

AGENDA

Meeting: Calne Area Board
Place: Calne Hub & Library, The Strand, Calne, SN11 0RD
Date: Tuesday 20 March 2018
Time: 6.30 pm

Including the Parishes of Calne Without, Bremhill, Hilmarton, Heddington, Cherhill, Compton Bassett and Calne

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

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

Refreshments, networking and an opportunity to talk to your local Wiltshire Councillor from 6:00pm.

Please direct any enquiries on this Agenda to Stuart Figini stuart.figini@wiltshire.gov.uk, direct line 01225 718221 or email stuart.figini@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Christine Crisp, Calne Rural (Chairman)
Cllr Alan Hill, Calne South and Cherhill (Vice-Chairman)
Cllr Ian Thorn, Calne Central
Cllr Tom Rounds, Calne North
Cllr Tony Trotman, Calne Chilvester and Abberd

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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.

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Chairman's Welcome and Introductions</p>	6.30 pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 6</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 23 January 2018.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>There are no Chairman announcements for this meeting.</p>	
<p>6 Partner Updates (<i>Pages 7 - 22</i>)</p> <p>To receive updates from the partners listed below:</p> <ul style="list-style-type: none"> a. Wiltshire Police b. Dorset and Wiltshire Fire and Rescue Service c. NHS Wiltshire Clinical Commissioning Group – including an update on the future of Patford Surgery, Calne d. HealthWatch Wiltshire e. Town and Parish Councils 	6.35pm
<p>7 Our Community Matters (<i>Pages 23 - 44</i>)</p> <p>To receive updates and consider recommendations arising from the following local JSA priorities/working groups:</p> <ul style="list-style-type: none"> • Local Youth Network – Helen Bradley (LYF) – One LYN grant for John Bentley School for a transition Summer School. • Calne Area Parish Forum – Ed Jones (Chairman) • Older People/Carer's Champion – Diane Gooch • Health and Wellbeing Group (Calne Health & Social Care Forum) – David Evans/Diane Gooch • Dementia Friendly Calne Community Working Group – Cllr Crisp • Air Quality Working Group – Cllr Hill • Calne Our Place Project – Naomi Beale (Chairman) <ul style="list-style-type: none"> ○ Presentation from John Skinner about the A4 Tourist Route and Signage ○ Deborah Basset – update about the Lansdown Monument campaign • Calne Community Safety Forum – Town Councillor 	6.50pm

- Glenis Ansell (Chairman)
- CATG (Highways Working Group) – Cllr Crisp
 - Training & Skills Working Group – Cllr Thorn
 - Calne S106 Working Group – Cllr Trotman

8	Area Board Funding (<i>Pages 45 - 54</i>)	7.20pm
	To consider the following applications for funding from the Community Area Grants Scheme: <ul style="list-style-type: none">• Calne Community Hub Volunteers• Heddington Parish Council• Our Walk Project	
9	Community Asset Transfer (<i>Pages 55 - 70</i>)	7.40pm
	To consider a Community Asset transfer request in relation to Marden House, Calne.	
10	Urgent items	8.10pm
	Any other items of business which the Chairman agrees to consider as a matter of urgency.	
11	Close	
	The Chairman will set out arrangements for the next meeting.	

MINUTES

Meeting: CALNE AREA BOARD
Place: Calne Hub & Library, The Strand, Calne, SN11 0RD
Date: 21 November 2017
Start Time: 6.30 pm
Finish Time: 8.05 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Senior Democratic Services Officer), on 01255 713035 or roger.bishton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Christine Crisp (Chairman), Cllr Alan Hill (Vice-Chairman), Cllr Ian Thorn, Cllr Tom Rounds and Cllr Tony Trotman

Wiltshire Council Officers

Jane Vaughan - Community Engagement Manager
Helen Bradley – Local Youth Facilitator
Roger Bishton – Senior Democratic Services Officer

Town and Parish Councillors

Calne Without Parish Council – Cllr Ed Jones, Cllr Ioan Rees
Cherhill Parish Council – Cllr David Evans
Compton Bassett Parish Council – Cllr Julian Barlow & Cllr Jane Marshall
Hilmarton Parish Council – Cllr Mel Wilkins

Partners

Wiltshire Police – Inspector Mark Luffman, Sgt Donald Pocock

Total in attendance: 32

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
52	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to Calne Area Board and introduced the Councillors and Officers present.</p>
53	<p><u>Apologies for Absence</u></p> <p>No apologies were received.</p>
54	<p><u>Minutes</u></p> <p>Resolved:</p> <p>To confirm and sign the minutes of the meeting held on 19 September 2017 as a correct record, subject to recording apologies from Olga Tuffery, Calne HACCA.</p>
55	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
56	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following written announcement included in the agenda pack :-</p> <ul style="list-style-type: none"> • Wiltshire Local Plan Review
57	<p><u>Partner Updates</u></p> <p>The Area Board received and noted the following updates from key partners:-</p> <ul style="list-style-type: none"> • Wiltshire Police Inspector Mark Luffman presented his report as circulated in the agenda pack. Attention was drawn to the apparent increase in crime statistics in the Calne area but it was noted that this was due to the way in which crime had been recorded. Inspector Luffman informed the meeting that a more accurate comparison would be available when statistics for 2017 and 2018 had been compiled and compared. <p>Inspector Luffman reported that Calne would shortly be have its full</p>

	<p>compliment of three Police Community Support Officers (PCSOs) shortly. In addition, the Force was recruiting additional Special Constables and it was hoped that they would be allocated to areas at the end of January 2018.</p> <ul style="list-style-type: none"> • Dorset and Wiltshire Fire & Rescue Service The written report was received and noted. • Wiltshire Clinical Commissioning Group The written report was received and noted. • Healthwatch Wiltshire The written report was received and noted. • Calne Town Council The following points were noted:- <ul style="list-style-type: none"> ➤ The Calne Community Neighbourhood Plan would be the subject of a referendum to be held on 1 February 2018. ➤ Calne had received gold for the fourth year in a row in the South West in Bloom Portman Cup competition in 2017. ➤ Cllr Howard Marshall had resigned as Deputy Mayor for family reasons and Cllr Glenis Ansell had subsequently been elected in his place. ➤ There was a town council vacancy in the north ward which would be the subject of a bi-election in January 2018. ➤ The Town Council had agreed its precept which was not set to rise in 2018. • Cherhill Parish Council It was noted that sadly the Clerk to the Parish Council had recently died and consequently the Council was in the process of recruiting a new Clerk. Plans were being developed for a new village hall which would be available to view next year. • Compton Bassett Parish Council The Speedwatch Campaign had been very successful with a drop of speeding motorists caught from 12 to about four per hour. The new village sign had been erected and super fast broadband was now available so far in half the village. • Calne Area Parish Forum An update was received on plans to create a copse to commemorate the centenary of the end of World War One, with the signing of the Armistice in November 2018. It was planned to plant a tree for each person in the Calne Community Area who had been killed in this conflict.
58	<p><u>Our Community Matters</u></p> <p>The Area Board was provided with an update on community issues and progress on Calne Area Board working groups as follows:-</p> <ul style="list-style-type: none"> • Local Youth Network (LYN) Consideration was given to a report by

Helen Bradley, the Locality Youth Facilitator in which councillors were asked to consider an application for funding.

On hearing from Helen Bradley and after some discussion, it was noted this application was slightly more than was normally permitted under the Community Area Grant scheme. However, it was unanimously agreed an award be granted under exceptional circumstances in order to ensure the group was able to provide maximum positive impact for the group.

Resolved:

To approve a recommendation from the LYN Management Group that a grant of £5,200.00 be made to A Place for Us (Calne Disability Youth Club) for a continuation of their work.

- **Older People/Carer's Champion** Diane Gooch gave a verbal update and reported the success of a tea party held in October. She also reported that a Christmas Party was being organised to take place in the Hub on 13 December 2017 from 1.30pm until 3.30pm. More volunteers would be most welcome to help arrange future activities.
- **Health and Wellbeing Group** David Evans gave a brief update and reported that the Calne Health and Social Care Forum had met on 17 October 2017 when they had discussed Side by Side, a new national service funded by the Alzheimer's Society for those with a dementia diagnosis.

Olga Tuffery, HACCA (Healthy & Active Calne Community Area) informed the meeting that the HACCA was currently exploring the link between poverty and obesity in young people and she would report back in due course. She also stated that Priestley Primary School, Calne would shortly be starting an after school club which initially would be able to take up to six children at a time.
- **Dementia Friendly Calne Community Working Group** The Chairman reported that the Working Group was currently working on a project to recruit local business people to be more dementia friendly. A start had been made with recruiting local hairdressers and she would report on progress in due course.
- **Air Quality Working Group** Cllr Alan Hill reported that various informal conversations had been taking place and he would report further in due course.
- **S. 106 Working Group** Cllr Tony Trotman reported that the Group was investigating pedestrian and cycleway safe routes to schools. He drew attention to the likely increase in traffic on Abberd Way to the link road. The Group was also investigating the possibility of constructing a cycleway

	<p>in Calne Recreation Ground and he hoped to be able to report further on this initiative in due course.</p> <ul style="list-style-type: none"> • Calne Our Place The Community Engagement Manager gave a brief verbal update at the meeting. She was pleased to announce that new <i>Welcome to Calne</i> signs had recently been received and would be installed very shortly. She also reported the award of £5,000.00 to Calne Library. • Calne Community Safety Forum In the absence Cllr Glenis Ansell, this item was deferred until the next meeting. • Calne Community Area Transport Group (CATG) The Chairman presented notes of the Calne Community Area Transport Group meeting held on 12 October 2017. <p>Resolved:</p> <p>To note and approve the contents of the report.</p> <ul style="list-style-type: none"> • Training & Skills Working Group Cllr Ian Thorn reported the success of the workshop which had immediately preceded this meeting.
59	<p><u>Area Board Funding</u></p> <p>Consideration was given to a report by the Community Engagement Manager in which councillors were asked to consider funding from the 2017/18 Area Grants Budget, all of which met the grants criteria. After receiving brief statements from some of the applicants giving reasons for the requests,</p> <p>Resolved:</p> <p>(1) Application 2539 – Sheldon Road Methodist Church</p> <p>To approve a grant of £5,000.00 towards the cost of modernising the existing kitchen and toilets to include disabled and baby changing facilities.</p> <p>(2) Application 2587 – Compton Bassett Parish Council</p> <p>To approve a grant of £250.00 towards the cost of planting and maintaining four trees to commemorate the lives of four men from the village that lost their lives in World War One.</p> <p>(3) Application – Calne Men’s Shed</p> <p>To approve a grant of £2,868.86 towards the cost of creating a</p>

	<p>woodwork workshop.</p> <p>(4) Application 2545 – Rub a dub Pre-School</p> <p>To approve a grant of £865.00 towards the cost of providing equipment for a Forest School project.</p> <p>(5) Calne Older People/Carers Champion Voices</p> <p>To note a grant of £87.41 made under delegated authority to Calne Older People/ Carers Champion Voices towards an event to commemorate International Day of the Older Person.</p>
60	<p><u>Urgent items</u></p> <p>There were no urgent items of business.</p>
61	<p><u>Close</u></p> <p>The next Area Board meeting would be held at 6.30 pm on Tuesday 23 January 2018 at Calne Hub & Library, The Strand, Calne with refreshments available from 6.00 pm.</p>



Calne Community Policing Team Update



Hello and welcome to this Community Policing Team report.

