

MINUTES

Meeting: Marlborough Area Board
Place: The Assembly Room, Marlborough Town Hall, Marlborough, SN8
1AA
Date: 19 March 2024
Start Time: 7.00 pm
Finish Time: 9.13 pm

Please direct any enquiries on these minutes to:

Matt Hitch Democratic Services Officer, (e-mail) committee@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Jane Davies (Chairman), Cllr Caroline Thomas (Vice-Chairman) and
Cllr Jerry Kunkler

Wiltshire Council Officers

Andrew Jack – Strategic Engagement & Partnership Manager
Matt Hitch – Democratic Services Officer
Dom Argar – Assistant Multimedia Officer

Total in attendance: 21

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
15	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Cllr James Sheppard (substituted by Cllr Jerry Kunkler) • Dr Richard Hook – Kennet & Avon Medical Partnership • Suzy Deering - Kennet & Avon Medical Partnership
16	<p><u>Minutes</u></p> <p>On the proposal of the Chairman, Cllr Jane Davies, seconded by Cllr Jerry Kunkler, it was resolved to make the:</p> <p><u>Decision</u> To approve the minutes of the previous meeting, held on 9 January 2024, as a true and correct record.</p>
17	<p><u>Declarations of Interest</u></p> <p>In relation to Item 11 – The Vice-Chairman, Cllr Caroline Thomas, noted that she had received a dispensation from the Monitoring Officer in relation to an Other Registerable Interest by virtue of being the Chair of Trustees for the Area Youth Forum. The dispensation allowed the Vice-Chairman to remain in the room and to take part in the discussion.</p>
18	<p><u>Chairman's Announcements</u></p> <p>The Chairman, Cllr Jane Davies, drew the Area Board's attention to the forthcoming events listed below:</p> <ul style="list-style-type: none"> • Marlborough Town Council Flood Warden recruitment – Wednesday 20 March, 6pm at Marlborough Town Hall. • Marlborough Town Council Litter Pick – Thursday 28 March, 2pm to 3:30pm, Marlborough Town Hall. • LINK Scheme Annual General Meeting – 23 March, 10am, St Mary's Church Hall, Silverless Street. • Marlborough Health and Wellbeing Day - 6 July, St Peter's Church, Marlborough High Street. <p>Richard Spencer-Williams, Clerk of Marlborough Town Council, encouraged people to volunteer to become flood wardens, specially people who lived in homes that were not prone to flooding.</p> <p>The Chairman noted that she would be participating in the litter pick on 28</p>

	<p>March. She also reported that the Chair of Marlborough Health and Wellbeing Group, Jill Turner, and she had been working on the Health and Wellbeing Day, and that activities may include singing and Tai Chi.</p>
19	<p><u>Partner Updates</u></p> <p>The Area Board received the following verbal update:</p> <p><u>Wiltshire Police</u></p> <p>Acting Inspector Chris Wickham provided an update from the community police team. Points included:</p> <ul style="list-style-type: none"> • Response times to 101 and 999 calls had improved in recent months. • There had been 114 reports of crimes and 116 incidents in the Area Board’s area in January and February 2024. • The majority of the 25 thefts reported during this time were shoplifting offences, including a high proportion in the Waitrose on Marlborough High Street. • There were nine reported burglaries in the Area Board’s area in January and February 2024, one of which was of a residential building. Most cases took place in rural areas and advice was being provided about how to secure outbuildings. • The public were encouraged to sign up for the police’s community messaging service. <p>The Vice-Chairman noted that the police would be very welcome to carry out engagement events at the Friday night youth sessions in the town.</p> <p>The Area Board also noted the following written updates:</p> <ul style="list-style-type: none"> • Wiltshire Police, pg. 25 - 35 • Healthwatch Wiltshire, pg. 37 • Community First, pg. 39 - 41 • Dorset and Wiltshire Fire and Rescue - online • BaNES, Swindon and Wiltshire Integrated Care Board, pg. 43
20	<p><u>Wiltshire and Swindon Road Safety Partnership</u></p> <p>Perry Payne from Wiltshire and Swindon Road Safety Partnership gave a detailed overview of their work. He explained that the group was partnership led, being comprised of a number of organisations including Wiltshire Police, Wiltshire Council and South West Ambulance Service. Key points included:</p> <ul style="list-style-type: none"> • The group focussed on education as well as enforcement. A key area of focus was on the so called fatal five causes of road traffic incidents, including ‘phone use. • Thanks were given to local Community Speed Watch volunteers.

