Needs Assessment.

The Local Youth Network Management Group has made a recommendation to award the full £1660.00 requested towards this initiative.

The application submitted is available on the following link:

[http://portal.wiltshire.gov.uk/areaboard\\_grants/yp\\_pa\\_grants\\_list.php](http://portal.wiltshire.gov.uk/areaboard_grants/yp_pa_grants_list.php)



A sub group of the Wider Local Youth Network has requested the sum of **£5,000** to use towards a Music Festival for Young People – named MY Music Festival.

The event has been identified by the Wider Local Youth Network as a priority out of a consultation with young people based on the Joint Strategic Assessment which was carried out in June 2014, together with the Needs Assessment produced by the Community Youth Officer.

## **Letter attached**

### 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 organization.

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. Councilor's 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. Councilors 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. Councilor's will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4 Councilor's 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

To award in full Marlborough Junior Golf Initiative, the sum of £1660.00 towards their project.  
**Score 77.5/100**

The minutes from the Area Board meeting can be found on the Wiltshire Council website  
<http://www.wiltshire.gov.uk/council/areaboards.htm> )

The applicant met the criteria for providing positive activities for young people and also went through a scoring process.

To allocate the sum of £5,000 to the sub-group of the Wider Local Youth Network towards a Music Festival Event.

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Report Author: (Jan Bowra-Marlborough Community Youth Officer) Tel No:  
077474557

E-mail: [janette.bowra@wiltshire.gov.uk](mailto:janette.bowra@wiltshire.gov.uk)

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Marlborough Area Board

**BY EMAIL VIA Bowra, Janette [janette.Bowra@wiltshire.gov.uk](mailto:janette.Bowra@wiltshire.gov.uk) :**

To The Members of the Marlborough Area Board,

On behalf of the Sub-group of the Local Youth Network, we would like to put forward a request to the Marlborough Area Board for the sum of £5,000 towards MY Music Festival; a sum of money to be used in implementing a positive activity that the young people of Marlborough have identified as being a priority.

As you are aware as part of the JSA, a consultation was carried out in June 2014 with the young people at St John's Academy; one of the priorities that the young people felt would most benefit them, as well as their local community, was a music festival. This has now been named **MY (Marlborough Youth) Festival**. A sub-committee has now been set up and is being chaired and co-chaired by two students from St John's Academy; the sub-committee consists of many committed local stakeholders.

A venue (a green site on the Marlborough College campus) for MY Festival has been identified and provisionally booked for **Saturday 24<sup>th</sup> September 2016**. It has been suggested, by the sub-committee, that a capacity of 1,000 would be a manageable amount for a first / pilot event. For this exciting event to take place a grant needs to be secured so that MY Festival can begin to take shape.

I have attached the Minutes from the two meetings that we have had to date.

Please do not hesitate to contact me if you require any additional information. In the meantime I very much hope that you will be able to support this grant request, which will benefit a huge proportion of the young people in the Marlborough area.

Kind regards

**Mrs Sasha Thorbek-Hooper**

Chair, Wider Local Youth Network



**Report to** Marlborough Area Board  
**Date of meeting** 26 January 2016  
**Title of report** Community Area Grant Funding

**Purpose of the Report:**

To consider the applications for funding listed below.

| Applicant   | Amount requested |
|---|------------------|
| Kenney Valley Hall,<br>Lockeridge                                       | <b>£1,225</b>    |
| Marlborough in Bloom  | <b>£1,066</b>    |
| Chilton Foliat School<br>Governors                                      | <b>£5,000</b>    |
| Total grant amount requested<br>at this meeting                         | <b>£7,291.00</b> |
| Total capital funding allocated<br>to Marlborough Area Board<br>2015/16 | <b>£45,318</b>   |
| Total amount awarded so far,<br>2015/16                                 | <b>£21,114</b>   |
| Amount remaining if all grants<br>are awarded as per report             | <b>£16,913</b>   |

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance available here: <http://www.wiltshire.gov.uk/community-area-grants-criteria-2015-16-april.pdf>

The funding criteria and application forms are available on the council's website: <http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

**3. Environmental & Community Implications**

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 Implication**

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

**7. Equality and Inclusion Implications**

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council’s Public Sector Equality Duty.

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.

