

AGENDA

Meeting: Malmesbury Area Board
Place: Crudwell Village Hall
Date: Tuesday 10 July 2018
Time: 7.00 pm

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

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

Refreshments and networking opportunity from 6:30pm .

Please direct any enquiries on this Agenda to William Oulton Senior Democratic Services Officer, direct line 01225 713935 or email william.oulton@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 Toby Sturgis, Brinkworth (Vice-Chairman)
Cllr Gavin Grant, Malmesbury
Cllr John Thomson, Sherston (Chairman)
Cllr Chuck Berry, Minety

RECORDING AND BROADCASTING NOTIFICATION

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

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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

	Items to be considered	Time
1	Election of Chairman <i>(Pages 1 - 2)</i>	7:00pm
2	Election of Vice-Chairman	
3	Chairman's Welcome and Introductions The Chairman will welcome those present to the meeting.	
4	Apologies for Absence	
5	Minutes <i>(Pages 3 - 8)</i> To approve and sign as a correct record the minutes of the meeting held on 2 May 2018.	
6	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	7.05 pm
7	Chairman's Announcements <i>(Pages 9 - 12)</i> <ul style="list-style-type: none"> • Special School Consultation • Youth Parliament 	
8	Local Youth Network Update and Applications for Youth Funding <i>(Pages 13 - 16)</i> To receive an update on the Local Youth Network (LYN) and for the Area Board to consider five Youth Grant(s): <ol style="list-style-type: none"> 1. CMAS Malmesbury After school drop in - £2,500 2. CMAS Malmesbury Targeted / Drop in - £2,500 3. CMAS -LGTB Support (Delegated authority) - £1,900 4. HEALS summer programme - £1,500 5. Thrive / Mind Reset - £1,355 	7:10pm
9	Waste Collections To receive a presentation on the changes to waste collection.	7:25pm
10	Town Team - aspirations To receive an update on the Town Team project.	7:45pm
11	Community Policing Update An opportunity to hear from Inspector Mark Luffman giving an overview of the Community Policing Team model which was introduced in October 2016. There will also be an opportunity for questions.	8:00pm

12	<p>Partner Updates (<i>Pages 17 - 30</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Healthwatch Wiltshire d. Wiltshire Clinical Commissioning Group (CCG) e. Malmesbury and the Villages Community Area Partnership (MVCAP) f. Riverside Centre g. Health & Wellbeing Champion h. Town and Parish Councils 	8:15pm
13	<p>Appointment to Outside Bodies and Groups (<i>Pages 31 - 50</i>)</p> <p>To consider appointments to Outside Bodies and Groups</p>	8:30pm
14	<p>Area Board Funding (<i>Pages 51 - 54</i>)</p> <p>Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received:</p> <ul style="list-style-type: none"> 1. Sherston Scout Hut Refurbishment Seed Fund - £750 2. Ashton Keynes Village Hall Improvements - £640 	8:35pm
15	<p>Community Area Transport Group (<i>Pages 55 - 76</i>)</p> <p>The Area Board will be asked to consider the recommendations from the 12 June 2018 Malmesbury Community Area Transport Group (CATG) meeting outlined in the report.</p>	8:45pm
16	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
17	<p>Next meeting</p> <p>The next meeting of the Malmesbury Area Board will be held on Tuesday, 18th September 2018, 7.00 pm.</p>	

Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice chairman of an area board shall remain in post until their successors are appointed.

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Riverside Community Centre, Gloucester Road, Malmesbury SN16 9JS
Date: 2 May 2018
Start Time: 7.00 pm
Finish Time: 9.09 pm

Please direct any enquiries on these minutes to:

William Oulton Senior Democratic Services Officer, Tel: 01225 713935 or (e-mail) william.oulton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Toby Sturgis (Vice-Chairman), Cllr Gavin Grant, Cllr John Thomson (Chairman) and Cllr Chuck Berry

Total in attendance: 21

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
74	<p><u>Chairman's Welcome and Introductions</u></p> <p>Following the end of the information fair for parishes, the Chairman welcomed all to the rest of the formal meeting.</p>
75	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
76	<p><u>Minutes</u></p> <p>Resolved</p> <p>To approve and sign as a correct record the minutes of the meeting held on 14 March 2018.</p>
77	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
78	<p><u>Chairman's Announcements</u></p> <p>The Chairman outlined how members of the public could contribute to the meeting.</p>
79	<p><u>Local Youth Network Update</u></p> <p>The meeting received a verbal update on the Local Youth Network (LYN), including:</p> <ul style="list-style-type: none"> - That a new budget for 2018/19 had been approved £13,342; and that the LYN would be taking an overview of what projects are in development and looking at partner funding to sustain projects into the longer term; - It was noted that Mental Health was still a priority; - Cllr Grant thanked again to those that attended the Youth Event in March and emphasized that he was keen to hear from other bodies that may be willing to bring resources and finances to bear on the projects; - It was also noted that there was still space on the Management Group for parishes and would welcome more representation. <p>Resolved</p> <p>To note the update</p>
80	<p><u>Electoral Review</u></p> <p>The Chairman welcomed Councillor Richard Clewer, Chairman of the Electoral Review Committee, to give a presentation on the Electoral Review that the Local Government Boundary Commission is currently undertaking and relevance to each community area.</p> <p>Matters highlighted in the course of the presentation and discussion included: the need</p>

	<p>to achieve electoral equality and the number of divisions that have too large a variance thus triggering a review; that the review is undertaken by the Boundary commission, and the Council and other partners were consultees; that the Commission will take a view about the number of councillors; that once this has been decided, a consultation about the new boundaries will be undertaken; that Parliament will have the final say on the proposals; that Wiltshire Council will make their own submission in response to the consultation; the possible implications for the community area and the impact on Area Boards; the projections for the electorate; that the new boundaries will be in place by the election in 2021; how the wider community and groups can put their views in and the likely timetable.</p> <p>Resolved</p> <p>To note the update</p>
81	<p><u>Partner Updates</u></p> <p>The meeting received written updates and additional verbal updates from the following partners:</p> <p>Wiltshire Police – It was noted that Jordon Rose, the new PCSO, has been appointed; that there had been some impact on resources through events in Salisbury; that recent crime figures had fallen; that new officers were keen to meet rural communities.</p> <p>Malmesbury and the Villages Community Area Partnership (MVCAP) – it was noted that the group had helped to fund the running costs of Riverside and helping with updating website; the improvements to disability access for Riverside centre; the assistance to rural communities with promotion on social media and disseminating emergency information; and that small grants were available for small community groups.</p> <p>Riverside Centre – thanked the Area Board for the grants for the arts and craft including the linocut prints showcased in the café with a view to promoting more participation; the development of the online booking system which would save time; and the success of the Saturday Friends events.</p> <p>Town and Parish Councils – In response to a question from Ashton Keynes PC regarding the new GDPR regulations, it was noted that: Parishes were independent bodies and that they were responsible for ensuring they were meeting any legal requirements, but that the Council had run some training sessions. The Chairman asked that further information be sent/resent to councils.</p>
82	<p><u>Fostering Update</u></p> <p>A member of the Wiltshire Fostering Team attended the meeting to provide information about the service and to encourage people to consider the role. A briefing note sent to all Parish and Town Councils and as attached to the agenda.</p> <p>Matters highlighted in the course of the presentation and discussion included: that Information sessions were available once every two months for those that are interested; the needs for foster carers in more areas; how the council was getting people to think about becoming a foster a carer; that there are 430 children in care and 120 or so fostering households; the training and support available for foster families including social workers and therapists; the financial allowances available; importance</p>

	<p>of word of mouth; how using newsletters in local communities via the parishes was a good way of targeting rural communities; using social media to help market information, and the information available online at http://www.wiltshire.gov.uk/fostering including a short promotional film shown at the meeting https://www.youtube.com/watch?v=3C7X2xKYwsE</p> <p>The Chairman thanked those for attending the meeting.</p> <p>Resolved</p> <p>To note the update.</p>
83	<p><u>Update From Community Engagement Manager</u></p> <p>The meeting received an update from Ollie Phipps, Community Engagement Manager (CEM) for the Malmesbury community area including an update on the Big Pledge - https://www.youtube.com/watch?v=reTgw7fta_M&feature=youtu.be</p> <p>Matters highlighted in the course of the presentation and discussion included: the thanks expressed to those 100 volunteers who contributed to 8 different litter picks; that it was not possible to present the Joint Strategic Needs Assessment to the cancelled January meeting, and was appended to these minutes; how people were getting involved with the Big Pledge project.</p> <p>Resolved</p> <p>To note the update.</p>
84	<p><u>Safe Walking to School initiative</u></p> <p>The meeting received an update on the Safe Walking to School initiative from Tom Lawton a local inventor.</p> <p>Matters highlighted in the course of the presentation and discussion included: the new idea for technology to improve visibility of children by adapting a light for runners and improve it for walkers; how money was raised through kick-starter, and the backing of other charitable foundations; the impact of a recent accident in his local community; how the light will encourage walking to school; that some free-lights are available to local schools; the opportunity for marketing and getting the message out through the newsletters; the possibility of promoting in conjunction with Leisure.</p> <p>The Chairman thanked Mr Lawton for his interesting and informative presentation.</p>
85	<p><u>Area Board Funding</u></p> <p>Following a presentation by Ollie Phipps, the Community Engagement Manager, the meeting considered the Community Area Grants report and the recommendations on the applications received.</p> <p>Representatives from the applicants were given an opportunity to speak and there was an opportunity for question. It was noted that due to budget allocation, the Area Board had decided that it would not be advisable to award applicants the full amount thus leaving too little budget for possible applications in the remainder of the financial year.</p>

