

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Shaw School, Corsham Road, Melksham, SN12 8EQ
Date: 9 March 2011
Start Time: 7.00 pm
Finish Time: 8.40 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Jonathon Seed (Chairman), Cllr Rod Eaton (Vice Chairman), Cllr Mark Griffiths, Cllr Jon Hubbard, Cllr Stephen Petty and Cllr Roy While

Wiltshire Council Officers

Abbi Gutierrez – Community Area Manager
Kevin Fielding – Democratic Services Officer
Niki Lewis – Service Director
Nick Bate – Emergency Planning Officer

Town and Parish Councillors

Melksham Town Council – Chris Petty
Atworth Parish Council – Charles Boyle
Keevil Parish Council – Jerry Wickham
Melksham Without Parish Council – R Wood
Poulshot Parish Council – G Collett
Send Parish Council – Joan Savage

Partners

Wiltshire Police – Sgt Mel Rolph
Melksham Community Area Partnership – Chris Holden & Colin Goodhind

Members of Public in Attendance: 10

Total in attendance: 32

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to Shaw School and explained that this was an extra meeting to cover all routine area board business prior to the meeting on the 29 March which would focus on the Melksham community campus proposals.</p> <p>The following Chairman's announcements contained in the pack were noted:</p> <ul style="list-style-type: none"> • Results of Waste consultation. • Local flood protection (gel sacs). • Localism Bill. • Childcare Sufficiency Assessment 2011 consultation.
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from – Inspector David Cullop - Wiltshire Police and Mike Franklin – Wiltshire Fire & Rescue Service.</p>
3.	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.12 Community Area Grant – Melksham Without Parish Council. Cllr Steve Petty – Prejudicial interest, member of Melksham Without Parish Council, would leave the room when this application was discussed and voted on.</p>
4.	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • That the minutes of the meeting on 2 February 2011 were approved and signed as a correct record.
5.	<p><u>Partner Updates</u></p> <p>a. Community Area Partnership Representative The update was covered at agenda item 8.</p> <p>b. Wiltshire Police The written update distributed with the agenda was noted.</p>

	<p>c. Melksham CAYPIG The update was covered at agenda item 6.</p> <p>d. Wiltshire Fire and Rescue Service The written update distributed with the agenda was noted.</p> <p>e. NHS Wiltshire The written update distributed with the agenda was noted.</p> <p>f. Melksham Town Council Cllr Chris Petty advised that the Town Council had concerns about the proposed new council-wide street trading scheme which had been considered by Wiltshire Council’s Licensing Committee at its meeting on 30 November 2010.</p> <p>Cllr Steve Petty drew to the attention of the area board concerns that private land would be covered under the new scheme, this would impact on schools and local charities who intended to hold fetes and other fund raising ventures where food would be sold and consumed.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board notes the concerns of Melksham Town Council on this matter. <p>g. Parish Council Nominated Representatives Melksham Without Parish Council advised – that thirty six new allotments had been made available at Berry Fields, Melksham.</p> <p>The Chairman thanked all partners and parishes for their updates and attendance.</p>
6.	<p><u>Update from young people on projects funded at special young people's area board (September 2010)</u></p> <p>Siobhan Chaplin – Locality Team Leader, gave an update from the young people on projects which were funded at the special young people's area board which was held last September at the Melksham Oak School, these included:</p> <ul style="list-style-type: none"> • Project Parkour • Bus information cards • High ropes course

	<ul style="list-style-type: none"> • Subsidised bus travel • Minibus hire • Club Boom <p>Photographs and a dvd were shown which helped to illustrate some of the projects and the young people involved.</p> <p>Siobhan Chaplin also advised that a young people's version of the campus questionnaire was being used to ensure that they could feed into the consultation process.</p> <p>The Chairman thanked Siobhan Chaplin for her update.</p>
7.	<p><u>Emergency Planning</u></p> <p>Nick Bate - Emergency Planning Officer, Wiltshire Council gave a short presentation that encouraged town and parish councils to draw up an emergency plan which they would use in the advent of bad weather or the emergency services being delayed or unable to reach their town/parish location.</p> <p>Questions raised from the floor included:</p> <ul style="list-style-type: none"> • Some parish councils already have an emergency plan, would these now be redundant? <i>A. No, existing plans can be built on.</i> • Would farmers/members of the public acting on behalf of Wiltshire Council be covered by the Council's insurance in an emergency if they were unable to contact the emergency planning officers in the first instance? <i>A. There should always be someone that was contactable, a common sense approach should always be used.</i> • More 4+4 ambulances would be useful, perhaps the Ambulance Service should replace older ambulances with 4+4 ones. <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board endorses and promotes the concept of local emergency plans. <p>The Chairman thanked Nick Bate for his presentation.</p>

8.