The purpose of these reports is to provide a short summary of the local issues in your area. Engaging with the public is vital for us as. Not only does it give us an opportunity to share what we are doing and keep our communities informed and up to date but it also provides an opportunity for our communities to feed back to us; what we're doing well, where we can make improvements and how we can work together to tackle local issues.

We hope you find these updates useful, for the latest news, crime prevention advice and appeals please follow us on:

Twitter <https://twitter.com/wiltshirepolice>

Facebook <https://www.facebook.com/wiltshirepolice/>

Or sign up to Community Messaging <https://www.wiltsmessaging.co.uk/>

Thank you for your continued support to Wiltshire Police.

Crimes that have an impact on the community reported between 2nd January 2018 and 2018

- ◇ Between 16:00 on the 5th January and 08:30 on the 9th January unknown suspects have entered a building site off Prince Charles Drive, Calne and Stolen a Dishwasher.
- ◇ On the 18th January at approximately 15:45 an unknown suspect has enter a shop on Church Street in Calne and stolen cash from a staff members handbag.
- ◇ Between 15:30 on 26th January and 11:35 on 28th January unknown suspect(s) have entered a building on Redmond Road, Calne and stolen a large amount of copper.
- ◇ Between Midnight and 03:00 on the 28th January a suspect has forced entry to the Co-op store on Mill Street, Calne, gained entry but nothing was stolen. A suspect was identified and charged for this offence.
- ◇ At 01:00 on the 28th January a suspect has caused damage to the entrance door to Sainsburys, Calne however not managed to gain entry. A suspect has been identified and charged for this offence.
- ◇ Between 21:10 and 21:20 on the 3rd February unknown suspect(s) have entered a building on Redmond Road, Calne however nothing was stolen.
- ◇ Between 16:15 on the 12th February and 08:00 on the 13th February unknown suspects have gained entry to a property under renovation on Chilvester Hill, Calne and stolen tools from within.
- ◇ Between Midnight and 00:30 on the 15th February unknown suspect(s) have forced entry to a property on Porte Marsh Road however nothing was stolen.
- ◇ Between 10:30 on the 17th February and 12:10 on the 18th February unknown suspect(s) have forced entry to a property on Abberd Way, Calne and stolen items from within including an x box and a sound bar.
- ◇ Between 06:40 and 17:00 on the 21st February unknown suspect(s) have forced entry to a property on Victoria Terrace, Calne, an untidy search of the property was made however nothing stolen.
- ◇ Between 02:00 and 02:15 on the 1st March unknown suspect(s) have forced entry to a shop on William Street, Calne and stolen £400 cash from within.
- ◇

CONTROL STRATEGY

Below is our control strategy for your reference. This focuses on where how we conduct our operational Policing based on the Police & Crime Plan. We will continue to align our resources with the threat/harm/risks presented in line with the control strategy.

Domestic abuse, Cyber Crime, Organised criminality, County lines and the criminally exploited, Dangerous and persistent offenders, Child sexual exploitation and abuse, Modern slavery and human exploitation.



Volunteers Wanted

Our volunteers help us do more by increasing our numbers and creating closer and more effective relationships with our communities. We are currently recruiting Police Vehicle Cleaning and Inventory volunteers to work across the Force within our Community Policing Teams.

For an application form and volunteer role description please visit the Wiltshire Police Website and you will find a volunteers section under the support Tab.



Thank You

Thursday the 1st March saw some of the worst weather conditions Wiltshire has seen in a number of years which continued in to the weekend. Whilst officers worked tirelessly to keep up with the policing demand a number of other agencies and members of the public also assisted, this a thank you to all those that helped during this period.





The link below is for Community Messaging. The Community Coordinator for this area sends out a daily message, if there has been any crime that will benefit the community to be aware of. This includes thefts, scams and burglaries, the aim is to inform you of what is happening in your area, help you take any actions to avoid becoming a victim of crime and to alert you as a potential witness to any crime. Its easy to sign up and only messages, relevant to your area, are sent to your email inbox.

<https://www.wiltsmessaging.co.uk/>

The email address for the Wiltshire North Community Policing team is
northwiltshirecpt@wiltshire.police.uk
Please phone 101, or 999 in an emergency to report any incidents or
crimes

This report has been prepared by PC 2608 Stuart Welch



Calne Area Board - Report 20th March 2018

Budget approved

At their meeting on 9th February 2018, Dorset & Wiltshire Fire and Rescue Authority approved a budget of £54.526 million for 2018-19.

Within the recommendation was the requirement to increase council tax with a 4p per week increase for Band D properties in Bournemouth, Dorset, Poole, Swindon and Wiltshire – an annual fire precept of £72.70 for the Fire and Rescue Service within the council tax for the year starting on 1 April 2018.

Dorset & Wiltshire Fire and Rescue Service’s commitment to keeping communities safe, with what is one of the lowest operating budgets in the country, includes increasing its level of prevention and protection activity, which has led to the fire & rescue Service nationally driving down the number of fires over the past ten years by 50%.

Chief Fire Officer Ben Ansell said: “Members have approved a fire precept Band D that is still well below the national average, and we also this year received another large funding reduction, as the Government has granted us 5.8% less than last year. Despite that, we are investing even more in our on-call firefighters, who are so essential to maintaining fire cover in our predominantly rural areas.

Adverse weather

The weekend of 2nd/3rd March saw heavy snow across the Service area. The Fire and Rescue Service were kept busy as part of a multi-agency response to the conditions primarily focussed on ensuring those affected received assistance as appropriate. This included using our 4x4 vehicles to access persons stuck in their vehicles and to assist essential transportation of individuals to hospital, etc.

Response

Total Incidents attended by DWFRS for Calne Area; 01/01/18 – 28/02/18.

DWFRS have responded to 30 incidents on Calne’s station ground between the dates above categorised in the table below.

The 5 fires included 3 chimneys.

Category	Total Incidents
False Alarm	16
Fire	5
Special Service	9
Total	30



Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Community Safety Plan

DWFRS Community Safety Plan 2016 – 2020 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Ade Hurren

Station Manager, North Wiltshire.

Email: ade.hurren@dwfire.org.uk

Tel: 01722 691206 | Mobile: 07739 899635

March 2018**Overview**

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

The right healthcare, for you, with you, near you

News from the CCG!**New service to support children and young people with their emotional wellbeing**

The views of over 200 individuals from across Bath and North East Somerset, Swindon and Wiltshire have helped shape a modern service for children and young people with emotional wellbeing and mental health problems.

The new Child and Adolescent Mental Health Service (CAMHS) service starts on 1 April 2018 and will be delivered by Oxford Health NHS Foundation Trust. The service be providing targeted and specialist mental health and wellbeing support to children and young people aged 0-18 years, which includes having timely access to an integrated system of co-ordinated and effective promotion, prevention, early intervention and community support and treatment.

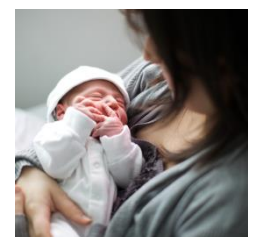
Ted Wilson, Director of Community Services and Joint Commissioning for Wiltshire CCG said: "With valuable input from young people across Wiltshire, Bath and North East Somerset and Swindon we have commissioned a mental health service that will better suit their needs, be easier for them to access and will provide improved advice and support."

National survey shows improvements in women's experiences of maternity care

Most women are having a positive experience of maternity care and treatment with the NHS, according to a survey of more than 18,000 people in England.

The Care Quality Commission (CQC) survey results reveal responses from women who had given birth in February 2017 in services run by 130 NHS trusts across the country.

Women were asked questions about all aspects of their maternity care from the first time they saw a clinician or midwife, during labour and birth, through to the care provided at home in the weeks following the arrival of their baby. The results highlighted improvements in areas such as choice on where to give birth, quality of information and access to help and support after giving birth.



The full results for England as well as individual results for each trust are available on the CQC's [website](#).

Find the right health care advice and treatment over the Easter bank holiday

The four day break over Easter can sometime catch people off guard when it comes to planning for their healthcare needs. With GP surgeries in Wiltshire closed on Friday 30 March and Monday 2 April 2018, Wiltshire CCG are asking people to plan ahead and consider the range of healthcare services available to them if they need medical advice or treatment over the bank holiday. To find out what health services are available visit our website: www.wiltshireccg.nhs.uk.

We also strongly recommend that people think ahead and check that they have enough of their routine medication to see them through the four day weekend. If you need to order more, it is advisable to request it well in advance of the bank holiday to ensure that you receive it in time.

A list of pharmacies that are open over the Easter bank holiday will be posted on the CCG's website nearer the time.

Focus on cancer

More than one in three people in England will develop some form of cancer during their lifetime.

Cancer can start almost anywhere in the human body, which is made up of trillions of cells. Normally cells grow and divide to form new cells when the body needs them. When cancer develops, old or damaged cells survive when they should die, and new cells form when they are not needed. These extra cells can divide without stopping and may form growths called tumours. These cancerous cells can invade and destroy surrounding healthy tissue, including organs.

There are more than 200 different types of cancer, and each one is diagnosed and treated in a particular way. The four most common types of cancer diagnosed in England are:

- [Breast cancer](#)
- [Lung cancer](#)
- [Prostate cancer](#)
- [Bowel cancer](#)

Spotting the signs

It is important to be aware of any unexplained changes to your body. If you notice any changes to your body's normal processes or unusual, unexplained symptoms – such as the sudden appearance of a lump, blood in your urine, or a change to your usual bowel habits, it's important to see your doctor so they can investigate. The chances are it is nothing serious, but it might be something that needs attention and if diagnosed earlier, treatment can be a lot more successful.

Click [here](#) for more information on cancer and spotting the signs and symptoms.

[Be clear on cancer – breast cancer in women over 70](#)

In England, one in three women who get breast cancer are aged 70 or over.



Breast cancer is the most common cancer in England with around 44,300 women diagnosed each year, of which around 13,500 (a third) are aged 70 and over. The older you are – the more likely you are to get it.

This campaign aims to get more women with breast cancer diagnosed at an early stage by raising awareness of the symptoms so it's important to get to know how your breasts look and feel normally, so that you will find it easier to spot something unusual.

A lump isn't the only sign of breast cancer. If you do notice any changes to your breast you should make an appointment to see your doctor straight away. It might not be anything serious, but if it is, getting a diagnosis early can make a real difference.

Campaigns

[Know the signs of a stroke and act F.A.S.T.](#)

We are encouraging you to learn the F.A.S.T. test to help you identify the early signs of a stroke and save more lives.



The F.A.S.T. test identifies the three most common symptoms of a stroke and the right action to take:

Face: Can the person smile? Has their mouth or eye drooped?

Arms: Can the person raise both arms?

Speech: Can the person speak clearly and understand what you are saying?

Time: call 999

If you recognise any single one of these symptoms of stroke, in yourself or others – CALL 999 straightaway. The sooner somebody who is having a stroke gets urgent medical attention, the better their chances of a good recovery.

Your pharmacy can help!