	<p>Resolved</p> <p>1. To agree in principle that awards would be made up to 25% of the total value of the project and not more than £2,500; and</p> <p>2. To make the following awards:</p> <ul style="list-style-type: none"> • Dauntsey Croquet Club - £550 – for grounds maintenance • Brinkworth Village Recreation - £2,500 – equipment for older children • Malmesbury Youth Football Club - £2,500 – for grounds renovation and extra storage. • Oaksey Well Garden - £875 – for community garden project.
86	<p><u>Community Area Transport Group</u></p> <p>The Area Board considered the recommendations from the Malmesbury Community Area Transport Group (CATG) meeting outlined in the report.</p> <p>Following an opportunity for questions, the meeting;</p> <p>Resolved</p> <p>To approve the recommendations as outlined in the report.</p>
87	<p><u>Urgent items</u></p> <p>There were no urgent items</p>
88	<p><u>Next Meeting</u></p> <p>The Chairman noted that the next meeting of the Malmesbury Area Board would be held on Wednesday, 10 July 2018, 7.00 pm.</p>

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Agenda Item 7

Chairman's Announcements

Subject:	Special Schools Consultation
Web contact:	http://wiltshire.objective.co.uk/portal/education/special_school_provision_in_wiltshire

Over the last few years we have seen significant growth in housing in Wiltshire and this has meant that all our special schools for children and young people with special educational needs and disabilities (SEND) are now full.

We are likely to need at least 220 new special school places by 2026. In the north of Wiltshire this means creating at least 70 additional places for children with complex needs.

We have committed investment to provide these additional places in the north and now it's important to get this right for all our children and young people with complex needs both now and in the future. There are several options to explore how we provide for pupils with special needs in the future and we are encouraging people to have their say by taking part in the consultation which is on the website until 31 July 2018.

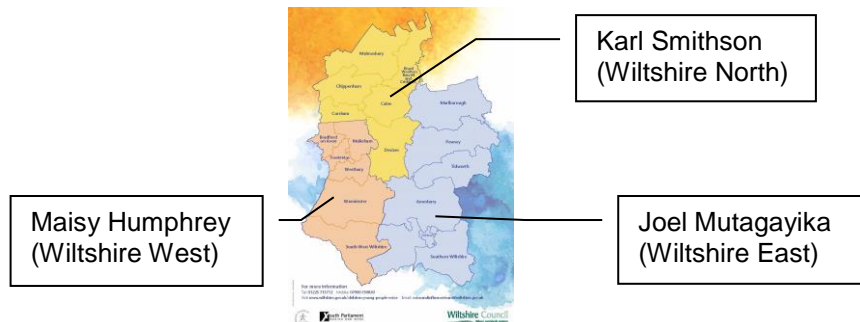
http://wiltshire.objective.co.uk/portal/education/special_school_provision_in_wiltshire

Chairman's Announcements

Subject:	UK Youth Parliament Elections and Activity
Officer contact:	Judy Edwards judy.edwards@wiltshire.gov.uk 07900 759830

1. UK Youth Parliament 2018 elections and activity

UK Youth Parliament provides opportunities for 11-18 year olds to use their elected voice to bring about social change through meaningful representation and campaigning. Members of Youth Parliament (MYPs) are elected annually in every part of the UK. There are currently 349 MYPs. MYPs are encouraged to meet with MPs and local councillors, organise events, run campaigns, make speeches, hold debates and ensure that the views of young people are listened to by decision makers. The most important aspect of any MYP's job is to make sure they represent the views of the young people in their constituency. Wiltshire has three seats on the UK Youth Parliament, with the term of office commencing on 1 March. Information about Wiltshire's MYPs for 2018/19 can be found [here](#).



The role of the MYP is increasingly being recognised at a local and national level. UK Youth Parliament seeks opportunities for MYPs to meet regularly with government ministers, members of the opposition and civil servants. UK Youth Parliament also works to promote the role and influence of MYPs to service providers, e.g. the transport industry and health services.

2. Youth Parliament programme

MYPs come together for an Annual Conference each July at which they debate manifesto points and vote on **ten** issues to take to a national [Mark Your Mark campaign](#). Schools and youth groups are encouraged to register to take part in debate and discussion about these 10 issues, and then vote for those which are most pertinent to them. Almost 1m ballots are cast each year. The top **five** issues are then taken to a debate in the [House of Commons](#) which is chaired by the Speaker of the House. Following these debates, MYPs vote to decide which **two** issues should become the UK Youth Parliament's priority campaigns for the year ahead.

3. 2018 campaigns

The two priority campaigns for 2018 are: i) [Votes at 16 in all public elections](#) and ii) [A curriculum for life](#).

Wiltshire's MYPs have also agreed a set of their own local priorities which they would like to progress in partnership with elected members:

- Bus passes for those under 18
- Whole county litter picking days to include all Wiltshire schools
- Railway station in Devizes

Chairman's Announcements

- Use of new materials for road repairs – plastic roads
- Increase special school provision
- Revisit youth centre provision

4. Wiltshire Assembly of Youth

MYPs are expected to take a leading role in the Wiltshire Assembly of Youth (WAY). WAY is a forum for young people in Wiltshire to express their experience of the needs of children and young people, give their views on services, and offer consultation over policy.

5. Meet your MYP

Councillors are encouraged to contact their MYP, to introduce them to the work of the Council, discuss how the 2018 campaigns can be supported, and encourage wider debate and discussion with young people at Area Board and Full Council level. To make contact and for more information, please contact:

judy.edwards@wiltshire.gov.uk, 07900 759830.

Report to Malmesbury Area Board
Date of meeting 10.7.18
Title of report Youth Grant Funding Report

Purpose of the Report:

To note the financial position of the Youth Funding allocation, and note the update on the Local Youth Network Management group work.

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

Applicant	Amount requested	LYN Management Group recommendation
CMAS Malmesbury After school drop in	£2500	Yes
CMAS Malmesbury Targeted / Drop in	£2500	Yes
CMAS -LGTB Support (Delegated authority)	£1900	Yes
HEALS summer programme	£1500	Yes
Thrive / Mind Reset	£1355	Yes

1. Financial Implications

- 1.1 For 2018/19 Malmesbury Area Board Youth Funding allocation is £13342
- 1.2 The Malmesbury Area Board Youth Funding balance for 2017/18 is £13342
- 1.3 If all the awards are made in full by Malmesbury Area Board the funding balance will be £3587.
- 1.4 All decisions must fall within the Youth Funding allocated to Malmesbury Area Board.

2. LYN Update report

- 2.1 It should be noted that Malmesbury Town Council have been proactive in identifying match funding to support the two Malmesbury applications by CMAS, and that the two parties are presently working on settling a partnership agreement to secure these provisions for the 2018/19.
- 2.2 The LYNMG has formulated a financial plan, and has approached other potential funders to see if they will agree to part of this and fund known provision and projects in the Malmesbury Community area. These include Malmesbury school, parish councils, and local charities or philanthropic organizations.

3. Legal Implications

There are no specific legal implications related to this report.

4. Human Resources Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding Implications

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

7. Applications for consideration

There are no applications to consider.

Application ID	Applicant	Project Proposal	Requested
N/a	CMAS	Weekly drop in youth café in Malmesbury Town Hall	£2500
Project description The continuation of a weekly after school drop in at Malmesbury Town hall for around x40 young people. The provision is used by young people from all around the community area.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £2500			

Application ID	Applicant	Project Proposal	Requested
N/a	CMAS	Targeted weekly drop in outreach / drop in work with group in Malmesbury	£2500
Project description Continuation of targeted street based outreach work with a group of x12 young people (mainly young women), utilizing the Malmesbury Town Hall as a drop-in facility.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £2500			

Application ID	Applicant	Project Proposal	Requested
N/a	CMAS	LGBTQ support session	£1900
Project description Continuation of a weekly discreet LGBTQ session for until December 2018.			

Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1900			
Application ID	Applicant	Project Proposal	Requested
	HEALS of Malmesbury	Summer Programme 2018	£1500
Project description Support for a targeted summer programme of activities for young people with additional needs, and or from low incomes families.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1500			

Application ID	Applicant	Project Proposal	Requested
587	Thrive, Mind Reset	One to one, and groupwork, and therapeutic responses to young people's mental health needs.	£2710
Project description The re run of the proven and successful local support service for young people with mental health support needs. The provision is used by young people from all around the community area.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1335.			

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

Report Author

Name, Richard Williams Locality Youth Facilitator
Email: Richard.williams@wiltshire.gov.uk

June 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!

Funding available for delivering a 'step change' in positive mental health and wellbeing within Wiltshire

We are inviting bids from all stakeholders, of up to £50,000, for delivering a 'step change' in positive mental health and wellbeing within Wiltshire.

Ted Wilson, Director of Community Services and Joint Commissioning for NHS Wiltshire CCG said, "We are pleased to be able to offer these non-recurrent funds to support initiatives that aim to enable people to be more positive and confident about their mental health. We hope that the success of these initiatives will be a catalyst for future collaboration and support."

The projects will be community based initiatives that support national and local priorities of increased focus on prevention and keeping well, and applications will need to demonstrate how funds will be used to deliver their project.

For more information on submitting an application, visit our website. The closing date for submission is 5pm on Friday 15 June 2018.

This year marks the 70th anniversary of the National Health Service as it celebrates its birthday on 5 July 2018.

Wiltshire Dying Well Community Charter

Do you know an organisation that would like to make a difference on how they support their staff who have been diagnosed with a life-limiting illness, or who cares for someone that is approaching the end of their life?

The Wiltshire Dying Well Community Charter aims to encourage a community wide approach to support people who are affected by dying, and identifies simple steps employers can take to demonstrate their commitment to supporting their staff.

The Charter will help ensure organisations have the best possible resources for their workforce to help them manage this sensitive subject in the workplace, and signing up to the charter is easy and doesn't cost anything.



You can sign up to the Wiltshire Dying Well Community Charter by visiting our website: www.wiltshireccg.nhs.uk or emailing: wiltshire.dyingwell@nhs.net.

Businesses are simply asked to commit to demonstrating their support for the Charter by signposting employees, volunteers or students to additional support resources and embedding supportive practices within their organisations for people who are affected.

Dr Helen Obsorn, GP at Courtyard Surgery said, “The Charter has been developed to help bring greater understanding of the problems faced by working people who have been diagnosed with a life-limiting illness, or care for people who are approaching the end of their lives.”

Not sure what to do when a child is poorly? Download the free HANDi app!



The HANDi app is a fantastic free app that gives you expert health advice at your fingertips when you need it the most. Covering the six most common childhood conditions HANDi app provides information and guidance on managing:

- Diarrhoea and vomiting
- High temperatures
- Chestiness
- New born problems
- Stomach pain

The HANDi app was developed and approved by paediatric consultants at the Royal United Hospital, Bath, in partnership with Bath and North East Somerset and Wiltshire Clinical Commissioning Groups.

The app is available to download for free from iTunes App Store or Google Play.

For more information about the HANDi app, visit

http://www.ruh.nhs.uk/patients/services/clinical_depts/paediatrics/handi_app.asp

Have your say

[Back to top](#)

Online consultations – an alternative way to have a consultation from your GP



NHS England would like to hear your views about online consultations - this is a service offering patients an alternative way to have a consultation with their GP online via the internet.

Using a smart phone, tablet or computer patients can contact their GP practice about a health issue without having to wait on the phone or go to the practice in person. The practice will then ensure that you are seen by the right person, this might mean a phone call with your GP or nurse, or you might need to go into the surgery and see your GP in

person.

The benefits of using online consultations means patients are able to get a quicker response, rather than have to wait for an appointment in person. It's more convenient as you don't have to travel to your GP practice, and you receive the same level of consultation diagnosis as you would get if you had a face to face appointment.

The survey can be accessed [here](#) and should take less than 10 minutes to complete – the closing date is 15 June 2018.

For more information on the survey, please visit: www.engage.england.nhs.uk

Stay well this Summer

Most of us enjoy spending time in the sun and the opportunities that nice weather brings for activities, outdoor living, fresh air and fun. But on laid back, sunny days it's easy to switch off to messages about health risks, so here are a few reminders on what to do when you are enjoying time outdoors.



Stay safe in the sun

It's all too easy to overdo exposure to sun rays, and it's easy to underestimate how much time we spend in the sun and not realise we are getting burnt. By taking a few steps to safeguard your skin you can stay safe in the sun while you enjoy the sunshine!

- **Seek shade and stay out of the hot sun, particularly between 11am and 3pm**
- **Apply sunscreen with an SPF of 30 and cover up – wear loose clothing and a wide-brimmed hat and protect your eyes with sunglasses**
- **Have plenty of cold drinks to keep hydrated, but avoid caffeine and alcohol**

Sunburn

If you do have minor sunburn, you can treat this at home by:

- **Cooling the skin down by having a cold bath or shower**
- **Applying soothing after sun or calamine lotion to moisture your skin**
- **Drinking plenty of fluids, will prevent you from getting dehydrated**
- **Painkillers such as ibuprofen or paracetamol will help relieve any pain**

You could also visit your local pharmacy for advice on treatment to help ease your sunburn symptoms and reduce any inflammation.

Don't let allergies take the spring out of your step

Spring and summer are the time of year when allergies such as asthma and hay fever can get much worse, with symptoms including sneezing, coughing and shortness of breath.

But there is no need to get bogged down by runny noses, itchy eyes and tickly throats.

If you are an allergy sufferer, you can prepare for the warmer weather by getting the medicines you need from your local pharmacist – who can also offer you expert advice to manage your health during the summer months.



For more information on summer health, visit our [summer health campaign page](#) on our website.



NHSWiltshireCCG



@NHSWiltshireCCG



NHS Wiltshire CCG

Visit our [website](#)

New Healthwatch Wiltshire provider - your questions answered

Wiltshire Council has appointed a new provider for Healthwatch Wiltshire. The contract has been awarded to Help & Care, a charity based in Bournemouth, who will take over the service from 1 June 2018.

Why are things changing with Healthwatch Wiltshire?

Healthwatch Wiltshire's current contract comes to an end on the 31 May after five years. Wiltshire Council went out to competitive tender and organisations were able to bid for the contract. Help and Care gained the highest score and were awarded the contract which will start on the 1 June.

What will be different?

Help and Care will be responsible for delivering the new contract from the 1 June. They have been working with the current provider Evolving Communities to ensure the transfer process goes smoothly.

Will the same staff be supporting Healthwatch Wiltshire?

Stacey Plumb, Volunteer Officer and Julie Brown, Engagement Officer will transfer to Help and Care under TUPE laws and become employees of Help and Care. Lucie Woodruff, Healthwatch Wiltshire's current manager has decided not to transfer and will remain with Evolving Communities in a new role.

What about volunteers?

Current Healthwatch Wiltshire volunteers have been kept informed about arrangements for the contract transferring to Help and Care. They will have to consent to have their personal details transferred to Help and Care from Evolving Communities so that they can continue to carry out volunteering activities with Healthwatch Wiltshire after 1 June. Evolving Communities will delete all personal details of any volunteer who doesn't consent to have their details transferred.

What's next for Healthwatch Wiltshire?

Healthwatch Wiltshire will continue to serve the people of Wiltshire although there might be a slight pause while the new organisation sets up policies and processes. The logo and branding will remain the same and a staff team and volunteers will be in local communities gathering the views and experiences of people who use health and care services.

What will happen to the website Your Care Your Support Wiltshire?

[Yourcareyoursupportwiltshire.org.uk](http://yourcareyoursupportwiltshire.org.uk) stays at its current url. The features of the website will continue to develop alongside the adult social care transformation programme.

The contact@healthwatchwiltshire.co.uk email will close, and staff involved will transfer to Wiltshire Council Advice and Contact Team.

The email address for yourcareyoursupportwiltshire.org.uk has changed to adviceandcontact@wiltshire.gov.uk

Any correspondence about the site can be completed through the 'Contact us' menu, by email or 'phone, a referral, site feedback, or site help.



Pictured (from left): Lucie Woodruff, Claire Cooper, Stacey Plumb, and Julie Brown

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

healthwatchwiltshire.co.uk

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.



Malmesbury Community Policing Team (CPT) update June 2018



Hello and welcome to the June 2018 Area board report.



I would firstly like to introduce myself as the new community co-ordinator for your area. I am PC 1952 Steve Carroll and I have worked as a Police officer in the Wiltshire Police for 14 years . My career has been varied in all aspects of policing and I believe that the community provide a vital role in helping the police to reduce crime and protect the public.