	<ul style="list-style-type: none"> • Between July 2020 and February 2024 in the Marlborough area 542 letters were issued to drivers about speeding related offences. • Across Wiltshire 2,071 speeding tickets were issued to motorists between October and December 2023 by the Roads Policing Unit. • The Police and Crime Commissioner’s Office had funded three Community Road Safety Officers and three Community Speed Enforcement Officers. • Between 1 January 2023 and 4 March 2024, 8,433 speed awareness courses had been issued and 101 people had appeared in court due to speeding in Wiltshire. • Wiltshire Council had helped to train over 1,300 children in bikability. <p>During the discussion, the following points were made:</p> <ul style="list-style-type: none"> • The Area Board thanked Mr Payne for his update. • The Vice-Chairman noted that 20 people on average died each year on Wiltshire’s roads. Wiltshire Council had a highway engineering led approach and were heavily involved in road safety education. • When asked for advice on how to set up a Community Speed Watch, Mr Payne said that parish councils could work with Wiltshire Council. Before speed watches could begin, surveys were undertaken to establish whether it was safe for volunteers to be close to the road. Wiltshire Police undertook surveys in areas deemed to be unsafe for Speed Watch volunteers. • It was noted that it was good practice to occasionally move Speed Indicator Devices. • It was explained that some, but not all, Speed Indicator Devices could provide information that enabled the police to fine drivers. However, the information was useful from all devices as it helped to build an intelligence picture. • The importance of not lowering the speeding limit on Speed Indicator Devices below the speed limit was emphasised, as it would provide unreliable information. • It was not believed that there were restrictions on installing Speed Indicator Devices in conservation areas.
21	<p><u>Information Items</u></p> <p>The Area Board noted the information items as set out in the agenda pack, these were:</p> <ul style="list-style-type: none"> • Local Nature Recovery Strategy Public Engagement, pg.63 • Great British Spring Clean – Litter Picks, pg.65 • Best Kept Village Competition, pg.67 • Wiltshire Cultural Strategy, pg.69 <p>A video about the Local Nature Recovery Strategy was played.</p>

	<p>The Chairman also reported that a Tree Warden workshop would be held on at 4:30pm on 17 April, at County Hall in Trowbridge. An online session would be held on 18 April for people unable to attend in person. The sessions would help inform town and parish councils about the role and duties of tree wardens.</p> <p>Applications were also open for Coronation Living Heritage Orchard Grants. The plan was to fund 25 orchards around the county and planting would commence in 2024/25. Further information was available at GAPS@wiltshire.gov.uk. A budget of up to £2,000 was available per orchard and projects had to have a minimum of five trees to apply.</p>
22	<p><u>Joint Strategic Needs Assessment</u></p> <p>The Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, provided an update about the Community Joint Strategic Needs Assessment (JSNA). Points included:</p> <ul style="list-style-type: none"> • The Community JSNA measured 140 indicators across 10 different topics and were used to help inform local priorities across Wiltshire’s 18 Area Boards. • The last Community JSNA was completed in 2020 based on data collected in 2019/20, before and during the Covid-19 pandemic, so was now in need of updating. • There were a number of different types of JSNA including one conducted about Health and Wellbeing in 2022. • Information could be used to compare the challenges faced in different Area Boards. It was noted that Marlborough had a lower proportion of children in receipt of free school meals than most Area Boards in Wiltshire. • The Marlborough Area Board area had a higher proportion of people over the age 65 and over (25 percent) than the Wiltshire average (22 percent). • The Area Board’s councillors would analyse the data to help to inform their priority actions for the forthcoming year. • Members of the public were invited to contribute by sharing ideas and completing a survey, which was open until 6 May. The information gathered would be reported back in June 2024. <p>During the discussion, points included:</p> <ul style="list-style-type: none"> • The Area Board thanked the SEPM for his update. • It was noted that it would be useful to have a more detailed breakdown of the age of the young people that had responded to the survey, with a distinction between primary and secondary school age children.
23	<p><u>Marlborough Area Board Priorities</u></p> <p>Updates were provided about the progress that had been made towards the</p>