**8. Safeguarding Implications**

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

**9. Applications for consideration**

| Application ID  | Applicant                      | Project Proposal  | Requested |
|---|--------------------------------|-------------------|-----------|
| <a href="#">1655</a>  | Kennet Valley Hall, Lockeridge | New Ride-on Mower | £1,225.00 |
| <p><b>Project Description</b></p> <p>Kennet Valley Hall has a large grass area surrounding the hall. It is maintained by a Committee Volunteer rather than using hall funds for a garden maintenance service. Keeping this area neat and tidy is essential in providing a professional setting for the hall itself. The present sit-on mower is circa 15 years old and could cost over £1000.00 in maintenance with potentially more cost to follow. Research has identified a brand new mower costing £2,450.00. It comes with a 5 year guarantee that makes economic sense in terms of the efficient management of the hall’s finances. By comparison, the cost of employing a grass cutting contractor would cost over £1,500.00 per annum. Example: 28 weeks x 3 hours x £20.00 = £1,680.00 per year based on estimates of hourly rates.</p> <p>By funding the purchase of their own new mower, Kennet Valley Hall will avoid the expense of paying for groundskeeping contractors. This will allow them to provide a better service to the community by concentrating on operating the hall itself. With a 5 year guarantee on the new mower, giving that time of maintenance-free use, this looks to provide a good value for money solution.</p> |                                |                   |           |
| <b>Proposal</b>   |                                |                   |           |

That the Area Board determines the application from Kennet Valley Hall, Lockeridge for £1,225

| Application ID       | Applicant            | Project Proposal          | Requested |
|----------------------|----------------------|---------------------------|-----------|
| <a href="#">1645</a> | Marlborough in Bloom | Marlborough in Bloom 2016 | £1,066.00 |

### Project Description

Marlborough in Bloom (MiB) aims to involve the community in improving their environment. This is a long-term commitment. Now in its third year MiB aims to target areas of the town in need of attention with greater emphasis on schools, young people and community groups. The Royal Horticultural Society's "It's Your Neighbourhood" scheme for volunteer-led community gardening groups focuses on cleaning up and greening up local areas, whether that's the estate where people live or the local scout group's outdoor space. In 2016, MiB is entering 18 IYNs.

MiB now has a much great emphasis on working with different community groups in different parts of the town to improve those areas and make them attractive. This application is to provide the tools and materials to be used in different workshops so that different community groups can come together, build their own planters, plant them under the guidance of MiB and then maintain them throughout the year. Outside of the In Bloom competition, this activity has the chance to build greater community spirit by bringing people together to look after their local areas.

MiB is committed to greater partnership working. An example of this is working with Transition Marlborough on the theme of Bees and other pollinators to use their expertise and learn about the best kinds of plants that will encourage Bees to thrive.

### Proposal

That the Area Board determines the application from Marlborough in Bloom for £1,066.00

| Application ID       | Applicant                       | Project Proposal                         | Requested |
|----------------------|---------------------------------|--|-----------|
| <a href="#">1506</a> | Chilton Foliat School Governors | New community minibus for Chilton Foliat | £5,000.00 |

### Project Description

The Governing Body of Chilton Foliat Primary School in partnership with Chilton Club Childcare aims to secure funds to invest in a minibus. It hopes to launch a pilot scheme providing transportation services to benefit the community specifically for primary school children, youth and the elderly as well as potentially supplementing other transportation services such as the Ramsbury Flyer and local bus routes. With the arrival of a local minibus further opportunities for adding value to the community will undoubtedly come to light.

Because of its rurality, children at the primary school are not always able to take part in extra-curricular activities such as school sports, trips and cultural activities. Having their own vehicle will open up a range of possibilities for the school.

The governing body recognises that it is not sustainable to have a vehicle that is only for school use and is not used outside of the 9.00-3.00 school times. They are actively looking at other community uses for it. Ideas so far include transport for young people from the village to access youth clubs in Aldbourne or Marlborough or to take part in after-school activities that might not be possible due to timings of the main school bus. The school currently invites older people from the village to have meals at the school with the children. However, with the school at the top of a steep hill, this is not always possible for all members of the community. The new vehicle could be used to help transport older members of the community so they can enjoy these meals and social interaction. A similar idea involves using the vehicle for delivering meals-on-wheels around the village.

