

AGENDA

Meeting: Melksham Area Board
Place: Melksham Assembly Hall, Market Place, Melksham
Date: Wednesday 22 June 2022
Time: 7.00 pm

Including the Parishes of Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Keevil, Great Hinton and Semington

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

Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), direct line 01249 706612 or email kevin.fielding@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Phil Alford - Melksham Without North and Shurnhold
Cllr Nick Holder - Bowerhill
Cllr Jon Hubbard - Melksham South
Cllr Jack Oatley - Melksham Forest
Cllr Mike Sankey - Melksham East
Cllr Jonathon Seed - Melksham Without West & Rural

Recording and Broadcasting Information

Wiltshire Council may record this meeting for live and/or subsequent broadcast. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By submitting a statement or question for an online meeting you are consenting that you will be recorded presenting this, or this may be presented by an officer during the meeting, and will be available on the public record. The meeting may also be recorded by the press or members of the public.

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

Public Participation

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

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

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

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

	Items to be considered	Time
1	<p>Election of the Melksham Area Board Chairman - 2022/23</p> <p>To appoint a Chairman for 2022/23</p>	7:00pm
2	<p>Election of the Melksham Area Board Vice-Chairman - 2022/23</p> <p>To appoint a Vice Chairman for 2022/23</p>	7:05pm
3	<p>Chairman's Welcome, Introduction and Announcements (Pages 1 - 2)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Recruitment of hackney carriage and private hire drivers • Update from BANES, Swindon and Wiltshire CCG - May 2022 • Update from Healthwatch Wiltshire • Positive Conduct equals Positive Democracy 	7:10pm
4	<p>Apologies for Absence</p>	
5	<p>Minutes (Pages 3 - 16)</p> <p>To confirm the minutes of the meetings held on Wednesday 9 March 2022 and Tuesday 12 April 2022</p>	
6	<p>Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
7	<p>Campus build Completion and Opening</p> <p>Cllr Ian Blair Pilling - Cabinet Member for Leisure, Libraries, Governance, Facilities Management and Operational Assets & Louise Cary - Head of Capital Projects, Wiltshire Council</p>	7:15pm
8	<p>Police Update (Pages 17 - 18)</p> <p>Inspector Gill Hughes / Sergeant James Twyford</p>	7:45pm

9	Fire & Rescue Update _(Pages 19 - 24)	7:55pm
10	Melksham Neighbourhood Plan (Pages 25 - 26) Get Involved Joint Melksham Plan (melkshamneighbourhoodplan.org)	8:00pm
11	Updates to Area Board Arrangements _(Pages 27 - 30)	8:05pm
12	Annual Review of Local Priorities (Pages 31 - 42) Peter Dunford - Community Engagement Manager	8:15pm
13	To appoint Area Board representatives to Outside Bodies and Working Groups The Melksham Area Board agreed the following appointments to outside bodies and working groups for 2021/22: <ul style="list-style-type: none"> • <i>CATG, now Local Highways and Footpath Improvement Group (LHFIG) – Cllr Jonathon Seed, Chairman</i> • <i>Melksham Health and Wellbeing Group – Cllr Nick Holder, Chairman</i> • <i>Melksham Neighbourhood Plan – Cllr Mike Sankey</i> • <i>CCTV Working Group – Cllr Mike Sankey</i> Member lead areas from 2021/22: <ul style="list-style-type: none"> • <i>Cllr Phil Alford – Environment</i> • <i>Cllr Jon Hubbard – Children and Young People</i> • <i>Cllr Mike Sankey – Community Safety</i> • <i>Cllr Jonathon Seed – Economy and Transport</i> • <i>Cllr Nick Holder – Older People; Health and Wellbeing</i> • <i>Cllr Jack Oatley – Culture; Children and Young People</i> 	8:30pm

14	<p>Sub Group Reports (<i>Pages 43 - 56</i>)</p> <p>Melksham Local Highways and Footpath Improvement Group</p> <ul style="list-style-type: none"> • Recommendations from meeting on 19 May 2022 	8:40pm
15	<p>Grant Applications (<i>Pages 57 - 60</i>)</p> <p>Community Grants</p> <ul style="list-style-type: none"> • Keevil Village Hall Committee requesting £2,987 towards new sound system, LED lights and loft insulation <p>Youth Grants</p> <ul style="list-style-type: none"> • AFC Melksham disabled football team requesting £1,000 towards kit, coaching and operational costs <p>Health and Wellbeing Grants</p> <ul style="list-style-type: none"> • Melksham Carer Café requesting £1,300 towards staffing, Marketing and venue costs 	8:45pm
16	<p>Partner Updates (<i>Pages 61 - 66</i>)</p> <p>To note written partner updates</p>	
17	<p>Public Questions</p> <p>Members of the public are invited to ask questions relating to Area Board business</p>	
18	Close	9:00pm

Wiltshire Council



NEWS RELEASE

8 April 2022

For immediate release

Wiltshire Council is encouraging people to become a taxi driver in Wiltshire

Taxis are an essential part of our transport network providing a valuable service to the local community and in Wiltshire there is a shortage of taxi drivers.

Not only are taxi drivers needed by the community, but Wiltshire Council also needs reliable drivers to fulfil its growing number of SEND (Special Educational Needs and Disabilities) school and social care contracts. These contracts offer regular work and hours. They also help and support some of the most vulnerable people in Wiltshire.

Cllr Dr Mark McClelland, Cabinet Member for Transport said: “The council is committed to delivering contracts across our services which deliver the best value for money. Wiltshire needs a workforce with the right skills to prosper and more taxi drivers would help the council deliver our commitment to ensure young people get the best start in life.

“Being a taxi driver is a flexible job and they can either work for a taxi company or be their own boss, deciding when and where they want to work. Local taxi firms currently have lots of vacancies and we are carrying out a recruitment campaign on behalf of the taxi trade across the county.

“It’s easy to become a licensed taxi driver and once people have become a licensed driver, we hope that they will bid for one of the growing number of SEND school transport and social care contracts that we have available. There are plenty of opportunities and plenty of work available.”

Wiltshire Council has lots of contracts available which start at around £30 a day for short routes, increasing to £250+ a day for longer routes. Drivers are free to combine these contracts with rank work.

To become a taxi driver takes around six weeks and costs around £400. To be licensed people need to provide proof and undertake these simple checks:

- Proof of Identity

- Driving Licence held
- Enhanced DBS (Disclosure and Barring Service) check on previous convictions and whether disbarred from working with children
- Right to Work in the UK
- Medical (if applicable)
- Undertake on-line Safeguarding Training
- Take a guidelines test
- Knowledge test (if applying for a hackney carriage licence)

Find out more about becoming a taxi driver, how to licence a vehicle as a taxi, private hire or hackney carriage vehicle, and for an application pack visit www.wiltshire.gov.uk/licences-permits-transport

To find out about our SEND school transport and social care contracts and how to bid for one email Wiltshire Council's Passenger Transport Unit at Passengertransport@wiltshire.gov.uk

Area Board Briefing Note – Positive Conduct equals Positive Democracy

Service:	Legal and Governance
Date prepared:	15 June
Further enquiries to:	Perry Holmes
Direct contact:	committee@wiltshire.gov.uk

Join us to launch our Positive Conduct campaign at our webinar – Positive Conduct equals Positive Democracy – on 7 July, 5pm – featuring Jackie Weaver

We'd like to invite you to a special webinar on 7 July at 5pm.

Launching our Positive Conduct campaign, our webinar 'Positive Conduct equals Positive Democracy' begins our mission to help Wiltshire be the leading county on promoting positive conduct and democracy and build on the good work already happening here.

At the webinar we will reflect on how we can best embody and promote standards in public life and when running council meetings. We will also be inviting town and parish councillors and clerks to attend.

We are delighted that we will be joined by 'Ambassador for Compassion in Politics', Jackie Weaver, for a question and answer session.

We will also be joined by the Leader of Wiltshire Council, Cllr Richard Clewer, our Cabinet member for Governance, Cllr Ashley O'Neill and the Chair of Standards Committee, Cllr Paul Oatway, and representatives from the Wiltshire Association of Local Councils and Society of Local Council Clerks.

We want to support councillors and clerks as much as possible in what are challenging roles, which will ultimately be to the benefit of residents throughout the areas you serve.

An MS Teams diary invite will be sent to you shortly. Simply click the Microsoft Team link in your MS Teams diary invite at 5pm on 7 July to join the session.

If you are planning on attending please can you ensure you email committee@wiltshire.gov.uk just so we can keep track on how many people to expect – thank you.

We look forward to seeing you there.



POSITIVE CONDUCT equals POSITIVE DEMOCRACY **webinar**

Join us on 7 July at 5pm

Be part of our mission to help Wiltshire be the leading county on promoting positive conduct and democracy.