	Area Board's priority goals for 2023/24.
23a	<p><u>Children and Young People Update</u></p> <p>The Vice-Chairman reported that Youth Network meetings had been held in January and February, where a variety of issues had been discussed. She explained that Marlborough Town Council would be employing an apprentice youth worker and that Youth for Christ had also employed a new youth worker. Another initiative was the creation of a 'volunteer bank' to help volunteers to collaborate in the local area. Conversations were ongoing with St John's secondary school and Marlborough College about the initiative. The Vice-Chairman also took the opportunity to thank Lisa Farrell from Marlborough Town Council for her work in supporting youth activity since the town's youth worker's departure. Furthermore, she highlighted the forthcoming sports festival on 6 May, organised by Marlborough Area Sports Forum.</p> <p>The Chairman thanked both Lisa Farrell and the Vice-Chairman for their hard work in supporting youth activities.</p>
23b	<p><u>Older and Vulnerable People Update and Health and Wellbeing Group (HWG)</u></p> <p>Jill Turner, Chair of Marlborough Health and Wellbeing Group, advertised their summer event on 6 July at St Peter's Church. Their wellbeing day would be held in collaboration with Marlborough Library and the community fridge and would feature street artists and music. Marlborough's Mayor would open the event at 10:00am and it would run until 4pm.</p> <p>The Chairman noted that lead councillors for different priority areas were in the process of setting up a forum between different Area Boards to allow them to share best practice. Representatives from Adult Social Care and Wiltshire Council's Public Health team would also be invited to attend. It was anticipated that the first meeting would be held in July.</p>
23c	<p><u>Road Safety Update and Local Highway and Footway Improvement Group (LHFIG)</u></p> <p>The Vice-Chairman gave an overview of some of the road safety measures being promoted in Wiltshire. She emphasised the importance of safe walking and scootability training as well as the benefits of bikability training for children over the age of six. She reported that there was a target for 80 percent of children in Year 6 and above to take part in bikability training, which would be a total of 4,500 children across Wiltshire. She explained that 1,500 children had taken part in bikability training so far, so there was still progress to be made to reach the overall target. A number of photos of bikability training were shown to the Area Board and the Vice-Chairman observed that the children and trainers had great fun attending the sessions.</p> <p>When asked about what more could be done to encourage schools to take up bikability training, the Vice-Chairman recommended that local councillors raised</p>

the issue with schools in their divisions.

In addition, the Vice-Chairman spoke about the benefits of newly qualified drivers completing the Pass Plus qualification to familiarise themselves with motorway driving and noted that a [£70](#) subsidy was available to make the course more affordable for 17-25 year olds. She also observed that advanced driving courses were available for older people, where they could use virtual reality headsets.

In response to a query about whether there was a similar scheme for electric scooters, the Vice-Chairman reported that there was not. She clarified that e-scooters were only road legal if they were part of an approved trial and with the correct licence. However, she explained that there was a scheme for promoting electric bikes in larger urban areas, such as Salisbury.