Once school governor is already involved with the Ramsbury Flyer bus and these links could open up other connections with this well-used community transport scheme adding to the use and operation of the Chilton Foliat vehicle. It also brings experience of running a similar community transport scheme to this project.

### **Proposal**

That the Area Board determines the application from Chilton Foliat School Governors for £5,000 bearing in mind the remaining budget for 2015/16.

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

### **Report Author**

Andrew Jack

Community Engagement Manager

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Grant Applications for Marlborough on 26/01/2016

| ID   | Grant Type           | Project Title                       | Applicant                                      | Amount Required |
|------|----------------------|-------------------------------------|--|-----------------|
| 1655 | Community Area Grant | Kennet Valley Hall New Sit-on Mower | Kennet Valley Village Hall                     | £1225.00        |
| 1645 | Community Area Grant | Marlborough in Bloom 2016           | Marlborough in Bloom                           | £1066.00        |
| 1506 | Community Area Grant | Chilton Foliat Minibus              | Governing Body - Chilton Foliat Primary School | £5000.00        |

| ID   | Grant Type           | Project Title                       | Applicant                  | Amount Required |
|------|----------------------|-------------------------------------|----------------------------|-----------------|
| 1655 | Community Area Grant | Kennet Valley Hall New Sit-on Mower | Kennet Valley Village Hall | £1225.00        |

**Submitted:** 08/01/2016 18:59:49

**ID:** 1655

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**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?**

Kennet Valley Hall New Sit-on Mower

**6. Project summary:**

Kennet Valley Hall has a large grass area surrounding the hall. It is maintained by a Committee Volunteer rather than using hall funds for a garden maintenance service. Keeping this area neat and tidy is essential in providing a professional setting for the hall itself. Our present sit-on mower is circa 15 years old and about to cost us over £1000.00 in maintenance with potentially more cost to follow. Our research has identified that we can acquire a brand new mower for £2450.00. If MAB could provide half this amount the mower would effectively cost us just £1125.00. And with a 5 year guarantee that makes economic sense in

terms of the efficient management of the halls finances. By comparison the cost of employing a grass cutting contractor would cost over £1500.00 per annum. Example 28 weeks x 3 hours x £20.00 = £1680.00 guestimate hourly rate based on labour plus equipment

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

West Selkley

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

SN8 4EL

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

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

Community Halls

**10. Finance:**

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

**Your latest accounts:**

07/2015

**Total Income:**

£22849.00

**Total Expenditure:**

£24469.00

**Surplus/Deficit for the year:**

£-1620.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£11898.00

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

1 We have a strong Reserves Policy so that adequate funds remain available for emergencies and/or for financing hall overheads during times of economic crisis. A major hall refurbishment plan has been in place during the last and current Fiscal years. £4717.00 of the above reserves have subsequently been used on redecoration leaving in effect a reduced figure of circa £7181.00

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

**10b. Project Finance:**

|                                       |              |          |                             |                            |
|---------------------------------------|--------------|----------|-----------------------------|----------------------------|
| Total Project cost                    |              | £2450.00 |                             |                            |
| Total required from Area Board        |              | £1225.00 |                             |                            |
| Expenditure<br>(Itemised expenditure) | £            |          | Income<br>(Itemised income) | Tick if income confirmed £ |
| HondaHF2315HM Mower                   | 2450.00      |          | KVH Reserves                | yes 1225.00                |
| Total                                 | <b>£2450</b> |          |                             | <b>£1225</b>               |

**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 Kennet Valley Hall Management Committee are responsible for providing community facilities for the villages of East Kennett, West Overton, Lockeridge and Fyfield therefore the whole community will benefit if their Community Hall and its environment is of the highest standard. The hall has no income from statutory bodies, is self-financing and relies mainly on organisations hiring the hall to provide the income necessary to manage the hall.

**14. How will you monitor this?**

This is a one-off capital requirement which will allow the Hall Committee to maintain the standards associated with this hall. Therefore there is no specific way in which the effects of this expenditure can be monitored

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

All future maintenance will be paid for out of hall funds. However by buying a new product we will alleviate any such expenditure for quite some time as this Honda product carries a Five Year Warranty.