Your pharmacy team can help you with minor health concerns. Visit our [website](http://www.wiltshireccg.nhs.uk/local-services/pharmacies) to find out where your nearest pharmacy is: <http://www.wiltshireccg.nhs.uk/local-services/pharmacies>

Community pharmacists and pharmacy technicians are qualified healthcare professionals who can offer clinical advice and over the counter medicines to effectively and safely manage a range of minor health concerns, including:



- Sore throats
- Coughs
- Colds
- Tummy troubles
- Teething

Every pharmacist is trained in managing minor illnesses and providing health and wellbeing advice, so they are the right person to see for minor health concerns.

With over 12,000 pharmacies open every day of the week in England, and many offering extended opening hours in the evenings and weekends, it is easy to find a pharmacy close to you.

Pharmacists are healthcare experts who can give you clinical advice, right there and then, and if your symptoms are more serious, they can ensure you get the help you need.

Update on Patford Surgery from NHS Wiltshire Clinical Commissioning Group,
Communications and Engagement Officer.

Patford Surgery is currently working with developers, who are supporting them in putting together their business case outlaying the options they propose to put forward to the Clinical Commissioning Group for consideration. They do have a preferred site, but no planning application has yet been submitted to Wiltshire Council

The practice should be in a better position to update you at the May Area Board, where doctors from the surgery can be asked to attend and provide your member with a verbal update.

People have their say over Wiltshire dementia care

People living with dementia and their unpaid carers have welcomed plans to provide a clearer pathway of care which would help people stay at home for as long as possible.

Local people in Wiltshire have given their views on proposals put forward by NHS Wiltshire Clinical Commissioning Group and Wiltshire Council to improve health and care services for those living with dementia in Wiltshire.

The proposals included providing a clear and consistent pathway for professionals, voluntary organisations and the public from the initial diagnosis of dementia onwards. This would involve a team of dementia specialists from different areas coming together to work alongside each other in one team and investing in more specialist nurses linked to the local GP practice.

Other plans include identifying a select number of care homes across the county to provide specialist care for people with the most complex needs.

The county's independent health and care champion Healthwatch Wiltshire spoke to members of the public last July and August about what they thought about the proposals and a new report *Talking to people about dementia: a focus on support for people with the most complex needs* has now been released which outlines their findings.

Lucie Woodruff, Healthwatch Wiltshire Manager, explained: "When the Wiltshire Dementia Strategy was first published in 2014, we formed a partnership with voluntary and community sector groups in the county to make sure the strategy delivered in practice what it promised on paper.

"The aim of this engagement was to enable the public to hear about how the dementia strategy is being put into practice and to have their say on new proposals for dementia care in Wiltshire."

Staff and volunteers at Healthwatch Wiltshire produced an online survey, hosted several public meetings around the county and visited care homes to get people's views about the proposals. They found:

- People thought it was important for those living with dementia to be able to stay at home for as long as possible, with 74% saying the proposal for a clearer pathway of care would enable this.
- They felt more resources should be allocated to support people to live in their homes.
- People emphasised that the proposal must include provision for support in a crisis if it is to be effective in enabling people living with dementia to stay at home for longer.
- There was also concerns about the impact that the proposal may have on carers and felt that adequate support for carers must be

Continued >



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Healthwatch Wiltshire is the county's independent health and care champion. We listen to what people like about local health and care services, and what could be improved. These views are then shared with the decision-making organisations in the county, so together we can make a difference.

in place for it be successful.

- Those who were questioned thought there was a shortage of care home places for people with the most complex needs in Wiltshire, and the majority agreed that something should be put in place to address this issue.
- 78% of those who took part in the survey said that highly specialist dementia care should be provided in a small number of care homes.
- There was also widespread agreement that strong links and support from a team of dementia specialists could enable care homes to provide good quality care to this group of people.



One person said: “As a dementia champion, I have spoken to a lot of people with dementia who would rather stay in their own home for as long as possible. This proposal appears to offer that.”

Another carer added: “This will only work when focus is also placed on non-paid carers and that they also receive specialist support and respite to enable them to manage and cope with caring for the person with dementia.”

Others expressed concerns about the location of specialist care homes, whether there would be enough places to meet the demand and the potential impact on other care homes and their ability to care for people living with dementia.

The full report ***Talking to people about dementia: a focus on support for people with the most complex needs*** can be viewed at healthwatchwiltshire.co.uk/reports-publications and has been shared with Wiltshire NHS Clinical Commissioning Board and Wiltshire Council, so that they can use what people have told Healthwatch Wiltshire to inform their decisions about planning and providing dementia services in Wiltshire.

Ted Wilson, Director of Community and Joint Commissioning at Wiltshire Clinical Commissioning Group, said: “We know that people living with dementia want to stay at home and remain independent for as long as possible. The feedback people have provided to Healthwatch will be invaluable in informing the development of dementia services in Wiltshire to enable this to happen.”

Photos by Neil Munns

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Report to Calne Area Board
Date of meeting 20th March 2018
Title of report Youth Grant Funding

Purpose of the Report:

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

To ask the board to note that the LYN initiative 'Intergenerational Dementia Project' will no longer be going ahead. £1000 will be returned to the area board budget.

Grant Applications:

Applicant	Amount requested	LYN Management Group recommendation
John Bentley School	£5000	Recommended

In respect of urgent matters that may arise, the Community Engagement Manager, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support youth projects from the youth budget of up to £5,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.

1. Background

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

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards
- Procurement Policies and Guidelines <http://thewire.wiltshire.council/index/service-areas-carolyn-godfrey/business-services-procurement/procurement-policies-and-guidance.htm>

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

2. Main Considerations

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

- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.
- 2.5. Councillors will need to be satisfied that procurement policies and guidelines have been adhered to.

3. Environmental & Community Implications

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

4. Financial Implications

4.1 Financial provision had been made to cover this expenditure.

5. Legal Implications

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

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

8. Safeguarding Implications

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

8.2 Wiltshire Council has ensured that the necessary policies and procedures are in place; through its’ procurement process, to safeguard children and young people. However, the Area Board needs to be satisfied that the providers being procured have everything necessary in place. The Community Youth Officer has assessed this and agreed providers meet safeguarding requirements.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
John Bentley School Grant link	John Bentley School	Summer School	£5000
<p>A Summer School that is free to all of the Year 6 children joining JBS as Year 7 students in September 2018. This school has run for over a decade and is an invaluable opportunity for the children to meet staff and students and their new school friends when the school is quiet. It is a very important part of the transitional programme to prepare children for the move from the primary to secondary sector. The cost equates to £10 per day per person. Activities range from group development and getting to know each other to academic preparation.</p>			

Recommendation of the Local Youth Network Management Group

The local youth network recommend this project for funding on the following suggestions and conditions.

The grant criteria states that activities should be for 13-19 year olds. The LYN discussed the importance of transition to secondary school being part of good development as teenagers and felt that with the inclusion of mentors from the older years that this grant should be rewarded.

Criteria also states that schools and parish councils should be able to support a project with as much internal funding as the grant is requesting. John Bentley School are unable to provide this funding at present. The LYN believe this part of the criteria is directed towards local resilience and currently is more relevant to parish councils to support sustainability of projects. The LYN have made a suggestion as part of their recommendation as to how this project could be supported in future years.

Conditions:

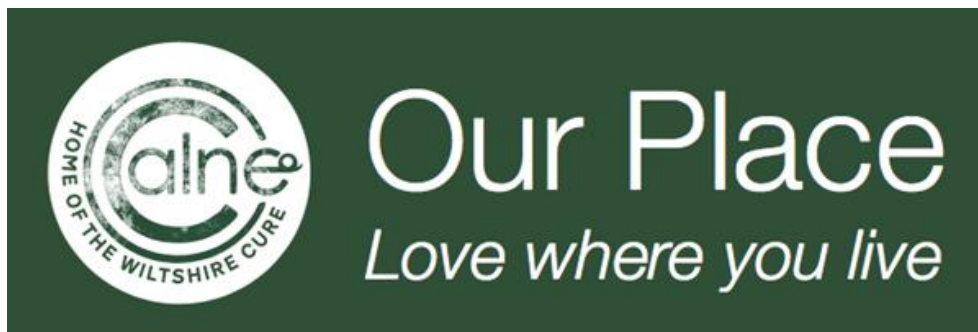
- That evaluation of young people who don't attend is included this year to capture why some young people don't attend.
- That a presentation is made to the area board during the cohorts time in year 7 to share their experience at the summer school.

Suggestions:

- More time for getting to know each other and fun activities. This suggestion is based on feedback from young people who have attended the summer school this year.
- More community involvement, the LYN young people would like to see different community partners involved to introduce themselves to the new students. Including police, health, youth activity coordinators etc.
- That part of the summer school allows students the opportunity to be creative in thinking of fundraising methods for future summer schools.

Report Author

Helen Bradley, Locality Youth Facilitator
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Calne Area Board Update Report – March 2018

Who we are

- Calne Our Place (COP) is an independent, voluntary, non-profit making group working to make the Calne community area a better place for residents, businesses and visitors.
- Calne Our Place is committed to the promotion of cultural, social, environmental and tourism opportunities in the Calne community area of Bremhill, Calne, Calne Without, Cherhill, Compton Bassett, Heddington and Hilmarton.

Membership is open to any member of the Calne area community, whether they are residents or involved in businesses within the community area.

We have had a very busy and successful year and the Calne Our Place project has moved on strategically in a very real way – at the end of the year we can look back on what we have achieved and look forward with confidence to 2018.

Key achievements for 2017 have been:

- Great West Way (formerly A4 Tourist Route); this gone from strength to strength and has been a particular success; we continue to work closely with Visit Wiltshire and others including towns and parishes in the area to develop and market the concept. We are now awaiting a formal launch and are monitoring developments to ensure Calne continues to be recognised and retains its profile when set against more established tourist destinations.
- During the year, we have held several productive meetings with Visit Wiltshire to support the development of the Great West Way and to position Calne at the centre of the GWW Route between London and Bristol. We have actively built a close working relationship with the management of Visit Wiltshire and plan to be involved in the early promotions and marketing of the new GWW logo and App to be launched in Spring/Summer 2018.
- We are working with Wiltshire College to build a new website for Calne Our Place. The three degree level (B.Sc.Hons., Applied Computing) students developing a new website www.visitcalne.co.uk for COP are making steady progress as part of their two year work experience programme at Wiltshire College, Chippenham
- In October, we submitted our detailed application for LEADER Funding for £38.3k to finance our Calne A4 tourism plans to promote our cultural and heritage attractions. This grant application includes finance for improved signage in Calne; quotes for promotional videos on the A4 using a classic car from AWMM and drones featuring the Cherhill White Horse, Calne Heritage Quarter and Bowood; Heritage Centre improved display equipment projects; quotes for more CCTV systems in St. Mary's Church to give extra security to allow the church to stay open longer to facilitate increased tourism; and new website developments to

integrate our Marketing and PR activities more closely with current and future VisitWiltshire websites to increase tourism.