Get useful hints and tips on embodying and promoting standards in public life and running positive local council meetings.

Q&A with 'Ambassador for Compassion in Politics' – Jackie Weaver.

For further details contact committee@wiltshire.gov.uk



Featuring Jackie Weaver

Wiltshire Council

MINUTES

Meeting: Melksham Area Board
Place: The Assembly Hall, Market Place, Melksham, SN12 6ES
Date: 9 March 2022
Start Time: 7.00 pm
Finish Time: 9.25 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), (Tel): 01249 706612 or (e-mail)
kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Phil Alford (Chairman), Cllr Nick Holder, Cllr Mike Sankey and Cllr Jonathon Seed

Wiltshire Council Officers

Louise Cary - Head of Capital Projects
Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer

Total in attendance: 27

<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
49	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham Area Board meeting.</p> <p>The Melksham Area Board members were introduced.</p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • Election to Wiltshire Youth Council – Jedidah Mundia (13) and Tom Hiscocks (17) from Melksham Oak School • Climate strategy and GBI infrastructure plan • Great British Spring Clean • The Queen's Platinum Jubilee • Support to Ukraine • Hilperton & Melksham Cycling Walking Route
50	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Jon Hubbard – Wiltshire Council, Cllr Jack Oatley – Wiltshire Council and Station Manager Dave Geddes – Dorset & Wiltshire Fire and Rescue Service</p>
51	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • That the minutes of the meeting held on Wednesday 8 December 2021 were confirmed as the correct record
52	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest</p>

53	<p><u>Police Update</u></p> <p>Sergeant James Twyford gave an update on behalf of the Trowbridge Community Policing Team.</p> <p>Points made included:</p> <p>Youth ASB in Melksham - the two most prolific perpetrators were now under the Youth Offending Team following receipt of Youth Conditional Cautions. Neither had come to notice since this time. That there was still evidence of ASB around Waitrose and the Littlebrook Centre, so this would remain a focus.</p> <p>Thefts along the Kennet and Avon Tow Path – that there had been a small spate of Generator Thefts along the Tow Path. Local teams were proactively targeting this issue and making efforts to work with the live-aboard community and the Canal & River Trust in response to this.</p> <p>Drugs Warrants – Local teams had executed two Drugs Warrants in recent weeks. Cannabis was recovered from the first property on Littlejohn Avenue and Crack Cocaine was recovered from the second property in Vines Court. Two adult males were now under investigation whilst secondary enquiries were completed.</p> <p>That speeding continued to be targeted on Skylark Road by local teams.</p> <p>Statistics on the local incidence and resolution of rape cases were requested but not available to hand.</p> <p>The Chairman thanked Sergeant Twyford for his update.</p>
54	<p><u>Fire & Rescue Update</u></p> <p>The written update contained in the agenda pack was noted.</p>
55	<p><u>Clackers Brook Restoration Plan</u></p> <p>Nick Wilson - Water Team Project Officer, Wiltshire Wildlife Trust outlined a plan to restore the Clackers Brook, Melksham. Consultations had also been carried out with other landowners and stakeholders, including Selwood Housing, Aster Housing and Melksham Town Council.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Wiltshire Wildlife Trust had around 20/25 projects going on throughout Wiltshire at the current time • That the project would aim to enhance and encourage more wildlife

	<p>habitats</p> <ul style="list-style-type: none"> • That the work involved reprofiling of the riverbank to give a more shallower gradient • That the work would be carried out during August-October 2022, subject to the receipt of required permissions • That local residents would be informed of any proposed work to avoid any possible disruptions • The importance of involving volunteers in the project work <p>The Chairman thanked Nick Wilson for his presentation.</p>
56	<p><u>Campus update plus display boards</u></p> <p>Louise Cary - Head of Capital Projects, Wiltshire Council gave an update on the Melksham Campus and Melksham House projects. Display boards with illustrative plans were also available in the room.</p> <p>Points made included:</p> <p>That campus construction had commenced a year ago, led by Pellikaan Construction Ltd</p> <p>That work was progressing well with the main structure completed and water-tight end of 2021</p> <p>Section 73 planning application had been approved.</p> <p>That both external and internal works were progressing well</p> <p>The facility will feature a state-of-the-art fitness suite plus an immersive cycle studio, unique in Wiltshire campuses.</p> <p>Car Parking Strategy</p> <ul style="list-style-type: none"> • Priority: to ensure access to parking for campus users • Off-street parking order application submitted for a pay and display car park • Required for a discharge of planning condition and enforcement of parking bays • The parking order allowed for charging should there be an impact to Campus Customers

- Survey car park usage once the Campus was open to determine impact to customers, other Wiltshire Council Car Parks and sustainability of the Campus
- That carpark charging would be evaluated to get the best outcome
- The application process included a public consultation
- The project team were developing a travel plan that would set-out sustainable and active travel options.

Melksham House

That planning had been approved for the development of Melksham House

Enabling works had been completed this included:

- Demolition of newer extensions
- Soft strip of some of the internal fixtures and fittings

That the tender process for the main contractor had started

The refurbishment works would start once the construction of the campus was complete.

That the work was expected to take circa 12 months to complete

Questions

If the car parking policy allows free parking for users of the campus, how will you survey users to show that parking spaces are not being used by town centre shoppers instead?.

Written answer agreed for Cllr Nick Holder

Landscaping – on the left side of the Melk 20 footpath on the former rugby pitch there is evidence of standing water – what is the intended use of this piece of land?

Written answer agreed for Ian Cardy

How do you justify using the lower rate of 7KVA for electric charging points in the campus car park when more powerful charging points are commonplace elsewhere?

Written answer agreed for Ian Cardy

	<p>The Chairman thanked Louise Cary for her update.</p>
57	<p><u>Tree Planting Project</u></p> <p>David Turrell & Jane Gardiner-Turrell of Oakley Farm, Lower Woodrow gave an outline of a project that planned to see 84 acres of land planted with several thousand trees and hedge trees, evoking the historical “Melksham Forest” of Medieval times. Students from Wiltshire College at Lackham are involved and other volunteers are sought.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That the project had already taken delivery of some 7000 hedge trees, donated by the Woodland Trust, to be planted by mid April • That a book containing the names of everybody that planted a tree would be kept • That it was expected to take around two years to complete the project • That the project organisers were looking to get young people and families involved as volunteers to help • The sites for tree and hedge planting would be close to, but not on the direct alignment of, the proposed Melksham bypass • The project is supporting positive action in the climate crisis; encouraging bio-diversity for planet renewal; is seeking proactive community engagement; and is providing environmental education for all <p>The Chairman thanked David Turrell & Jane Gardiner-Turrell for their presentation.</p>
58	<p><u>Sub Group Reports</u></p> <p>Community Area Transport Group – Cllr Jonathon Seed</p> <p>The Area Board noted the recommendations from CATG meeting held on 24 February 2022 contained in the agenda pack.</p> <p>Cllr Seed presented the current priority projects:</p> <ol style="list-style-type: none"> i) Melksham Lowbourne Rd and Church Lane ii) Broughton Gifford - Gateways and Traffic Management measures iii) A365 Shaw Bath Road Footway improvements iv) Melksham Sandridge Road – request to improve footway link to Maple Close

- v) Active Travel Scheme - Farmers Roundabout
- vi) Melksham Dunch Lane

Dates of future meetings were noted as:

- 5 May 2022
- 4 August 2022
- 27 October 2022
- 2 February 2023

The unallocated CATG budget carried forward to 2022/23 is £ 25,855 and from 2022/23 will have a 100% budget increase to c. £ 25,000 per annum for the Melksham community area.

The CATG will in future be called the “Local Highways and Footpath Improvement Group”.

Health and Wellbeing Group – Cllr Nick Holder

The Area Board noted the recommendations from the Health & Wellbeing Group meeting on 24 February 2022:

- it was agreed that further discussions would to be held with young carers and other stakeholders to organise a Young Carers event in Autumn 2022, to be project managed by the Community Engagement Manager.
- discussions will be held with LINK and the community bus to publicise community transport options available locally.
- the Community Engagement Manager, with others, will keep a directory of activities for older people up to date, to include activities and services in the villages local to Melksham
- the NHS Estates Manager and Locality Lead will be invited to speak to a future meeting on future plans for the NHS estate
- Celebrating Age Wiltshire will consider opportunities for delivery of its cultural/ music/ drama events in village halls and other more rural settings
- Discussions will be held with “that meeting space” regarding possible grant funding from the Area Board, including for piloting a “Carers Drop-in” at the premises

Cllr Holder asked for his thanks to be recorded for the wide range of stakeholders attending and supporting the work of the Health and Wellbeing Group.