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

NA

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.

|      |                      |                           |                      |          |
|------|----------------------|---------------------------|----------------------|----------|
| 1645 | Community Area Grant | Marlborough in Bloom 2016 | Marlborough in Bloom | £1066.00 |
|------|----------------------|---------------------------|----------------------|----------|

**Submitted:** 06/01/2016 16:38:39

**ID:** 1645

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

No

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

Marlborough in Bloom 2016

**6. Project summary:**

Marlborough in Bloom aims to involve the community in improving their environment. This is a long-term commitment. Now in our third year, we aim to target areas of the town in need of attention with greater emphasis on schools, young people and community groups. The Royal Horticultural Society's "It's Your Neighbourhood" scheme for volunteer-led community gardening groups focuses on cleaning up and greening up their local area whether that's the estate where they live or the local scout groups outdoor space. This year we are entering 18 IYNs.

**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

Safer communities

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

01/2016

**Total Income:**

£3033.00

**Total Expenditure:**

£2700.85

**Surplus/Deficit for the year:**

£332.15

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£0.00

**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:

**10b. Project Finance:**

|  |              |                             |                          |              |
|--|--------------|-----------------------------|--------------------------|--------------|
| Total Project cost                                       |              | £2800.00                    |                          |              |
| Total required from Area Board                           |              | £1066.00                    |                          |              |
| Expenditure<br>(Itemised expenditure)                    | £            | Income<br>(Itemised income) | Tick if income confirmed | £            |
| Materials for planters on approach roads                 | 300.00       | Donations                   |                          | 434.00       |
| Materials for planters on outlying or neglected areas    | 600.00       | Marlborough Town Council    | yes                      | 600.00       |
| Materials for cutout bees                                | 200.00       | Marlborough Gardening Assn  |                          | 200.00       |
| Tools materials for scout hut garden                     | 200.00       | Sponsors                    |                          | 500.00       |
| Workshops materials for Community Garden                 | 400.00       |                             |                          |              |
| Sustainable planting for Manton playground               | 200.00       |                             |                          |              |
| Materials for refurbishment of Salisbury Road roundabout | 500.00       |                             |                          |              |
| Materials for Hilliers Yard Planters                     | 200.00       |                             |                          |              |
| Materials for Hughenden Yard planters                    | 200.00       |                             |                          |              |
| <b>Total</b>   | <b>£2800</b> |                             |                          | <b>£1734</b> |

**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?**

This year we aim to work with local groups - The Marlborough High Street Retailers Association, The Town Team, Transition Marlborough, The Community Orchard, ARK, Mencap, the Scouts - to encourage volunteering and community involvement. A welcoming and attractive town is important for tourist and retail development. Our theme this year is Bees. Worth 25 of our marks the judges will look for evidence of conservation and bio-diversity and we will be aiming to improve car parks, roundabouts and retail areas that need attention. Finally we hope to involve young people directly in growing flowers and vegetables in raised beds and volunteering via the Duke of Edinburgh's Award scheme to help the elderly and infirm with their gardens.

**14. How will you monitor this?**

We are required to produce a Portfolio for the judges to include long term plans, photos, press cuttings, maintenance schedules, volunteer hours and information about year-round activities. We must also demonstrate that we have met the three main criteria of the competition: Horticultural achievement; Environmental responsibility & Community participation. We were congratulated on our achievement in 2015. At the AGM in October the Chairman is required to report on the year's activities. A financial report will be presented and there will be a presentation of the work of the Marlborough in Bloom campaign in 2016.

**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.

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

17. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

Safety and Environmental assessments.

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

yes I will make available on request 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.

|      |                      |                        |  |          |
|------|----------------------|------------------------|--|----------|
| 1506 | Community Area Grant | Chilton Foliat Minibus | Governing Body - Chilton Foliat Primary School | £5000.00 |
|------|----------------------|------------------------|--|----------|

**Submitted:** 09/10/2015 13:56:27

**ID:** 1506

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**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?**

Chilton Foliat Minibus

**6. Project summary:**

The Governing Body of Chilton Foliat Primary School in partnership with Chilton Club Childcare aims to secure funds to invest in a minibus. It hopes to launch a pilot scheme providing transportation services to benefit the community specifically for primary school children, youth and the elderly as well as potentially supplementing other transportation services such as the Ramsbury Flyer and local bus routes. With the arrival of a local minibus further opportunities for adding value to the community will undoubtedly come to light.

