

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Crudwell Village Hall, Tetbury Lane, Crudwell SN16 9HB
Date: Wednesday 6 May 2015
Time: 7.00 pm

Including the Parishes of Ashton Keynes, Brinkworth, Brokenborough, Charlton, Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea & Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton & Foxley, Oaksey, Sherston, Sopworth and St Paul Malmesbury Without

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

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

Refreshments and networking opportunities will be available from 6.30 pm.

Please direct any enquiries on this agenda to Adam Brown (Democratic Services Officer), on 01225 718038 or email: adam.brown@wiltshire.gov.uk

or Miranda Gilmour (Malmesbury Community Area Manager), on 01672 515742 or miranda.gilmour@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 01225 713114 / 713115.

Wiltshire Councillors

Cllr John Thomson (Chairman)
Cllr Simon Killane (Vice Chairman)

Cllr Chuck Berry
Cllr Toby Sturgis

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

Items to be considered	Time
<p style="text-align: center;"><u>Health and Social Care Themed Meeting</u></p> <p>The meeting will include the chance to visit various workshops and listen to short talks from various speakers.</p>	
<p>1 Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 4 March 2015.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 11 - 16</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> a. Universal Credit b. New School Place Planning Strategy c. Older People's Event 	7.10 pm
<p>6 Services to the Elderly</p> <p>Nicola Gregson, Head of Commissioning for Older People, Care, Support and Accommodation, will be in attendance to discuss services needed by the elderly in the Malmesbury Community Area.</p> <p>Older people and carers will be invited to attend a special Older People's Event in June.</p>	7.15pm
<p>7 Health and Social Care Updates</p> <p>The Area Board will receive talks and updates from various speakers and representatives from Health and Social Care.</p> <p>Updates will be heard from:</p>	

	<ul style="list-style-type: none"> · Dementia Awareness <p>Trish Blacker, Dementia Adviser at the Alzheimer's Society, will be in attendance to deliver an update on what is available for people with dementia and their carers across the Malmesbury community area and what the community can do to support.</p>	7.25pm
	<ul style="list-style-type: none"> · Dorothy House Hospice Care <p>Louise Clapton, Community Engagement Co-ordinator, will be in attendance to provide an overview on their role locally. The local nurse specialist will also be in attendance to provide details of her position.</p>	7.40pm
	<ul style="list-style-type: none"> · Age UK Wiltshire <p>Susan Desrosiers, Age UK Support Worker, will be in attendance to provide an update on the services Age UK Wiltshire provides in the Malmesbury Community Area and future plans.</p>	7.50pm
8	<p>Local Youth Network Update and Applications for Youth Funding (<i>Pages 17 - 32</i>)</p> <p>To receive an update on the Local Youth Network (LYN) and for the Area Board to consider two Youth Grant recommendations:</p> <ol style="list-style-type: none"> 1. 4 Street Theatre Workshops & Performance in Carnival by Last Baguette Theatre Company: £400 (To be match-funded £400 by the Carnival Committee from the full amount of £800). 2. Malmesbury Skate Park Seed Fund: £905.50 for initial set up funds to support the training of new volunteers and overheads. 	8.00pm
9	<p>Partner Updates (<i>Pages 33 - 36</i>)</p> <p>To receive updates from the following partners:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Healthwatch Wiltshire d. Malmesbury and the Villages Community Area Partnership e. Good Neighbours f. Malmesbury Campus g. Highways Community Co-ordinator h. JSA update i. Town and Parish Councils 	8.10pm

The Community Area Manager will provide a summary of current community issues and the area board will agree those to be closed.

It is recommended that the following 5 issues are closed:

- **Issue 3761** – Ashton Keynes parish council requested ‘Pedestrians crossing’ signs at crossing of B4696 and Thames Path. CATG considered there were already sufficient signs in the vicinity.
- **Issue 3560** – Junction B4040 Malmesbury to Tetbury Road at Shipton Moyne Road. CATG felt that fencing had been installed but removal of hedges was likely to increase traffic speed, so not advised. There is no evidence of accidents at this junction.
- **Issue 3403** – Speeding through Milbourne Village. Metro counts have been undertaken and CSW group are now in operation. 30mph roundels at terminal points have also been installed in encourage vehicles to reduce their speed.
- **Issue 2660** – Drainage issues Reeds Farm. Alleviation of this problem needs to be addressed through any future development of adjacent land. The town council and local residents need to respond to planning applications at the appropriate time.
- **Issue 2172** – Parking in Cross Hayes by Hyams Garage – There appears to be no enthusiasm to pursue this issue.

The Area Board is asked to consider 7 new issues and decide whether they should be referred to the Community Area Transport Group (CATG) as follows:

- **Issue 3973 – HGV concerns on Pound Hill** – *the request is for CATG to approve road signage to stop HGV's using Pound Hill Rodbourne as a cut through.* Officers advise that if the parish council support this and want to legally prevent HGV's using this road, the only option would be an environmental weight limit which would require a Traffic regulation Order (TRO). Even then if a driver is using the route to gain legitimate access to a local farm, a weight limit will make no difference as there will be an exemption for access. This would require consideration through the Freight Assessment Priority Mechanism (FAPM), however it is unlikely to meet the criteria. The alternative is an ‘unsuitable for HGVs’ sign, which is advisory only. Lorries

moving the hay bales to and from local farms as described in the issue probably have been doing so for some time, hence this type of sign would be ignored and therefore pretty pointless.

- **Issue 3963 – Pavement from water tower roundabout down Holloway Hill, Malmesbury.** This matter is already being considered by CATG under issue 3800 and the two can be dealt with together.
- **Issue 3962 – Request for a dropped kerb at the junction of Filands Road and Tetbury Hill.** This is an access request and based on feedback awaited from the town council, should be referred to CATG.
- **Issue 3956 – Request to change Burton Hill zebra crossing to a controlled one.** The parish council are supportive to the theory, but are not committing themselves at this stage because of the likely costs. The Area Board/CATG has considered this issue before and in January 2011 allocated £5,000 towards the installation of halos to the zebra crossing outside Malmesbury primary health care centre and re-painted the road markings in order to make the crossing more obvious to road users.
- **Issue 3932 – Street lights requested on Common and Foxley Road and Haddons Close.** This was submitted by 3 residents and has the support of the parish council. The request is for a street light around the Quarry Barn, Foxley Road, as this very dark and dissuades children walking to and from school in the winter months. It is suggested that this matter is referred to CATG.
- **Issue 3926 – Traffic speed on B4042 in Brinkworth between St Michael's Close and Barnes Green and the junction with School Hill and the desire for pedestrian crossing.** It is suggested that this matter is referred to CATG.
- **Issue 3879 - Pedestrian safety concerns at bottom of Swindon Road, Malmesbury.** Pending a response from the parish council, suggest the matter is referred to CATG.

11 **Community Area Transport Group (CATG) (Pages 45 - 60)**

8.30pm

The Area Board will be asked to approve the recommendations of the Malmesbury Community Area Transport Group as detailed within the CATG report.

12 **Area Board Funding** (*Pages 61 - 68*)

8.35pm

Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received. The following applications have been received from:

1. **Malmesbury Skatepark Group** - award £965 capital funding, towards start up costs.

The Area Board is also asked to consider the allocation of £1,000 from the Legacy fund towards the Magna Carta 800 celebrations.

13 **Any Other Questions**

The Area Board will receive any questions from the floor.

14 **Urgent items**

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

15 **Evaluation and Close**

8.50pm

Future Meeting Dates

Wednesday, 8th July, 2015

2.00 pm

Venue TBC

Wednesday, 9th September, 2015

7.00pm

Malmesbury School, Corn Gastons, Malmesbury SN16
ODF

Wednesday, 4th November, 2015

7.00pm

Malmesbury School, Corn Gastons, Malmesbury SN16
ODF

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Assembly Room - Town Hall, Cross Hayes, Malmesbury SN16 9BZ
Date: 4 March 2015
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr John Thomson (Chairman), Cllr Simon Killane (Vice Chairman), Cllr Chuck Berry and Cllr Toby Sturgis

Wiltshire Council Officers

Clare Langdon, Manager - Green Economy Team
Miranda Gilmour, Community Area Manager, Malmesbury
Jessica Croman, Democratic Services Officer
Matt Perrott, Highways Community Coordinator

Town and Parish Councillors

Little Somerford Parish Council – Tony Pooley, Deborah Bourne

St Paul Malmesbury Without Parish Council – Roger Budgen

Dauntsey Parish Council - Ellen Blacker

**Malmesbury Town Council – Sue Poole, Andrew Woodcock, Catherine Doody,
John Gundry, Gavin Grant and Julie Exton**

Partners

Police – Inspector Dave Hobman

Total in attendance: 36

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
18	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed all those present at the meeting.</p>
19	<p><u>Apologies for Absence</u></p> <p>Apologies were received from:</p> <p>Kim Power – Malmesbury Town Council John Tremayne – Easton Grey Parish Council Terry Mockler – Hankerton parish Council John Mathews – Sherston Parish Council Mike Franklyn – Wiltshire Fire and Rescue Service Martin Rae – MVCAP Mark Allen – MVCAP Dave Wingrove - Ashton Keynes Parish Council</p>
20	<p><u>Minutes</u></p> <p>The Minutes of the previous meeting held on 14 January 2015 were presented.</p> <p>Approved</p> <p>To approve the Minutes of the previous meeting as a true and accurate record.</p>
21	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
22	<p><u>Chairman's Announcements</u></p> <p>The Chairman and Area Board Members made the following announcements:</p> <p>a. Wiltshire New Housing Allocation Policy</p> <p>The Area Board was referred to the announcement in the agenda pack and informed they could also access the information online.</p> <p>b. Safe Places</p> <p>Following the January Area Board a group of volunteers agreed to set up 'safe places' initially in Malmesbury and then rolling it out across the community area and already business are agreeing to participate. The scheme will provide a safe place for anyone in the community who needs a safe place whilst out in the town</p>