David Walker was introduced as the newly appointed Carers Champion for

	<p>Melksham; he gave an outline of his background and personal experience in caring for his late wife, who had Alzheimers, and of how he wanted to help other unpaid carers to navigate through the system and support networks available locally. A shortlist of priorities for the Carers Champion role was presented.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board noted the proposed work priorities for the Carers Champion
59	<p><u>End of year budget status</u></p> <p>The following end of year budget status was noted:</p> <ul style="list-style-type: none"> • Community Grants: £7,669 unallocated • Youth Grants: £8,339 unallocated • Health and Wellbeing Grants: £5,815 unallocated • Public Open Spaces Fund: £11,791 unallocated
60	<p><u>Grant Applications</u></p> <p>Community Area Grants:</p> <p>Bowerhill Scouts awarded £7,000 towards “Scout and About” project to purchase a minibus</p> <p>Friends of Shurnhold Fields awarded £750 for replanting of 200 saplings in WW1 Wood</p> <p>Spurgeons awarded £1,000 towards Canberra Centre Community Garden Project</p> <p>Youth Grants:</p> <p>Spurgeons awarded £500 towards Canberra Centre Parent Support Project <i>(subject to confirmation of eligibility)</i></p> <p>4Youth (SW) awarded £4,855 towards the expansion and delivery of Thursday youth club for young people aged 13-19 years</p> <p>Melksham Amateur Swimming Club awarded £750 towards Vital Swim Teacher Training</p>

	<p>Health and Wellbeing Grants:</p> <p>Melksham Free Dining awarded £2,500 for the “Coming Together to Dine With Us” project to support the costs of free lunches and after-meal social activities for the elderly and vulnerable</p> <p>Young Carers event awarded a further £ 2,750 for a young carers event in Autumn 2022</p> <p>Projects carried forward from 2021/22 to 2022/23:</p> <p>Young Carers event – carry forward the sum of £2,750 for a young carers event in Autumn 2022, delayed due to the pandemic - agreed</p> <p>Public Open Spaces Network Fund – carry forward the sum of £10,588, to encourage community environmental action – agreed</p>
61	<p><u>Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> • Wiltshire CQC • Healthwatch Wiltshire
62	<p><u>Public Questions</u></p> <p>There were no public questions.</p>
63	<p><u>Close</u></p>

MINUTES

Meeting: Melksham Area Board
Place: Melksham Town Hall, Market Place, Melksham, SN12 6ES
Date: 12 April 2022
Start Time: 5.00 pm
Finish Time: 5.55 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), (Tel): 01249 706612 or (e-mail)
kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Phil Alford (Chairman), Cllr Jon Hubbard, Cllr Mike Sankey and
Cllr Jonathon Seed

Wiltshire Council Officers

Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer

Teresa Strange and Cllr David Pafford – Melksham Without Parish Council

Total in attendance: 10

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
64	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham Town Hall for a special one item Melksham Area Board meeting to discuss the Shaw Playing Field and Village Hall grant application, who were requesting £7,380.00 for gable end capital repairs to the Shaw village hall.</p> <p>The Melksham Area Board members were introduced, as were representatives of Melksham Without Parish Council and the grant applicants, Peter Richardson and Mike Booth.</p> <p>The following Chairman's Announcement contained in the agenda pack was noted:</p> <ul style="list-style-type: none"> • Recruitment of hackney carriage and private hire drivers
65	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Hick Holder – Wiltshire Council & Cllr Jack Oatley – Wiltshire Council.</p>
66	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
67	<p><u>Shaw Village Hall Gable End Capital Repairs - Grant Application</u></p> <p>Peter Richardson and Mike Booth - Shaw Playing Field and Village Hall charity outlined the grant application via a power point presentation.</p> <p>The applicant had originally requested £7,380 for the gable end capital repairs, but on further inspection their contractor now felt that the gable end wall problem was less severe than previously thought and therefore repairs could be carried out at a slightly lower cost.</p> <p>The applicant had unsuccessfully challenged the insurance company over its refusal to accept liability for the repairs, which have been forced due to stricter building control regulations not due to adverse use by the community.</p> <p>Points made by the Area Board members included:</p> <p>Concerns as to why the owner of the building – Melksham Without Parish</p>

	<p>Council - would not take financial responsibility for the structural repairs to the village hall and a request for an independent legal opinion to be sought on where the liability should rest.</p> <p>That representatives of the Shaw Playing Field and Village Hall needed to continue to pursue their insurance company and the Financial Ombudsman Service to try and cover the costs of the repairs.</p> <p>A request was made for MWPC to increase its funding contribution to match that of the Area Board; it was agreed that this matter would be discussed at a meeting of the council on 25 April.</p> <p>It was stated that it would be unlawful for MWPC to pay the repair bill on behalf of the charity in order to avoid paying VAT on the repairs.</p> <p>Decision (proposed by Cllr Jonathon Seed and seconded by Cllr Phil Alford)</p> <ul style="list-style-type: none"> • That the Melksham Area Board agreed to award £4,000 with the condition that the representatives of the Shaw Playing Field and Village Hall and Melksham Without Parish Council take legal advice on the matter as to who was liable for the repairs. • That representatives of the Shaw Playing Field and Village Hall continue to pursue their insurance company and the Financial Ombudsman Service to cover the costs of the repairs. • That Melksham Without Parish Council, as the owner of the Shaw Village Hall would pay for the repairs if found liable and reimburse the Area Board for any funds granted by them. <p><i>Note: Cllr Jon Hubbard and Cllr Mike Sankey abstained from the vote</i></p>
68	<u>Close</u>

Agenda Item 8

Update for Melksham Area Board

Name of Partner	Wiltshire Police (Melksham Community Area)
Date of Area Board Meeting	22 June 2022

Update for Melksham Area Board

Headlines/Key successes

- Repeat Offenders – During April, 12% of our Crime Demand came from three individuals. None of these people feature as Repeat Offenders in May, after interventions were put in place.
- Op Aidant – We were part of a National Week of Action against Modern Slavery. We visited a number of Businesses, in industries which are susceptible to such issues. One individual was discovered to be working illegally, which has been addressed.

•

Projects

- We are focussing on another three individuals from Melksham, who share one household. They are responsible for 10% of the Total Demand in May.
- A male on an e-scooter has created some fairly significant concern amongst the wider community, due to the fairly extreme manner of his riding. We are working to identify him; seize the e-scooter and prosecute him for the various offences committed.

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Forthcoming events/Diary dates

- Melksham Fair – 20-26th June
- Melksham Carnival – 25th June

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Signed: A/Insp James Twyford

Date: 14/06/2022



**DORSET & WILTSHIRE
FIRE AND RESCUE**

DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;
<http://www.dwfire.org.uk/community-safety-plan/>

Prevention

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

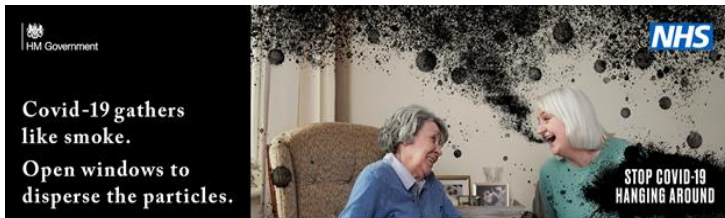
A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

General Enquiries

If you have a general fire safety enquiry regarding commercial property, please email fire.safety@dwfire.org.uk and the Fire Safety Team will respond in office hours.

Fire Safety Complaint

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at enforcement@dwfire.org.uk
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

On Call Recruitment

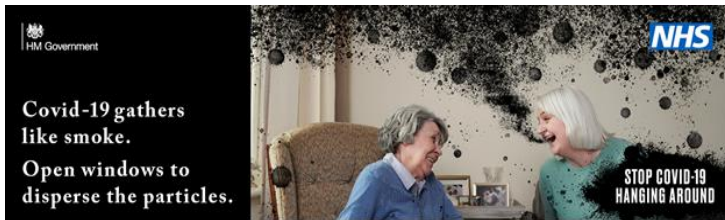
Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at www.dwfire.org.uk/working-for-us/on-call-firefighters/ or should you have any questions, you can call **01722 691444**.



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Recent News & Events

First national Biker Down safety campaign held

The National Fire Chiefs Council (NFCC) held its first national Biker Down safety campaign between 11-17 April.

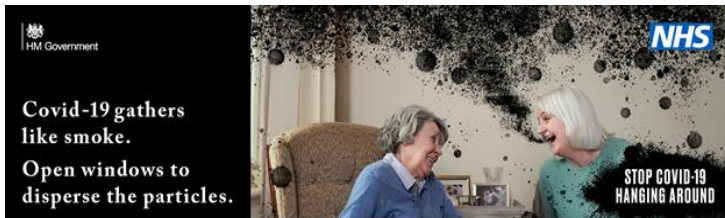
Biker Down is a free three-hour course that provides practical and potentially lifesaving advice, and the sessions are suitable for riders of all experience levels.