**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?**



RG17 OTF

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

Children & Young People  
Arts, crafts and culture  
Countryside, environment and nature  
Economy, enterprise and jobs  
Festivals, pageants, fetes and fayres  
Food, farming and local markets  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
Recycling and green initiatives  
Safer communities  
Sport, play and recreation  
Transport and roads

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

11/2015

**Total Income:**

£0.00

**Total Expenditure:**

£0.00

**Surplus/Deficit for the year:**

£0.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£1880.00

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

Chilton Foliat is a small rural village of 160 households. The Governing Body of Chilton Foliat Primary sees the school as the ideal organisation to lead this pilot which will benefit the community. While a minibus is not a statutory requirement for the school, the Governing Body has fund-raised £1887.00 towards the purchase and as the school will benefit from access to the vehicle it too will support the ongoing maintenance costs. Chilton Club Childcare was set up by Governors a year ago without any support of grants to provide wrap around childcare to primary school-aged children. One year on the organisation is covering its costs but certainly not in a position to invest in a minibus. It has committed to contributing £500 per year.

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

**10b. Project Finance:**

|                                       |               |                                    |                          |               |
|---------------------------------------|---------------|------------------------------------|--------------------------|---------------|
| Total Project cost                    |               | £44680.00                          |                          |               |
| Total required from Area Board        |               | £5000.00                           |                          |               |
| Expenditure<br>(Itemised expenditure) | £             | Income<br>(Itemised income)        | Tick if income confirmed | £             |
| Upfront purchase price of Minibus     | 44680.00      | Governor fund raising              | yes                      | 1880.00       |
| Insurance                             | 1600.00       | Chilton Club Childcare             | yes                      | 1250.00       |
|                                       |               | Friends of Chilton Foliat          | yes                      | 1250.00       |
|                                       |               | Mallard Cottage Childcare          | yes                      | 1250.00       |
|                                       |               | Mr David Marsh                     | yes                      | 1250.00       |
|                                       |               | Stag Hill Garage                   |                          | 1250.00       |
|                                       |               | Other sponsors                     |                          | 16650.00      |
|                                       |               | Other grants                       |                          | 10000.00      |
|                                       |               | Chilton Foliat School contribution |                          | 6500.00       |
| <b>Total</b>                          | <b>£46280</b> |                                    |                          | <b>£41280</b> |

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

No

**12. If so, which Area Boards?**

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

Chilton Foliat's amenities include a church, school, pub and village hall so other key amenities are not easily accessible to the 10 of households without a car. The village itself has two main roads, one exceptionally steep, affectionately referred to as "Heart Attack Hill". The 2011 census confirmed the following distances/journey times: GP 3.6km away; shop 2.4km away and post office 3.9km away. Those who will benefit from a minibus include 78 primary school children. Increase accessibility and participation to local sporting and cultural events and resources beyond the boundaries of this small rural village community e.g. visits to places of worship, swimming pools, sporting matches, museums, other sites related to educational topics etc. Increase accessibility to after-school care and providing the after school club and holiday club with access to a broader range of activities/opportunities. Meet the demand for

the school runs while reducing the negative impact of commuting on the local environment. 45 local youth children between ages 5-14 in 2011 census. Enable access to social clubs and activities in neighbouring villages and towns as per the hopes outlined in the village youth's 2014 survey i.e. transport for shopping, going out, access to leisure and sporting facilities. 125 senior members of the community adults between ages 55-100 in 2011 census. Increase their participation in local events like harvest lunch etc. by offering transportation with the invitation to avoid "Heart Attack Hill". Improve access to amenities for those without vehicles. Potentially provide access to healthy meals in term time through a meals on wheels-type service. Community Supplement the Ramsbury Flyer and local bus route should the need arise

**14. How will you monitor this?**

These vehicles are installed with the required MiDAS logs to monitor the usage of the vehicle. A book will be kept in the minibus to register the purpose of each journey. This is a statutory requirement and will also provide a clear measure of the use of the vehicle and provide valuable insight into the benefits it provides. Ongoing maintenance costs will continue to be monitored by the Governing Body.

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

Ongoing sponsorship donations and grants will keep the minibus on the road.

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

17. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

|                       |
|-----------------------|
| activities specified. |
|                       |

**Report to** Marlborough Area Board  
**Date of meeting** 26 January 2016  
**Title of report** Shopmobility Scheme for Marlborough

**Purpose of the Report:**

To consider proposals and funding for a new Shopmobility scheme for Marlborough.