Presentation of Draft Community Plan

Miriam Zaccarelli - Melksham Community Area Partnership Officer gave the Community Area Partnership update and then a power point presentation on the new Community Area Plan.

Community Area Partnership update, points included:

- The Partnership's consultation on the campus proposals is ongoing, the questionnaire had now been delivered.
- Open consultation days were being held for residents to discuss the proposals.
- The Community Area Partnership had been meeting with various local organisations to discuss the proposals.

Community Area Plan.

Points made included:

- That the community area plan expresses local priorities & concerns and seeks to Identify solutions.
- It aimed to gather local intelligence, identify priorities and issues.
- Work with community/service providers – identify solutions.
- Create an action plan – identify solution providers.
- Gather local intelligence through public events, open days, previous Melksham Strategy (2004), Joint Strategic Needs Assessment (2009), consultations by other bodies, Area Board issues, letters to editors (local press), Parish plans and Theme Groups.
- What's been done so far: Research, Theme Groups formed, Public Consultations and events 2010/11 and around 500 issues identified.
- That the plan would be on the Partnership website after the Campus consultation had been concluded.

Points made from the floor included:

- How many parish plans had been forwarded to the Partnership?
A. Two so far, the Partnership wanted all parishes to get involved.

	<p>The Chairman thanked Miriam Zaccarelli for her update and informative presentation.</p>
<p>9.</p>	<p><u>Community Flood Plans</u></p> <p>Cllr Seed hands over the chair to Cllr Eaton.</p> <p>Cllr Jonathon Seed gave an update on Community Area Flood Plans.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Wiltshire Council had a duty under the Flood and Water Management Act 2010 to establish areas at risk. • Wiltshire Council are the lead Authority on flooding plus the land drainage and Highway Authority. • The mapping exercise would utilise parish and town council local knowledge. • Provide information for planning applications. • Result would make it possible to quantify, prioritise and cost flood alleviation within Wiltshire. • That the Highways department of Wiltshire Council had a drainage budget set aside for such issues. • The parishes were invited to get involved in the mapping process and attend the Flood Working Group meetings.
<p>10.</p>	<p><u>Update from Melksham Community Area Transport Group (CATG)</u></p> <p>Cllr Seed now back in the chair.</p> <p>Cllr Jonathon Seed gave an update on the recommendations from the meeting of the Community Area Transport Group held on Mon 21 February 2011. The purpose of this meeting was to recommend the allocation of funding to schemes prioritised by the group in October 2010.</p> <p>The remit of the Community Area Transport Group was to look specifically at requests for schemes which had been requested by local people and which aimed to make it easier for pedestrians and cyclists to travel around the community area. A discretionary highways budget of £250,000 had been set aside for area boards to deliver schemes requested by the community. The</p>

	<p>allocation for the Melksham Community Area was £13,000.</p> <p>The group were advised that this funding was available for small-scale capital highways projects and that the funding could not be used for maintenance or bus services. It was also noted that all projects require feasibility studies to look at potential solutions.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board following discussion from the Community Area Transport Group agree that: • £2000 is allocated to survey work for footways extension and pedestrian island in Bath Rd. • £2000 is allocated to survey work for a zebra crossing in Pembroke Rd, Queensway. • £3000 is allocated to the Spout Lane lay-by in Seend.
11.	<p><u>Any other urgent items of public concern</u></p> <p>There were no urgent items of public concern.</p>
12.	<p><u>Grants</u></p> <p>Community Area Grant Scheme.</p> <p>The Wiltshire Councillors considered nine applications seeking 2010/2011 Community Area Grant Funding:</p> <p>Seend Parochial Church Council awarded £750 towards a new printer for the Spotlight community magazine.</p> <p>Note: That the full amount of funding requested was not awarded, councillors felt that the printer the applicant was intending to purchase was too expensive for the task that it was required for.</p> <p><i>Reason</i> <i>This application demonstrates a link to the Melksham community plan in terms of 'coordinating information for local people'.</i></p> <p>Seend Trust & Community Centre awarded £959 for good quality projection equipment.</p>

Reason

The project would open opportunities for many more people to participate in community activities in an enhanced village venue. Also, the Community Centre, which is a charity, relies on income from hiring out its facilities, so having more to offer to potential hirers will benefit all users of the Centre in the long term

Broughton Gifford Friendship Club awarded £877 for trips for isolated older people.