- We have worked with Wiltshire Highways and Calne Town Council with great success to get the necessary planning permissions and approvals from CTC, Visit Wiltshire and Wiltshire Highways Department for the new Boundary Signs (Welcome to Calne. A Town of Discovery) and Heritage Quarter Car Parking signs which were erected by Wiltshire Council Highways Department last month. Calne Our Place would like to offer heartfelt thanks to the Calne Town Council and the Calne Area Board for donating the necessary grants in order to deliver this project.
- One of our main aims for 2017 was to extend the scope of **Heritage Week** into the wider community area. We established a base for further extension by organising events in Derry Hill and East Tytherton and walks on Morgan's Hill and the Cherhill Downs, which were all well attended. The whole week was successful involving well over 1,000 visitors. Chippenham Museum impressed by the range of Calne Heritage Week expressed an interest in the possibility of some joint publicity. This will be investigated more fully in 2018.
- The **Word Fest** Festival held at the end of September, 2017 was a success with over 1000 residents involved in the Planetarium Event including 9 primary schools, home educators and Springfield. The Word Trail was supported well again by Calne businesses and schools with families enjoying the hunt. The Family Fun Day at Bremhill Club was very well attended by families with young children and there is obviously demand for this type of event. The pub quiz is gaining momentum with more pubs involved.
- In order to promote Calne as a Town of Discovery at the centre of the Great West Way, we have started to work more closely with the leading historians in Calne to identify prominent historical people with a strong connection to Calne, especially those we can link to some form of "Discovery". We also have initiated plans to develop the Heritage Quarter as a source of "hidden gems" which will appeal to visitors and tourists as they travel between Windsor, Stonehenge, Avebury and Bath
- At the COP's AGM in January, 2018 the revised COP Constitution was accepted and included a new aim to 'Foster friendship between all the communities of the Calne community area, and will include the communities of our twin towns:- currently Charlieu (France), Eningen (Germany)and Caln Township (USA)'. At this AGM, a new Project Group (PG) was set up, namely the Twinning PG.

The Lansdowne Monument was proudly erected in 1845 by the 3rd Marquis of Lansdowne to commemorate his grandfather, Sir William Petty the 1st Marquis of Lansdowne. Petty was the 14th Prime Minister of Great Britain and Leader of the House of Lords, between 1782 and 1783, under King George III.

The monument was owned by the Lansdowne family and rumour has it that the monument was erected in this location so that the Lansdowne's could see the extent of their land from their home at Bowood House. It was subsequently sold in 1955 to a local farmer before it's purchase by the National Trust in 1988.

The monument has now been designated as a Grade II* listed monument and Historic England have listed this as a 'Monument at Risk'. For the last **EIGHT** years the monument has been hidden under unsightly scaffolding.

The National Trust conducted a condition survey in February 2018 but have yet to complete their report. Despite this they have already stated that they do not have the funds to restore the monument (Estimated cost of repair is £1.2 to £1.5 million) and they are subsequently looking for Fund Matching to assist with these costs.

We have been trying to engage with the National Trust for over two years, with a view to assisting them with this project but they have categorically refused to allow us to carry out fund raising activities. We have several ideas on how to raise funds and have expressed this to the Trust, but they are still ignoring any communication with us. We are still hopeful that the National Trust will come to us as we just want to help them.

We would like to get the local community involved in this project. It is important that children learn about their local history and this project would be a perfect way to get the Trust and the Community together. There is also an opportunity to educate people who walk, run or mountain bike to the summit of this hill by providing story boards with the history of the area, as this is lacking at the moment.

The Monument is important to the local area, it can be seen for miles and it is an iconic feature of our landscape and part of our heritage. The Cherhill White Horse, Oldbury Castle Iron Age Fort and the Monument form part of the Great West Way (A4 Tourist Route London to Bristol) People travel from all over the World to visit Wiltshire, especially Stonehenge, Avebury and to follow the White Horse Trail, and our monument is part of this trail.

The plinth at the bottom of the Monument was a wonderful place to sit and look at the stunning views of the surrounding countryside from all directions, but the scaffolding covers this plinth and makes that impossible. What used to be a pleasure and a nice reward for an invigorating walk to the top of the hill is now a sad and depressing experience.

Unless we start making a fuss, **our** Monument will not be restored. It is not a priority to the National Trust as it is *not an income generator*.

On the 1st of March we will be launching our ‘Make a Fuss’ campaign and our petition aimed at getting the Trust to see how strongly we feel about this project. EIGHT years is too long and we have NO intention of waiting another eight years for them to take action.

We would like the Trust to have the restorations completed by 2020 as this is the date when the Monument celebrates it’s 175th birthday and as such it should be presented in all it’s glory.

Please MAKE A FUSS – sign our petition online at 38degrees.org.uk ‘Lansdowne Monument - make a fuss’, or visit one of the Town Heritage Centre’s: Calne, Chippenham, Corsham, Devizes or Marlborough and PLEASE sign today.

CALNE COMMUNITY SAFETY FORUM
10am, Thursday 18th January 2018
The Harris room, Calne Library and Community Hub
DRAFT MINUTES

Apologies

Ross Henning	Wiltshire Council
Peter Grant	John Bentley School
Jaki Russell	Resident
Richard Jones	Resident
Stan Woods	Church Partnership
Matthew Perrott	Highways
Kevin O'Daly	Royal British Legion
Mark Luffman	Wiltshire Police
Don Pocock	Wiltshire Police
Mark Cook	Wiltshire Police

1. Present

Glenis Ansell	Chair
Karen Boswell	Admin & CARP
Roger Appleby	Resident
Abbie Osbourne	Wiltshire Police
Diane Gooch	Dementia Alliance, Wilts Users Group
Shirley Harper-O'Neill	Resident
Jordan Butler	CTC
Jane Vaughan	Community Engagement Manager
Mike Davidson	WNHWA Chair
Paul Sunners	WNHWA

<p><u>2. Minutes of the last meeting held 23rd November 2017</u> Correction: Money for the dropped kerbs needs to be applied for via the Area Board. Jane Vaughan asked to defer the scheme until a full plan could be worked out with the CCSF leading a campaign once everything is in place.</p>	<p>Ross Henning is asked to approach PCC legal team via the Police and Crime Panel, to see if they have a copy of the original agreement pertaining to the land gifted for the police station on Silver Street by Lord Lansdowne. **See Notes**</p>
<p><u>3. Matters arising/updates</u> Spring lane Barrier; Money has been released and the work is now to be scheduled to go ahead. High Street Gates: Banking arrangements have been confirmed with John Skinner, 'Calne Our Place' Project. Planning have agreed the designs and arrangements in principle. Contributors have now been asked to send their monies so that official permissions can be sought with the subsequent costs. This should be straight</p>	<p>Re-surfacing of the lane has still not been actioned. Monitor</p>

<p>forward and it is hoped that the actual installation of the gates is in finally in sight.</p> <p>Safe Places: Still have no volunteer to run Scheme, Glenis will approach a couple of contacts to see if any takers. Jane will meet with Glenis, Trudy King to try to find a way forward. There is a need to maintain email contact at the very least or the scheme will fold.</p> <p>Castlefields Park: Trustees of the Park have written to CTC Town Clerk and Councillors asking for an official response to the on-going problems with the wall. Conservation has refused the request to bund the remaining wall and with no more money available for rebuild, the wall remains covered by safety fencing. With better weather approaching, the chance of an 'incident' increases. Apart from the unsightly nature of the area, and the detrimental effect it has on the volunteers who maintain the area, the safety implications should make this a priority.</p> <p>Lorry Watch: Still need to see if CCTV can identify a need for the Scheme. It is believed that the scheme can only be run in a weight restricted area and as such is only appropriate in the town centre. Anecdotes of lorries mounting the kerbs elsewhere in town, ie, Silver Street, need to be raise as a separate issue.</p> <p>Hedges/Verges and Mobility access: Jordan Butler produced the first article publicising resident's responsibilities on keeping hedges and verges maintained to allow access along pathways etc. these will be run again using local websites in the hope that it will negate more formal action from WC.</p>	<p>Karen Boswell</p> <p>Jane Vaughan Glenis Ansell</p> <p>Jeanette Young Calne Town Council</p> <p>Glenis Ansell Gerry Mooney</p> <p>Jordan Butler</p>
<p>4. Wiltshire Neighbourhood Watch Association: Mike Davidson (Chair) and Paul Sunner (Vice Chair) attended today and gave a short presentation about the Neighbourhood Watch Scheme. The WNHWA has a committee of 6 members who oversee the scheme for Wiltshire. The new look NHW uses Community Messaging System as its main point of communication. It has close links to the Police, Councils and would like to link in with the Safety Forums to act as Local Hubs for the association. New Schemes will be encouraged, and older ones supported. Leaflets and signage are available including vinyl overlays to update existing blue metal signs, showing the new and more obvious Yellow design. Signage has proven to be very successful. Interested parties can register on the Community Messaging system to get notifications on Crime updates, NHW advice, Action Fraud reports etc. An</p>	

<p>advice sheet is included at the end of the minutes with details on how to set up a NHW Scheme in your locale. CCSf will work with Area Board to promote scheme in the area.</p>	
<p>5. Skatepark: several meetings have been held with the residents who live near the Bowl and members of CTC etc. Noise remains the main complaint. But Drugs and ASB are also an issue. Many of the solutions have been suggested before as this has been a long-term problem. Glenis Ansell will liaise with Jane Vaughan to be updated on previous meetings and actions, but Glenis and Ian Thorne are keen to continue to try to find a solution that works for everyone without driving the users away from the park. Residents could be encouraged to take more ownership of the problem and be more proactive by taking on the role of locking and unlocking the park, parental patrols etc. Police patrols will be prioritised in the area to address the drug and ASB element</p>	<p>Glenis Ansell Ian Thorne Jane Vaughan</p> <p>Community Policing Teams</p>
<p>6. Parking on and around Junctions: It was noted that thoughtless parking is becoming an issue especially around the estates and schools, Oxford Road, Victoria Terrace and North Street were also highlighted. Plus blocking of dropped kerbs and alleyways creating mobility problems. It was suggested that this could be reported to the local councillor for the problem areas and be raised as an enforcement issue. Yellow lines should be a last option. Perhaps an internet campaign reminding drivers of the highway code and safe parking practice.</p>	<p>Monitor with view to raise at Area Board as a 'theme'</p>
<p>7. CCTV: As CCTV Manager and Town Mayor are not present, item deferred until next meeting</p>	
<p>8. Police Priorities:</p> <ul style="list-style-type: none"> • More patrols around skatepark and Castlefields following reports of drug use. To include Marden river and Co-op car park following reports of trolleys being thrown in to the river and items being thrown at the wildlife. • Pro active work around increased reports of thefts from shops • Targeted patrols with regards to the Drink/Drive Campaign 	<p>Residents are asked to ensure that homes/outhouses and vehicles are properly secured following a number of attempted thefts/break-ins in the area, over the last few months</p>

<p>9. Issues from 106/CCAB Meetings: Committees have not meet during this period.</p>	
<p>10. AOB: Redrow Footpath between JBS and Marden Farm Development. Item was chased with Chris Marsh, Planning as there was no sign of anything being built yet. The developer must now be approaching the trigger point in the legal agreement. Chris has agreed to chase this with the developer and rights of way warden. TV Licensing Scam: a woman claiming to a TV Licence inspector called on a Calne resident claiming to be there to collect unpaid direct debits for the licence. She was challenged by the resident and left. If these kind of Cold calling scams become an issue in Calne, there is an option to approach the Area Board applying for a Cold Calling toolkit to assist in the setting up of a deterrent scheme. It has also been reported that travellers/gypsies have been offering re -tarmacking deals in the area. Forum members are asked to pass the information to their staff/neighbours to ensure they do not enter into an arrangement that may not be value for money. Police response to challenging individuals: concerns have been raised about the apparent lack of follow up on incidents concerning challenging individuals who have experienced injury as a result of a dispute. Glenis Ansell has written to the Senior Police Officers requesting a response to the specific incidents. Details and names will remain closed for forum members as this is a sensitive issue. There has been no response to date.</p>	<p>Chris.marsh@wiltshire.gov.uk</p> <p>Monitor</p> <p>Monitor</p> <p>Glenis Ansell</p>
<p>11. Date of next meeting: Thursday 22 March 2018</p>	

Update:

Ross Henning has received an email from Sean Cooper, Office of the Police and Crime Commissioner for Wiltshire and Swindon,

“The freehold title to the Calne Police Station Site is owned by the Commissioner and it is registered at the Land Registry. The Office of the PCC is in correspondence with the Bowood Estate over whether certain matters apply to the Police Station Site.”