The course gives riders an awareness of what to do if they are involved with or see an injured motorcyclist, and how to reduce their own risk of being in a collision.

The national campaign also highlighted the importance of motorcycle maintenance and the wearing of legal and protective riding gear, especially since the trade in counterfeit and fake gear has grown in recent years.



More information can be found at www.dwfire.org.uk/biker-down



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Bonfires and garden safety



Bonfires are very common in the summer, but they can get out of control very easily. If you want to burn off garden waste, here's some safety advice:

- Site any bonfire well away from buildings, fences, trees and garden structures.
- Have a garden hose to hand in case the fire starts to get out of control.
- Don't light a bonfire on a windy day, as it could flare up more than you expect.
- Be courteous to your neighbours – if you're planning a substantial bonfire, let them know, and stay with it at all times to ensure that it remains safe.
- If you're intending to have a large bonfire, use our **on-line form** – we often receive emergency calls from people who can see lots of smoke, and it helps us to know where this could be a controlled burn.
- Never use flammable liquids such as petrol or paraffin to start a bonfire.

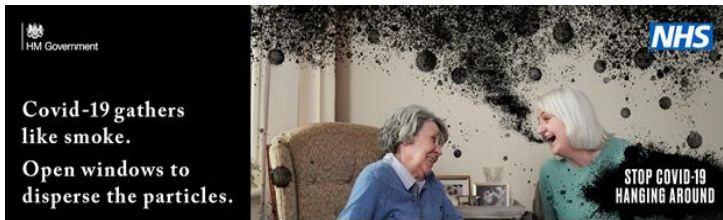
If you have concerns about the environmental impacts of bonfires, such as smoke, you will need to contact your local council.

For further information regarding bonfire and garden safety please visit - <https://www.dwfire.org.uk/safety/safety-outdoors/bonfires-and-garden-safety/>

UK fire services rally to support colleagues in Ukraine

The Service has donated some surplus equipment to support colleagues in Ukraine, as part of a wider effort coordinated by the [National Fire Chiefs Council \(NFCC\)](#).





Water safety



Cooling off in rivers, canals, ponds, quarries and lakes can have deadly consequences.

Every year, firefighters are called to incidents where residents (particularly children and young people) get into difficulty when swimming in open water.

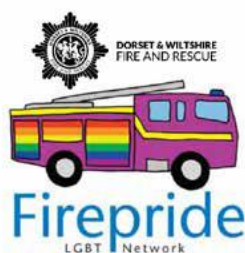
For further information on the dangers of cooling off in open water and some key safety tips for staying safe near water, please visit: - <https://www.dwfire.org.uk/safety/safety-outdoors/water-safety/>

Supporting Pride

The International Day Against Homophobia, Transphobia and Biphobia, which is marked every year on 17 May, was created in 2004 to draw attention to the violence and discrimination experienced by lesbian, gay, bisexual, transgender, intersex people and all other people with diverse sexual orientations, gender identities or expressions, and sex characteristics.

As a Service, we work hard to create a culture where all staff can come to work and be themselves. We also have a supportive network in place, Firepride, which is open to everyone.

As part of our commitment to supporting all communities, we will be attending the Pride celebrations within our Service area, which are back this year after being affected by Covid over the past two years.





Demand

Total Fire Calls for Bradford on Avon Fire Station for period 22/02/2022 – 06/06/2022:-

Category	Total Incidents
No. of False Alarms	34
No. of Fires	Kitchen – 1 Chimney – 1 Domestic – 2 Fire in open – 6 Commercial premises – 2 Shed – 2 Tumble dryer - 1
No. of Road Traffic Collisions and other Emergencies	Co-responder – 1 Bariatric – 5 Gain entry – 5 Release person – 3 Assist other agency – 1 Large animal rescue – 1 Mud rescue – 1 HAZMAT Small – 2 RTC - 2
Total	70

Local Incidents of Note

There were no local incidents of note during the reporting period.

A slight increase in Bariatric Rescues has been caused by one individual, work undertaken with partner agencies to address concerns.

David Geddes

Station Manager

Email: David.geddes@dwfire.org.uk

Mobile: 07826 532607



Get Involved in Melksham's Joint Neighbourhood Plan



Our first Melksham Town and Melksham Without Joint Neighbourhood Plan is being used by Wiltshire Council to determine local planning applications to help manage development and deliver our community's wishes and needs.

But our plan needs to be kept up to date and its life extended to ensure it continues to provide strong local powers after 2026, when the current plan period ends. To help ensure this happens the Steering Group has already started work on our updated Neighbourhood Plan 2.

The next version of the plan can tackle big and new local issues like climate change, protecting our valued green spaces and heritage, ensuring new homes meet local people's changing needs and support community facilities and planning for our town centre's vitality. It will also need to respond to and coordinate with Wiltshire's new Local Plan, which will probably be adopted in 2024. It will set high level strategic policies for our community area until at least 2036 including allocation of land to meet Wiltshire's share of Government housing targets.

Representing the Community

It's imperative that the updated Neighbourhood Plan continues to represent the community's wishes, so throughout the process there are plenty of opportunities to **Have Your Say** and help us shape our next Neighbourhood Plan. We have a new website where you can find out more and get involved: www.melkshamneighbourhoodplan.org

Help us Shape the Plan Get Involved and Have Your Say!

Throughout the spring and summer, the Neighbourhood Plan Steering Group are holding a series of community consultations on key local community issues. We need to gather your suggestions and priorities to shape the new Neighbourhood Plan's policies and priorities. Please help us protect and shape our area to meet your needs! Visit the website and sign up and take part in the consultations! www.melkshamneighbourhoodplan.org
You can also visit our dedicated Facebook page: 'Melksham Neighbourhood Plan'

CURRENT CONSULTATION OPPORTUNITIES

Protecting Local Green Spaces

SURVEY IS LIVE

The Neighbourhood Plan can protect qualifying green spaces through a designation called Local Green Spaces. But we need to know which ones to protect!

We need to know which green spaces you value the most and why they are special to you and your community. This could be because of:

- Its beauty;
- Its historic significance;
- Its recreational value (including as a playing field);
- Its tranquillity; or
- Richness of its wildlife.

The Steering Group will then assess all the nominations received to see if they meet the qualifying criteria for Local Green Space designation.

This survey is live. It will stay open until Sunday 5th June. So don't miss your chance to protect your local green space!



Building a Local Heritage List

SURVEY IS LIVE

Melksham's heritage is a key part of our distinct character. It is partly protected by the Melksham conservation area and numerous listed buildings of national heritage importance. But that excludes other historic buildings and features in our area that are locally important.

There is now a way to help address that in our Neighbourhood Plan by adding a list of locally valued historic buildings and features to our existing Neighbourhood Plan heritage policy. This would mean locally listed buildings and features would have to be considered if a planning application came forward that affected one or more of them.

The criteria for what might qualify as a Locally Valued Heritage Asset are long and varied. But as a first vital step the Steering Group need your suggestions to be able to identify the local features that meet these criteria.

This survey is live. It will stay open until Monday 13th June. So don't miss your chance to protect local heritage assets.



PLANNING FOR HOMES AND FACILITIES TO MEET OUR COMMUNITY'S NEEDS

People love to live in Melksham and Melksham Without and we have seen it grow significantly as a result. But it is essential that housing growth is managed by an up-to-date Plan and not through speculative development.

With the Wiltshire Core Strategy out of date and developers continuing to submit proposals for housing, our made Neighbourhood Plan is working hard to maintain plan led development for our area now, and aims to continue to help maintain this into the future.

The new Wiltshire Local Plan is likely to plan for Melksham to continue to grow in the years up to 2036. Working alongside the Local Plan, our updated Neighbourhood Plan can continue to ensure we get the right homes to meet our needs. It is vital that any new housing firstly provides affordable opportunities for our community and secondly homes that meet changing needs through life's journey. This can include starter homes



to rent or buy, homes for a growing family, smaller and accessible homes for downsizing, and older local people, to enable us all to continue to live active lives within our community.

To successfully influence the delivery of the right types of local housing and community benefits, our Plan for local homes must be built on solid local evidence. It can take the lead in allocating smaller sustainable housing and mixed use sites to provide diverse local housing and community benefit opportunities more responsively than the Local Plan can.