	<p>or villages. Once training has been completed the scheme will formally launch.</p> <p>Sue Poole, the town mayor, and the volunteers were thanked for their hard work and support.</p> <p>Local businesses who are interested in becoming a safe place were urged to contact Miranda Gilmour at Miranda.gilmour@wiltshire.gov.uk.</p> <p>c. Warm & Safe Wiltshire</p> <p>Warm & Safe Wiltshire was a collaborative effort between Wiltshire Council, Wiltshire Fire & Rescue and partners to help residents live in safer and healthier homes.</p> <p>The scheme can help improve energy efficiency, advise on benefit entitlement and advise on reducing the risk of falls and fires in the home. More information could be found at the Wiltshire Fire and Rescue website where people can also request a free home fire safety visit.</p> <p>The Area Board was asked to contact 0300 003 4575 or email WarmandSafe@wiltshire.gov.uk If they knew someone who could benefit from this service.</p>
23	<p><u>Develop</u></p> <p>The Chairman welcomed Simone Lord to the Area Board.</p> <p>A presentation was given on DEVELOP and the volunteer opportunities in the community area. It was noted that DEVELOP was a charity organisation who provide group support to new and emerging groups, charities and volunteers in all areas of policy development, governance and providing volunteers. They could also assist with training, recruiting volunteers, mentoring, researching and marketing.</p> <p>The Malmesbury area currently had a low percentage of volunteers compared to other areas and DEVELOP are keen to increase this percentage and create volunteering opportunities. Currently the charity are training a volunteer co-ordinator, who would be based in the local area, who would provide advise on all of the services DEVELOP offer.</p> <p>A question was asked about tradesmen volunteers and it was noted that the volunteers can come from any background.</p> <p>The Chairman thanked Simone for her presentation.</p>
24	<p><u>Climate Local Initiative</u></p> <p>The Chairman welcomed Clare Langdon, Manager of Green Economy Team, to the Area Board.</p>

A presentation was given on the Council's plans to cut its own and residents carbon emissions and how the green agenda could be used to create new jobs and boost the economy.

A quiz was given based on Wiltshire's energy consumption. It was noted that Wiltshire Council had been aiming to reduce its carbon emission by tackling energy efficiency, affordable warmth, renewable energy and sustainable transport.

So far in the Malmesbury area the leisure centre has had a number of invest to save projects which have delivered energy efficiency and cost savings on fuel bills. The project installed technology to generate both electrical power and heat for the leisure centre. A combined heat and power unit has reduced the cost of running the leisure centre by using gas to generate electricity for use on site, instead of drawing it from the National Grid. Heat is a side product of this process and is used to warm the building and pool water, therefore reducing the need for additional heating. This installation has saved approximately £47,000 over the past two years of operation.

Lighting upgrades had also taken place across the leisure centre. On average 25 per cent of energy use at sports facilities is consumed by lighting. As well as improving energy efficiency, it is also important for sports lighting to be high quality in terms of light emitted, robustness and durability. The sports hall, swimming pool hall, studio, gym and reception areas have all benefited from new lighting, including the use of LED. The total estimated savings from these improvements, and the use of occupancy sensors is £5,700 a year.

Through the EU funded SEACS (sustainable energy across the common space) programme, an energy ambassador was employed by Wiltshire Council to work with schools for 18 months, from late 2012 to early 2014.

Sherston Primary School was one of nine schools that received in depth support from the SEACS ambassador. As well as identifying practical ways for the school to reduce its energy consumption, pupils took part in workshops to make them more aware of the energy the school uses. This included using a thermal imaging camera to show heat loss from the building.

Luckington Community Primary School also participated in this project. Pupils at the school joined others in Wiltshire to make posters reminding people to switch things off; as part of their campaign of awareness raising and energy reduction. A pupil at the school submitted the winning entry to the poster competition and the school received power saving devices for every PC and laptop as a prize.

Community Activity:

Since 2011 the Malmesbury and the Villages Community Area Partnership

	<p>(MVCAP) have had a website dedicated to identifying local community issues and addressing them by forming partnerships with local agencies, organisations and community service providers.</p> <p>One of the actions to come out of this voluntary group is the community led One Planet Action Plan, which focuses on four key areas: Reduce our carbon footprint Reduce our waste MVCAP Sustainable Transport - Malmesbury Area Transport Hub Improve local community facilities and voluntary services</p> <p>The Energy Resilience Plan aims to develop energy resilience in Wiltshire as a whole by helping to make the counties energy supply more secure, affordable and sustainable.</p> <p>A question was asked about heat prevention for homes and it was noted that within the core strategy there is provision to build energy resilient homes. In the past that had not been the case. It was also noted that the Malmesbury Neighbourhood Plan supported hydro electric and domestic solar panels.</p> <p>Another question was asked about wall cavity for solid walls. It was noted that due to solid wall cavity being very expensive the funding from the utility companies would not support this. Although the Green Deal would be worth looking into which supported home owners.</p> <p>The Chairman thanked Clare for the presentation.</p>
25	<p><u>Legacy</u></p> <p>Miranda Gilmour, Community Area Manager, gave a presentation on the Legacy for Wiltshire which highlighted events throughout 2014 and up and coming events in 2015.</p> <p>2014 was a great success throughout Wiltshire which help build closer links with communities and local businesses. Key event dates for 2015 included:</p> <p>March 26 – Business and sports dinner to support Olympians and Paralympians.</p> <p>May to September – The Big Pledge – Communities are encouraged to make a pledge whether it be big or small. The area Board and Communications would be happy to help and promote any events where they can.</p> <p>May 3 – 10 – Cycling festival</p> <p>June 13/14 – Community celebration in the Malmesbury Abbey (pending award of funding bid).</p> <p>June 15 – Magna Carta celebrations - Schools and local communities were</p>

	<p>being encouraged to take part in the Magna Carta celebrations by creating a new modern Magna Carta, school competitions, designing and making community baron's to be displayed or carried in the Wiltshire wide festivals and the Magna Carta parade on 15 June in Salisbury.</p> <p>September 6 to 12 – Walking festival</p> <p>It was noted that the event in the Malmesbury Abbey would be very appropriate considering the history.</p> <p>The Chairman thanked Miranda for the presentation.</p>
26	<p><u>Malmesbury Town Team Action Plan</u></p> <p>The chairman welcomed Gordon Macpherson, Chairman of the Malmesbury Town Team, who gave a presentation on the work of the Town Team. Extensive research had been carried out which highlighted that Malmesbury was not attracting many visitors to the area, pubs and leisure facilities were less occupied in the evenings, businesses need to promote themselves better and there was a negative mind set. It was noted that the information was a top line overview and that more detailed information was available on request.</p> <p>New members would always be welcomed to the Town team and it was essential for the community to have an input.</p> <p>A comment was made on the car parking review and the options available to comment on, with the paper going to Cabinet on the 17 March 2015, comments were being accepted on the review until the end of April. It was noted that there was an opportunity to transfer Burnham Road car park to the Town Council.</p> <p>The Chairman thanked Gordon for the presentation.</p>
27	<p><u>Station Yard Car Park Working Group</u></p> <p>The Station Yard Car Park Working Group's monitoring undertaken last summer had returned a surprisingly low response rate. It was mentioned that the youths could have possibly moved on and it was noted by the Police Inspector that, although he did not have exact figures to hand, disturbance figures were low.</p> <p>It was noted that disturbances at the Station Yard car park had reduced over the years because of better communication, collaborative working and pub watch, in which the Police were thanked.</p> <p>A number of options were discussed to deter any disturbances which included:</p> <p>Bolted down speed bumps High friction surfaces CCTV</p>

	<p>Shrub cover/ height Improved lighting</p> <p>It was noted that speed bumps, high friction surfaces and CCTV were expensive in relation to the level of concern and that lighting had already been improved.</p> <p>It was agreed to maintain the shrubs.</p> <p>A question was asked about using the car park at night. It was noted that many people did not use the car park out of fear and because it is a long way away from people's homes to walk in the dark.</p> <p>The Chairman thanked the working group for the report and urged local residents to keep watch.</p>
28	<p><u>Partner Updates</u></p> <p>a. Wiltshire Police</p> <p>A written update was provided.</p> <p>b. Wiltshire Fire & rescue</p> <p>A written update was circulated.</p> <p>c. Wiltshire Clinical Commissioning Group</p> <p>A written update was provided.</p> <p>d. Malmesbury and the Villages Community Area Partnership (MVCAP)</p> <p>MVCAP were disappointed that they would no longer receive funding. A special thanks was given to the Area Board, Cllr John Thompson and Miranda Gilmour for their help and support.</p> <p>MVCAP would still exist as a charity and will do what they can to continue their work.</p> <p>The Chairman thanked MVCAP for their work/ help over the years.</p> <p>e. Good Neighbours</p> <p>A verbal update was given highlighting their achievements of raising £800. They had been working with safe places and befriending has been difficult, Age UK has been trying to develop some volunteering opportunities.</p> <p>f. Malmesbury Campus</p>

	<p>It was noted that a lot of work had been taking place around designing the building.</p> <p>g. Highways Community Co-ordinator</p> <p>A written update was provided.</p> <p>h. JSA Update</p> <p>There was no update.</p> <p>i. Young People</p> <p>It was noted that the LYN had been busy with the following:</p> <ul style="list-style-type: none"> • LYN Management Group training event • 'We Will' charter created and signed by the members • A logo has been developed • New Facebook page • Online survey - over 800 responses so far and hoping to get close to 1000 before it closes on Friday. <p>The Area Board was asked to agree the membership of the LYN and the allocated group roles and it was;</p> <p>Resolved</p> <p>To agree the group roles and new youth members as per the report.</p> <p>An urgent youth grant was presented and it was;</p> <p>Resolved</p> <p>To award Thrive Counselling £2100.</p> <p>j. Town and parish Councils</p> <p>It was noted that the river bank by Cotswold House had now been cleared. Thanks were given to Matt Perrott and the Area Board and congratulations were given to John Gundry for driving this work forward.</p>
29	<p><u>Community Issues Update</u></p> <p>Miranda Gilmour explained changes to the report regarding issues recommended for closure and referral and it was;</p> <p>Resolved</p>