Ross will continue to chase available documentation.

Forum members are again requested to send a representative if they themselves cannot attend meetings. If no-one is available, please would you remember to send apologies so that the agendas/topics can be adjusted accordingly.

WILTSHIRE NEIGHBOURHOOD WATCH ASSOCIATION

SETTING UP A NEW NHW SCHEME

WEBSITES

1. There are 3 key websites to help you:
 - a. www.ourwatch.org.uk – the website of the National NW Network. Here you can use the Postcode search facility to find out about registered NHW schemes in your immediate area. There is also a contact list for all NHW Force Associations across the Country, AND, A KNOWLEDGE BASE to provide you with straightforward guidance on setting up schemes.
 - b. www.wiltshirenhw.org.uk – the Wiltshire NHW Association website. This also has a postcode search facility the same as the National one as it taps into the national database. You can also find out about obtaining NHW Area road signs for your village, local town scheme or for a group of adjacent schemes to avoid duplication and keep costs down. The website enables members and potential members of Wiltshire NHW to contact the Association committee members and get help or guidance.
 - c. www.wiltsmessaging.co.uk – the secure 2-way Community Messaging system for Wiltshire. This system allows you to receive emails from Wiltshire Police, both locally and corporately, Fire & Rescue and, of importance to your on-line safety, Action Fraud – the National Police database on the latest scams and fraud on-line as well as on the phone and on the doorstep. Also NHW messages.

KNOWLEDGE BASE

2. From the menu on the Home page of the Our Watch website you will see all the information available based on what part of the NHW partnering family you belong to. You will also see “Knowledge Base” listed. Here you will find **general guidance on setting up a new scheme** or joining an existing one and a lot more.

THE NHW DATABASE

3. There is a .pdf file available to read and download at the bottom of the Knowledge Base list of documents. It gives an informative explanation of the data held and its security and that the database also holds other users of the Community Messaging system who have not registered as NHW members. If they have ticked to receive messages from NHW they are considered members of NHW.

Compiled 2/12/17

Calne Area Board
 Training and Skills Working Group
 21st February 2018



Attendees: Ian Thorn, Alex Schmitt, Louiza Bruce, Terry Couchman, Corinna Davidson, Helen Bradley, Jane Vaughan.

Apologies: Jennifer Dunthorne, Marie Wykes

Notes taken by Jane Vaughan.

- **Welcome and Introductions:** This was the first meeting of the working group, Ian Thorn welcomed everyone and introductions were made.
- **Creating an action plan:**
 It was decided to focus group discussions at this meeting on beginning to form an action plan focussed on the priorities identified at the Training and Skills Workshop held on 21st November 2017.

The group would aim to work through the priority tables to create 3 categories of action:

- A. Areas of work that agencies/organisations and local groups are already engaged in and which this group could seek to engage with and influence.
- B. Areas of work that agencies and organisations could/should be engaged in and how this group can encourage/influence work to be started in the Calne Community Area.
- C. New initiatives which this group could kick start/promote/facilitate.

The group felt it was important that it engaged in detailed discussions around the aspirations so that it might be more able to come up with meaningful actions and recognised that it may not be possible to cover all aspirations in one meeting.

The following tables show the extent of those discussions:

Draft Action Plan:

Transition: The barriers and opportunities local people from the Calne Community Area face when moving between training and life skill stages: school – further education – employment – unemployment – employment – retirement.

JSA priority: Transition		
Aspiration	Action	Category
Transport needs analysis.	1. It was noted that the Calne Area Transport Group is currently engaged with Wiltshire	A

	<p>Council Highways and Atkins to create a Community Transport Strategy.</p> <p>The group wished to understand more about this and ensure the priority of poor transport as a barrier to training and skills was included.</p> <p>★ Ian/Jane to discuss with Spencer Drinkwater.</p> <p>2. Look in to potential schemes initiatives that may already be in existence: Independent Travel Scheme Moped loan scheme (Community First?)</p> <p>3. Bicycle loan scheme – investigate potential of working with local groups/organisations to repair/recycle old bikes to loan/give to local people.</p> <p>★ Terry will talk to Repair Academy</p> <p>★ Louiza would talk to potential volunteer at Springfield’s and the Men’s Shed.</p> <p>★ Terry and Louiza to liaise and form small task group if appropriate.</p>	<p>B</p> <p>C</p>
<p>Employment Fair/Turn up and Try events.</p>	<p>1. Springfield’s planning to run employment event in September as part of their larger ‘Creative Employability Centre’ plan with a focus on adults/people with experience providing inspiration, potential to create wider community engagement.</p> <p>2. Priestley School had previously held a jobs fair, which Ian Thorn had attended, potential to learn from their experiences and contacts.</p> <p>★ Ian would talk to Priestley School and then discuss with Louiza.</p> <p>3. The Library had previously held a ‘Fun Palace’ day to allow people to ‘have a go’ at new activities/crafts etc – could this be linked in future to provide or signpost people to further learning opportunities?</p> <p>★ Jane ask libraries for more information about future Fun Palace events.</p>	<p>A</p> <p>A</p> <p>A</p>

<p>Advice and information about opportunities and transition pathways.</p>	<ol style="list-style-type: none"> 1. It was felt that the title of this aspiration needed amending from opportunities and careers to opportunities and transition pathways. 2. Community Hub – Job Club Alex Schmitt and Terry Couchman reported that the Job Club needed revitalising. It was felt that new, dedicated volunteers were required to provide sign posting and advice on preparing CVs etc. but also opportunities for people seeking work to develop social networks, confidence and support in all aspects of identifying work opportunities and preparing themselves for selection. ★ Terry would start a recruitment drive for appropriate volunteers. 3. It was felt that the work being done already by the Community Hub in providing opportunities for people from all life stages to make a transition to volunteering in a supportive environment was important and a unique and valuable resource in Calne. This should be supported as much as possible to encourage more volunteering opportunities. 4. Find out more information about positive psychology sessions. 5. The group also discussed finding out what advice and information is already being provided by other organisations (an audit of information): the Job Centre, Launch to Learning, The Rise Trust (Chippenham), and Educational Institutions. ★ Helen would contact the Rise Trust re. their current work on this matter in Chippenham and potential to develop similar work in Calne. 	<p style="text-align: center;">A</p> <p style="text-align: center;">A</p> <p style="text-align: center;">B</p> <p style="text-align: center;">A</p>
<p>Mainstream schools to offer support for transitions.</p>	<ol style="list-style-type: none"> 1. Information gleaned from case studies at the original Training and Skills workshop suggested that some young people did not feel that current support for the transition from GCSE to further education was adequate. Louiza suggested that this was 	<p style="text-align: center;">B</p>

	<p>part of the reason for the creation of an Employability Centre at Springfield. Further discussion would be given to this matter at future meetings to identify ways to assess the existing support and encourage Mainstream schools to investigate and develop in this area.</p>	
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Access to learning: The promotion, facilitation and accessibility of learning opportunities for people in the Calne Community Area.

Access to learning		
Aspiration	Action	Category
More facilities for learning in the Calne Community Area.	Deferred to next meeting	
Better/more effective publicity about existing opportunities	Deferred to next meeting	
Invite businesses/organisations to help fund/provide training and skills development.	<ol style="list-style-type: none"> Engage with Learn Direct to provide specific/relevant courses for people from a new revitalised Job Club at the Hub. ★ Jane to contact Learn Direct ★ Terry and Alex to identify relevant learning requirements from existing contacts at the Hub. Find details and more information about PLUS (an organisation that provides training for people with disabilities) 	<p>B</p> <p>B</p>
Identify better provision for 16 – 18 year olds with specific needs.	<ol style="list-style-type: none"> Contact National Association for Autism (NAS) for advice and information. ★ Louiza would contact NAS 	B

Provide more support to access and use the internet.	Deferred to next meeting	
1-2-1 mentoring/group mentoring	Deferred to next meeting	
Utilise existing spaces (e.g. Community Hub) and bring providers in to the community area.	Links to above - Invite businesses/organisations to help fund/provide training and skills development.	B

Employability: (paid and unpaid): Gaining the ‘soft skills’ needed for engagement in learning and employment. (e.g. interview experience, people and personal skills).

Employability		
Aspiration	Action	Category
Link with businesses to create a menu of training	Deferred to next meeting	
Develop opportunities to acquire and embed functional skills – possibly link with Springfield’s Academy for delivery.	Deferred to next meeting	
Link voluntary and business sectors. (e.g. make volunteer experience count, develop competitions with work experience/mentoring as prizes!)	Deferred to next meeting	
Set up a business forum (link to existing networks) focussed on identifying skills gaps.	Deferred to next meeting	
Survey to understand needs (unclear if this was about community needs in terms of developing skills or business needs re skills gaps ... or both?)	Deferred to next meeting	

Encourage/train businesses in SEND possibilities and needs.	Deferred to next meeting	
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Qualifications: Gaining the practical, hard skills and qualifications needed for specific jobs and further learning opportunities.

Qualifications		
Aspiration	Action	Category
Encourage employers to help provide appropriate training, support to develop qualifications (time off for staff to attend, staff to provide work experience share skills, apprenticeships etc.)	Deferred to next meeting	
Recruit the right person! Encourage employers to shift from a culture of recruiting the person with the best skills not the best qualifications.	Deferred to next meeting	
Identify and promote training for the skills that will be needed in the future.	Deferred to next meeting	
Develop volunteer experience/skills accreditation scheme. (Gain support from recognised organisation).	Deferred to next meeting	

Other areas for discussion:

Other things		
Action		Category
Access to employment support (Transport etc.)	Deferred to next meeting	
Social Media use	Deferred to next meeting	
Removal of childcare barriers	Deferred to next meeting	

Support for literacy training (formal and informal)	Deferred to next meeting	
Suitable I.D ie Skills Qualifications conversions and money to pay for this.	Deferred to next meeting	
More support for young adults with complex needs, learning difficulties through their care support to become and maintain independence.	Deferred to next meeting	

- **Next meeting:** The next meeting was arranged to take place on Thursday 22nd March, 6pm at the Community Hub, Harris Room.