A New Community Housing Survey

SURVEY IS LIVE

To set the agenda, most importantly, the Steering Group needs to understand what our precise local housing needs are. A special Local Housing Needs survey has been launched to ask you about your existing housing and what existing or changing future housing needs you may have. We'll be supplementing this survey with our own highly detailed technical assessment of local housing needs based upon analysis of our community profile.

This is an extremely important survey. It will help us plan for the right type and location of new homes to provide opportunities for our community through both the Neighbourhood Plan policies and potential allocations.

So please, please take part! This survey is now live and will stay open until Thursday 30th June.

Talking to Local Landowners

CONTACT US NOW

Alongside the survey to ascertain local needs, the Steering Group is contacting all the local landowners on Wiltshire Council's possible housing sites list (called the Strategic Housing and Employment Land Availability Assessment "SHELAA") and is also once again calling upon local landowners to confirm if they wish their land to be considered for potential allocation in the Neighbourhood Plan and explain what their sites can provide to support our community housing and facility needs.

If landowners or interested parties would like a site to be considered then please contact: Teresa Strange clerk@melkshamwithout.co.uk

Deadline for call for sites is Sunday 5th June.

STAY IN TOUCH, HAVE YOUR SAY AND FIND OUT MORE ABOUT OUR NEIGHBOURHOOD PLAN 2

Visit our new Neighbourhood Plan website and take part in the consultations NOW!
www.melkshamneighbourhoodplan.org

IF YOU ARE NOT ONLINE AND UNABLE TO ACCESS THE WEBSITE THEN PLEASE GET IN TOUCH SO THAT WE CAN ARRANGE ALTERNATIVE WAYS FOR YOU TO TAKE PART.

Melksham Town Council
townhall@melksham-tc.gov.uk • Tel: 01225 704187

Melksham Without Parish Council
clerk@melkshamwithout.co.uk • Tel: 01225 705700

Briefing Note

Area Board Arrangements

May 2022

Service : *Leisure, Culture and Communities*
Further Enquiries to: *Rhys Schell, Service Manager, Engagement and Partnerships*
Date Prepared: 23/05/2022
Direct contact: rhys.schell@wiltshire.gov.uk or 01225 716752

Overview

Area Board arrangements have been amended following a review that was scrutinised by an Overview and Scrutiny (OS) Task Group. This process set out to improve the Area Board funding investment arrangements; support the boards, establish and effectively deliver to evidenced based local priorities; and increase the efficiency and consistency of working groups. The overall aspiration of the amended arrangements is to build upon the excellent practice and evident success of numerous Area Boards, to address areas where there was inconsistency in practice and to ensure they are best suited to serve Wiltshire communities. The number of Area Boards, overall format, structure, and local autonomy were not part of the review.

The OS Task Group considered 16 Executive proposals and subsequently set out 24 recommendations, which have been adopted within the new arrangements. [Agenda item - Final Report of the Area Boards Task Group | Wiltshire Council.](#)

A Single Member Decision was issued from the Leader on 27 April. No comments or representations were received by 6 May, and the confirmed implementation of the changes was issued on 6 May to come into effect on 16 May 2022.

Background

The Area Board model was first introduced in 2009 and has delivered significant progress to develop stronger, more resilient and connected communities since its inception. The Area Boards underpin how the council operates with our communities, offering a frequent and varied platform for local engagement, consultation, collaboration, intelligence sharing and co-production of activities and services.

The overall objectives of the Area Boards remain consistent today, however, in an operating model more than 12 years old it is natural that elements should be the subject of a review and refresh to ensure they are meeting the current needs of local communities. Whilst there have been minor modifications to operating practices of the boards since 2009, there has not been a review undertaken with the involvement of Overview and Scrutiny since their inception.

The Area Boards continue to deliver to the Wiltshire Council Business Plan, with specific focus and delivery to the following aims:

- Communicate with communities in a way that promotes constructive discussion, tailored to the community's needs and developing better solutions to these.

- Empower communities and groups to act in their local area.
- Provide data and information to communities to support them with making the best decisions for themselves.
- Help the people of Wiltshire to increase their activity levels and improve their health.
- Enable a strong and active voluntary sector that is proactive in communities.
- Provide opportunities for young people to be involved in positive activities; and
- Tackle health inequalities across Wiltshire.

Brief Overview of Area Board Arrangements

A summary of the main changes are highlighted in the sections below. For the full detail please see relevant appendices, many of which can be found on the [Area Board homepage](#) or provided by your local [Community Engagement Manager](#).

- Area Board Handbook 2022
- Area Board Grant Funding Criteria
- Area Board Grant Assessment Panel
- Area Board Grant Funding Flowchart
- Delegation
- Local Priorities Report; and
- Working Group Terms of Reference

Local Priorities

- Area Boards will be asked to select up to five local priorities, which will be evidence led to ensure they have the greatest impact on the lives of those in our communities. Area Board resources including officer time, meetings, engagements, working groups and funding should be directed at furthering the objectives linked to the respective priorities.
- Area Boards will be asked to appoint at least one Councillor lead for each priority. Their role is set out within the Local Priorities Report.

Working Groups

- Area Boards are encouraged to create or re-constitute working groups to advance local priorities and increase collaborative working. The Area Board will consider each priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group.
- Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership and not create a working group of its own. Where a working group is required, the exact purpose is set out by the Area Board using the table found within the Working Group Terms of Reference.

Grant funding

- A streamlined and robust Area Board Grant Funding Criteria has been introduced and can be found in the Area Board Grant Funding Criteria document. The main amendments are as follows:
 - Funding is available to voluntary and community sector organisations that can show a need for financial support up to a total of £5,000. Town and Parish councils are eligible to apply for revenue funding, in respect of Youth Grants or Older and Vulnerable Adult Grants, where they are able to show a need for financial support.

- Applicants will be requested to demonstrate how their project meets two aims of the Wiltshire Council Business Plan and one of the Area Board local priorities. The Area Board grant funding system is being updated to reflect this.
- The guidance enabling boards to approve grants outside of the existing criteria due to 'exceptional circumstances' has been removed and has been replaced by a Grant Assessment Panel.
- Matched funding requirement for applicants has reduced from £1,000 to £500, which will support increased investment leverage and encourage wider fundraising.
- All applications must be received at least four weeks before an Area Board.
- A new Grant Assessment Panel is being introduced to escalate applications that are referred by Officers or Councillors where they are not clearly meeting the grant funding criteria. The Grant Assessment Panel will undertake an open and transparent review of referred applications and advise the Area Boards whether an exception can be granted and whether the application can proceed to determination by the Board. For full details please see Area Board Grant Assessment Panel and the Area Board Grant Funding Flowchart.
- Delegation from the Leader has been issued to all Community Engagement Managers to deal with urgent matters that may arise between meetings of the Area Board. The Community Engagement Manager (CEM) has the authority to approve expenditure from the delegated grants budget up to £1,000 per application. This is only possible when the item is deemed urgent (by CEM, Chair and Vice-Chair), follows due process enabling Area Board Councillors five working days to review and consider the application and has majority Councillor support. For further details please see the Delegation document.

Further information and communication

Relevant updated documents are now live on the [Area Board webpage](#). Community Engagement Managers have a slide deck that they will present at the next Area Board Business Meeting. A [recorded presentation](#) that sets out the changes is also available.

An Area Board Chairs meeting will take place in early June where these arrangements will be discussed and Chairs will be requested to feedback to their respective boards if required.

Please contact Rhys Schell if you would like to attend a dedicated Wiltshire Councillor briefing session regarding these changes, which will be delivered via Microsoft Teams. Interest for this will be assessed and offered as appropriate.

Report Author: Rhys Schell, Service Manager, Engagement and Partnerships

Report Date: 20.05.2022

Melksham Area Board

22 June 2022

Annual Review of Local Priorities

1. Purpose of the Report

- I. To report on progress made in addressing the area board priorities selected for 2021/22
- II. To consider any new evidence or information that will help inform the area board in selecting its priorities for 2022/23
- III. To highlight potential priorities for the area board to consider for 2022/23
- IV. To inform the area board of the broad mechanism for delivering these priorities including where appropriate leads, working groups and allocating funding.

2. Introduction

This report has been written by the Community Engagement Manager in consultation with the area board chair. It is provided to help celebrate the success so far and support the area board councillors in setting their priorities for the coming year.

In early 2021, the Community Engagement Manager combined data from the community area “Joint Strategic Needs Assessment” (JSNA) with other sources of data and additional local intelligence. This was used to produce a community area status report that highlighted where further local improvements may be required. In May 2021, this report was shared with local area boards to help inform which priorities it should focus its energy and resources upon.

Given the challenging financial environment both nationally and locally, area boards are encouraged to continue to develop this evidence led approach to its work, so that they can have the greatest impact on the lives of our communities. This includes:

- ✓ Selecting priorities and directing resources to where there is the greatest need and where the area board can make a tangible contribution
- ✓ Being clear on what the area board is trying to achieve and the mechanism for doing so
- ✓ Regularly reviewing and communicating progress against the chosen priorities.