**1. Background**

- 1.1 There is a proposal to work alongside Marlborough Town Council in establishing a new Shopmobility scheme in Marlborough. Members of the town council and the Chair of the Area Board visited the proposed site at the Mobility Store at George Lane on 7<sup>th</sup> October. Discussions have also taken place within the town council and the proposal has been well received by Marlborough's Town Team.
- 1.2 The Community Engagement Officer, Marlborough's Town Clerk and the owner of the Mobility Store, Mr Willie McIvor, visited Shopmobility Salisbury in November to learn from this well-established and successful scheme. There has also been a subsequent meeting with Mr McIvor at his shop in Marlborough.
- 1.3 Shopmobility is a service that helps people with mobility problems (whether through disability, illness or injury) to continue to get around city and town centres independently and without having to rely on friends or family. For those wishing to join the scheme, a registration fee is charged centrally at around £15.00 per year and a membership card issued. There is a low charge each time the service is used. Non-registered users (temporary) are charged a higher fee for temporary registration plus a usage charge. Equipment to hire usually includes mobility scooters, power chairs and manual wheelchairs.
- 1.4 More information about the scheme and where it is run is available at the National Federation of Shop Mobility at <http://nfsuk.org/>. There is also a regional group – the Wessex Group of Shop Mobility. Details at: <http://www.shopmobilitybasingstoke.org/how-it-works/shopmobility-wessex/>. The Wessex Group has already offered to advise Marlborough on setting up the scheme.

**2 Salisbury Shopmobility**

- 2.1 This is currently managed by Wiltshire Council. During the November visit, the Team Leader, Cindy Demain-Griffiths, gave a tour of the facility which is based in the Maltings Car Park, close to the main shopping areas and centre of town. As well as being in the main car park, it also has its own reserved parking spaces for users which increases the service's accessibility. The Salisbury scheme operates a large number of scooters, powered wheelchairs and manual wheelchairs along with other equipment such as rain covers, baskets, bags, etc. available to hirers.
- 2.2 Up until 2016, Salisbury Shopmobility has been operated by Wiltshire Council but this has now been passed over to Salisbury City Council. This transfer shows that communities can no longer expect Wiltshire Council to solely run these services and show that it is important that Marlborough Town Council has a role to play in helping set up services like Shopmobility and running them.
- 2.3 More information is at: <http://www.wiltshire.gov.uk/healthandsocialcare/shopmobility.htm>. A Friends Group has been established in Salisbury at: <http://salisburyfoss.weebly.com/team.html> and they carry out fund-raising and publicity for the scheme.

- 2.4 An information pack has been put together based on Salisbury's experience to help start-up the scheme which includes details about working with volunteers, example risk assessments, scheme registration, subscription and hiring out of equipment.
- 2.5 What is very clear from visiting the Salisbury shop is how strongly involved the volunteers are and how well valued they are within the set-up of the organisation. They include retired people, sixth formers, those on work placements and those working through the Duke of Edinburgh Scheme. All those we met were enthusiastic about what they did and took pride in the service they provide for the community and visitors to the city. They are rewarded with small incentives and their role within the shop is made clear to visitors.