Jane Vaughan
 Calne Community Engagement Manager
 jane.vaughan@wiltshire.gov.uk

Report to	Calne Area Board
Date of Meeting	20/03/2018
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Calne Community Hub Volunteers Project Title: Calne Community Hub Facilities and Services View full application	£674.97
Applicant: Heddington Parish Council Project Title: Trees for Commemoration View full application	£280.00

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](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2017/2018 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 Implications

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
2787	Calne Community Hub Volunteers	Calne Community Hub Facilities and Services	£674.97
<p>Project Description: To provide new computer equipment as part of an upgrade of the information service of Calne Community Hub. This will facilitate the diverse distribution of Information to the Community of Calne its Surrounds. Provide Sound Video Recording Broadcast on Social Media and other internet Channels to facilitate communication to and for the Elderly Disabled and others who may be unable to attend Social Groups and Activities in person.</p> <p>Input from Community Engagement Manager: The Calne Community Hub Volunteers are an enthusiastic and dynamic group, providing people of all ages, skills and backgrounds from across the Community Area with opportunities to get involved in their communities; as volunteers who are available to offer a cup of tea and a friendly face to share a conversation, or get involved in addressing community priorities by organising activities and projects in their own right or with other local groups and organisations.</p> <p>This application represents the start of a new project for the group which will enable the community to find out about and engage in more activities, projects and events in person or virtually.</p> <p>The equipment will also enable the group to provide more support to local people who want to increase their digital literacy skills and be an additional resource as the group begins work on revitalising the Job Club.</p> <p>This project can be seen to demonstrate specific links to all 5 of the current Area Board local JSA priority themes: Children & Young People, The Economy, Older People, Culture and Health & Wellbeing.</p> <p>An award to this project would represent 50% of the total project cost.</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2794	Heddington Parish Council	Trees for Commemoration	£280.00
<p>Project Description: The Parish Council wishes to commemorate the 7 local people who lost their lives in WWI by planting 7 commemorative trees.</p> <p>Input from Community Engagement Manager:</p> <p>As part of the Calne Area Parish Forum, Heddington Parish Council has been working with the Community Engagement Manager and the Area Board to develop a programme of events and tree planting across the Area as part of the Community commemorations to mark the centenary of the 1st World War.</p> <p>In addition to a potential community area site some Parish Councils are considering undertaking their own smaller tree planting schemes.</p> <p>In Heddington, these will be planted on the Village Recreation Ground and will be maintained by the Parish Council who are Stewards of the land.</p> <p>This application links to local community JSA priorities concerning participation in cultural activities.</p> <p>The applicant has confirmed that work involved in planting the trees and their future care and maintenance will be undertaken by the Parish.</p> <p>The amount requested represents 58% of the total project cost.</p> <p>Proposal That the Area Board determines the application.</p>			

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

Report Author:

Jane Vaughan
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Calne Community Area Walks
OurWALK Digital Walking App

Executive Summary

The Community Engagement Manager, working in partnership with the Wiltshire History Centre, Public Health Wiltshire, Wiltshire Ramblers and the Open University, is seeking to develop a mobile phone application to enable local people to create their own healthy, local history walks in the Salisbury and South Wilts area. The Application will be available to download on smartphones and it will list local walks and walking groups in the area. Users will be able to map and create their own walks, add content such as history, car parks, shops, pubs and promote these walks via social media. A funding bid has been made to the Heritage Lottery Fund to support the cost of developing the application and a contribution is now sought from Salisbury area board.

Proposal

The history walks proposal is set out in the Wiltshire Project Bank on the 'Our Community Matters' website and is attached as **Appendix 1**. The proposed specification for the application is set out in **Appendix 2** (subject to further development and testing with users). The Calne area board is being requested to allocate £1,000 to support the development of the application and the delivery of the project in the Calne community area.

It is proposed that the app will map local walks and link this to local information (including materials held at Wiltshire History Centre) creating a series of history, landscape and wildlife walks as well as family treasure hunts. The app will make it simple for local community groups to create and manage their own walks; adding waypoints on a map with short information articles about the sites on route. Users who download the app will then be able to enjoy the walks and – if they wish - join their local walking group or meet up with other local walkers. Over time it is hoped that the app will list hundreds of well maintained, safe walks in the area suitable for all ages and abilities. The app will include a social network, allowing users to add comments and notes about the walk that can be viewed by the wider user community.

The app will target health issues by logging each users' walks and providing that information in a simple to use dashboard, making it easy for people to track their own health goals or exercise plans. The app will also be useful for linking up people at risk of loneliness with local groups, social walks and likeminded individuals. Health trainers and other professionals will be able to refer people to the app for rehabilitation following diagnosis of certain conditions and track the progress of patients.

The Open University is acting as academic sponsor for this project, bringing extensive knowledge and learning about the development of digital health solutions. They will also assist with the development of the app and the involvement of users that is planned before launch. The Community Engagement Manager will oversee the management of the app and its promotion to local communities, parish councils and walking groups in the area.

Reasons for Proposal

The mobile app directly addresses several key JSA priorities: loneliness and isolation; healthy lifestyles; mental health and positive activities for older people, providing free, sustainable activities for all with proven health and cultural benefits.

Recommendation

That Calne area board supports the development of the OurWALK app and allocates £1,000 towards its development, subject to match funding being received from the Heritage Lottery Fund.

Jane Vaughan

Calne Community Engagement Manager

Appendix 1: WILTSHIRE PROJECT BANK

Local history walks

“Cardiovascular disease is one of the major causes of death in under 75s in England.” – Wiltshire JSA

A history walk can bring the past to life, telling the story of a community and the people who have lived there over the centuries. Walking is an excellent way to look after your heart and stay fit and active into older age. Combining history, walking and healthy living, what is not to love about local history walks?

In a nutshell:

A local history walk is produced by a community. Usually, this involves researching the history of a place, its significant events, its historic buildings, landscape and wildlife. Volunteer researchers, use existing archives but also collect photos and materials from residents and plot these on a map, before linking this up with a circular walk. These walks can be available to download and print from the internet, to buy in the village shop or to use in a special mobile phone app. History walks are cheap to create and once they exist they exist forever.

What makes this project special?

When a village comes together to create a history walk it is great because it helps record and document local history in a way that makes it available for everyone. It helps communities capture historical documents and photographs that may exist in attics and bottom drawers, taking these and putting them online forever. Producing a local history walk brings people together and creates a healthy activity that can be enjoyed by everyone. If many villages and towns create history walks then soon there will be a whole network of walks available across Wiltshire. This will encourage more visitors and tourists boosting local trade for local shops, restaurants, pubs, bed and breakfast and hotels. It will also get more people out into the countryside, enjoying positive healthy activity.

Local history walks provide gentle, low-impact exercise that's easy, free and available to everyone – here's why walking rocks:

- History walks strengthen your heart and lower your risk of disease.
- History walks help you lose weight and get fit.
- History walks can help prevent dementia.
- History walks tone up your legs, bums and tums.
- History walks can boost vitamin D and make you feel more relaxed.
- History walks are great for everyone, families, young and old.
- History walks can boost your energy levels.
- History walks help us record local history and tell the story of our communities.
- History walks will increase your appreciation of where you live.
- History walks can bring in tourists and visitors.

Appendix 2: OurWALK V.1.0

Draft specification for Mobile Application

OurWALK (working name), is a mobile application designed for IOS and Android devices, providing users with the ability to map their local walks, add content and share with a community of users. The proposed features of V 1.0 of the application are detailed below.

User interface

- Standard Users - walkers/general public who download to their device
- Walk Admin - a user who creates a social walking group
- OurWALK Admin – users with access to backend data and settings.

Scope/scale

- Anticipated that users could total 5,000-10,000 in Wiltshire alone
- Scalable to offer facilities to other counties and countries.
- Paid app (minimal download fee) to generate income to cover hosting and future development
- Fees for host admin facility (not individual walk admins).

User functions

- Friendly intuitive user interface on the home screen – find a walk, create a walk, join a local walking group, find a walking companion, view your dashboard, etc
- Sign-in with social accounts – Facebook, Google, Twitter, etc.
- Ability to find walks on a map with a postcode search, or auto GPS ‘find walks near me’ function. *KEY FEATURE*
- Create a walk facility – simple interface with step by step instructions *KEY FEATURE*
 - Record a walk
 - Add a walk map based input
- Add Waypoints
 - Add way finders, text and images. *KEY FEATURE*
 - Add info and way points. *KEY FEATURE*
- Ability to download walk for areas where 3G/4G is non-existent (users can pre-download and still do the walk with GPS)
- A ‘start walk’ function that tracks progress, speed, distance, calories burnt, etc. This requires users to configure their own app - weight/height/gender/age, etc
- A compass (using built in device compass and maps) and route finder function.
- Ability to add waypoint markers with info – photos, history, narrative entries. *KEY FEATURE*
- Info points – views, photo points, places to eat and drink, parking places, etc. *KEY FEATURE*
- Users can add waypoints for their group, approved by group admin
- Possible sound files for narrative – guided walk function. *OPTION*
- Guided tour feature – follow the route at home before walking.
- Ability to click a ‘done this walk’ button and collect walks in a personal diary - (possibly some reward/incentive function, badges, etc)
- Ability to set ‘personal goals.’
- Ability to ‘favourite’ walks
- Ability to add comments – ‘this stretch is very muddy in winter, bring your wellies’

- Group comments
- Individual walk comments
- Waypoint comments
- General Comment
- Right of Access issues
- Lost and Found
- Group Alert
- Comment categories
- A social share facility – Facebook, Twitter, etc (I have just completed this great walk with OurWALK with link to app and a promo image). *KEY FEATURE*

Backend admin functions

- See new comments and moderate comments
- Add updates and alerts ('there is a bull in this field at the moment so please take care')
- Promote walk function – social share 'Stuck for ideas this weekend? Why not do this great walk with OurWALK' – maybe custom messages? *KEY FEATURE*
- Broadcast messages to community – 'Version 1.2 release – new features'
- Video tutorial - link to YouTube
- Support links
 - Walking Groups
 - Council based links/numbers etc
 - Emergency contacts
 - Admin details
 - Log Walk issue (for example walk closed symbol, walk open symbol)
- Track statistics – miles walked, walks completed, number of walkers, calories burned, most popular walks, etc. Broken down by walk, by admin and in totality across the app– for performance monitoring. *KEY FEATURE*

Post V 1.0 features

- Adding Treasure points on walks (to encourage families/young people)
- Walking challenges, collect special items, etc.
- Charity walks – 'sponsor me' function
- Ability to generate sponsorship/advertising - claim/buy a waypoint
- Ability to sell related items – shop front.

Development principles

- Key focus on user experience
- User involvement in development and testing – work to involve different categories of walkers and users
- Academic input from Open University
- Partnership project lead by Wiltshire Ramblers but delivered by Wiltshire Council communities team
- Social enterprise model
- Self-sustaining financially
- Promotional materials for hotels, B&B, libraries, TIC, etc.
- Social media campaign materials
- Promotional banners and materials for use at events, locations.

Report to	Calne Area Board
Date of Meeting	20th March 2018
Title of Report	Community Asset Transfer – Marden House, Calne

Executive Summary

This report deals with an application for the transfer of the property known as Marden House, Calne in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

Calne Area Board is asked to consider an application submitted by The Marden House Centre Trustees for the transfer of the property known as Marden House, Calne. See application at Appendix 1 and summary of Community Consultation at Appendix 2.

Reasons for Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer (CAT) Policy.