I look forward to working with you all and serving our community.

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.

Crimes that have an impact on the community

30th April 2018 to 14th June 2018

On 30th April 2018, A known female suspect has entered a Malmesbury store on the high street and walked to a stand by the tills containing dvd's and blue rays.

She has selected 12 of these to the value of approximately £100 and placed them into her brown short handled handbag and left the store without attempting to pay. Unknown where female suspect went after leaving the store.

This female is wanted for other offences and local Police are actively seeking to arrest her.

On 03/05/18 Two unknown males have entered a garden centre in Malmesbury and purchased items TVO £3, but have used a fake £50 note. Immediately after this, the other male has purchased goods TVO £4 with another fake £50 note.

All enquiries have been completed, but nobody was identified.

On 11/05/2018 13:30 Corston Malmesbury, Distraction burglary.

Two unknown suspects have rung the IP's doorbell and falsely claimed to be from a company laying fibre through the village, they claimed that the piping might adversely affect plants in the garden and persuaded the IP to go into the rear garden with one of the suspects. Meanwhile the other suspect has entered the IP's house where he has been disturbed by the IP's mother and the suspects have left claiming to be needed back at the office. Enquiries are ongoing. Patrols being carried out.

On 16/05/2018 two unknown males have entered the local supermarket in Malmesbury and stole Champagne and Vodka to the value of £229.96, by concealing them in bags and inside their coats. Enquiries are ongoing and suspects have been identified.

On 04/06/18 in Great Somerford an unknown suspect has knocked on the IP'S door and informed her that he was a police officer and gained entry into the property. Suspect has then stolen the IP's handbag which contained house/car keys, cash, bank cards, driving licence, a diary and a battery for life. Enquires are ongoing.

On 12/06/18 unknown suspect has gained entry into the IPs vehicle in Alexander road Malmesbury by unknown means, causing no damage. Once inside the suspect has stolen MAKITA tools. Local enquiries are being conducted.

On 14/06/18 unknown suspect(s) have broken into a Malmesbury sports club and have stolen a till from the bar with some money in also some stock, An untidy search was conducted and items have been moved. A leaf blower has been taken that was inside the club. All enquiries are ongoing at this time.

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.

Child sexual abuse, inc child sexual Exploitation, Cyber Capabilities, Organised criminality
Inc county lines. Domestic abuse, vulnerability & Exploitation, Modern slavery & Human
Exploitation, inc Criminal Exploitation of the vulnerable .



Your Local PCSO's

Below area list of the PCSO's that cover Malmesbury and their specific area's of responsibility. If you need to make contact then you can use the email address,

northwiltshirecpt@wiltshire.police.uk

This is monitored by a number of officers who may be able to answer your query if your local PCSO isn't on duty.



PCSO John Bordiss
Malmesbury, Ashton Keynes, Minety



Juliet Evans
Malmesbury Rural



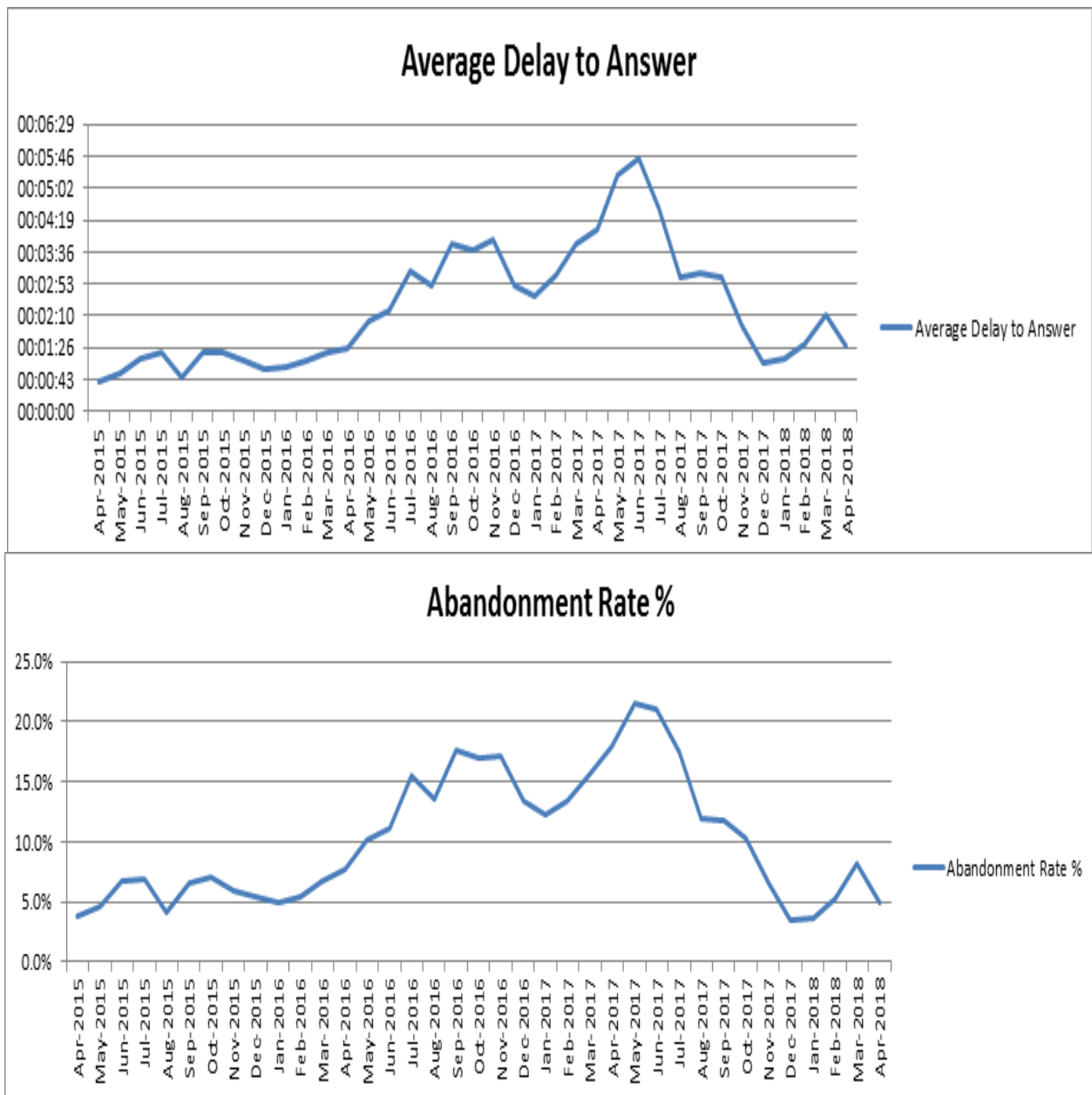
Jordan Rose
Malmesbury Town

101 Call handling statistics

There has been feedback received from members of the public regarding the 101 call handling system and at times the delay in answering calls.

The call handling system is a demanding area, Wiltshire Police recognised the demand in this area and reacted to the feedback by conducting an in-depth review in 2017 and putting in a strategy to improve call answering times.

There is ongoing recruitment of call handlers to ensure our control room is fully staffed and functional and a change to the current shift pattern to meet demand times. The graphs below show the improvement made since the review took place.





Alcohol and drug abuse

#BeyondtheBeat



Summer Solstice 2018



If you plan to celebrate Summer Solstice 2018 at Stonehenge
please make sure you have checked the conditions of entry
on English Heritage's website
English-Heritage.org.uk/Solstice

 @eh_stonehenge

 @wiltshirepolice

DO YOU FEEL SAFE ONLINE?

ANYONE OVER 60 OR WITH A REGISTERED
DISABILITY (18+) IS ELIGIBLE FOR ONLINE
SAFETY ADVICE



TO MAKE YOUR APPOINTMENT
CALL: 01380 861191 or EMAIL: bv.onlinesafety@wiltshire.pnn.police.uk



The Wiltshire Bobby Van Trust
Registered Charity No. 1153790

www.wiltshire.police.uk | www.wiltshirebobbyvan.org.uk



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

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/>

This report has been prepared by PC 1952 Steve Carroll

Thank you for your continued support to Wiltshire Police.



MALMESBURY AREA BOARD
10 JULY 2018

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2018/19

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2018/19.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2018/19.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2018/19, the role description is attached at **Appendix D**.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

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

6. Safeguarding Implications

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

- 9.1 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. Appoint Ellen Blacker as the Health and Wellbeing Champion for the Area Board, in accordance with Appendix D.

Libby Johnstone
Democratic Services Team Lead
01225 718214
libby.johnstone@wiltshire.gov.uk

Appendices:

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

Unpublished background documents relied upon in the preparation of this report

None.