3. Progress on 2021/22 area board priorities

Despite the disruption caused by the COVID-19 pandemic and the move to online meetings, the Melksham Area Board over the past year has continued to host public discussions, broker debates and commission activities. A focus for attention has been

two large infrastructure projects: consultation on routes for the A350 Melksham Bypass and the construction of the Melksham Community Campus. Appendix A summarises the activities of the board and its working groups, its grant-giving and the progress that has been made against the identified area board priorities of: youth engagement; environment; reducing isolation and loneliness; supporting low-income individuals and families; and reducing anti-social behaviour.

4. The context for agreeing new area board priorities

The selection of area board priorities should be undertaken using both the evidence available to us, as well as the context within which we are operating. Both are continually changing, and the following is provided to help inform the area board's decision.

- i. The Joint Strategic Needs Analysis was collated 2 years ago in 2020 and although it used the latest information available at the time, some it is now out of date. This is partly due the significant impact COVID-19 has had on issues such as debt, the economy and mental health as well as the release of more up to date data that was not previously available.
- ii. Two news sources of data for Wiltshire that have analysed data during COVID and subsequent start of the recovery are now available. These are:
 - Wiltshire Citizens Advice Annual Report [Annual report \(citizensadvicewiltshire.org.uk\)](https://citizensadvicewiltshire.org.uk)
 - Wiltshire Intelligence Bringing Evidence Together (JSNA Update) [Recovery JSNA Wiltshire Intelligence](#)

In addition:

- Inflation and the cost of living is currently going through a spike with fuel costs and utility costs doubling or more in the past year; the Government has provided financial support to offset the impact of these additional costs on the poor, the elderly and the vulnerable in our society but the impacts on those in poverty are likely to remain significant.

iii. The 2021/22 area board priorities were selected whilst in the middle of the COVID-19 pandemic. The demands of this public health crisis demonstrated the importance of partnership working with some services struggling to cope and many of our community groups and organisations unable to operate. The focus of our time and resources has been upon coming together and supporting the vulnerable within our communities. As we now emerge from the pandemic, the focus is shifting away from this reactive response and onto the rebuilding of our communities. This is likely to be a gradual recovery as the evidence suggests that:

- Some organisations are finding it difficult to find volunteers with some not returning to work due to anxiety over COVID-19
- The demand upon our health services including the number of COVID related cases continues to be high
- Many people, especially the older and more vulnerable have lost confidence and are reluctant to socialise again
- There has been an increase in poor mental health and depression resulting from the pandemic; some young people have been particularly badly affected

iv) The last 2 years has seen a change in the way that people communicate, especially with the shift to more permanent home and remote working. This has allowed a new approach that includes the ability to be more inclusive and a reduction in the need to travel. The area board is encouraged to embrace these opportunities but also mitigate against any local impact upon our communities, especially as there are many who do not have access to transport or/and do not use digital forms of communication.

v) In the Melksham community area there are some local issues that may influence the selection of priorities going forward, including:

- the high rate of local house building and the delays in providing community facilities such as doctors, dentists, schools to serve the new residents
- ongoing consultation and uncertainty over the proposed A350 Melksham Bypass and potential impacts and opportunities for the town centre
- opportunities presented by the opening of the community campus for improvements to the health and wellbeing of local people

vi) Wiltshire Council has released its new [business plan](#), outlining its strategy for 2022-2032. It focusses upon the 4 themes of “Empowering People”, “a Resilient Society”, “a Thriving Economy” and “a Sustainable Environment”. In addition, Wiltshire Council on the 1st February 2022, approved both the [Wiltshire Climate Strategy](#) and [Wiltshire's Natural Environment Plan](#). The area board should be aware of these plans and seek to help deliver them at a local level

5. Agreeing and delivering priorities for 2022/23

The Community Engagement Manager in consultation with the Chairman of the Melksham Area Board has provided a list of possible priorities for consideration. These can be found in Appendix B. The area board should carefully consider how many priorities it can work on at any one time and ensure that they are meaningful for their local area. As a guide, it is recommended that where an area board has 4

or less councillors, no more than 4 priorities are selected at any one time. Larger boards can select up to 5 if they believe that they have the capacity to deliver on them. Area Boards can at any time select, review or amend their priorities in order that they remain relevant and linked to current needs

As well as being evidence led, priorities should be selected where the area board believes that it can realistically make a positive impact upon them. To aid the delivery of the chosen priorities, the Community Engagement Manager will support the area board councillors including in the creation and management of an action plan. This plan will include clearly defined, manageable and measurable outcomes so that what is trying to be achieved is fully understood and will in turn facilitate the annual review of delivery on local priorities.

The key mechanism for delivery is to support the local community to use their own experiences, abilities and passions so that they are empowered to shape and deliver positive change. To achieve this the area board may wish to consider allocating funding where money is required to help deliver the required aims. The area board may also look to set up a local working group to lead on the delivery of a priority, especially where no suitable group already exists.

It is recommended that for each priority selected, an area board councillor takes responsibility for overseeing its delivery and reporting back to the area board on progress. The Community Engagement Manager will support the area board councillors in undertaking this work.

6. Area Board Lead Councillor Role Description

Area Boards are invited to appoint lead Councillor(s) representatives for each of the priority themes that they have selected. The following guiding principles are in place for Councillors who take a role as an Area Board lead for a priority theme:

- To be the main Area Board point of contact for local officers, councillors and residents within their respective lead area
- To attend (and usually take the role as chair) relevant working groups of the area board
- To work collaboratively and cooperatively with relevant local partners, community groups, volunteers and outside bodies
- To provide regular updates back to the area board in relation to their lead area, including providing feedback on the success or limitations of previously funded Area Board grants
- To diligently and democratically consider any funding applications, ensuring due process is undertaken.
- To in consultation with the local Councillor, monitor feedback for those grant applications that relate to the local priority the lead Councillor has responsibility

for, ensuring that relevant feedback on progress and outcomes is provided to the Area Board

7. Recommendations

- I. The area board is asked to acknowledge the progress update from the 2021/22 local priorities work.
 - II. The area board is asked to consider this report along with its appendices and decide upon the priorities it wishes to focus on in the coming year.
 - III. The area board is asked to appoint a councillor lead for each of the selected priorities.
 - IV. The area board is asked to appoint any required working groups in relation to each priority. Note; any existing externally operated groups may already be in place and should be acknowledged and noted.
-

Report Author: Peter Dunford, Community Engagement Manager
E-Mail: peter.dunford@wiltshire.gov.uk

APPENDIX A - Summary of Area Board activities by theme 2021/22

THEME	ACTIVITY
Health & Wellbeing	<p>Health and Wellbeing Group discussions including; COVID vaccination rollout; review of NHS estate; support to stroke survivors; carer support; lunch clubs and day centres</p> <p>Support to Melksham COVID-19 community response, including food parcels, medicines, friendly phone calls</p> <p>Promotion of Healthier Communities project to encourage physical activity, healthy diets and lifestyles on target estates</p> <p>Promotion of “that meeting space” in the old Art House Café premises</p>
Older People	<p>Production of a directory of activities for older people in Melksham area</p> <p>Work with Age Friendly Melksham on a baseline survey of older people’s needs</p> <p>Recruitment of a Carers Champion and development of a programme of support to unpaid carers</p>
Children and Young People	<p>Official opening of Skate Park mini-ramp</p> <p>Wiltshire Youth Council elections held; 13 year old Jedidah Mundia and 17 year old Tom Hiscocks from Melksham Oak School elected</p> <p>Support for 4Youth services: after-school/ evening youth clubs; teen counselling; SEND club</p> <p>Youth Needs Survey published</p> <p>Plans for a Young Carers event to say “thank you” for the work they do</p>
Community Safety	<p>Regular liaison with Police including successful street-based youth work project, funding now ended</p> <p>Membership of CCTV Working Group, scoping a camera system for the town centre and KGV park</p> <p>New CCTV camera funded at skate park.</p> <p>Riverside Walk resurfacing to remove dangerous potholes</p>

THEME	ACTIVITY
Housing	<p>Support to Melksham Neighbourhood Plan and referendum</p> <p>Review of Section 106 contributions towards community facilities</p>
Environment	<p>Consultations on the Climate Strategy and Natural Environment Plan</p> <p>Approval of Clackers Brook restoration plans by Wildlife Trust</p> <p>Plans for Wilts and Berks Canal restoration</p> <p>Tree planting at Lower Woodrow and Shurnhold Fields</p> <p>Funding scheme for community management of public open spaces</p> <p>Support to Priority for People initiative to promote walking, cycling, public transport in the town centre</p> <p>Member of Environment and Climate Working Group</p>
Transport	<p>CATG discussions and capital funding – speed limits, drop kerbs, crossings, footpaths, bollards, signs, nameplates</p> <p>Consultations into Melksham A350 bypass route options</p> <p>Discussion of impact of Cleveland Bridge closure in Bath</p> <p>Approval of major highways maintenance plan</p>
Employment and Economy	<p>Levelling Up bid to Government for town centre investment</p> <p>Melksham House investment and planning application to create workspace hub</p> <p>Christie Miller sports centre demolition</p> <p>COVID business support grants awarded</p>
Arts, Culture and Leisure	<p>Community Campus build updates including archaeological dig and time capsule burial</p> <p>Support for Berryfield Village Hall public works loan</p> <p>Promotion of Celebrating Age project to deliver arts, music and theatre to isolated and vulnerable individuals in the Melksham area</p>

APPENDIX A - Melksham Area Board grant funding 2021-2022

Over the past year the Area Board has provided funding support to projects through its Community Grants, Youth Grants, Health and Wellbeing Grants and CATG transport grants, totalling £87,325.