	<p>To close the following issues:</p> <ul style="list-style-type: none"> • Issues 3851, 3846 & 3823 - largely concern HGV on Callow Hill Brinkworth had been referred. • Issue 3651 - Bus shelter request at Dauntsey St James – the petitioner failed to approach the parish council. • Issue 3221 - Request for pavement in Charlton – the parish council had decided not to proceed. • Issue 3226 - Dark Lane/Bristol Street Junction concerns – the matter has been resolved. • Issues 3453, 3455, 3457 & 3505 - Parking in Burnivale – Some lining has been undertaken and the remainder is scheduled. • Issue 3574 - No Through Road sign requested for Reeds Farm – matter referred to relevant department. <p>To recommend for referral to the Community Area Transport Group (CATG):</p> <ul style="list-style-type: none"> • Issue 3845 - Speeding on Callow Hill, Brinkworth. • Issue 3800 - Road safety concerns Whychurch Hill. • Issue 3761 - Pedestrians crossing the road needed on B4696 (Thames Path). • Issue 3754 - Perceived speeding Ashton Keynes Road, Minety. • Issue 3878 - Road safety on High Road Ashton Keynes. • Issue 3879 - Pedestrian safety, Station Road, Minety.
30	<p><u>Community Area Transport Group (CATG)</u></p> <p>A correction was provided in respect to the financial summary. The balance should have read: £24,239.86.</p> <p>Parish councils were reminded that they were responsible for contributing 25% towards CATG actions. It was noted that the Area Board at its next meeting would consider the top limit contribution costs for the Parish Councils.</p> <p>The Chairman was congratulated on his quick response and actions on the B4042.</p> <p>Resolved</p> <p>To note and approve the actions and recommendations of the 10 February 2015 Malmesbury CATG meeting.</p>

	To approve the CATG budget balance.
31	<p><u>Area Board Funding</u></p> <p>The Community Area Manager outlined the funding report and noted that the only capital funding would be available in the next financial year and it was;</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To award the Athelstan museum £4000 capital funding towards their phase 1 development to restore the former Moravian Church, subject to match funding being received. 2. To award the Malmesbury tennis Club £5000 capital funding towards the cost of two courts and a mini tennis court. 3. To award St Paul Malmesbury Without Parish Council £5000 capital funding towards the construction of a new walking link. 4. To award Oaksey Parish Council £500 capital funding towards an auto-wider. 5. To award Crudwell Village Hall Committee £2894.91 capital funding towards the tarmacking of their car park. 6. To award Wilts & Berks Canal Trust £1750 capital funding towards the provision of a disabled toilet, subject to the Parish Council supporting. 7. To approve the allocation of funds of £1951.20 to the Malmesbury and Villages Community Area Partnership for 2015 legacy projects.
32	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked all those present for their attendance.</p> <p>The next meeting would take place on:</p> <p>Wednesday, 6 May 2015, 7.00 pm at the Crudwell Village Hall, Tetbury Lane, Crudwell SN169HB.</p>

Chairman's Announcements

Subject:	Universal Credit – background and update on steps to roll out the scheme
Officer Contact Details:	Ian P Brown, Revenue & Benefits <i>Direct Line:</i> (01225) 716701
Further details available:	Ian P Brown

Summary of announcement:

Universal Credit will begin in Wiltshire on 16 March 2015, following an announcement by the Wessex branch of the Department of Work and Pensions (DWP)

Many people on benefits believe that the financial risks of moving into work are too great. For some, the gains from work, particularly if they work part-time, are small, and any gain can easily be cancelled out by costs such as transport.

The government believes that:

- the current benefit system is too complex
- there are insufficient incentives to encourage people on benefits to start paid work or increase their hours

Through Universal Credit the government is aiming to:

- make the benefit system fairer and more affordable
- reduce poverty, worklessness and welfare dependency
- reduce levels of fraud and error

The intention of reforming the welfare system is to help more people to move into and progress in work, while supporting the most vulnerable.

Universal Credit (UC) is the latest national welfare benefit which will eventually replace six other benefits provided by the DWP and HMRC. UC will eventually replace Income Support, Income Based Job Seekers Allowance, Income based Employment Support Allowance, Child Tax Credit, Working Tax Credit and Housing Benefit.

Claimants will always be encouraged to apply on line and report any change in circumstance, on line. The completed claim will not be processed locally but in a Service Centre in either Glasgow or Bolton. (A slide set entitled UC Welcome Pack is attached)

It is important to note that in this initial phase, which runs from 16 March 2015 to May 2016, only single, unemployed people will qualify for UC. Couples, families with children and those in work but entitled to any of the benefits listed above, will either be transferred or asked to apply for UC from May 2016 onwards. Based on the qualifying criteria it is estimated 3,000 residents could qualify for UC in Wiltshire 2015-16. Every UC award will be paid monthly, in arrears, and claimants will receive their payment direct, approximately five weeks after the claim is registered.

Some support will be available to those who either struggle with the delay in payment, through an advanced payment made by the DWP, which will then be recovered from on-going payments. When rent is not paid on time a landlord can apply to the DWP for an alternative payment arrangement (known as an APA).

Whilst support in terms of budgeting will be made available through the council, management of complex debt may require referral to agencies better equipped, in this case the Citizens Advice Bureau. The council's role will be to ensure that residents are supported in the initial stages of their claim and:

- To provide access to computers,

Chairman's Announcements

- Assistance to get on line and apply on line
- Budgeting support and money advice
- Supporting vulnerable claimants and providing access to discretionary funds and local welfare provision.

A great deal of work has already taken place to provide agencies with information about the transition to universal credit. The DWP and the council have spent considerable time in negotiations to develop a Delivery Partnership Agreement which includes a framework for payment to meet aspects of our service delivery. Wiltshire is therefore well placed to be one of the first local authorities in the west to support the roll out of universal credit and set out below is some of the preparatory work.

- The Wiltshire Online project and the provision of 180 new computers in our libraries.
- The council's corporate research team produced an extensive report entitled Universal Credit: analysis of risk.
- Joint working between the DWP and librarians in conjunction with other voluntary groups to support people to access information and apply for benefits online.
- Undertaken a project to replace the current paper based housing benefit application form with a web based E-form.
- The provision of training through children's centres to stakeholders and voluntary sector in conjunction with Wiltshire Money.
- The involvement of Wiltshire staff working with the DWP at the highest level in terms of project planning and attendance at Technical Working Groups in London.
- A track record of delivering change, particularly welfare reforms, through partnership working across Wiltshire.
- Robust and carefully managed discretionary schemes (Local welfare provision, Discretionary Housing Payments and the latest discretionary council tax reduction) that can be used to support those in the most difficult financial circumstances

There are details on the next page of the eligibility criteria and details of the information claimants will need to make a claim online.

For further information about any of the research papers or details regarding any of the projects above please contact either Ian P Brown, Head of Revenues and Benefits, Julie Higinbotham, Benefits Manager at Wiltshire Council or Jackie Tuckett, Partnership Manager at the DWP.

There is extensive information made available on the government's own [website](#).

Universal Credit Expansion Eligibility

Claimants must:

- Be single.
- Must have a National Insurance Number.
- Be aged between 18 and 60 and six months.
- Not own or partially own the home they live in.

Chairman's Announcements

- Not be homeless or live in support or exempt accommodation.
- Not live in the same household as a member of the regular or reserved army who is absent from home on duty.
- Be a British citizen, resident in the United Kingdom (UK) for the last two years (not absent outside the UK during those two years for four weeks or more).
- Not have a child or qualifying young person (QYP) living with them some or all of the time.
- Not be an adopter with whom a child is expected to be placed within the first two months of the UC claim or a foster parent.
- Not be liable to pay child support maintenance.
- Not be responsible for providing care to a person with physical or mental impairment, unless on a paid or voluntary work basis.
- Must not have a fitness for work note or applied for a fitness for work note. Claimant must declare themselves fit for work.
- Must not be considered as having limited capability for work.
- Not be pregnant, or have been pregnant in the last 15 weeks.
- Not require a person acting on their behalf e.g. Personal Acting Body (PAB) or Corporate Acting Body (CAB).
- Not be in education or training of any kind.
- Not be self-employed.
- Not be a company director or part of a limited liability partnership.
- Be unemployed or declared earned income for the first month of the UC claim is not expected to exceed £330.
- Capital must not exceed £6000.
- Must have a bank, building society, post office or current account with a credit union.
- Must not be entitled to old rules Employment and Support Allowance (ESA), old rules Jobseekers Allowance (JSA), Income Support (IS), Incapacity Benefit (IB), Severe Disablement Allowance (SDA) , Disability Living Allowance (DLA), OR Personal Independence Payment (PIP).
- Must not be awaiting a decision on a claim for old rules ESA, old rules JSA, IS, Child Tax Credit (CTC), Working Tax Credit (WTC) or Housing Benefit (HB).
- Must not be awaiting the outcome of an application to revise a decision of non-entitlement to old rules ESA, old rules JSA, IS and HB.
- Must not have an undecided appeal against non-entitlement to old rules ESA, old rules JSA and IS.

Chairman's Announcements

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

Summary of announcement:

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

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

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

WILTSHIRE COUNCIL

ITEM ?

MALMESBURY AREA BOARD
6th May 2015

COMMUNITY YOUTH OFFICER UPDATE

1. Purpose of the Report

1.1. To update the Area Board on the Community Youth Officer's recent actions from 21st February to 24th April 2015. Including information about the Needs Assessment results and Grant applications.

2. CYO Update

2.1 Throughout February the Local Youth Network Management Group produced the online needs survey for young people to share their views and what they think is needed in the Malmesbury Community Area. 841 young people responded (54.86% of the total youth population). The key findings show young people would like fitness, cultural, and social activities. That is affordable and accessible during holidays and after school. (Appendix: 1). It is the LYN Management Groups responsibilities to work with community members to work to improve provision in these areas. To get involved contact Ollie Phipps.

3. Recommendations

- 3.1 £400. For 4 Street Theatre Workshops & Performance in Carnival by Last Baguette Theatre Company. (Match Funded £400. by Carnival Committee from full amount of £800.)
- 3.2 £905.50 For Malmesbury Skate Park Seed Fund, initial set up funds to support the training of new volunteers and overheads.