The Vice-Chairman then introduced the recommendations from the latest meeting of the Local Highway and Footway Improvement Group (LHFIG), held on 25 January 2024. A brief overview of some of the key schemes was provided. It was noted that the substantive bid for traffic calming measures on the A4 at Manton had been successful. It was also reported that the Marlborough Town Boundary Gateway project would help to slow down traffic approaching from Swindon.

On the proposal of the Vice-Chairman, seconded by the Chairman, it was resolved to make the:

Decision

1. To note the 2023/24 projects in progress/near completion

- **8-20-4 - A4 Manton calming (stage 2) – project, including a traffic island, subject to a successful substantive bid; in the interim Traffic Order to move the speed limit change further west, to be progressed.**
- **8-22-9 – Marlborough Cardigan Road; restricted parking now in place; maintenance work required to complete.**
- **8-21-8 - Aldbourne Virtual Paths, 20mph Speed Limit report being prepared.**
- **8-19-10 Marlborough Frees Avenue traffic speed and pedestrian safety, 40mph TRO being progressed.**
- **8- 23-4 – Kennet Place, Marlborough – request for residents' parking; TRO in progress (NB public parking Mon- Sun, 8am to 6pm, 2 hour restriction to be actioned).**
- **8-23-1 - Marlborough, 20mph review - Speed Limit Assessment report in progress; need to avoid unnecessary signage.**

2. To note the following as recently complete

	<ul style="list-style-type: none"> • Issue 5190/8-21-7 – London Road, Forrest Hill, Marlborough – safety works completed. • Issue 8-22-5 – Marlborough Cherry Orchard – handrails completed. <p>3. To allocate priorities for 24/25</p> <ul style="list-style-type: none"> • 8-22-17 – Chilton Foliat, feasibility of HGV prohibition on the B4001 to be reviewed after West Berks decision not to proceed with HGV signage. • 8-23-2 - Mildenhall, proposed footway, requires land transfer agreements between WC and Ramsbury Estates • 8-23-3 – Chilton Foliat - bollard not appropriate; road markings to be progressed. • 8-23-6 – The Parade/New Road, Marlborough – one way system; TOPO survey on hold while options considered. • 8-23-15 - Ramsbury, Isles Road dropped kerb - site meetings required with interested parties. • 8-23-16 - Marlborough, High Street removed of yellow line parking restriction. • 8-24-03/8-24-04/8-24-05/8-24-06 - Marlborough town boundary gateway arrangements; Marlborough Town Council to fund.
24	<p><u>Support for the Community</u></p> <p>The Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, reminded the Area Board that at their previous meeting they had discussed support provided groups and individuals across their community. Based on this conversation, a series of themes had been developed:</p> <ul style="list-style-type: none"> • social isolation in older people • poverty / cost of living and how to help families • need for volunteers • youth provision in town and villages <p>The SEPM commented on the positive work being done by each group before the Area Board discussed steps that could be taken to improve provision. During the discussion, points included:</p> <ul style="list-style-type: none"> • A range of views were provided about the relative merits of foodbanks delivering food directly to lower income families verses parcels being collected at the foodbank. Some people felt that it would be beneficial for families to socialise and receive advice when collecting in person, whereas others felt it was more efficient to deliver directly, whilst allowing time for doorstep conversation. • Wiltshire Council’s Engagement Team had helped to distribute over £200,000 in household support funding and the government had extended the scheme until at least the first half of 2024/25.