Fund	Applicant – Project	Grant
Community	Bowerhill Scouts - “Scout and About” project to purchase a minibus	£ 7,000
Community	2385 Melksham Squadron – additional training and development and capital expenditure support	£ 5,014
Community	Melksham Station Hub - canopy in the piazza area	£ 5,000
Community	Shaw and Whitley Community Hub - set up of a community shop	£ 5,000
Community	Cllr Alford - resurfacing the Millennium Riverside Walk	£ 5,000
Community	Christ Church, Shaw - reordering and redecoration to form a community hub	£ 5,000
Community	Melksham Cricket Club - new cricket playing Astro	£ 5,000
Community	Riverside Club - improvements to the existing kitchen	£ 2,895
Community	Independent Living Centre - replacement of oil tank and removal of bees nest in chimney	£ 2,300
Community	Cllr Hubbard – cycling support in Melksham	£ 2,075
Community	Melksham Station Hub - fitting weatherproof blinds to the canopy and improved signage	£ 1,500
Community	Spurgeons - Canberra Centre Community Garden Project	£ 1,000
Community	West Wilts Model Car Club – purchase of a replacement computer to run club racing events	£ 995

Fund	Applicant – Project	Grant
Community	Cllr Sankey - CCTV camera in the Melksham Skate Park area	£ 990
Community	Friends of Shurnhold Fields - replanting of 200 saplings in WW1 Wood	£ 750
Community	Cllr Hubbard - defibrillator to be sited at the cricket pavilion at King George V Playing Fields	£ 495
Community	Keovil Parish Council - paved area at Banfield recreation ground	£ 379
Community	Melksham Town Council - new cabinet for the defibrillator at the Pavilion in King George V Park	£ 345
Community	Public Open Spaces Fund 2022 – carry forward all unspent funds to encourage community environmental action	£ 10,000
Youth	4Youth - “TeenTalk” Young Peoples Counselling	£ 5,000
Youth	4Youth - expansion and delivery of Thursday youth club for young people aged 13-19 years	£ 4,855
Youth	Melksham Amateur Swimming Club - Vital Swim Teacher Training	£ 750
Health & Wellbeing	Young Carers event – allocate additional funds for a young carers event in Autumn 2022	£ 2,750
Health & Wellbeing	Melksham Free Dining - “Coming Together to Dine With Us” project to support the costs of free lunches and after-meal social activities for the elderly and vulnerable	£ 2,500
Health & Wellbeing	Celebrating Age Wiltshire - match funding for Yr 2 of the project	£ 1,500
Health & Wellbeing	Alzheimers Support - “Movement for the Mind” project for local people with dementia	£ 782
Health & Wellbeing	Melksham Talking Newspaper – running costs	£ 500

Fund	Applicant – Project	Grant
Health & Wellbeing	Spurgeons - Canberra Centre Parent Support Project	£ 500
CATG	Broughton Gifford Traffic Management Measures	£12,500
CATG	Melksham Old Broughton Road – drop kerbs	£ 2,750
CATG	Melksham Bath Road / Union St bollards	£ 750
CATG	Steeple Ashton Ground Sockets for SID	£ 500
CATG	Melksham Sandridge / Maple Footway CAT survey	£ 450
CATG	Semington Littlemarsh Road Markings	£ 250
CATG	Melksham Heather Avenue Bollard	£ 250

TOTAL EXPENDITURE

Community	£ 50,738
Youth	£ 10,605
Health and Wellbeing	£ 8,532
CATG Transport	£ 17,450

GRAND TOTAL 2021-2022 **£ 87, 325**

PLUS CARRIED FORWARD

Open Spaces Fund 22/23	£ 7,749
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APPENDIX A - Summary of progress against priorities 2021/22

i) Youth engagement and positive activities for young people

Investment in the Skate Park mini-ramp, official opening held; Wiltshire Youth Councillors elected for Melksham; 4Youth providing after-school and evening youth and SEND clubs; funding provided towards teen counselling and Thursday club; youth needs survey published; opportunities promoted at new community campus including plans for a young carer “thank you” event; efforts made for better engagement with Melksham Oak School; grant support to Bowerhill Scouts, 2385 Melksham Squadron, Melksham Cricket Club and the West Wilts Model Car Club.

ii) Environment

Consultation held into Climate Strategy and Natural Environment Plan; restoration plans for Clackers Brook discussed and agreed with Wiltshire Wildlife Trust; support for new tree planting at Lower Woodrow and Shurnhold Fields; plans discussed for the Wilts and Berks Canal restoration; support to Conigre Mead volunteers; Riverside Walk resurfacing to remove dangerous potholes; support to Priority for People initiative to promote walking, cycling, public transport in the town centre; member of Environment and Climate Working Group promoting community action on climate issues; grant support to Melksham Station hub and for a defibrillator in KGV Park.

iii Reducing isolation and loneliness

Health and Wellbeing Group discussions including support to COVID response through food parcels, medicines, friendly phone calls; funding the Celebrating Age project to deliver arts, music and theatre to the old and isolated; support to stroke survivors; carer support; a directory of activities for older people; support to Rainbow day centre; promotion of “that meeting space” as a community hub; recruitment of David Walker as Carers Champion and development of plan for carers support; work with Age Friendly Melksham on a baseline survey of older people’s needs; grant support to Shaw and Whitley community hub, Christ Church Shaw, Movement for the Mind classes, Talking Newspaper and the Riverside Club.

iv. Reducing anti-social behaviour

Regular liaison with Police; member of CCTV Working Group scoping new camera system for town centre; new camera funded at skate park; successful street-based youth work project in liaison with Police, funding now ended.

v. Supporting low income individuals and families

Discussions with Selwood Housing regarding support to Forest and Queensway estates; promotion of Healthier Communities project to encourage physical activity, healthy diets and lifestyles on these estates; investigation of Youth Investment Fund bid in Forest ward; funding offered to Food Bank; promotion of adult and community learning courses at “that meeting space”; grant funding for parent support project at Canberra Childrens Centre and for the “Melksham Free Dining” lunch club.

APPENDIX B – Suggested priorities for 2022/23

The following are some possible priorities for the area board to consider for the coming year, in no particular order:

Potential Priority	Key Objectives	Comment
Reducing isolation and loneliness	Support events for old and vulnerable people; support to Celebrating Age; development of age-friendly action plan; development of a carer support plan; delivery of a young carers thank-you event; support to Melksham-Ukraine refugee support group; work with NHS to deliver on its estates plan review; support village communities	Deliver through Health and Wellbeing Group
Youth engagement	Host special event for Young People; secure better engagement with Melksham Oak School; re-launch healthy schools initiative; involve Wiltshire Youth Councillors in the work of the area board; establish an online local youth network with an annual in-person forum involving stakeholders from across the community area and led by young people; promote positive activities available for young people at the campus	Deliver through new Local Youth Network model, led by young people
Environment	Deliver community action including tree and wildflower planting; encourage community management of public open spaces; support restoration of the Clackers Brook and the Wilts and Berks Canal; support the Conigre Mead volunteers; promote walking, cycling, public transport, clean air initiatives	Deliver through Environment and Climate Working Group
Reducing anti-social behaviour	Continue to work closely with the Police; scope and commission a CCTV system for the town centre; find alternative funding for street-based youth work; bid to the Youth Investment Fund for new youth facilities on the Forest estate	Deliver through CCTV Working Group
Supporting low income individuals and families	Work with Selwood Housing to address the impacts of the cost-of-living crisis on target estates such as Forest and Queensway; promote skills and training; adult and community learning; apprenticeships; job search opportunities	Deliver through new working group?