APPENDIX A

Name of Outside Body	Internal/External	Appointed by	Number of Reps Required	Names of Reps
Malmesbury Community Trust	External	Malmesbury AB	2	Cllr John Thomson
Malmesbury LYN	Internal	Malmesbury AB	1	Cllr Gavin Grant

Appointments to Working Groups Malmesbury Area Board

Community Area Transport Group:

4x Area Board Representatives	All members of the board
1x Brinkworth Representative	Ellen Blacker (Dauntsey Parish Council)
1x Malmesbury Representative	Roger Budgen (Malmesbury Town Council)
1x Sherston Representative	Graham Morris (Sherston Parish Council)

LYN Management Group

1x Area Board Representative	<i>Vacant</i>
3x Young Person Representatives	Oscar James, Ella Callus, and Jade Saunders
1x Town Council Representative	Fran Vandelli
2x Parish Council Representatives	<i>Vacant</i>
1x School's Representative	Ben Sangster
2x Voluntary Community Sector Reps	Denise Little and Kim Power

Health and Wellbeing Champion

Ellen Blacker

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

Volunteer Role Description

Older People & Carers Champion

Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of older people and/or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people and/or carers and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Volunteer Skills and Qualities Checklist

Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Report to Malmesbury Area Board
Date of meeting 10/07/2018
Title of report Community Area Grant funding

Purpose of the Report:

To consider the applications for funding listed below.

Applicant	Amount requested
Sherston Scout Hut Refurbishment Seed Fund	£1500.00
Ashton Keynes Village Hall Improvements	£2553.00

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 available here: <http://www.wiltshire.gov.uk/community-area-grants-criteria-2015-16-april.pdf>

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

2. Main Considerations

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources 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
ID 2945 (hyper link)	Sherston Scout Group	Seed Fund for new Scout Hut	£1500.00
<p>Project description</p> <p>To prepare a proposal for funding from the North Legacy which is administered by the Sherston Parish Council to refurbish and extend the existing Sherston Scout Hut. This funding will enable us to prepare a successful project application which will support the work of the Scout Group and guiding UK sections in Sherston. The success of this application will be determined by the response of the Parish Council for our request for funding. If funding is successful from the Parish Council the projects success will be measured by improved facilities of our resources and greater impact on the quality of our training and use of the facility along with reduced running costs and ongoing environmental burden. At present some sections and units are dissuaded from using the building especially in winter because of the adverse conditions - and improved heating and ventilation will improve this. The increased storage space will encourage easier maintenance of camping equipment and other items necessary for Scout training increasing their use. Total project costs: £3000.00</p> <p>Input from Community Engagement Manager:</p> <p>This grant is the foundations of a much large scheme of work. The Sherston Scout group alongside its members, Sherston Parish Council, Councillors, and the community are working together to develop plans to create a new Scout Hut. Firstly they need to raise funds to develop the plans, work with architects and submit planning permissions. These are vital to set the foundations for releasing further grants to achieve the main works. 25% of the total funds needed, at this stage, are £750.00</p>			
<p>Proposal</p> <p>That the Area Board determines the application from Sherston Scout Group for £750.00</p>			
Application ID	Applicant	Project Proposal	Requested
ID 2905 (hyper link)	Ashton Keynes Village Hall	Hall Improvements	£1276.50
<p>Project description</p> <p>We need to replace the main entrance into the Village Hall. The existing door is starting to fail and is beyond repair. The door has to be steel and double to allow for Disabled Access. All users of the Village Hall benefit as this is the primary access to the Hall complex. The Hall is used by just about every group within our community from Baby Toddlers through to Golden Years. This also includes the Outreach Post Office and the freebie session when the Post Office operates that provides a coffee morning and is attended once a month by the Police Community Support officer. Total project costs £2553.00</p>			

Input from Community Engagement Manager:

Protecting and upgrading our rural community buildings is vital to ensure a place for activity and communion within the village. These facilities are the heart of the village and often the most accessible to those in rural locations. Keeping these buildings compliant, secure, and fit for purpose is costly and often committees do not have the large sums to meet these costs. Especially when trying to keep room rent affordable to the local groups using the hall. I commend the people looking after these buildings and meeting the challenges of running them and maintaining them for the greater good.

25% of the total funds needed are £640.00

Proposal

That the Area Board determines the application from Ashton Keynes Village Hall for £640.00