Report Author: Ollie Phipps, Community Youth Officer
Tel No: 07795 060797
E-Mail: ollie.phipps@wiltshire.gov.uk

Appendices:

- 1: Needs Assessment Key Findings
- 2: Last Baguette Youth Grant Fund Score Sheet
- 3: Malmesbury Skate Park Youth Grant Fund Score Sheet

Young People in Malmesbury want:



Malmesbury Community Area

LOCAL YOUTH NETWORK

**Malmesbury Community Area Board and Local Youth Network
Positive Activities for Young People Grants Scheme**

Local Youth Network Scoring Sheet

Organization: Last Baguette Theatre Company Date Received: 13.03.15 Amount Requested: £400._____

Category:	Total mark available	Mark given:	Comments:
<p>Meets local needs & priorities How well does the project/activity/programme meet local needs, outcomes, priorities and objectives?</p> <ul style="list-style-type: none"> - Organizations own Consultation (2 Marks) - CYO Needs Assessment (2 Marks) - JSA (2 Marks) - 507B Offer (2 Marks) - Community/ Neighborhood plan (2 Marks) 	10	6	<p>Commissioned by Carnival Committee to engage more teenagers in the procession</p> <p>Links to 507B Offer & CO Needs Assessment</p>
<p>Young people's involvement Is there evidence that young people have been involved in informing the development of the project/activity/programme?</p> <ul style="list-style-type: none"> - Organizations own Consultation (3 Marks) - Young people involved in development of activity/ project (7 Marks) 	10	8	<p>YP will be engaged in the planning and development of the work/ theatre piece.</p> <p>YP get to choose costumes and props for their pieces</p>
<p>Potential reach/participation of young people How many young people could take part in this project/activity/programme?</p> <ul style="list-style-type: none"> - Promotion of activity/ project - Involvement of rural communities - Engagement plan 	10	8	<p>Plan to engage 20 young people Support from Green Square, Town Council, Carnival Committee, and School in Promotion</p>

<p>Outcomes & benefits for young people Does the project/activity/programme support young people to:</p> <ul style="list-style-type: none"> - Build resilience (2 Marks) - Make positive lifestyle choices (2 Marks) - Achieve in learning (2 Marks) - Gain independence (2 Marks) - Encourage personal and social development and help young people to make a successful transition to adulthood (2 Marks) 	10	8	<p>Confidence Meet New People Make Friends Discover more about self Social Development Working with Others Courage Improvisation/ Stay in Character skills</p>
<p>Affordability & accessibility Is this project/activity/programme accessible, affordable, wanted and valued by local young people?</p> <ul style="list-style-type: none"> - Accessible location - Transport - Cost to young people - Other income sources 	10	8	<p>Free for Young People Hoping to be in Community Hub, central near bus stops and cafes for parents</p>
<p>Vulnerable and hard to reach groups of young people Does this project/activity/programme work with hard to reach groups/vulnerable young people? For example, looked after children, care leavers, homeless young people, young carers, young offenders, young people with disabilities, ethnic minority young people, young travelers, lesbian, gay, bisexual and transgender young people, or young people from areas of deprivation?</p> <p>(Please give a higher score to a project that</p>	10	7	<p>Support from Green Square, Town Council, Carnival Committee, and School to engage hard to reach groups</p>

includes more than one of these groups.)			
Equalities Is the project/activity /programme inclusive and accessible for hard to reach/underrepresented groups of young people? For example, young people with disabilities? <ul style="list-style-type: none"> - Up to date Equality of Opportunity Policy - Inclusive project - Plan to engage young people - Reach to underrepresented groups 	10	7	
Partnership working & Community involvement Does this project/activity/programme involve working with other local community partners? <ul style="list-style-type: none"> - Promote volunteering - Engage wider community - Partnership working - Member of the LYN/ CAP 	10	7	Support from Green Square, Town Council, Carnival Committee, and School
Matched Funding Does this project/activity/programme have matched funding? <ul style="list-style-type: none"> - Financially - Resources/ Equipment - Spaces - People 	5	5	Match funding from Carnival Committee of £400. Total Project Cost £800.

<p>Safeguarding and promoting the welfare of young people</p> <p>Is there a strong commitment to safeguarding and promoting the welfare of young people?</p> <ul style="list-style-type: none"> - Insurance cover is in place. - Up to date Child Protection Policy, Complaints Procedure and Whistle Blowing Policy - Health & Safety Policy - Safer Recruitment Process - Staff DBS Checked 	10	10	Clear statement, safeguarding champion, escalation policy
<p>Monitoring and evaluation</p> <p>Does the applicant have clear and robust arrangements in place to monitor the outcomes and impact of this project/activity/programme?</p> <ul style="list-style-type: none"> - Monitoring process - Evaluation process - Photos/ Videos - Young people feedback/ evaluations - Check against aims/ objectives 	5	4	<p>Will photo/ video workshops and procession</p> <p>Feedback from YP throughout</p>
<p>TOTAL</p> <p>Benchmark is 60/100</p>	100	78	

Discussion Topics

Questions:	Comments:
1. What could the long term impact/benefit of this project/activity/programme be? Will there be a long term benefit?	There is potential to develop more work in this theatrical area as no other providers locally do street theatre. Opportunity to show young people in a positive light by active participation in public carnival
2. Is the project/activity/programme cost effective?	Yes, low cost activity to Youth Grant Fund due to match funding, this enables activity to be free for young people
3. Is this an innovative/original project/activity/programme in idea and/or location?	New project, no other providers deliver street theatre
4. Is there a clear need/demand for the project/activity/programme?	Meets multiple needs
5. Is there a potential risk to the fund or Wiltshire Council Malmesbury Community Area Board and Local Youth Network being involved in this project/activity/programme?	N/A

Local Youth Network Funding Panel Decision (to go as a recommendation to the Community Area Board)

Decision:	Yes
Amount Awarded:	£400.00 Conditions: For CYO to support company in engagement of young people, and meet with Carnival Committee and Last baguette to ensure quality of project.
Reason for part award (if applicable):	
Reason for rejection:	
Local Youth Network Members present:	Ollie Phipps – CYO Miranda Gilmour – CAM Simone Snashell Aston Atkinson Shaina Snashell Jade Sanders Finn Wood Amanda Kettleby – Town Council Rep
Date:	22.04.15

**Malmesbury Community Area Board and Local Youth Network
Positive Activities for Young People Grants Scheme**

Local Youth Network Scoring Sheet

Organization: Malmesbury Skate Park Group

Date Received: 15.04.15

Amount Requested: £905.50

Category:	Total mark available	Mark given:	Comments:
<p>Meets local needs & priorities How well does the project/activity/programme meet local needs, outcomes, priorities and objectives?</p> <ul style="list-style-type: none"> - Organizations own Consultation (2 Marks) - CYO Needs Assessment (2 Marks) - JSA (2 Marks) - 507B Offer (2 Marks) - Community/ Neighborhood plan (2 Marks) 	10	10	<p>200 young people on their membership books</p> <p>75 regularly attend weekly</p> <p>CYO Needs assessment states a need for the skate park</p>
<p>Young people's involvement Is there evidence that young people have been involved in informing the development of the project/activity/programme?</p> <ul style="list-style-type: none"> - Organizations own Consultation (3 Marks) - Young people involved in development of activity/ project (7 Marks) 	10	10	<p>Young people currently involved in the park</p> <p>Some original members have now become volunteers</p> <p>Young people engage in shaping the future of the park</p>
<p>Potential reach/participation of young people How many young people could take part in this project/activity/programme?</p> <ul style="list-style-type: none"> - Promotion of activity/ project - Involvement of rural communities - Engagement plan 	10	8	<p>Continue to develop the promotion of the park, with more open days and press launches.</p>

<p>Outcomes & benefits for young people Does the project/activity/programme support young people to:</p> <ul style="list-style-type: none"> - Build resilience (2 Marks) - Make positive lifestyle choices (2 Marks) - Achieve in learning (2 Marks) - Gain independence (2 Marks) - Encourage personal and social development and help young people to make a successful transition to adulthood (2 Marks) 	10	10	<p>Young people develop and share skills Increased fitness Develop social skills Gain confidence and new skills in the sport</p>
<p>Affordability & accessibility Is this project/activity/programme accessible, affordable, wanted and valued by local young people?</p> <ul style="list-style-type: none"> - Accessible location - Transport - Cost to young people - Other income sources 	10	7	<p>Small yearly/ 6 monthly membership fee Development of more volunteers to open park more</p>
<p>Vulnerable and hard to reach groups of young people Does this project/activity/programme work with hard to reach groups/vulnerable young people? For example, looked after children, care leavers, homeless young people, young carers, young offenders, young people with disabilities, ethnic minority young people, young travelers, lesbian, gay, bisexual and transgender young people, or young people from areas of deprivation? (Please give a higher score to a project that includes more than one of these groups.)</p>	10	9	<p>Have previously worked with disability groups. Want to develop more of this work Need to be more inclusive of female young people, mainly males attending</p>

<p>Equalities Is the project/activity /programme inclusive and accessible for hard to reach/underrepresented groups of young people? For example, young people with disabilities?</p> <ul style="list-style-type: none"> - Up to date Equality of Opportunity Policy - Inclusive project - Plan to engage young people - Reach to underrepresented groups 	10	8	Increase engagement of females
<p>Partnership working & Community involvement Does this project/activity/programme involve working with other local community partners?</p> <ul style="list-style-type: none"> - Promote volunteering - Engage wider community - Partnership working - Member of the LYN/ CAP 	10	10	Working alongside CYO, Town Council, Green Square
<p>Matched Funding Does this project/activity/programme have matched funding?</p> <ul style="list-style-type: none"> - Financially - Resources/ Equipment - Spaces - People 	5	5	Seeking funding from Area Board and Green Square

<p>Safeguarding and promoting the welfare of young people</p> <p>Is there a strong commitment to safeguarding and promoting the welfare of young people?</p> <ul style="list-style-type: none"> - Insurance cover is in place. - Up to date Child Protection Policy, Complaints Procedure and Whistle Blowing Policy - Health & Safety Policy - Safer Recruitment Process - Staff DBS Checked 	10	10	<p>Strong commitment to safeguarding, clear policy as part of their charitable status</p> <p>Matt Wigley safeguarding lead Poster up in skate park All staff DBS checked and First Aid Trained</p>
<p>Monitoring and evaluation</p> <p>Does the applicant have clear and robust arrangements in place to monitor the outcomes and impact of this project/activity/programme?</p> <ul style="list-style-type: none"> - Monitoring process - Evaluation process - Photos/ Videos - Young people feedback/ evaluations - Check against aims/ objectives 	5	5	<p>Young people engage in ongoing feedback in sessions and on facebook to improve the skate park</p>
<p>TOTAL Benchmark is 60/100</p>	100	92	