### **3 A new Shopmobility store for Marlborough**

- 3.1 The Mobility Store offers a good location as it sits in the George Lane Car Park. The owner, Willie Mclvor, has identified an area of floor space close to the rear entrance (car park side) that he proposes to give over to establishing the new Shopmobility scheme for the town. Currently this space is used for servicing the Mobility Store's fleet of scooters and equipment but is soon to be moved to a separate location. This area provides a useful location for the new scheme with good access to the George Lane car park and ample space for storage and any work needed to equipment. It is also separate from the commercial side of the building.
- 3.2 The proposed scheme for Marlborough would be a much smaller operation, both given the space available and being a brand new scheme. Taking advice from Mr Mclvor, the proposal is to initially operate:
- three power scooters,
  - two power wheelchairs
  - one manual wheelchair.
- The scheme will be manned by a small team of volunteers working two at a time, to be recruited at a later stage, once the future of the scheme is clearer. Help and expertise will be available from the staff of the Mobility Store, who will oversee the operation.
- 3.3 The commercial operation, which offers hiring of equipment as well as the sale of mobility products, would sit totally separate from the Scheme. The Scheme and the existing Mobility Store complement each other and having such expertise on hand will be hugely beneficial.
- 3.4 This scheme complements other proposed tourism initiatives for Marlborough – the Coach Friendly Initiative (the coach park sits yards from the proposed site) and the A4 Great West Way tourist route.
- 3.5 The Shopmobility Scheme is not just for visitors. It is a low cost way to hire mobility assistance for local people whether those recovering from illness, disabled or the elderly. With a growing older population in the town this will be an important service as well as catering to the increase in care home facilities.
- 3.6 Whilst a historic town like Marlborough may not initially appear to be a good location for encouraging access by wheelchair (steps, split levels, uneven surfaces, narrow doorways), there is already evidence that shopkeepers and other businesses are doing a good job and serving disabled or wheelchair-using customers. Some doors have call-bells to request help getting into the shop, other businesses are happy to fetch items and bring them to the customer waiting at the door if they cannot themselves get in. With a Shopmobility scheme established in Marlborough, this kind of additional service can be further encouraged to other premises. In time, this could include a system such as in Bourton-on-the-Water where retailers put notices in windows welcoming wheelchair and scooter users offering help in the shop.

### **4 Start-up and Running Costs**

- 4.1 Based upon advice from Mr Mclvor and the Salisbury Shopmobility there are two options for capital purchases needed to establish a Shopmobility scheme for Marlborough:

| Item   | Cost              | Total               |
|--|-------------------|---------------------|
| 3 x 4mph Pavement Scooters (taking customers up to 20 stone)           | @ £1000.00 ex VAT | £3,600              |
| 2 x Transit Wheelchairs (taking customer up to 15 stone)               | @ £140.00 ex VAT  | £336                |
| 1 x Self Propelled wheel chair (taking customer weight up to 18 stone) | @ £308.63         | £308.63             |
| Spare batteries (2 per chair x 3 chairs)                               | @ £88             | £528                |
| Ancillaries (rain covers, bags, crutch holders, etc.)                  |                   | £181                |
| Option 1 Total   |                   | £4,953.63 (inc VAT) |

Add annual servicing of  
Scooters £165.00 ex VAT  
Wheelchairs £60.00ex VAT

Some people are over the weights given above. Option 2 will give more flexibility around the users of this equipment:

| Item   | Cost              | Total     |
|--|-------------------|-----------|
| 2 x Scooters as above Pavement Scooters (taking customers up to 20 stone)  | @ £1000.00 ex VAT | £2,400.00 |
| 1 x Scooter 8mph which can be reduced to 4mph for safety around the town (taking customers up to 25 stone with larger captain's chair) | @ £2,500.00       | £2,500.00 |
| 1 x Transit Wheelchair (taking customer up to 15 stone)  | @ £140.00 ex VAT  | £168.00   |
| 1 x Self Propelled wheel chair (taking customer weight up to 18 stone)   | @ £308.63         | £308.63   |
| 1 x Transit Bariatric wheelchair (taking customers up to 31 stone)   | @ £425.00         | £425.00   |
| Spare batteries (2 per chair x 3 chairs)   | @ £88             | £528.00   |
| Ancillaries (rain covers, bags, crutch holders, etc.)  |                   | £181.00   |
| Option 2 Total   |                   | £6,510.63 |

Add annual servicing of:  
Scooters £175.00 ex VAT  
Wheelchairs £60.00ex VAT

Once purchased, this equipment will become the property of Marlborough Town Council who will be responsible for insuring them. Provision will be made for maintenance and servicing

this equipment to keep it in a satisfactory condition. This will be through other income streams.