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

Report Author

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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Latest Actions & Recommendations	Priority	Who
	Date of meeting: 12th June 2018 6pm Riverside Community Centre, Malmesbury				
1.	Attendees and apologies				
	Present:	Cllrs John Thomson, Toby Sturgis, Chuck Berry. Martin Rose, Matt Perrott. Ellen Blacker. Roger Budgen, Elizabeth Threlfall, Edelgard Chivers, Martin Evans, Charles Cook			
	Apologies:	Cllr Gavin Grant, Spencer Drinkwater			
2.	Notes of last meeting				
		The minutes of the previous CATG meeting held on 27 th March 2018 were agreed at the Area Board meeting of 2 nd May 2018. These can be viewed via the link below. Malmesbury Area Board 2nd May 2018 minutes			
3.	Financial Position				
		Budget 2017-18 <ul style="list-style-type: none"> • £13,360.00 - CATG allocation 2018-19 • £11,525.07 - Underspend from 2017-18 (Inc. committed schemes) 			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<ul style="list-style-type: none"> £9495.62 - Agreed 3rd party Contributions Total Budget 2018-19 £34,380.69 <ul style="list-style-type: none"> £23,654.88 - Current Agreed commitments (incl. carry forward from 2017-18) <p>Curent Balance £10,725.81</p> <p>Substantive bids have been agreed for Holloway Hill (Wychurch Hill) and Oaksey (£5,000 allocation for each)</p>			
4.	Top 5 Priority Schemes (Priority 1) Issues shown in GREY are <u>live</u> priority 1 schemes where work has been agreed / orders have been issued but awaiting implementation.				
a)	<p>Issue 3963 New footway Holloway Hill Malmesbury (Wychurch Hill)</p>	<p>07/02/17 Options being prepared for consideration of formal footway on eastern side. Options currently being prepared for consideration by Malmesbury TC.</p> <p>Proposal for footway on eastern side issued to Malmesbury TC on 24/05/17 for comment. Initial estimate for scheme likely to be approx. £40,000 due in part to the requirement for bank retention works. Possible CATG substantive bid.</p> <p>13/06/17 -MR presented revised scheme and gave ball park estimate of costings. Agreed to put forward as substantive bid for 2017/18 and make provisional allocation of £5,000. Malmesbury TC contribution to be confirmed.</p> <p>12/09/17 Confirmed as substantive bid for 2017-18. Deadline for submission 29/09/17. TC contribution agreed at £8,000.</p> <p>5/12/17 - Substantive bid successful. Implementation 2018/19 Total agreed funding of £31,000</p>	<p>12/06/18. Extent of waiting restrictions agreed with TC. Formal advert to take place in due course. Construction 01/10/18</p>	1	MR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>Scheme to include waiting restrictions on Wychurch Hill. Work anticipated summer 2018.</p> <p>27/03/18. Works programmed for late Summer 18. Plans including waiting restrictions to be submitted to Malmesbury TC for agreement in due course</p>			
b)	<p>Issue <u>4391</u> / <u>4660</u></p> <p>Proposal to CATG for traffic management measures in Oaksey. Letter, dated May 2016 from Richard Moody, Chair Oaksey Parish Council.</p>	<p>Priority 1.</p> <p>11/10/16- -Meeting with representatives from Oaksey PC on 23/09/16. Agreed that comprehensive action plan is required along length of village to enable longer term vision to be realised. Priorities remain area in front of Post office / Mini roundabout and Mini roundabout at Wick Lane.</p> <p>Quote for Topo survey requested 26/09/16. Cost confirmed as £3.5k. Oaksey PC to confirm 30% contribution in due course (£875).</p> <p>Once topo complete overall scheme to be prepared and costs attributed to individual elements. These could be delivered individually, subject to CATG funding or as part of a substantive scheme bid in 2017/18 (subject to CATG approval). Improvement work outside Post Office and School remains focus as both are safety related.</p> <p>07/02/17 - Topographical survey works complete and paper copies provided to Oaksey Parish council. Work to prepare design options to commence early March 17.</p>	<p>12/06/18 Traffic Orders to be advertised in Summer 18. Implementation late 2018 / early 2019</p>	1.	MR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>Clarification sought by RM of responsibilities re. Resurfacing. JT explained it was not the remit of the group but major maintenance.</p> <p>Scheme likely to form substantive CATG bid and some resurfacing would be required. MR explained that even if the scheme was a substantive bid 3rd party contributions will be required. The project could be phased. MR to discuss priorities with Parish Council.</p> <p>07/06/17 Further meeting took place with representatives from Oaksey PC On 17th May 2017 to agreed priorities for design work. Outline design for 3 elements of proposals prepared and issued to PC on 01/06/17. These are as follows:</p> <ol style="list-style-type: none"> 1. Village Sign Decluttering Est. cost £8,122.40 2. 20mph zone – Est. cost £6106.16. 3. Improvement works adj to Post Office. Est. cost £20,420.99. <p>Group required to agree priorities with Oaksey PC, incl. contribution. Item 3. Is a possible substantive bid or could combine all three elements into single bid. Substantive bid applications June / July.</p> <p>12/06/17 MR presented revised scheme elements and provided provisional estimate of costings. Agreed to put forward as substantive bid for 2017/18 and make provisional allocation of £5,000.</p>			
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>Option of shared use space outside PO to be further investigated and costed. Oaksey PC have confirmed they have made a financial provision for contribution future highway works. Amount of contribution re. substantive bid TBC</p> <p>12/09/17. Confirmed as substantive bid for 2017-18. Deadline for submission 29/09/17. PC contribution agreed at £10, 000.</p> <p>5/12/17 Substantive bid successful. Total agreed funding of £43,700.00. Implementation 2018/19.</p> <p>MR update 27/03/18 Traffic Orders to be advertised in Summer 18. Works to commence on 20 zone, decluttering and raised junction summer 18. Implementation late 2018 / early 2019</p>			
c)	<p><u>Issue 4466</u> Date Submitted 04/02/16 Milbourne / Milbourne Lane</p>	<p>Pedestrians presently are required to walk in the highway in the vicinity of the blind right-angled bend in Milbourne Lane Milbourne.</p> <p>07/02/17 - Priority 2 scheme - Plan and cost estimate issued to St. Paul Malmesbury without PC on 06/02/17. PC to discuss and possibly reduce overall scope of scheme.</p> <p>07/06/17 Priority 2 issue. Amendment to design to be undertaken during June 17.</p> <p>12/06/17 - Request by RB to move issue to priority 1 once amended design and costing are agreed. MR to issue amended design to RB ASAP</p>	<p>12/06/18 works cost £12,749.00. Malmesbury St Paul without have agreed 50% contribution. Trial pits completed. Construction Jan 19</p>	1.	MR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>12/09/17 - St Paul Malmesbury without PC wish to see further changes to extent of footway. Design and cost amendments to next meeting.</p> <p>5/12/17 - Amended design remains outstanding. Work in progress, report to next meeting.</p> <p>MR update 27/03/18 Meeting with PC representatives has taken place. Ancient stone footway within verge requires further investigatory work.</p> <p>Estimated works cost - £12,749. Agreed P1 subject to PC financing 50% of cost. Ancient footpath will require further investigation via trial pits and decision taken on how best to preserve stones.</p>			
d)	<p><u>Issue 3879</u> Station Road, Minety SN16 9QY pedestrian safety, Minety Submitted 17/02/15</p>	<p>07/02/17 - Meeting with Mr Denman remains outstanding. MR to arrange.</p> <p>07/06/17- Several attempts made to contact Mr Denman without success.</p> <p>12/06/17 - MR to try and contract Mr Denman at different time of day.</p> <p>12/09/17 Priority 2 issue remains on hold pending possible planning application by owners of Vale of Pewsey PH.</p> <p>5/12/17. Issue on hold pending planning application details. May be funding from S106. CATG members agree to allocate £1,000 for yellow transverse markings to together with 'SLOW's' on B4040 to provide visual speed deterrent in village. Suggest PC fund carriageway</p>	<p>12/06/18</p> <p>Lining works added to ad-hoc road marking order. Estimated implementation during mid – late summer 18. See also issue</p>	<p>1.</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>roundels. Further support from Police to be sought. Move to Priority1.</p> <p>MR update 27/03/18 Meeting held between WC, Police and reps from Minety Parish Council on 27/02/18 to discuss CSW and speeding issues. Plans issued to PC for marking up of new roundels / SLOW's within village and mark-up returned to MR at meeting.</p> <p>CATG agreed to question the need for metro counts prior to establishing a CSW site. CB to progress.</p>			
e)	Issue 5532 Pinkney	<p>Request for reduction in speed limit on B4040 Pinkney from 40mph to 30mph https://www.google.co.uk/maps</p> <p>12/09/17 Metro count requested and should be in place within next 2-3 weeks. Road assessment of the road would be completed by Atkins which costs £2.5k. B4040 last assessed 2009/10 with recommendation of 40mph to remain. No further development, so probably no change in recommendation. Following the recent accident the Police report: speed was one of the accident factors. Replacement signs have been ordered and will be installed asap. SC: junction is just on stopping distance limit at 40 mph. Sight lines need to be considered and move the entry to the limited area needs to be moved. Top dressing has not improved condition of the carriageway. JT: skid test needed? Re-surfacing removed the orange pad gateway which has exacerbated the speeding issue. Check if it will be replaced. Speed data to be reported back following the metro count. Check sight lines from side roads based on metro count results.</p>	<p>12/06/18 Signing plan and costing to be prepared</p> <p>Anticipated cost £2,800. PC contribution of 30% (£840) to be requested</p>	1.	MR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>Other signage discussed. MR to review. Cost in region of £2-3k.</p> <p>5/12/17 Metro count. 85% ile 42.7mph Mean = 37.5mph Site visit undertaken. Findings to be reported to CATG. Path to be cleared, new crossroad sign to be added closer to the junction and replace the existing sign to improve reflectivity. Plan and costing to next meeting</p> <p>MR update 19/03/18 Awaiting signing plan and costing to be prepared. Move to Priority 1.</p>			
f)	6176 B4014 Filands	<p>Request for speed management measures including c/way roundels / coloured surfacing, ladder markings. https://www.google.co.uk/maps/B4014 Filands</p> <p>02/06/18 Plain c/way roundel reminders and signage to be considered. Ladder markings are expensive and could increase vulnerability of pedestrians on the footway as vehicle would be pushed closer to nearside. Roundels / signs approx. £2.5k. CSW to have better backup from Police. MR to prepare plan /costs and report back.</p>	<p>12/06/18.</p> <p>Cost £2812.81. Agreed by CATG.</p> <p>Town Council to be requested to contribute 50% (£1406) cost of this project. Awaiting confirmation.</p>	1.	MR RB