Discussion Topics

Questions:	Comments:
<p>1. What could the long term impact/benefit of this project/activity/programme be? Will there be a long term benefit?</p>	<p>The funds this group is seeking will help secure the park long term to cover its overheads and develop a core volunteer training programme.</p>
<p>2. Is the project/activity/programme cost effective?</p>	<p>Yes: The funds will enable the group to recruit and train more volunteer, opening the park more and securing its long term future.</p>
<p>3. Is this an innovative/original project/activity/programme in idea and/or location?</p>	<p>This is the only indoor concrete skate park in Wiltshire, and is a resource with supporting in its infancy</p>
<p>4. Is there a clear need/demand for the project/activity/programme?</p>	<p>Yes, they have many members and regular attendees, plus the Needs Assessment highlights a further need.</p>
<p>5. Is there a potential risk to the fund or Wiltshire Council Malmesbury Community Area Board and Local Youth Network being involved in this project/activity/programme?</p>	<p>N/A</p>

Local Youth Network Funding Panel Decision (to go as a recommendation to the Community Area Board)

Decision:	Yes
Amount Awarded:	£905.50
Reason for part award (if applicable):	
Reason for rejection:	
Local Youth Network Members present:	Ollie Phipps – CYO Miranda Gilmour – CAM Simone Snashell Aston Atkinson Shaina Snashell Jade Sanders Finn Wood Amanda Kettley – Town Council Rep
Date:	22.04.15



Update for Area Boards - March 2015

Support for unpaid carers

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

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

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

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

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

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

Consultation on specialist dementia hospital care in Wiltshire

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

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

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

Volunteering with Healthwatch Wiltshire

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

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

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

MVCAP

Report for Area Board meeting on Wednesday 6th May 2015

We're now moving to a totally volunteer driven model to reduce costs for the charity. This means that we will be focussing on a few projects and will be unable to provide the range of advice and support that we used to. We can however still provide services such as help with small amounts of printing (up to A3 and laminated) and setting up simple free websites for community groups and charities.

Community Facebook Groups:

We recently set up and are moderating Facebook groups for the parishes of Crudwell, Luckington, Oaksey and the Somerfords. They have proved popular and, along with the group we've run for Minety for a couple of years, now have over 450 members.

Malmesbury Area Pathfinders (MAP):

As we move towards summer we will be working to waymark the White Walls Way (WWW) route and provide high quality maps and directions free of charge on the WWW website.

For more about the White walls Way and leisure walking in the area – see the website at malmesburypathfinders.org.uk

Great War Project (GWP):

Our ongoing living memorial project to mark the centenary of the First World War. We have developed a small travelling exhibition with reproduction memorabilia and audio accompaniment. It includes a scheme to collect the views and stories of the current generations which relate to WW1. It will be available for communities to borrow - please get in touch to find out more.

greatwarproject.org.uk

Green Matters:

This is our what's on guide to green issues in Wiltshire and Gloucestershire. The website covers the local ecology, nature, wildlife, environmentalism, sustainability and climate change events within about one hour's travelling from Malmesbury.

greenmatters.org.uk

About MVCAP:

We are a community development charity working in Malmesbury and the Villages. We work to encourage volunteering and public participation in community matters, and help local charities and community groups with practical support.

For more information visit www.mvcap.org.uk or call 01666 390110

MVCAP is a Charitable Incorporated Organisation registered with the Charity Commission.
Registration number: 1155592

Report to	Malmesbury Area Board
Date of Meeting	4 March 2015
Title of Report	Malmesbury Community Issues Update

Purpose of Report

To provide an update about Community Issues and invite members of the Area Board to:

1. Note the progress in dealing with issues.
2. Close 5 issues
3. Consider 7 new issues and decide whether they should be referred to the Community Area Transport Group (CATG).

1. Background

- 1.1. One of the key roles of the area board is to help local people find solutions to things that are complex or non-routine which affect the community as a whole; not simply a few individuals.
- 1.2. The majority of routine problems can be dealt with by the council faster through direct contact and to help local people do this, the section of the area board web page has been updated to allow logging of simple issues direct with a person who can help them e.g. [Lost and stray dogs](#) and [Common road and highway problems](#).
- 1.3. All parish councils should be in regular contact with the Highways Community Coordinator and all highways issues should be discussed with him first.
- 1.4. The online area board community issues system should be used when the parish/town council has been unable to solve the matter through normal channels with Wiltshire council and its partners and/or where an issue is causing widespread concern in the community. Please report it to the Malmesbury area board via the [online community issue form](#).
- 1.5. At the time of writing (20 April 2015), a total of 213 community issues have been received, of which 172 have been closed and 41 are currently in progress.

Background documents used in the preparation of this report	Malmesbury community issues online at: http://portal.wiltshire.gov.uk/area_board/areaboard_issues_search.php?issue_location_in=Malmesbury http://www.wiltshire.gov.uk/council/areaboards.htm
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2. Main Considerations & Officer Recommendations

2.1. Progress of Issues

- 2.1.1. The progress of issues is outlined in Appendix 1. More detailed information is readily available to councillors and members of the public via [the area board website](#)
- 2.1.2. It should be noted that for the last year virtually all issues received from the community have been road safety related, the majority of which have been referred to the Malmesbury CATG. This is adding to the workload of the highways team. Councillors may wish to consider limiting referrals to CATG, or ask CATG to prioritise the issues; or maybe both. Whichever approach is adopted, it is likely that the community will have to wait longer for issues to be considered and resolved.

2.2. Closure of Issues

- 2.2.1. It is recommended that the following 5 issues are closed (emboldened in Appendix 1).

- **Issue 3761** – Ashton Keynes parish council requested ‘Pedestrians crossing’ signs at crossing of B4696 and Thames Path. CATG considered there were already sufficient signs in the vicinity.
- **Issue 3560** – Junction B4040 Malmesbury to Tetbury Road at Shipton Moyne Road. CATG felt that fencing had been installed but removal of hedges was likely to increase traffic speed, so not advised. There is no evidence of accidents at this junction.
- **Issue 3403** – Speeding through Milbourne Village. Metro counts have been undertaken and CSW group are now in operation. 30mph roundels at terminal points have also been installed in encourage vehicles to reduce their speed.
- **Issue 2660** – Drainage issues Reeds Farm. Alleviation of this problem needs to be addressed through any future development of adjacent land. The town council and local residents need to respond to planning applications at the appropriate time.
- **Issue 2172** – Parking in Cross Hayes by Hyams Garage – There appears to be no enthusiasm to pursue this issue.

2.3. New Issues for consideration; including referral to CATG

- 2.3.1. Seven new issues are shown *in italics* in Appendix 1 and are as follows:

- ***Issue 3973 – HGV concerns on Pound Hill – the request is for CATG to approve road signage to stop HGV’s using Pound Hill Rodbourne as a cut through.*** Officers advise that if the parish council support this and want to legally prevent HGV’s using this road, the only option would be an

environmental weight limit which would require a Traffic regulation Order (TRO). Even then if a driver is using the route to gain legitimate access to a local farm, a weight limit will make no difference as there will be an exemption for access. This would require consideration through the Freight Assessment Priority Mechanism (FAPM), however it is unlikely to meet the criteria. The alternative is an 'unsuitable for HGVs' sign, which is advisory only. Lorries moving the hay bales to and from local farms as described in the issue probably have been doing so for some time, hence this type of sign would be ignored and therefore pretty pointless.

- **Issue 3963 – Pavement from water tower roundabout down Holloway Hill, Malmesbury.** This matter is already being considered by CATG under issue 3800 and the two can be dealt with together.
- **Issue 3962 – Request for a dropped kerb at the junction of Filands Road and Tetbury Hill.** This is an access request and based on feedback awaited from the town council, should be referred to CATG.
- **Issue 3956 – Request to change Burton Hill zebra crossing to a controlled one.** The parish council are supportive to the theory, but are not committing themselves at this stage because of the likely costs. The Area Board/CATG has considered this issue before and in January 2011 allocated £5,000 towards the installation of halos to the zebra crossing outside Malmesbury primary health care centre and re-painted the road markings in order to make the crossing more obvious to road users.
- **Issue 3932 – Street lights requested on Common and Foxley Road and Haddons Close.** This was submitted by 3 residents and has the support of the parish council. The request is for a street light around the Quarry Barn, Foxley Road, as this very dark and dissuades children walking to and from school in the winter months. It is suggested that this matter is referred to CATG.
- **Issue 3926 – Traffic speed on B4042 in Brinkworth between St Michael's Close and Barnes Green and the junction with School Hill and the desire for pedestrian crossing.** It is suggested that this matter is referred to CATG.
- **Issue 3879 - Pedestrian safety concerns at bottom of Swindon Road, Malmesbury.** Pending a response from the parish council, suggest the matter is referred to CATG.

3. Environmental & Community Implications

- 3.1. Addressing community issues contribute to the improvement of community wellbeing in the area, the extent and specifics of which will be dependent upon the individual issue.

4. Financial Implications

- 4.1. There are no specific financial implications related to this report.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1 The opportunity to raise Community Issues enables individuals, voluntary and community groups, town and parish councils an equal opportunity to identify and seek assistance to address problematic issues.