Recommendation

Having considered the application and the views of Council officers, the Area Board is invited to approve the transfer subject to:

- The lease being upon such terms as Wiltshire Council Estates considers reasonable.
- Being able to be terminated by Wiltshire Council if the property ceases to be used for community purposes.
- Each party bearing their own costs

Purpose of Report

1. Calne Area Board is asked to consider an application submitted by the Marden House Trustees for the transfer of the property known as Marden House, Calne. See application at Appendix 1, summary of Community Consultation at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. Wiltshire Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long-term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.
6. The property which is the subject of this Community Asset Transfer application has been used by the Marden House Centre Trustees for 25 years.
7. Currently the property hosts a wide variety of community groups, projects, activities and events, including the Calne Memory Club, Mill Race Club (for adults living with learning difficulties), and A Place for us (Youth Club for young people living with SEND), which have all previously been supported by the Area Board, they will be unaffected by this transfer.

The Application before the Area Board

8. The application from the Marden House Centre Trustees is attached at Appendix 1.
9. The application was submitted in accordance with Wiltshire Council's application process and meets the requirements for consideration by the Area Board.
10. The Community Engagement Manager has consulted with Strategic Assets & Facilities Management, who have undertaken appropriate conversations with service departments across the Council. They have concluded that this is not a strategic asset. Therefore, a decision can be made by Calne Area Board.
11. The applicant has undertaken local consultation with all user groups and visitors to the centre (approx. 200 responses have been received); see summary at Appendix 2.

The views of Council officers

Strategic Asset & Facilities Management (SAFM), which has overall responsibility for the Council's estates and property has provided the following observations to the Area Board on behalf of Wiltshire Council.

12. No plan was supplied with the application, but there is an assumption that the area requested is that currently leased by the applicant.
13. The existing lease of Marden House has expired but is continuing on a periodic basis by operation of law.
14. A legal process to rectify the titles to this land and that which was transferred to Calne Town Council (Castlefields) is being carried out. A lease cannot be granted until this has been completed. This process is to ensure that the boundaries on the title plans reflect what is on the ground.

Main issues for consideration by the Area Board

15. The applicant has confirmed that the area requested is that currently leased by the applicant. (see para. 11 above).
16. It is a requirement under Wiltshire Council's Asset Transfer Policy that there must be a clear link between the asset transfer request and local community priorities.
17. This proposed asset transfer demonstrates a link to Wiltshire Council's priorities to "Help local communities develop their own priorities and improvements "and "We help communities help themselves".
18. It can also be seen to link to local JSA priorities for the Calne Community Area relating to Children & Young People, Older People, Culture and Health & Wellbeing.
19. As this is a third sector transfer and not a transfer to a town or parish council it will be effected by way of a 125-year lease. If the property stops being used for the community purpose the lease may be terminated by Wiltshire Council.

Recommendation

20. Having considered the application and the views of Council officers, the Area Board is invited to approve the transfer subject to:
 - The lease being upon such terms as Wiltshire Council Estates considers reasonable.
 - The ability for Wiltshire Council to terminate the lease if the property ceases to be used for community purposes.
 - Each party bearing their own costs.

Appendices:	Appendix 1 – Community Asset Transfer application Appendix 2 – Summary of Community Consultation
Report Authors	Jane Vaughan, Community Engagement Manager Jane.vaughan@wiltshire.gov.uk

Form CAT01

Community asset transfer: application

Your details

Your Organisation	"The Marden House Centre" www.themardenhousecentre.com
Contact name	Graham Spencer
Position held	Chairman of Trustees
Address	The Property: Marden House. New Road, Calne. SN11 0JJ Private address: 7 Bream Close, SN11 9UF
Postcode	
Telephone	01249 811835
Email	Gs_spencer@btopenworld.com

Your proposal

(please complete Checklist CAT02 before filling in the following)

Details of asset Please include exact location, address, postcode, size, boundaries, access points and a map if possible	Marden House, New Road, Caine, SN11 0JJ. This is a two-storey grade 2 listed building with adjoining 30 year old single storey extension and a large rear garden. The building is comprised of entrance foyer, kitchen, male and female toilets, large main hall (capacity 80-100), small hall (capacity 25) and office. Stairs to landing, small hall (capacity15) and balcony for main hall (capacity 20) There are toilets for disabled at both ends of the ground floor. In addition, there are various storage areas. Location map, and photographs attached.
Summary of proposal Why do you want the asset and how will this benefit the local community?	'The Marden House Centre' is the charity No.293514 which, from 1986, has administered and maintained Marden House for the benefit of the community and from 1st August 2017 as CIO ref No. 1159922, in whose name this application is being made. The Trustees wish to continue their charitable activities so that the future of Marden House is secure and will continue to serve the people of Caine and its environs free from the constraints of a lease term, so that applications for grants can be made to further enhance the property as future years require, and for any major structural repairs that may be required in the future. We believe that with our Charitable status, proven management and financial control we would be better able to fund major expenditure than the Council.
Community use Please explain how the asset will be used <i>(Please refer to questions 5-8 in the checklist - CAT02)</i>	The Marden House Centre serves many different community groups who meet in Marden House on a regular basis; as an example, 3 x WI groups, art group, memory group, singing, Age Concern Friendship Group, Yoga, keep fit, ballet, young people with disabilities youth club, Family Action for people with learning difficulties and Autism, Calne Music and Arts Festival, concerts, jazz club and a wide range of other regular groups. We also offer a resource for private and public functions for a wide spectrum of people from cradle to grave.

<p>Suitability for purpose Please explain why this asset is suitable for the intended purpose <i>(Please refer to questions 5-8 in the checklist - CAT02)</i></p>	<p>It is centrally located with easy access by public transport, on foot and with existing local parking. We offer spaces to accommodate different sized groups with disabled access to all areas, including the garden, except the upper floor; access to which we would like to address in future. We do not intend to change the usage of Marden House, merely the ownership of the property: The Charity has used the building successfully for over 25 years.</p>
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<p>Community support and consultation Please set out who you have consulted about your proposal and how you have addressed any concerns raised <i>(Please refer to questions 9-14 in the checklist - CAT02)</i></p>	<p>All regular groups have been consulted and a display in the foyer shows the history of Marden House and our proposal for its future, together with a consultation leaflet and opportunity for people to respond, over 200 signed responses have been received. We have consulted Local and Wiltshire Councilors and discussed our situation with other representatives of Wiltshire Council over the last four years. We operate within our local authority premises license and our Terms & Conditions for users of our facilities. We have not experienced difficulties with our neighbours with whom we maintain very good relations.</p>
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<p>Legal issues Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset <i>(Please refer to questions 15-18 in the checklist - CAT02)</i></p>	<p>At present we have building and contents insurance, public liability insurance and a Health & Safety policy, Fire Risk Assessment. We will continue to keep abreast of our responsibilities in relation to running a public building and seek specialist guidance where necessary. We will seek professional support in legal matters relating to this CAT application.</p>
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<p>Financial matters How will you fund running costs and maintenance? Are you willing to pay for the asset? <i>(Please refer to questions 19-23 in the checklist - CAT02)</i></p>	<p>Running costs are financed through fees from hirers and, if necessary, we would embark on a fund-raising exercise. For major expenditure such as a new roof, lift, kitchen or toilet upgrades etc. we would seek grant funding. We have a proven financial track record. Management accounts will continue to provide a continuous overview of the financial position. We are not considering paying for this asset.</p>
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<p>Future management How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future? <i>(Please refer to questions 24-27 in the checklist - CAT02)</i></p>	<p>The Trustees will continue to hold meetings and in all matters will adhere to our constitution and the requirements of the Charity Commission as a "Charitable Incorporated Organisation" (CIO) charity. We are a proactive and responsive management, being aware of future demands and needs. Our strategic planning will create a schedule for maintenance, repairs etc., and a reserve fund, holding at least 1 year's maintenance costs, and a project fund for future works. We will encourage opportunities for volunteers and continue without paid employees.</p>
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I confirm that the details included in this application are correct

Signed:



Name (please print):

GRAHAM S. SPENSER

Date:

19TH. JANUARY 2018

Form CAT02

Community asset transfer: checklist

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>		<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>		<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe for the use proposed?	<input checked="" type="checkbox"/>		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Legal

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

Finance

Question	Yes	No	Note
19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
23. Will any third party be assisting with the costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
24. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out your offer</i>

Management

Question	Yes	No	Note
26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
27. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
28. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

The Marden House Centre - 293514

Balance Sheet (Unexamined)

31st. July 2017

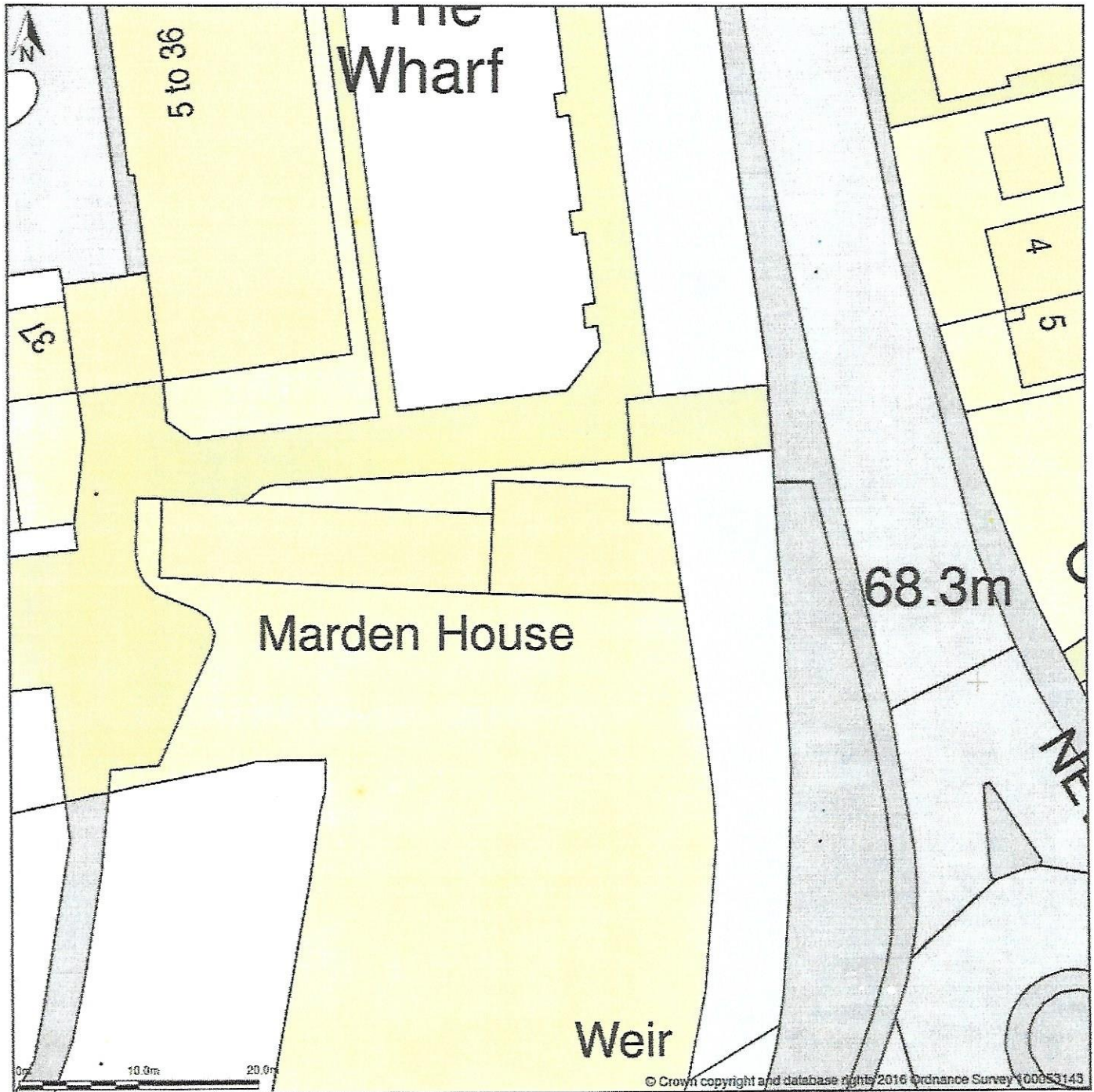
	As at 31/07/2017	As at 31/07/2016
Fixed assets		
0500: Steinway Piano	15,000.00	15,000.00
Total Fixed assets	15,000.00	15,000.00
Current assets		
	29,288.33	19,614.75
0600: HSBC Community A/c (current) 91051466		
0610: HSBC BMM A/C (deposit) 73038408	41,738.31	41,699.73
0620: HSBC No. 2 Community A/C 1123165	—	—
0650: Petty Cash	583.40	350.34
Total Current assets	71,610.04	61,664.82
Liabilities		
0700: Sundry Creditors	200.00	200.00
Total Liabilities	200.00	200.00
Net Asset surplus (deficit)	86,410.04	76,464.82
Reserves		
Excess / (deficit) to date	9,945.22	
Z01: Starting balances	76,464.82	76,464.82
Total Reserves	86,410.04	76,464.82