- 4.2 Additional costs in order to help establish the Shopmobility scheme include the building of a new drop kerb at the rear of the Mobility Store to allow better wheelchair access to the new scheme. Wiltshire Highways quote the cost of this at £800.
- 4.3 There are currently two disabled parking bays in George Lane car park. These are both at the opposite end, at the public conveniences. To improve access to the Shopmobility scheme, it is proposed to re-line the spaces at the rear of the Mobility Store to create two new disabled parking bays. Because this would take away use of at least two, possibly three paid spaces, Wiltshire's Parking Services would need to be reimbursed £850 per space per year to cover the loss of income from these paid-for spaces. This means Marlborough Area Board will need to fund up to £2,550 per year in order to provide these additional parking spaces.
- 4.4 There will also be a cost in having the current parking bays re-lined to have them marked as disabled bays instead.
- 4.5 Based on the size of the space to be given over to the Shopmobility scheme, in proportion to the size of the Mobility Store overall, the annual rent to cover this space is given as £2,000. At its meeting of 14<sup>th</sup> December, Marlborough Town Council agreed a budget line that will fund this running cost for 2016/17.
- 4.6 Initial conversations have been had with Wiltshire's Revenue Services over whether the Shopmobility Scheme would incur Business Rates. Because the scheme would be in a separate part of the existing shop, it may not incur Business Rates but the Valuation Office Agency would have to make an assessment. If Rates are incurred, the scheme will have to look for additional funding through other income streams (see para. 5 below).

## **5 Income Generation**

- 5.1 Within the scheme, there are opportunities to generate income. These are based on members of the scheme paying an annual membership fee and the charge for hiring out equipment each time and also from sponsorship opportunities where local businesses could sponsor each scooter, for example.
- 5.2 Looking at other schemes within the Wessex Association, annual membership ranges from £7.00 to £8.00 a year and equipment costs £3.00 to £3.50 a day to hire. Even if all items of equipment are hired out by the scheme, it will generate a daily income of approx. £20. Whilst not covering the cost of replacing larger equipment such as the scooters, this income might be sufficient to pay for servicing of the fleet or replacement of smaller items such as raincovers, batteries etc.
- 5.3 It is hoped that, in the New Year, local retailers will be invited to visit the Mobility Store to discuss the scheme. It will certainly provide sponsorship opportunities (e.g. scooters could show the logo/name of stores). This income might be sufficient to help pay for some of the running costs of the scheme, such as servicing the scooters and chairs or replacement batteries.

## **6 Project Monitoring**

- 6.1 As a brand new initiative for the town, the success of the Shopmobility Scheme will need to be closely monitored. Experience from Salisbury shows processes for doing this based on numbers of registered users and daily usage figures of the equipment.
- 6.2 Marlborough Town Council has provided funding for one year of rent for the scheme, 2016/17. A decision will have to be made as to the success or not of the scheme so that the town council can choose to renew this funding or not. During the course of this first year of operation, further sources of running cost funding can be explored to increase the long-term viability of the project.
- 6.3 Should the project come to an end for any reason, such as being unsuccessful or lack of running costs, equipment such as the scooters will have a second-hand resale value. This value is to be realised and returned to Marlborough Area Board.



## **7 Main Considerations**

- 7.1 Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.
- 7.2 Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

## **8 Environmental & Community Implications**

- 8.1 A new Shopmobility Scheme for Marlborough 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 monitoring of the project.

## **9 Financial Implications**

- 9.1 Financial provision had been made to cover this expenditure.

## **10 Legal Implications**

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

## **11 Human Resources Implication**

- 11.1 There are no specific human resources implications related to this report.
- 11.2 Neither Marlborough Area Board nor Marlborough Town Council will directly employ staff to operate this scheme although it will make use of volunteers to man the project. Salisbury Shopmobility has great experience of using volunteers and this will be used to ensure volunteers from Marlborough are recruited, retained and managed using best practice.
- 11.3 There will be some administrative management of the scheme (volunteer training, rotas, accounting for hire, etc.). This will be handled by Marlborough Town Council for the pilot period in collaboration with the Area Board and The Mobility Store.

## **12 Equality and Inclusion Implications**

- 12.1 Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

## **13 Safeguarding Implications**

- 13.1 The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

## **14 Recommendation**

- 14.1 That Marlborough Area Board agree to the expenditure detailed in section 4 and summarised below, choosing between Options one and two towards the capital purchases and initial running costs of the scheme and the alterations to George Lane car park that will establish a new Shopmobility Scheme for Marlborough:

| Item                                   | Cost                |
|--|---------------------|
| Option One inc servicing               | £5,223.63 (inc VAT) |
| Option Two inc servicing               | £6792.63 (inc VAT)  |
| Re-lining of new disabled parking bays | £1,000.00           |
| Reimburse parking income               | £2,550.00           |
| Building of new dropped kerb           | £800.00             |

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

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