Reason

The application demonstrates a link to the Community Plan: reducing disadvantage and inequalities.

West Wilts Interfaith Group awarded £200 to hire an Indian artist and storyteller for the Melksham Festival of Food.

Note: That the full amount of funding requested was not awarded, councillors felt that the amount requested was too much for one day's entertainment.

Reason

This application demonstrates equality and inclusion issues: raising awareness of different faiths and cultures that exist in Melksham.

The Keevil Society awarded £999 to purchase a marquee for use in the community. The grant was awarded with the condition that the Keevil Society makes a £10 hire charge per marquee when hiring out.

Reason

This project improves activities by the many local organisations in the open air by providing a robust, weatherproof marquee. These events attract people of all ages from Keevil and surrounding villages. The marquee would be used regularly and throughout the year.

Atworth Parish Council awarded £900 towards redoing the stone kerbing on the village green to prevent erosion.

Reason

This application will be a useful contribution to easing the consequences such as erosion of the green. The Green is used as the evacuation point for Churchfields primary school, and it also well used by parishioners as a resting

point and a nearby nursery school.

Poulshot Village Hall awarded £2490 towards the upgrading of the kitchen to facilitate meal preparation and cleaning.

Reason

This project would improve the facilities of the village hall kitchen to facilitate meal preparation and cleaning up.

Note: Cllr Steve Petty leaves the room.

Melksham Without PC awarded £467 towards the purchase of a large screen for viewing of plans with the condition that this would not set a precedent for other parishes looking to apply for similar funding, and that funding would only be granted after the Community Area Manager had enquired as to whether Wiltshire Council had a surplus screen that may be suitable for this project.

This application demonstrates a link to the Community Plan: enabling everyone to have equal access to local decision making.

Note: Cllr Steve Petty returns to the room.

Bowerhill Residents Action Group awarded £500 towards an information board and details of circular walks in the new picnic area.

Reason

This application demonstrates a link to the Community Plan: increase the numbers of people walking and providing information to canal users.

Councillor Initiated Projects.

The Wiltshire Councillors considered two Councillor initiated projects.

Cllr Seed: £3000 towards the creation of a lay-by near the canal, Spout Lane, Seend.

The work, to pipe and fill in a ditch at the side of the road, make a lay-by for car parking and allow free flow of traffic along Spout Lane, Sells Green, Seend had been carried out by the Highways Drainage Team and had now been completed.

	<p>Wiltshire Council had used its own drainage gangs for this work at agreed matrix costs for plant machinery and materials. These costs were significantly less than Mouchel, the Council's preferred contractors' matrix costs which made the project feasible but meant that the work had to be carried out before it could go to the Area Board for approval.</p> <p>Decision</p> <ul style="list-style-type: none"> • Agreed in retrospect, because of the nature of the application and the opportunity to get the work carried out at a reduced cost, but with the condition that there would be no further retrospective projects submitted. <p>Cllr Hubbard, £1800 to run three positive parenting courses.</p> <p>To fund three parenting programmes delivered by the Parent Support Advisors for up to sixteen parents in each course (maximum total of 48 parents) of children at school in the Melksham cluster of schools.</p> <p>Decision</p> <ul style="list-style-type: none"> • Agreed.
13.	<p><u>Future Meeting Dates</u></p> <p>The Chairman highlighted the forthcoming meetings.</p> <p>Tuesday 29 March 2011 – Campus discussions at Melksham Assembly Hall. 6PM START.</p> <p>Tuesday 12 April 2011 – Big Society and Localism Seminar.</p> <p>Thurs 12 May 2011 – Young People's theme at Melksham Oak school.</p>
14.	<p><u>Evaluation & Close</u></p> <p>The Chairman thanked everybody for attending the meeting.</p>