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

g)	<p><u>Issue 3699 / Issue 4260</u> <u>Issue 4677, 5602</u></p> <p>Road safety concerns about Bristol Street, Malmesbury submitted 8/11/2014</p> <p>The Triangle grid ref ST 930 874. Junction layout at the Triangle War Memorial. submitted 30/09/15</p> <p>Speeding Along Gloucester Road Malmesbury Submitted 04/06/16</p>	<p>Requested change of priority and removal of carriageway restrictions at the commencement of the 20mph zone. MR to do site visit – review at June CATG</p> <p>Metro-count results to be presented to Feb 7th CATG meeting.</p> <p>Metro count shows speeds sufficient to implement 20MPH zone extension if required. Issue to be placed on hold for time being.</p> <p>Extension of 20mph zone to be combined with other work, including Gloucester Road to take in possible extension of zone. <u>Priority 2 scheme</u></p> <p><u>11/10/16 Issue remains</u> Priority 2 scheme. Meeting required with Malmesbury TC representative to agree terminal points due to number of streets involved. Awaiting allocation to Priority 1. Before further work can take place.</p> <p>07/02/17 Priority 2 scheme. Awaiting allocation to Priority 1. Before further work can take place.</p> <p>Site visit between respective parties required to discuss requirements and limit extents.</p> <p>07/02/17 Priority 2 scheme. Awaiting allocation to Priority 1. Before further work can take place. Site visit between respective parties required to discuss requirements and limit extents. Also relates to</p> <p>07/06/17 Issue remains at Priority 2. Agreement required on extent of 20mph zone and issue relating to strategic status of Bristol Street to be discussed.</p>	<p>12/06/18. Possible substantive bid for 2018/19</p> <p>Residents have requested an extension to the 20mph zone to cover Gloucester Road / Bristol Road. Cllr Grant, RB and MR site visit to discuss and define area. Move to Priority 1</p>	1.	
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>12/09/17. Priority 2 issue remains on hold. GG: Parklands also has an issue with HGVs which causes concern. Local community urged to report offending vehicles.</p> <p>This issue forms part of one major area wide issue. Matter to be considered as part of a package of wider measures for possible substantive bid in 2018/19.</p> <p>5/12/17 Priority 2 On hold. Issues to be brought together in single scheme to extend 20mph zone</p> <p>MR update 27/03/18. On hold. Possible substantive bid for 18/19</p>			
h)	Issue 5438 Brinkworth. Submitted 16/06/17	<p>Request for new footways along the B4042 from Causeway end at west of village to Box Bush at eastern end.</p> <p>Google image https://www.google.co.uk/maps/</p> <p>12/09/17 ET: local funds to be sought. MR: site meeting with ET to discuss and look at feasibility.</p> <p>5/12/17 Meeting has taken place and areas of interest identified. Topo survey costs to be established. Possibly a future substantive bid application.</p> <p>27/03/18. The quotation for a topo survey at site 1 is £1950+VAT. The quotation for a topo survey at site 2 is £3350+VAT. On hold pending possible 2018/19 substantive bid.</p>	<p>12/06/18.</p> <p>Possible 2018/19 substantive bid.</p> <p>Topo survey needed to establish cost and prepare for substantive bid. Parish Council to be asked to cover 50% of the cost. Agreement with PC to split into 2 phases.</p> <p>If topo costs agreed, move to Priority 1</p>	1.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Priority 2 / Other Priority issues					
a)	<p><u>Issue 4317 / Issue 4786 (not logged)</u></p> <p>Burton Hill SN16 0EW. Dangerous levels of speed on A429 in 40 mph speed limit area between Malmesbury PCC and Grange Lane to Startley Seagry</p> <p>Submitted 02/11/15</p>	<p>Metro count Requested. To be left on list – further review next meeting.</p> <p>Metro count results: 85th percentile = 51.0mph, Mean speed =44.9mph</p> <p>14/06/16 Results show that the criteria is not met at this stage for CSW. Planned development in 40mph zone will cause concerns, but area does not meet criteria for reduction to 30 mph limit. Carriageway Roundels could be implemented to support 40 limit £2k provisionally allocated subject to MTC approval of 30% contribution.</p> <p>Police enforcement is also required – AB issue. Priority 2</p> <p>11/10/16 Proposed ‘40mph roundels (cost £2k) provisionally allocated subject to confirmation of MTC contribution. Issue currently on hold pending further discussion of speed limit changes with RB (MTC). Awaiting allocation to Priority 1.</p> <p>07/02/17 - Estimated cost of speed limit changes and 40 roundels £5000. Issue currently on hold. Extent of proposed extension to 30mph speed limit to be agreed.</p> <p>07/06/17 Awaiting allocation to Priority 1. Before further work is carried out. Cabinet Member approval required before further assessment of 30mph can be undertaken due to ‘A’ class status of road.</p>	<p>12/06/18. Issue on-hold pending future development.</p>	<p>2</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>12/06/17 Item to remain as priority 2 pending outcome of likely planning application and possible Section 106 monies.</p> <p>12/09/17. Priority 2 issue remains on hold pending outcome of proposed development on A429. Also refer to issue 4786 below. Further development may fund this change.</p> <p>5/12/17. Priority 2 remains on hold pending outcome of proposed development on A429.</p> <p>MR update 19/03/18. On hold pending future development</p>			
b)	<p>Issue 4948 Park Road, Malmesbury. Submitted 18/10/16</p>	<p>Request for formal pedestrian crossing on Park Road between Willow View Close and Gloucester Road</p> <p>https://www.google.co.uk/maps/place/Willow+View+Cl</p> <p>07/02/17 Lollypop lady has retired and no replacement in place as school unable to recruit. Consider OCM advert. No natural site for a pedestrian crossing and likely to lack required numbers at this time. This could change pending outcome of Backbridge Farm planning application. CATG does not support request at this time.</p> <p>12/06/17- Issue on hold. No action at present time. Issue may progress further if Backbridge Farm development goes ahead.</p> <p>12/09/17_Issue on hold</p> <p>5/12/17 Issue remains on hold pending future development.</p>	<p>12/06/18. On hold pending future development.</p>		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	<p>Issue 5134 / 5408 Sandpits Lane / Green Lane - Sherston</p> <p>Issue 5288 Easton Town, Brook Hill, Church Street Sherston Submitted 12/04/17</p>	<p>Green Lane Sherston. Dangerous junction with Sandpits Lane speeding on lane assumed by residents to be school traffic. Parking at school end of Lane.</p> <p>Speeding traffic both ways on Sandpits Lane in Sherston. This is a constant problem as the lane is a cut through to avoid the village and is used by cars trucks and agricultural vehicles as well as many pedestrians. The current speed limit is 30 mph which I believe is too high as poses a risk to children pets or cars exiting driveways and people walking along the lane.</p> <p>Traffic speeding through Sherston especially in the morning and especially in Easton Town and approaching Brook Hill. https://www.google.co.uk/maps/Brook Hill, Sherston</p> <p>12/06/17 Metro-counts to be undertaken on Easton Town, Brook Hill and Church Street with view to possible formation of CSW.</p> <p>12/06/17 Metro-counts to be undertaken on both Sandpits lane and Green Lane.</p> <p>12/09/17. Metro-counts programmed for September / October 17. Report results back to future meeting. Awaiting outcome of Neighbourhood Plan process before further action is considered. 5/12/17 Issues on hold pending outcome of neighbourhood plan. No further action at this stage.</p> <p>MR update 19/03/18 Issues on hold pending outcome of neighbourhood plan. No further action at this stage</p>	<p>12/06/18 Issues on hold pending outcome of Sherston neighbourhood plan. No further action at this stage.</p>	2.	
d)	<p>Issue 5274 Silver Street Minety Submitted 04/04/17</p>	<p>As a parent and dog walker I along with other residents continuously see vehicles during peak and off peak times speeding well in excess of the 30mph limit. Minety has never</p>	12/06/18	2.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>had speed traps of signage to warn drivers when speeding and I urge this to be auctioned immediately to prevent an accident that is likely to happen https://www.google.co.uk/maps/Silver St Minety</p> <p>12/06/17 Metro-counts to be undertaken on Silver Street with view to formation of CSW.</p> <p><u>12/09/17.</u> Metro count programmed for September / October.</p> <p>Community Speed watch already operating there.</p> <p>Members did not support further action and requested the issue be closed and requester informed. Remove from Tracker</p> <p>5/12/17. Issue reintroduced to tracker at request of Minety PC</p> <p>Silver St. Metro count results Mean = 41.3mph 85th percentile = 47mph</p> <p>Sawyers Hill metro count results Mean = 23.7mph 85th percentile = 28.6mph</p> <p>CSW present 3 times per week during device availability. 63/350 drivers in excess of 36 mph, one logged at 51mph. PCSO attended and observed problem. Cllr Berry to follow up with Police. Invite to Area Board meeting.</p> <p>19/03/18 Refer to issue 3879 above.</p>	<p>Refer to issue 3879 above. Sites for SID's agreed. Liaison with PC to erect posts.</p>		
e)	Issue 5321 Lea Submitted 27/04/17	Request for footway between the Bus Stop outside The Crescent Lea on the B4042 and the junction with The Street	12/06/18. Issue on hold.	2.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>lea. There is a need for a footpath to be constructed to allow anyone getting off / on the Bus coming into Malmesbury from the Royal Wootton Bassett direction. https://www.google.co.uk/maps/Lea_Bus_stop</p> <p>12/06/17 Overall numbers of pedestrians using proposed footway likely to be very low. MR to speak to PC to establish numbers.</p> <p>MR update 01/09/17_ Approx. 60m of footway required. Low numbers of pedestrians anticipated. Cost in excess of £10k. MR to investigate ownership of land in Lea Crescent for possible footway.</p> <p>5/12/17 Extent of highway established. Area within The Crescent not adopted highway. Possible Greensquare Cllr Sturgis to investigate.</p>			
f)	Issue 5832 Charlton	<p>Very narrow gap between road and footpath alongside B4040 through Charlton just east of the pub notably on the crown of the slight left-hand bend and just as the road slopes downhill. Pedestrians feel threatened by the very close proximity to the traffic especially the lorries of which as is well known there are many driving through the village. No kerbing at that point - just a narrow low bank of grass verge. Additionally the footpath is itself very narrow with a hedge on the far side which inevitably grows out and narrows the available width we try to keep the hedge cut well back by the landowner with occasional Parish Steward assistance. Narrow gap made worse by vehicles over-running the verge at that point. Google map image</p>	<p>12/06/18 Anticipated costs sent to PC. Option 1 kerbing between pub and Vicarage Lane - Total = £5,783.56 Option 2 reduced kerbing approx. 90m from pub heading north. £3,000.00 Option 3 - Edge of c/way markings Total £987.18 Awaiting response from PC</p>	2.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>5/12/17 MR to send enquiry to PC for comment and discussion with Pub.</p> <p>19/03/18 Meeting held with PC 17/01/18. Options to be discussed. MR to provide costs to PC for white edge and or kerbing on nearside for approx. 70m.</p>			
g)	Issue 5580 Brokenborough	<p>Problem is speeding through narrow village street. Most sensitive location is by Old Post Office in the centre of Brokenborough. Evidence is visual judgement by several owners of properties namely Old Post Office Old Garden House Quercus The Paddocks. Google map image</p> <p>5/12/17 Request for Metro count in village. MR to send to B Tallon.</p> <p>27/03/18 Mean speed = 22.2mph, 85th percentile = 27.5mph Mean exceeding = 32.34mph</p> <p>Awaiting feedback on results from PC.</p>	<p>12/06/18</p> <p>Issue to be closed and removed from tracker</p>		
h)	<p>5907 Hornbury Hill, Minety</p> <p>5908 Silver Street, Minety</p> <p>5954 Station Road, Minety</p>	<p>Request for physical traffic calming to reduce traffic speeds</p> <p>https://www.google.co.uk/maps/Hornbury Hill</p> <p>https://www.google.co.uk/maps/Silver Street</p> <p>https://www.google.co.uk/maps/Station Road Minety</p>	<p>MR update 02/06/18</p> <p>Hornbury Hill Metro count Nov 17 Mean = 31.8 mph 85% Speed = 38.5 mph</p> <p>Silver Street Metro count Nov 17 Mean = 41.3 mph 85% Speed = 47.0 mph CSW in operation. Issue being addressed under item 3879 above. Priority 1</p> <p>Metro-count Nov 17</p>		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			Mean = 25.8 mph 85% Speed = 34.4 mph Being addressed under item 3879 above.		
i)	5980 6066 Ingram Street, Malmesbury	Request for One way operation on Ingram Street https://www.google.co.uk/maps/Ingram St 27/03/18 Residents attended meeting and expressed concerns re. Increase in traffic speed & inconvenience to residents. Change traffic movement at car park to remove benefit for traffic using Ingram Street. Legal order required, cost in excess of £3k plus signage illumination. TC: Review at next meeting.	12/06/18 Changes to exit / egress on Market Lane (No entry) to be included with future work to extend 20mph zone Gloucester Road/Bristol Street to reduce legal costs.	2.	
j)	6044 Brokenborough (St Johns Church)	Pavement Repair Brokenborough. Revision to steps linking road to church gate at St Johns Church, Brokenborough. Revise the kerb to provide a slope for wheelchairs renew path surface which is slippery. https://www.google.co.uk/maps/Brokenborough MP to visit site to inspect. Possible to be included with Pavements funding exercise. Footway at Burnham Road need improvement and are also to be considered.	12/06/18- On hold Significant work required, not possible to meet current DDA regulations. JT to check all access to Church and report back to	2.	
k)	6177 6184 A429 Corston	Dangerous bend Corston. 2 recent collisions. Request for more signs more chevrons, flashing signs. SID https://www.google.co.uk/maps/Corston 27/03/18 Currently in place full gateway, SLOW x 2 with transverse bars, warning sign with 'Reduce speed now' yellow backed chevron sign on bridge. Permanent interactive signage £5k, plus power, SID temporary. Recommend further shallow mount chevrons on the bridge. RB to take to PC.	12/06/18. The cost estimate is £1,850.00 Investigate possibility of including improvement works as part of pedestrian crossing installation. MR and JT to investigate terms of Section 106 agreement.	2.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			Slit trenches needed to investigate location of services. Crossing work likely to happen at the end of the calendar year.		
6.	New Issues submitted since previous meeting				
l)	6200 Corston	Excess Speeding and dangerous overtaking on the A429 exiting and entering the village. Extend the speed limit signs and warnings further out of the village towards Chippenham to attempt to get cars to slow down sufficiently before entering / exiting the village. Double white lines right the way through the village to stop dangerous overtaking of those car drivers who are abiding by the speed limit.	12/06/18. Extension of 30mph limit not feasible. Continuation of double white lines would not accord with regulations. Issue to be closed, removed from tracker and requester informed.		
m)	6237 Brinkworth	Speeding vehicles in 30mph. Regular offender reported to 101 but was instructed to forward matter to CATG.	12/06/18 No further action. Issue to be closed, removed from tracker and requester informed		
n)	6301 High Street Malmesbury	https://www.google.co.uk/maps Vehicles encroaching on the pavement at the bottom of the High Street Malmesbury. There is a pinch-point at the bottom of the High Street vehicles often travelling too quickly are presenting a danger to pedestrians using the pavement on the western side of the road outside No.141.CATG to consider the matter and whether any measures can be brought in that would either slow traffic i.e. moving the speed bumps further down the street or to push traffic away from the pavement	2/06/18 No further action. Issue to be closed, removed from tracker and requester informed.		
o)	6311 Waterhay Leigh	Speeding along Waterhay road near Leigh a 60MPH road. Request for reduced speed limit. https://www.google.co.uk/maps	12/06/18 Metro count to be located terminal point at southern end.	2.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