Represented by Funds		
Unrestricted	32,826.04	24,328.93
Designated	52,012.00	51,012.00
Restricted	1,572.00	1,123.89
Endowment		
Total	86,410.04	76,464.82

nsdyke Dr
Downland



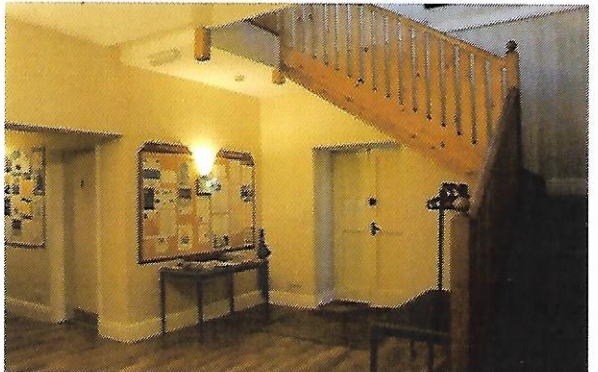
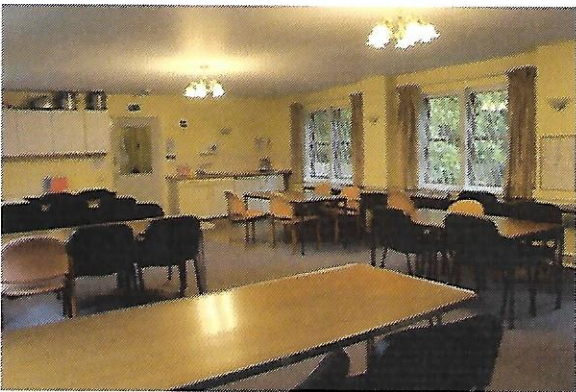
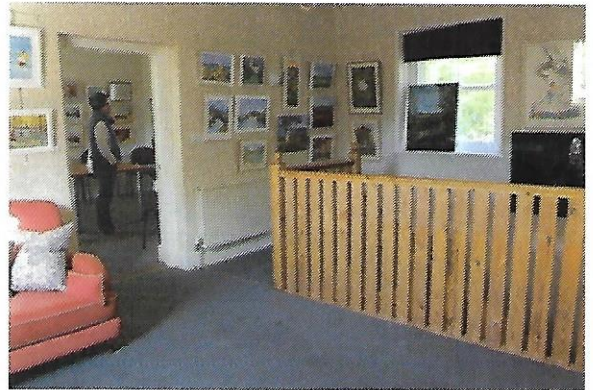
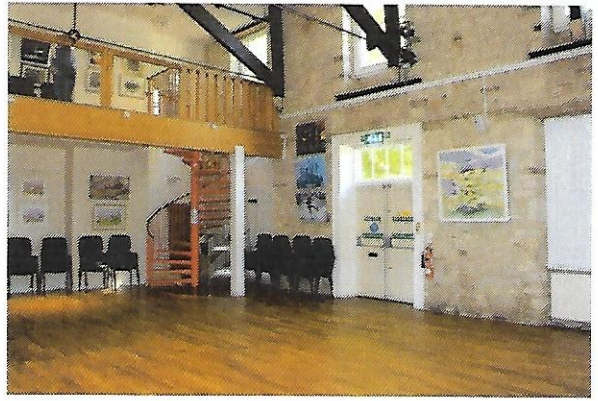
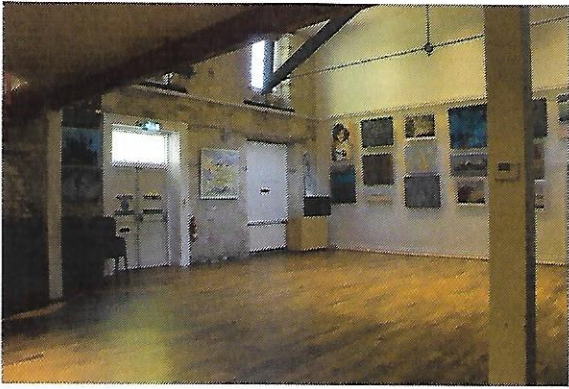
Marden House Community Centre, New Road, Calne, Wiltshire, SN11 0JJ



Block Plan shows area bounded by 399699.99, 170799.01 399789.99, 170889.01 (at a scale of 1:500). The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

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THE MARDEN HOUSE CENTRE COMMUNITY ASSET TRANSFER APPLICATION FOR MARDEN HOUSE.

Please read the Consultation Notice and if you wish to support please sign below or complete a form and pop it in the box.

NAME / SIGNATURE	GROUP MEMBER OR PRIVATE	POSTCODE
Rita Davies	Calne Memory Club	SN11 9NT
Eileen Donald	Calne Memory Club	SN11 9NT
Alexander Flores	Calne Memory Club	SN11 8PL
Jim Moore	Sibley Rd	SN11 0ES
Beryl Moore	8 Sibley Rd	SN11 0ES
Angela Freegard	CALNE MEMORY CLUB	
Trudy Woodward	calne MEMORY club	
Chris Edwards	15 CHARLTON AVE CALNE SN11 0LD	SN11 0LD
Merian Board	FISHERSBROOK CALNE	
Tania Jackson	36 Bryans Close	SN11 9AR
Valerie Phelps	OXFORD RD.	SN11 8AH
Opthia Williams	1 YEW TREE CLOSE	SN11 0JP
Catherine Cole	36 BUZZARD ROAD	SN11 9RW
DORIS MASLEN	27 THE WHARF, CALNE	SN11 0DH

If you have reason to object to this application please email gs-spencer@bopenworld.com or write to us at The Marden House Centre.

RESPONSE FORM

Please help by completing this form and dropping it into the box on the table in the foyer

I support "The Marden House Centre"
in its application for a "Community Asset Transfer"
of Marden House. New Road, Calne, Wiltshire. SN11 0JJ

Name: **JOHN P. KELLER**

Sign: *John Keller*

Your Post Code: **SN11 8JX**

I use Marden House for:

Member of a Group: **CONCERTS / ARTS FESTIVAL** Club/Group

Private Event: **ANNIVERSARY PARTIES**

If you would like more information or feel you would like to be involved in this community resource serving our community please contact Graham Spencer on 01249 811835 or email gs_spencer@btopenworld.com.

"The Marden House Centre" an independent charity No. 293514 (up to 31/7/2017)

To enable the Charity to operate fully in future years from 1st. August 2017 our charitable status has been up-graded to a

Charitable Incorporated Organisation No. 1159922.

**"THE MARDEN HOUSE CENTRE"
SERVING THE COMMUNITY AT
MARDEN HOUSE**



**COMMUNITY ASSET TRANSFER APPLICATION
CONSULTATION**



HELP US TO HELP YOU

MARDEN HOUSE

THE BUILDING IS OWNED BY WILTSHIRE COUNCIL.

We have held a lease for 20 years which now has to be renewed.

“THE MARDEN HOUSE CENTRE” IS AN INDEPENDENT CHARITY WITH JUST 4 TRUSTEES WHO HAVE THE RESPONSIBILITY OF FULLY MAINTAINING THIS GRADE 2 LISTED BUILDING.

We receive no financial support : Trustees receive no payment.

Our income comes from YOU the users of Marden House.

THE TRUSTEES ARE DEDICATED TO PROVIDING THIS FACILITY FOR YOU TO ENJOY.

WITH SOUND MANAGEMENT WE SEEK TO KEEP HIRE CHARGES LOW.

In 2010 the original Lease of 20 years reached its term.

SINCE 2010 WE HAVE HAD AN UNCERTAIN FUTURE.

We have been trying to obtain a satisfactory lease renewal.

WE MUST HAVE A LEASE THAT IS FINANCIALLY VIABLE FOR NOT LESS THAN YEARS. Anything less would not enable us to seek grants for major works.

Remember we are in a time of financial cutbacks and all Councils are having to look hard at their assets.

WE BELIEVE THAT AS AN INDEPENDENT CHARITY WE WILL BE BETTER ABLE TO TAKE THE BUILDING INTO THE FUTURE WITH A SAFE FUTURE FOR THE COMMUNITY.

THE TRUSTEES WILL FIGHT TO KEEP THE BUILDING FOR YOU.

THE TRUSTEES WOULD LIKE OWNERSHIP OF THE PROPERTY SO THAT IT IS HERE FOR YOU AND THOSE WHO FOLLOW FOR THE YEARS TO COME.

In recent weeks Wiltshire Council representatives have indicated that as we are well managed and can show that we are capable of the responsibility

WE CAN APPLY FOR A

COMMUNITY ASSET TRANSFER

Which means that they would pass the building into our ownership and care for the benefit of the community.

THIS WE ARE DOING

WE NOW HAVE TO GO THROUGH A PROCESS OF CONSULTATION.

In the foyer you will find an information display giving some of the history of the building.

HOW A FEW DEDICATED LOCAL PEOPLE TOOK THE BUILDING FROM LITTLE MORE THAN RUBBLE TO WHAT YOU ENJOY HERE TODAY.

ON THE TABLE YOU WILL FIND A CLIPBOARD ON WHICH TO SHOW YOUR SUPPORT.

◆ PLEASE TAKE A MOMENT TO SHOW YOUR SUPPORT FOR OUR APPLICATION BY SIGNING THE SHEET.

◆ BETTER STILL COMPLETE THE FORM ON THE BACK OF THIS NOTICE AND DROP INTO THE BOX ON THE TABLE.

The trustees are confident that together we will make an exciting future for Marden House for the years to come.

ONCE WE KNOW THAT OUR FUTURE IS SECURE WE HAVE A LIST OF IMPROVEMENTS THAT WE WANT TO START WORKING ON.

Just for starters, new kitchen, new toilets, audio video facilities, disabled access to upper level and more importantly fully maintain the building seeking grants for major structural works.