	<ul style="list-style-type: none"> • Lisa Farrell from Marlborough Town Council criticised the amount of paperwork that families were expected to complete to apply for food parcels at some foodbanks. She felt that each community should have its own foodbank. • The Vice-Chairman noted that Love Marlborough Kids Meals cooked chicken for 35-40 families each Friday. • Having an information centre to bring together different groups was welcomed by the Chairman. • The SEPM spoke about the importance of communication and highlighted that the Health and Wellbeing Day on 6 July would be a good opportunity to disseminate information. He also welcomed views from the community on whether they wished to set up a parish council forum. • It was confirmed that a number of different organisations could refer someone to a foodbank including schools, doctors and the Jubilee Centre. • It was noted that Marlborough Community Fridge provided a great service, and it might be possible to put up posters there to refer people. • A new 3G sports pitch was being built at St John’s secondary school, which would provide an important venue for health and wellbeing activities. • Wiltshire Council’s Engagement Team would have access to grant finder software to allow them to better signpost groups to different forms of funding. • It was noted that Youth for Christ were employing a new youth worker.
25	<p><u>Area Board Funding</u></p> <p>The Area Board noted the budgets remaining for allocation at the meeting and heard from representatives in attendance who gave a brief overview of their project followed by any questions by the Area Board.</p> <p>Area Board Initiative</p> <p><u>Marlborough Health and Wellbeing Group Requesting £500 Towards Health and Wellbeing Group Networking and Engagement Event 2024</u></p> <p>On the proposal of the Vice-Chairman, seconded by Cllr Jerry Kunkler, it was resolved to make the:</p> <p><u>Decision</u> To award Marlborough Health and Wellbeing Group £500 towards Health and Wellbeing Group Networking and Engagement Event 2024.</p> <p><u>Reason:</u> <i>The application met Older and Vulnerable People’s Grant criteria for 2023/24.</i></p>

Community Area Grants

The Chairman noted that there was insufficient funding remaining in the Community Area Grant budget to award both the capital grants in full as it would be overspent by £999.95. To ensure that no group was disadvantaged, she invited both of the groups applying for Community Area Grant funding to introduce their applications before the Area Board voted.

The Area Board also went on to consider, and vote on, the applications for Older and Vulnerable People's Grants and Young People's Grants, before returning to consider the two applications for Community Area Grant Funding.

Following the consideration of the other grants it was noted that there was £756 remaining in the Youth Grant budget and £920 in the Older and Vulnerable People's budget. After hearing details from both of the applicants for Community Area Grant Funding, it was confirmed that these applications would meet the criteria for the other forms of funding, given that they would be used to help people of a variety of ages in the community.

The Area Board had imposed a guide of a maximum of £3,000 per application to allow them to manage the budget throughout the year. However, as there was funding still available at the end of the financial year it was possible for them to award a higher amount. It was noted that match funding in excess of £3,000 was available for both projects applying for Community Area Grant Funding. There was £6,676.05 of funding remaining following the approval of all of the Older and Vulnerable People's and Young People's grants.

Greatwood Charity Requesting £3,000 Towards a Horsebox

Sasha Thorbek spoke in favour of the application, explaining that it would help them to extend their outreach and provide transport. She confirmed that the horsebox would enable them to support activities for older and vulnerable adults. They also supported people between the ages of five and 25 with special educational needs.

On the proposal of the Chairman, seconded by the Vice-Chairman, it was resolved to make the:

Decision

To award Greatwood Charity £3,338 towards a horsebox.

Reason: The application met Community Area, Young People's and Older and Vulnerable People's Grant criteria for 2023/24. Although the Area Board had a guide limiting applications to £3,000 per application, as there was funding remaining at the end of the financial year, the Area Board were able to award more than the requested amount. Match funding for the amount awarded could be provided.

Aldbourne War Memorial Hall Trustees Requesting £3,000 Towards Re-Roofing

Alan Phizacklea spoke in favour of the application, explaining that the hall supported a number of community groups including the WI and Luncheon Club that supported older and vulnerable adults. The hall was also used by a junior band that participated in Manton Festival.

On the proposal of the Chairman, seconded by the Vice-Chairman, it was resolved to make the:

Decision

To award Aldbourne War Memorial Hall Trustees £3,338 towards re-roofing.

Reason: The application met Community Area, Young People's and Older and Vulnerable People's Grant criteria for 2023/24. Although the Area Board had a guide limiting applications to £3,000 per application, as there was funding remaining at the end of the financial year, the Area Board were able to award more than the requested amount. Match funding for the amount awarded could be provided.