p)	6314 Lea	Speeding in Lea outside of school. Request to catch regular speeder and set up CSW.	Speed data required. 20 zone may be considered as part of updated school travel plan. Issue to be referred back to Parish Council to establish initial support.		
q)	6344 B4041 Brokenborough	Verge besides our garden 1/ 2 Gilboa Cottages on the bend is being eroded by vehicles including HGV and agricultural the road surface has also subsided we are very worried as we have had another vehicle crash through our hedgerow and fence. We have had 3 cars in our garden since we moved here in 2001. I'm a homeowner you the authority have the power and tools to control speeding traffic, educating road users. https://www.google.co.uk/maps/	Possible signing and road marking improvements. Design / costs to be prepared and presented to next meeting for discussion.		
7.	Other items -				
	a) Changes to level of CATG support / CEMs was discussed, but not expected to heavily impact this CATG due to current roles and responsibilities of group members.				

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

8.	Agreement of Priority 1 schemes (max no. 5)
	<p>1. Issue 3963 New footway Holloway Hill Malmesbury (Wychurch Hill)</p> <p>2. Issue 4391 / 4660 20 zone / Traffic management measures in Oaksey</p> <p>3. Issue 4466 Milbourne / Milbourne Lane Footway (TBC)</p> <p>4. Issue 3879, 5907 / 5908 Various sites Minety SLOW's / C/way roundels</p> <p>5. Issue 6176 B4014 Filands - C/way Roundels / repeater signs</p> <p>6. 5438 Brinkworth Footway (poss Substantive bid)</p> <p>7. 3699, 4260, 4677, 5602 Malmesbury Extension to 20mph zone</p> <p>8. 5532 Pinkney Signs / road markings TBC</p> <p>Issues shown in GREY are <u>live</u> priority 1 schemes where design work has been agreed / orders have been issued but awaiting implementation.</p>
9.	Date of Next Meeting:
	11th September 2018 - Riverside Community Centre 6pm

Malmesbury Community Area Transport Group

Highways Officer – Martin Rose

1. Environmental & Community Implications

- 1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Malmesbury Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Malmesbury Area Board will have a remaining Highways funding balance of **£7244.31 See APPENDIX 1**

3. Legal Implications

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

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

6.1 There are no specific safeguarding implications related to this report

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

APPENDIX 1

MALMESBURY CATG		12/06/2018
<u>FINANCIAL SUMMARY</u>		
BUDGET 2018/19		
	£13,360.00	CATG ALLOCATION 2018/19
	£11,525.07	2017-18 underspend (inc. committed schemes)
Contributions		
	£270.30	Brokenborough PC for Twatley cottages*
	£407.56	Lea PC - Village signs TBc
	£400.00	Minety B4040 road markings. Estimate - Cont to be agreed
	£500.26	Charlton PC for bend warning signs
	£240.00	Oaksey - Somerford Keynes bend.
	£588.00	St Paul Malmesbury Without - Bus hardstanding on A429
	£315.00	Malmesbury ST Pauls - Milbourne topo
	£6,374.50	Malmesbury ST Pauls - Milbourne Footway
	£1,406.50	Malmesbury TC Filands Roundels / Signs
	£1,675.00	Brinkworth PC for topo
Total Budget 2018-19	£37,062.19	
Scheme Commitments carried forward from 2017-18		
Oaksey 20mph / mini roundabout works	£1,686.00	contribution to substantive bid 2017/18
Malmesbury Wychurch Hill Footway	£5,000.00	contribution to substantive bid 2017/18
B4040 Minety Additional road markings	£1,000.00	Estimate
A429 Burton Hill - Bus hardstanding	£3,219.88	Actual (increase from 1962.50 due to TM costs)
Re-alignment of width restriction sign	£0.00	Works to be carried out by MR
New Schemes 2018-19		
Millbourne Footway footway	£12,749.00	50% contribution from PC
Filands - C/way Roundels / repeater signs	£2,813.00	50% contribution from PC
Brinkworth topo survey Site 2	£3,350.00	50% contribution from PC
Brinkworth Footways	£0.00	CATG substantive
Malmesbury 20mph zone and Abbey Row / Gloucester rd Imps	£0.00	CATG substantive
Total commitment 2018-19	£29,817.88	
Remaining budget 2018-19	£7,244.31	
* divided over two years 2017/18 & 2018/19		
Carry over schemes from 17/18		