Appendices:	Appendix 1 Update of Malmesbury Area Board Community Issues 20 April 2015.
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
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Malmesbury Area Board Issue Update – 6 May 2015

Issue No & link	Electoral Division	Summary of Issue / scheme	Latest Update
3973	Sherston	HGV concerns on Pound Hill Rodbourne	<i>The issue will be considered by the Malmesbury area board on 6 May when a decision will be made as to whether it should be referred to the Community Area Transport Group (CATG) for further consideration.</i>
3963	Malmesbury	<i>Pavement from water tower roundabout down Holloway Hill, Malmesbury</i>	<i>This issue will be considered for referral to the CATG by Malmesbury area board on 6 May 2015. Issue 3800 already considering this matter.</i>
3962	Malmesbury	<i>Request for dropped kerb, Malmesbury</i>	<i>This issue will be considered by the Malmesbury area board on 6 May and considered for referral to the CATG if the town council are supportive.</i>
3956	Sherston	<i>Change Burton Hill zebra crossing to a traffic controlled one</i>	<i>Malmesbury area board will be asked to consider sending this matter to the CATG; however since they thoroughly considered the matter in 2011 it seems unlikely.</i>
3932	Sherston	<i>Street lights requested on Common & Foxley Road and Haddons Close</i>	<i>This matter has been raised by 3 residents and is supported by the parish council. In future the parish council really need to consider this sort of matter when they are considering planning applications. Malmesbury area board will be asked to consider forwarding this issue to the Community Area Transport Group (CATG) when they meet on 6 May.</i>
3926	Brinkworth	<i>Traffic speed on B4042 in Brinkworth</i>	<i>Suggest in the first instance that metro counts are used to measure speed at these points. Metro count request forms have been forwarded.</i>
3897	Malmesbury	<i>Road safety concerns bottom of Swindon road, Malmesbury</i>	<i>This issue will be considered in the first instance at the 6 May area board</i>
3879	Minety	<i>Pedestrian safety, Station Road, Minety</i>	<i>CATG considered on 14 April. There are already 'Pedestrians in the road' signs and a footpath of approx.100 metres would be expensive. A site visit is planned.</i>
3878	Minety	<i>Road safety on High Road, Ashton Keynes</i>	<i>CATG considered the matter on 14 April. The visibility requirement is not met to permit a Stop sign. The issue is down to poor driving. A site visit is planned.</i>
3845	Brinkworth	<i>Speeding Callow Hill</i>	<i>Malmesbury CATG this issue on 14 May and agreed they would re-visit in the Autumn when the road had been reopened and traffic levels had returned to normal.</i>
3800	Malmesbury	<i>Road safety concerns on Whychurch Hill</i>	<i>The matter was discussed at the Malmesbury CATG meeting on 14 April. Malmesbury town council have considered the matter and have submitted Waiting Restrictions for the length of the road. Options and costs of a pedestrian way were discussed ranging from a physical pavement</i>

			to a continuous white line. Parking was largely commuter with the exception of one property. Pedestrian use was not thought to be high at present. A site visit would be planned.
3761	Minety	Need for Pedestrians crossing the road sign B4696, Ashton Keynes	This matter was considered at the CATG meeting on 14 April. It was felt that there were already sufficient signs and the matter should be recommended for closure at the May area board.
3754	Minety	Perceived speeding Ashton Road, Minety	Waiting for metro count results.
3750	Sherston	Accidents on B4042 between Cowbridge and Lea turning	The issue was considered by the CATG on 14 May. Kerbing and banking has been completed and a white edge line will be laid alongside the new kerb line. The landowner opposite will be asked to keep hedge well cut back.
3743	Minety	Improve safety at B4696/Swan Lane junction, Leigh	The matter was considered by Malmesbury CATG on 14 April. Signing and lining at an approximate cost of £2,500 has been agreed with the parish council. This work is likely to be carried out in about 6-8 weeks.
3699	Malmesbury	Road safety concerns about Bristol Street, Malmesbury	This matter was discussed at 14 April CATG meeting. A 20mph assessment would cost £2,500 of which 25% would be required from the town council. Agreed in the first instance to carry out some metro count checks as little could be done about the vehicles using the road.
3661	Brinkworth	Dangers relating to single track part of West Street, Great Somerford	Malmesbury CATG considered the matter at their 14 April meeting. Waiting for the parish council to consider a metro count and return the forms. A site visit will be undertaken.
3616	Sherston	Request for signage and lines on B4014 Fosse Way	Considered by Malmesbury CATG on 14 April. Carriage Drivers sign ordered and location agreed. CATG agreed that the TRO re No overtaking should come from Gloucestershire county council and officers would contact them.
3571, 3572, 3584, 3678, 3679, 3681, 3705, 3892	Minety	Safety at junction of A429 from Oaksey crossing towards Culkerton	Waiting for Coroners report
3567	Brinkworth	Accidents on B4042 west end of Brinkworth	Considered at 14 April CATG meeting. Edge margins and signing plan agreed with parish council who have also agreed to contribute 25%.
3564	Sherston	Perceived speeding in vicinity of B4014 Filands	CATG considered the issue at their meeting on 14 April. CSW in place. CATG agreed to wait until after Dyson/Bloor development work has been completed before considering the issue further.
3560	Sherston	Junction B4040 Malmesbury to Tetbury Road and Shipton	Considered at Malmesbury CATG on 14 April. Sheep netting and posts installed. No evidence of accidents and felt that cutting down hedges might lead to vehicle speeding.

		Moynes Road.	CATG recommended the issue should be closed.
3535 and 3534	Malmesbury	Improve signage to reduce HGVs In Malmesbury town centre and consider HGV route around town	Considered by Malmesbury CATG on 14 April. Freight team officers have responded to the Town councils report and it is up to the town council to consider and respond.
3520	Sherston	Speed on Foxley Road, Malmesbury	CATG considered this issue on 14 April. The topographical survey has been completed but the drainage investigation is outstanding. Concerns were expressed about vehicle overrun opposite the junction which may need some heavy duty tarmac to cope with this.
3425	Sherston	Improve pedestrian crossing on B4040 in Sherston	Considered by Malmesbury CATG on 14 April. Sherston parish council have agreed to contribute 25% of the works which should be undertaken in June.
3403	Sherston	Perceived speeding through Milbourne village	CATG considered this issue on 14 May. 30mph roundels at terminal points have been installed and CSW is in place. CATG recommend this issue is closed by the area board.
3309	Sherston	Willesley village seeking 30mph speed limit	CATG considered on 14 April. Temporary sign to be installed No entry to A433. It is an offence to exit this junction is waiting to be installed An SDR would be installed in 6 month.
3190	Sherston	Pedestrian crossing on A429 near Blinks Hill	CATG considered the matter on 14 April when emergency funding of Â£3,000 was approved to enable highways maintenance to be undertaken to ensure colour surface would wear. Works programmed for May/June.
3164	Malmesbury	Concerns about crossing A429 at Blinks Hill.	CATG considered the matter on 14 April when emergency funding of Â£3,000 was approved to enable highways maintenance to be undertaken to ensure colour surface would wear. Works programmed for May/June.
3134	Sherston	Pedestrian crossing requested in Corston	CATG considered on 14 April. Planning permission has been granted for a development in Corston, although concerns were expressed that Section 106 towards the crossing was only 40k when the full costs had been promised. This will be investigated.
3129	Brinkworth	Request for a footpath in Great Somerford	CATG considered on 14 April. More topographical work is being undertaken to inform drainage issues. Parish council to consult with the community in June with work scheduled for November.
2660	Malmesbury	Drainage issues Reeds Farm, Malmesbury	Alleviation of the problem should be addressed by local residents and the town council when the land adjacent is developed and planning permission is sought. Suggest the area board close this issue.
2172	Malmesbury	Parking in Cross Hayes by Hyams garage	Suggest that this issue as closed.

Report to	Malmesbury Area Board
Date of Meeting	6 May 2015
Title of Report	Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group (CATG)

Purpose of Report

1. To ask the area board to consider and approve the recommendations from the Malmesbury Community Area Transport Group (CATG) outlined in this report/ appendices.
2. Remind town/parish councils that a contribution of at least 25% is requested towards all CATG schemes (with the exception of substantive schemes).

1. Background

- 1.1. In 2015/2016 Malmesbury area board has been allocated a discretionary budget of £13,360 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community area. The funding allocation is for capital funding and can only be used to provide new and improved 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 maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.2. Malmesbury area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the area board. The means by which the public and parishes can identify issues for consideration to the Malmesbury CATG is primarily via the [area board community issues process](#)
- 1.3. The membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated parish council representative from each electoral division (see table below).

Division	Area Board councillor	Nominated representatives
Malmesbury	Simon Killane	Roger Budgen
Sherston	John Thomson	Graham Morris
Brinkworth	Toby Sturgis	Ellen Blacker
Minety	Chuck Berry	Mandy Thomas

- 1.4. Further information about how the CATGs operate can be found at <http://www.wiltshire.gov.uk/catg-area-boards-practice-papers.pdf>
- 1.5. Parish councils and individuals who have submitted issues being discussed by the CATG are also invited to attend CATG meetings.
- 1.6. All issues referred to Malmesbury CATG will be assessed and scored at the appropriate time to assist members of CATG to prioritise projects.
- 1.7. A condition of progressing schemes relies on parish councils consulting locally and demonstrating community support for schemes. They are also asked for a contribution of at least 25% towards the cost of schemes. Town/parish councils are reminded to consider this when setting their precepts. The exception of the 25% contribution applies to substantive schemes.
- 1.8. Malmesbury CATG last met on 14 April 2015 and the next meeting will take place on 23 June 2015.

2. Recommendations from CATG and other information

- 2.1. The area board is asked to note and approve actions and recommendations of the 15 April 2015 Malmesbury CATG meeting contained in Appendix 1. These will shortly to be available from the [Malmesbury area board pages](#) of the council's website.
- 2.2. The CATG budget balance on 31 March was **£30,079.63**. The full statement is available in Appendix 2.
- 2.3. The area board is asked to note the newly introduced criteria and thresholds for Community Speedwatch (CSW), detailed in Appendix 3.

3. HR Implications

- 3.1. There are no specific HR implications related to this report.

4. Equality and Inclusion Implications

- 4.1. The schemes recommended to the area board will improve road safety for all users of the highway.

5. Environmental & Community Implications

- 5.1. 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.

6. Financial Implications

- 6.1. Malmesbury area board approved the recommendation of the CATG that town/parish councils should contribute 25% to all schemes. An exception being substantive schemes.
- 6.2. All decisions must fall within the funding allocated to Malmesbury Area Board.

7. Legal Implications

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

Appendices	Appendix 1 – Malmesbury CATG Action Notes 14 April 2015. Appendix 2 – Financial Summary 31 March 2015, Malmesbury CATG. Appendix 3 –CSW Criteria and Thresholds 2015.
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

Item	Item details	Information/Update
Attendance	Roger Budgen (Malmesbury), Elizabeth Threlfall, Edelgard Chivers, Matthew Cockram, John Thomson, Toby Sturgis, Martin Rose and Miranda Gilmour.	
Apologies	Ellen Blacker (Brinkworth), Cllr Simon Killane, Minety Parish Council, Sid Jevons, Mel Hourigan, Malcolm Beaven and Spencer Drinkwater	
Matter arising from 7 October 2014 meeting (other than contained in the agenda)		None
Budget	<i>Balance on 31 March 2015 + 2015/16 Budget (see attachment)</i>	2015/16 budget £13,360.00 Current balance 2015/16 £30,079.63
Update on the development of current CATG schemes		
	<u>Issue 3129</u> Pedestrian safety - 7 Dauntsey Road to the Old School, Dauntsey Road, Great Somerford	Atkins is undertaking more topographical survey work to inform drainage issues. Anticipate parish council consultation with the community in June. Balfour Beatty scheduled work for November. On-going.
	<i>Road Safety concerns at junction of Blicks Hill and Holloway</i>	Resurfacing of Holloway completed. <i>Give Way</i> Lines have been brought forward to improve visibility along with additional lining to narrow running lanes. ACTION: Close.