Older and Vulnerable People's Grants

Rethink Mental Illness Wiltshire Mental Health Inclusion Service Requesting £500 Towards Marlborough Happy Café

It was reported that a representative of the project had attended Marlborough Health and Wellbeing Group to speak about their application. It was noted that some people were deterred from attending due to the costs of refreshments and this would make the meetings more accessible.

On the proposal of the Vice-Chairman, seconded by the Chairman, it was resolved to make the:

Decision

To award Rethink Mental Illness Wiltshire Mental Health Inclusion Service £500 towards Marlborough Happy Café.

Reason: The application met Older and Vulnerable People's Grant funding criteria for 2023/24.

Monday Club Requesting £480

Carla Oshaughnessy spoke in support of the application explain that the club had 25 members and provided an opportunity for adults with learning difficulties to socialise. Support workers would also come and would participate in activities such as singing and pool. The money would help go towards rent.

On the proposal of the Cllr Kunkler, seconded by the Vice-Chairman, it was resolved to make the:

Decision

To award the Monday Club £480 towards rent.

Reason: The application met Older and Vulnerable People's Grant funding criteria for 2023/24.

Marlborough Town Council Requesting £1,500 Towards Marlborough Community Support Forum

Richard Spencer-Williams, Clerk at Marlborough Town Council, explained that the forum was a networking event enabling the coordination of support services. The grant would go towards administrative support.

On the proposal of the Chairman, seconded by Cllr Kunkler, it was resolved to make the:

Decision

To award Marlborough Town Council £1,500 towards Marlborough Community Support Forum.

Reason: The application met Older and Vulnerable People's Grant funding criteria for 2023/24.

Young People's Grants

Manton Fest Requesting £2,000 Towards a Family and Community Fundraising Event 2024

Roger Grant explained that the festival helped young artists to get an opportunity to perform and establish themselves. Students from St John's secondary school were involved. The event was also a good fundraising opportunity for local charities.

On the proposal of the Chairman, seconded by the Vice-Chairman, it was resolved to make the:

Decision

To award Manton Fest £2,000 towards a family and community fundraising event 2024.

Reason: The application met Young People's Grant funding criteria for 2023/24.

Marlborough Area Youth Forum Requesting £3,000 Towards Friday Night Youth

	<p><u>Club</u></p> <p>Lisa Farrell from Marlborough Area Youth Forum explained that they provided activities for between 40 and 80 children on Friday nights. They lacked cooking equipment and were trying to teach cooking skills. A chef would be visiting the group on 5 April to promote healthy eating.</p> <p>It was noted that £3,000 had been requested in line with the Area Board’s guide of a maximum of £3,000 per application to allow them to manage the budget throughout the year. However, as there was still more than £3,000 of Youth Grant funding remaining, and match funding was available, it was clarified that the Area Board were in a position to award up to £5,000.</p> <p>On the proposal of the Chairman, seconded by Cllr Kunkler, it was resolved to make the:</p> <p><u>Decision</u> To award Marlborough Area Youth Forum £5,000 towards Friday Night Youth Club.</p> <p><i>Reason: The application met Young People’s Grant funding criteria for 2023/24. Although the Area Board had a guide limiting applications to £3,000 per application, as there was more that £3,000 of Youth Grant funding remaining, the Area Board were able to award more than the requested amount.</i></p> <p>The Vice-Chairman abstained having declared an Other Registerable Interest.</p>
26	<p><u>Any Other Questions</u></p> <p>There were none.</p>
27	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
28	<p><u>Close</u></p> <p>7:00 – 9:00pm with networking from 6.30pm</p> <ul style="list-style-type: none"> • 18 June 2024 • 1 October 2024 • 3 December 2024 • 18 March 2025 <p>Meeting details, agendas and minutes can be viewed here.</p>