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

	<u>Issue 3134</u> <i>Pedestrian safety – request for crossing in Corston</i>	Planning permission has been granted for the development in Corston, although concerns about S106 towards crossing only £40k, when developer had promised to provide the crossing (Agent = Fowler). ACTION: Toby Sturgis to investigate S106 and liaise with Roger Budgen.
	<u>Issue 3164 & 3190</u> <i>Pedestrian safety – request for crossing on A429 at Blicks Hill</i>	Emergency request for additional funding of £3,000 was approved by CATG to enable highways maintenance to be undertaken to ensure colour surface would wear. Works to be programmed May/June 2015. On-going.
	<u>Issue 3309</u> <i>Willesley village seeking 30mph speed limit</i>	Temporary sign to be installed – <i>No Entry to A433. It is an offence to exit this junction.</i> CATG agreed to a SDR in a further 6 months to measure impact of any measures. Works order Issued to BBLP. Awaiting date for installation
	<u>Issue 3403</u> - <i>Perceived speeding through Milbourne village</i>	30mph roundels at terminal points have been installed and strong CSW team being trained. ACTION: Close
	<u>Issue 3425</u> - <i>Request to improve pedestrian crossing on B4040 in Sherston</i>	Sherston PC has agreed to fund 25% of the works. Works due June 2015.
	<u>Issues 3453,3455,3457,3505</u> – <i>Parking in Burnivale</i>	Single yellow line at the junction of Burnivale and Bristol Street is still to be painted. BB aware.

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

	<u>Issue 3520</u> – speed concerns on Foxley Road Malmesbury	Topographical survey completed but drainage investigation survey outstanding. Concerns expressed about vehicle overrun opposite the junction – may have to look at additional work i.e. heavy duty tarmac to cope with this. On-going.
	<u>Issue 3616</u> - Request for signage and lines at B4014 Fosse Way where it crosses the border with Gloucestershire	'Carriage Drivers' sign ordered and location agreed. CATG agreed that TRO re no overtaking should come from Gloucestershire council as the problem arises on their approach as the road is straight. ACTION: MR to contact Gloucestershire CC
	<u>Issues 3571, 3572 & 3584</u> - Safety concerns at junction of A429 and the road from Oaksey to Culkerton (and others)	This and other community issues on hold until Coroner's Report available. On-going.
	<u>Issue 3567</u> - Accidents on B4042 west end of Brinkworth at Causeway End Farm	Agreed compromise with the parish council with edge margins and sign plan. PC is happy to contribute 25% of costs. £400 has been obtained from the insurer, which should help to reduce overall costs. On-going.
	<u>Issue 3564</u> - Perceived speeding in vicinity of B4014 Filands (St Paul Without) Hitchens Close and David Hendry Garage	CSW in place. ACTION: wait until after Dyson/Bloor development works completed and then review. On-going.
	<u>Issue 3560</u> - Junction B4040 Malmesbury to Tetbury Road and Shipton Moyne Road.	Sheep netting and posts install. Agree cutting down hedges will cause more speed. No evidence of accidents and difficult to justify changes at the junction. ACTION: Close.
	<u>Issue 3534</u> – HGV route in Malmesbury and <u>Issue 3535</u> – Improve signage to reduce HGVs in Malmesbury town centre	Response from freight team to the town council report's report to be sent to Kim Power, Roger Budget and deputy town clerk. ACTION: Town council to consider and respond

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

	<p><i><u>Issue 3750</u> – Road surface on B4042 between Cowbridge and Lea turning</i></p>	<p>Kerbing and banking complete and white edge line to be installed. Agreed for time being no signage required. ACTION: Toby to urge landowner opposite to keep hedges well cut back. MR to request edge line to be laid alongside new kerb line. Ongoing</p>
	<p><i><u>Issue 3743</u> – Improve safety on B4696/Swan Lane junction, Leigh</i></p>	<p>Signing and lining at a cost of approx £2,500 agreed with parish council contributing 25%. Work programmed by Balfour Beatty in 6-8 weeks. On-going.</p>
	<p><i><u>Issue 3699</u> Road safety concerns on Bristol Street, Malmesbury</i></p>	<p>Discussion about 20mph areas/zones and their potential to resolve local concerns. Any assessment would cost the CATG £2,500 with the town council contributing 25%. Agreed in the first instance to check speeds as could do little about the vehicles using the road. ACTION: MR to suggest metro count sites.</p>
	<p><i><u>Issue 3661</u> – Concerns relating to single track part of West Street, Great Somerford</i></p>	<p>Parish council have not yet agreed whether to proceed with metro count request. ACTION: Toby and MR to meet for site visit.</p>
	<p><i>20mph areas – Sherston</i></p>	<p>Sherston is straightforward + some additional signs Heading towards Sandpits Lane make adjustment to 30 mph terminal pt. Approx costs £4,000 with terminals, repeaters, traffic control and signs. Minimal 25% contribution from parish council. PC to consult with the community. ACTION: Miranda to contact parish clerk regarding outcome of PC meeting.</p>

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

	<i>20mph areas – Oaksey</i>	Oaksey PC has come back to officers with a 'shopping list' of highways issues they would like to have considered as part of the scheme and costs were escalating. CATG would consider supporting safety schemes but not cosmetic ones. CATG were concerned that the community must be fully consulted before anything was agreed. ACTION: MR to meet with the PC.
	<i>Future of 20 mph schemes - Philip Whitehead, Cabinet member for Highways and Transport</i>	CATGs can undertake as many schemes as they like. Cost of each initial survey will be £2,500 (to be funded by the CATG/PC). Implementation will also be funded by the CATG/PC. Malmesbury area board agreed the PC would have to contribute a minimum of 25% of as scheme.
Issues referred by March 2015 area board for initial consideration by CATG		
	<i>Issue 3845 Speeding on Callow Hill, Brinkworth.</i>	Looking for 30mph area or traffic measures to slow traffic. CSW in place for approx 1 year. No current metro counts as through road closed to traffic until end of summer 2015 for Network Rail bridge works. ACTION: Pick up in the Autumn
	<i>Issue 3800 Road safety issues on Whychurch Hill, Malmesbury.</i>	Town council have considered this matter and have submitted Waiting Restrictions request for a length of road in Whychurch Hill / Holloway (B4040). They would also like to explore options and costs for providing some form of pedestrian way here, ranging from perhaps continuous white lining to a physical pavement along the middle stretch of this

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

		<p>road. White lining has been completed.</p> <p>CATG discussed the issue of the current 8 car spaces in relation to any pedestrian's way. Most vehicles were thought to be commuters as they were there during the day, although some parking maybe 2 places should be provided for one house which doesn't have parking other than on the road. Number of pedestrians not thought to be high so a virtual footpath might be an option. ACTION: MR to undertake site visit and liaise with Roger Budgen/TC.</p>
	<p><u>Issue 3761</u> <i>Need for Pedestrians crossing the road sign</i></p>	<p>Road sign to indicate the public footpath (Thames Path) crossing the road on the B4696. The footpath crosses the road between the Thames River and the water station. This is a national trail which encourages tourism to the area. It was felt as there were already signs, additional ones would be excessive. Suggested the issue be closed. ACTION: Miranda to recommend area board closes issue.</p>
	<p><u>Issue 3754</u> <i>Perceived speeding Ashton Road Minety</i></p>	<p>Waiting for metro count data for site after the bend, close to Moor Farm. On-going.</p>
	<p><u>Issue 3878</u> <i>Road safety on High Road Ashton Keynes</i></p>	<p>Failure of traffic to acknowledge the "Give Way" signage by The White Hart Inn, High Road, Ashton Keynes, SN6 6NX. There are daily instances of traffic failing to slow or stop at the "Give Way" white lines. CATG have considered this issue before. The visibility requirement is not met to permit a 'Stop'</p>

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 14 April 2015

		sign. This is a matter of poor driving. ACTION: MR to undertake site visit. Miranda to ascertain how many people have raised the matter.
	<u>Issue 3879</u> <i>Pedestrian safety, Station Road, Minety</i>	Pedestrians in the road sign requested as there is no footpath from the Vale of the White Horse Inn, Station Road (B4040) SN16 9QY towards the village for approximately 50 yards. There are already 'Pedestrians in the road' signs and a footpath of 100 metres would be needed (expensive). ACTION: MR to undertake site visit.
<i>Community Speedwatch</i>	<i>New criteria/thresholds (see attachment)</i>	Criteria have changed slightly as SIDs removed
<i>Officer Support CATG</i>		MR from 1 June managing A 350 Chippenham, so time available for CATG will be diminished. ACTION: CATG recommended that Malmesbury Area Board must be willing not to refer issues to CATG, where they were from individuals, unless the parish council was fully supportive and had sufficient funds to support resolutions.
<i>Next meeting</i>		<i>Tuesday 23 June 2015, 6pm Malmesbury Library</i> <i>ACTION: Toby Sturgis in the Chair</i>

MALMESBURY CATG

FINANCIAL SUMMARY

BUDGET 2014-15

	£13,360.00	CATG ALLOCATION 2014-15
	£32,332.68	2013-14 underspend
Contributions	£500.00	Ashton Keynes PC for B4696 signs
	£350.00	Great Somerford PC for topo
	£337.00	Corston PC for pedestrian survey
	£450.00	Charlton PC for gates
	£325.00	Malmesbury TC for Dark Lane island

Total Budget 2014-15 **£47,654.68**

Commitments carried forward from 2013-14

Roundels on B4040 in Leigh (50mph)	£611.50	Estimate - works complete
Roundels on B4040 in Charlton (30mph)	£611.50	Estimate - works complete
Gateway signing improvements - 40mph limit at Leigh	£1,500.00	Estimate - works complete
Blicks Hill and Holloway junction - Signing Improvements	£218.00	Estimate - works complete
Newton Grove Malmesbury playground warning signs	£219.43	Final
Cosrton pedestrian Survey	£1,350.00	Final

Scheme Commitments 2014-15

Ashton Keynes B4696 roundels and signs	£1,801.00	Actual
Charlton B4040 Pike Field crescent footway	£0.00	Scheme abandoned.
Charlton B4040 village gates	£1,800.00	Estimate
Malmesbury Dark Lane traffic island	£1,300.00	Estimate
The Street Bendy Bow Oaksey (Signs / Lines)	£325.00	Actual

Total commitment 2014-15 **£9,736.43**

Remaining budget 2014-15 **£37,918.25**

BUDGET 2015-16

	£13,360.00	CATG ALLOCATION 2015-16
	£37,918.25	2014-15 underspend
Contributions	£875.00	Sherston PC - High St coloured surfacing
	£2,000.00	Malmesbury St Pauls for Blicks Hill
	£240.08	Sherston PC - Willesley Signing
	£500.00	Brinkworth PC TBC
	£475.00	Leigh PC - B4696 / Swan Lane

Total Budget 2015-16 **£55,368.33**

Scheme Commitments carried forward from 2014-15

1. A429 Blicks Hill pedestrian crossing works	£9,178.39	Estimate Additional surfacing costs £3k inc
2. Dauntsey Road Gt Somerford Footway	£6,000.00	Contribution to substantive scheme
3. Willesley signing / lining to No Entry	£960.31	PC contribution TBC
4. Sherston High St. -Coloured sufacing at crossing point.	£3,500.00	PC contribution TBC
5. Foxley Road Topo survey	£1,050.00	
6. B4014 Carriage Sign in advance of byway	£200.00	PC contribution TBC
7. B4042 Brinkworth - Bend warning signs / chevrons/ Lines	£2,000.00	PC contribution TBC
8. B4042 Cowbridge to Lea - Adverse camber sign / lines	£500.00	
9. B4696 / Swan Lane Junction Leigh	£1,900.00	

Total commitment 2015-16 **£25,288.70**

Remaining budget 2015-16 **£30,079.63**

Information sheet: CSW Criteria and Thresholds



Guidance on criteria and thresholds

March 2015

In a 20mph speed limit the following criteria will be applied:

20 to 24mph 85th percentile = No Further Action (NFA)

24.1 to 38.9 mph 85th percentile = eligible for Community Speed Watch

Over 39mph 85th percentile = Subject to Police enforcement

In a 30mph speed limit the following criteria will be applied:

30 to 35mph 85th percentile = No Further Action (NFA)

35.1 to 42 mph 85th percentile = eligible for Community Speed Watch

Over 42 mph 85th percentile = Subject to Police enforcement

In a 40mph speed limit the following criteria will be applied:

40 to 46 mph 85th percentile = No Further Action (NFA)

46.1 to 50 mph 85th percentile = eligible for Community Speed Watch

Over 50 mph 85th percentile = Subject to Police enforcement

Additional notes

Community Speed Watch does not operate in speed limits over 40mph.

Community Speed Watch does not operate in 20mph Zones.

CSW Speed Limit Checks – Thresholds

20mph up to 24mph

30mph up to 35mph

40mph up to 46mph

Excessive Speeders - Thresholds

20mph 30mph+

30mph 45mph+

40mph 60mph+

With effect from 09 March 2015

Report to	Malmesbury Area Board
Date of Meeting	4 March 2015
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to 1 funding application and allocation of legacy funding for Magna Carta 800 celebrations.

1. Malmesbury Skatepark Group - award £965 capital funding, towards start up costs.
2. To allocate £1,000 from the Legacy fund towards Magna Carta 800 celebrations.
3. To inform the area board of their 2015/16 budget.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Leader of the Council. Under the Scheme of Delegation area boards must adhere to [the area board funding criteria and guidance 2015/16](#).
- 1.2. Key aspects of the 2015/16 criteria differ little from 2014/15 and include:
 - Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
 - Amounts of £1,001 - £5,000 will be required to find matched funding.
 - The area board will rarely award more than £5,000.
 - Malmesbury Area Board’s Community Area Grants scheme will be for capital projects only.
 - The area board will prioritise funding to projects under their JSA 2013 -2015 headings. *Health & Wellbeing* and *Leisure* (details of which can be found [here](#)), were identified for 2014/15 as key areas for community and area board priority; however other priorities are likely to be added during 2015/16.
 - The decision to support a funding application and to what level will be the decision of the Malmesbury area board, with recommendations from officers.

- 1.3. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.
- 1.4. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.
- 1.5. In addition to CAGs and digital literacy grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.6. There is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. [The application process and funding criteria can be found here.](#)
- 1.7. Funding will be considered at every area board and these dates including the [deadline for receipt of applications can be found on the Malmesbury area board webpage.](#)
- 1.8. The Malmesbury area board budget for 2015/16 is **£72,947**, which is allocated and ring-fenced in the following way:
 - **£41,743 capital** for area board community area grants and councillor led projects.
 - **£1,500 capital** for area board digital literacy grants.
 - £13,360 capital for area board Community Area Transport (CATG) projects.
 - **£3,699 revenue** for area board young people projects
 - £12,645 revenue for area board for Local Youth Network projects.
- 1.9. This is the first funding round; the deadlines for receipt of funding applications during the rest of the year will be:
 - **22 May 2015 for consideration at 8 July 2015 area board**
 - 31 July 2015 for consideration at 9 September 2015 area board
 - 25 September 2015 for consideration at 4 November 2015 area board
 - 27 November 2015 for consideration at 13 January 2016 area board
 - 22 January 2016 for consideration at 2 March 2016 area board
- 1.10. Delegated authority to the Community Area Manager of £500 was approved in respect of Malmesbury area board's Community Area Grants budget on 10 November 2010.

Background documents used in the preparation of this report	<u>Area Board Community Area Grant Scheme and Digital Literacy Grants – information and funding criteria 2014/15</u>
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded by the area board satisfy [2015/16 area board funding criteria](#) and financial regulations of the council and can proceed within a year of the award being made.
- 2.2. That funding is directed towards community priorities, most especially those identified in the Joint Strategic Assessment (JSA) for the community Area.

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.

5. Legal Implications

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

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council’s equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8 of the funding report.

8. Applications for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Malmesbury Skatepark Group	Start up costs, including laptop and carry bag, filing cabinet, safety deposit box, 3 x First Aid kits and a notice board	£965 capital

- 8.1.1. Officers recommend that Malmesbury Skatepark Group is awarded £965 capital funding towards start up costs as detailed in the report.
 - 8.1.2. This application meets the grant criteria 2015/16. It links to the local Joint Strategic Assessment (JSA) priority of Leisure in that it, '*supports development for more social activities with a physical activity across the community area*'. It also relates to the desire to promote community engagement.
 - 8.1.3. The skatepark used to be operated under the auspices of the council's youth development service with volunteers, but following the changes to the service, volunteers have had sole responsibility.
 - 8.1.4. Malmesbury Skatepark Group have recently obtained charitable status and are now working towards establishing themselves as a voluntary club providing a skate facility for young people across the community area.
 - 8.1.5. They are currently recruiting volunteers to run the club, both from the skating fraternity, but are also seeking other skills to help them maintain a web presence and promote sessions etc. The more volunteers they have the more frequently the park can be open.
 - 8.1.6. Skate sessions are largely provided after school, but with more volunteers these could be extended to weekends too.
 - 8.1.7. The skatepark provides an opportunity for all young people to socialise, learn new skills and take exercise.
- 9.** Councillors are recommended to release £1,000 revenue from the Legacy fund (allocated from the 2014/15 budget) towards Malmesbury community area Magna Carta 800 celebrations.
- 9.1.1. This funding will be used to engage local artists and the community to develop banners and a Baron 'puppet' for the Magna Carta Community Pageant in Salisbury on 15 June and previously to be featured in Malmesbury.

Appendices	Appendix 1 containing 1 funding application
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Miranda Gilmour Community Area Manager Tel: 01672 515742 Mobile: 07990 505882 Email: miranda.gilmour@wiltshire.gov.uk
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Grant Applications for Malmesbury on 06/05/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1295	Community Area Grant	Malmesbury Skatepark Group	Malmesbury Skatepark Group	£965.00

ID	Grant Type	Project Title	Applicant	Amount Required
1295	Community Area Grant	Malmesbury Skatepark Group	Malmesbury Skatepark Group	£965.00

Submitted: 12/04/2015 14:54:22

ID: 1295

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Malmesbury Skatepark Group

6. Project summary:

To open and run the purpose built skatepark for the community. As a charity working with the community of Malmesbury to promote the park and skateboarding as a healthy activity

7. Which Area Board are you applying to?

Malmesbury

Electoral Division

Malmesbury

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

SN16 9JS

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

Children & Young People
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost		£965.00		
Total required from Area Board		£965.00		
Expenditure		Income		Tick if income
(Itemised	£	(Itemised		confirmed
expenditure)		income)		£
Staff tshirts	100.00			
Laptop	400.00			
laptop carry	50.00			

case		
Large filing cabinet	200.00	
safety deposit box	40.00	
3 x first aid kits	100.00	
large notice board	75.00	
Total	£965	£0

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

No

12. If so, which Area Boards?

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

We recently formed a charity to open and run the recently built Malmesbury Skatepark, we intend to maximise opening the doors to all members of the community regardless of age or gender. We are going to run sessions to help young people learn to skateboard and promote healthy exercise. The park and charity will also offer opportunities to people to help volunteer and work within a charity. Giving a wide range of experiences and development opportunities. The whole community will benefit from having this excellent resource open and available. Our aim is to open for at least 5 evenings per week and weekend sessions, advertised and promoted within the community to allow as many people that want to attend. Advertising and promoting within other community groups, online and simply in the town we believe we can build a large and manageable wide range of park users. Promoting the park and skateboarding as a healthy form of exercise and promoting physical activity.

14. How will you monitor this?

Using council suggested software \

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

We are applying to various grant and funding organisations next year to support our interests and long term plans. We will also charge a small membership fee, fund raise and work with local businesses to secure future financial support.

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

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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