Melksham Local Highways & Footway Improvement Group

	Item	Update,	Actions and recommendations	Who
Melksham LHFIG – Notes of virtual meeting held on 19th May 2022 at 16:30 hrs				
1.	Attendees and apologies			
		Attendees: Cllr Colin Goodhind, Cllr Sue Mortimer, Cllr Graham Ellis, Cllr Pat Aves, Linda Roberts - Melksham Town Council Cllr Jonathon Seed, Cllr Phil Alford, Cllr Nick Holder, Cllr Jack Oatley – Melksham Area Board Mark Stansby, Andy Cadwallader, Peter Dunford – officers of Wiltshire Council Cllr Alan Baines – Melksham Without PC Cllr Colin Wade – Semington PC Cllr Malcolm Jones – Steeple Ashton PC	Area Board to note.	AB
		Apologies: None		
2.	Notes of last meeting			
		The notes of the previous CATG meeting held on 24 th February 2022 were presented to the Area Board on 9 th March 2022, passing all recommendations.	LHFIG to note.	All

Melksham Local Highways & Footway Improvement Group

3.	Proposed change from CATGs to Local Highways & Footway Improvement Groups			
		<p>The proposed changes were considered by Cabinet on 26th April resulting in new arrangements as set down in Appendix 1.</p> <p>Traffic Engineer gave a brief overview of the significant changes:</p>	All members to note.	
4.	Financial Position			
		<p>The current balance for 2021/22, less previous commitments, stands at £26,190.33 (see Appendix 2).</p> <p>The opening balance for 2022/23 stands at £50,278.33 (see Appendix 3).</p> <p>No roll-forward of unspent capital funds from 2023/24 financial year</p>	Area Board to note	AB
5.	Priority schemes			
a)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>Work on the ground has been completed with interim costs standing at £13,357.13. Highways to discuss funding of elements supplied by the Parish Council to firm up overall expenditure. The final cost is likely to be well under the £25,000 originally set aside for this project.</p> <p>Some remedial work has been identified on the cobbled feature, which will be repaired at the expense of the Contractor. Low air temperatures likely to be the cause of this material failure. A temporary repair has been made whilst we await availability of the gang to undertake a proper repair.</p>	Area Board to note	AB

Melksham Local Highways & Footway Improvement Group

		Highways will also refurbish any defective road markings from this scheme during the summer, at no cost to the LHFIG / Parish Council.		
b)	A365 Shaw Bath Road Footway improvements – funded by Section 106 monies from George Ward Gardens development.	Resurfacing of the footway from the new drop kerb to the first field access, towards Shaw is to take place during during 22/23.	Area Board to note Highways to action	AB Highways
c)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	<p>Town Council and Highways representatives have met with the land owner to agree in principle the area of land to be dedicated. This would result in a 2 metre wide path parallel to the A3102, and a wider area where the path turns through 90 degrees towards Maple Close. A new boundary wall would need to be constructed as part of this agreement. An outline plan is included as Appendix 4.</p> <p>Our estimate, including legal fees of approximately £1,500, stands at £14,250. This figure includes for:</p> <ul style="list-style-type: none"> • removal of the existing fence, hedgerow and roots. • Provision of footings for wall and edging for new path and to provide temporary fencing. • Completion of footway work following construction of the wall. <p>A saving of around £2,000 could be achieved if the footings and edging could be undertaken by the builder. The Town Council has received a quote from a builder of £6,000 to construct the wall.</p> <p>The estimated combined cost is therefore in the region of £20,000.</p>	LHFIG recommends to the AB that this project is funded on a 50/50 basis to a maximum £10,000, subject to the Town Council confirming their contribution.	AB & MTC

Melksham Local Highways & Footway Improvement Group

d)	Active Travel Scheme - Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road and town bridge.	<p>Scheme to be funded from a third tranche of Section 106 money from the George Ward Gardens development.</p> <p>Signs are now on order and installation is anticipated towards the end of June.</p>	Highways to monitor progress	Highways
e)	Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development	Consultation on full closure over rail bridge or one way operation from east to west and new parking controls to be carried out by the Town Council.	Town Council to undertake consultation.	MTC
f)	Active Travel Scheme - Melksham Town Bridge – drop kerbs and signs.	Preliminary design work now underway. Proposals and cost estimate to be presented at the next meeting in August.	Area Board to note	AB
g)	Active Travel Scheme - Whitley West Hill to Top Lane – new footpath	<p>As previously reported, the length in question is approximately 360m in length and cost could be in the region of £100,000. The project could be split into smaller sections making the cost more manageable and consideration could be given to bid for funding from the Substantive Highways Scheme reserve.</p> <p>It has been agreed that a site meeting be arranged to include all stakeholders, to consider a way forward.</p>	Site visit one evening at 7pm to appreciate demand for on-street parking.	MWPC & Highways
h)	Issue 9-21-5 – Littlemarsh old section of A350 – Speeding, littering and anti-social behaviour	The Parish Council have opted to pursue road markings to include hatching to “narrow” the entrance and a SLOW marking. The work is to be included in the next round of ad-hoc road marking jobs, to take place during late Spring / early summer.	Area Board to note	AB
i)	Issue 9-21-8 – Melksham – Shared use path between Dorset Crescent and Heather	<p>Bollard has been installed at a cost of £415.08.</p> <p>Scheme to be funded by LHFIG and Town Council on a 50/50 basis.</p>	<p>Highways to issue invoice to Town Council</p> <p>To recommend to the AB that the</p>	<p>Highways</p> <p>Chair</p>

Melksham Local Highways & Footway Improvement Group

	Avenue – request for bollard to deter access by cars.		Issue be closed.	
6.	New Requests and ongoing Issues			
a)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	<p>The Parish propose to install a 3 bay shelter measuring 3.06 m x 1.3m which will be RTI compatible. This will require a base (3.5m x 1.5m) complete with electrical ducting and connecting chamber.</p> <p>Highways have been unable to locate a record of the draft s106 agreement between Heron Homes and WWDC but are still prepared to adopt this piece of land.</p> <p>A ball park estimate to construct the base and install the electrical items should be in the region of £3,000 to £3,500, with legal fees of around £1,500</p> <p>:</p>	<p>Hold over to next meeting, awaiting more information</p> <p>Post meeting note:</p> <p>MWPC have now received original documents from Planning and confirmed that no s106 agreement had been included.</p> <p>Highways to discuss with Parish Clerk.</p>	<p>MWPC</p> <p>Highways</p>
b)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>Development work now fully underway and the Parish report that in principle, Dick Lovett is amiable to donating space for a gateway feature.</p> <p>Scheme to be progressed once the development work has been completed.</p>	Area Board to note	AB

Melksham Local Highways & Footway Improvement Group

<p>c)</p>	<p>Issue 9-20-3 - A350 Western Way – Pedestrian safety at signal controlled crossing on dual carriageway section.</p>	<p>Crossing to be upgraded as part of an Active Travel project and Section 106 funding.</p> <p>At the Melksham end, design work is underway to alter the current road crossing arrangement at the splitter island leading into Berryfield. This will include changes to the Zebra Crossing which is to be converted into a Parallel Crossing, which can be used by both cyclists and pedestrians. Consultation has been completed with no objections received.</p> <p>Construction of the 4 phases of the cycleway is currently on schedule:</p> <ul style="list-style-type: none"> • Phase 1 – Devizes Road, Hilperton to byway entrance is complete. • Phase 2 – Byways from Hilperton to Semington – civils work to be completed by 13/05. Surfacing work to follow. • Phase 3 - Semington Rd Zebra 16/05 – 03/06 includes removal of existing Zebra, widening of footway, changes to central island, short section of cycle track through verge and installation of a parallel crossing. • Phase 4 - A350 Toucan Crossing 06/06 - 1/07 includes widening the crossing points, changing the distance between crossings and upgrade of signal equipment. <p>Parishes will receive updates direct from the Project Management Team for the duration of the build.</p>	<p>Area Board to note</p>	<p>AB</p>
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Melksham Local Highways & Footway Improvement Group

d)	Issue 9-22-1 – Melksham Footway linking Hazelwood Road & St Michaels Road – Request for lighting	<p>Issue submitted by Cllr Hubbard and Melksham Town Council.</p> <p>The location of a live feed is unclear (from existing records) and therefore it is difficult to give a robust estimate. Our consultants suggest a sum of £4,000 should cover the installation of 1 lighting column, located approximately at the mid point of the footway link.</p>	LHFIG recommends to the AB that this project is added to the Priority List, to be funded on a 50/50 basis to a maximum £2,000, subject to the Town Council confirming their contribution.	AB/ MTC
e)	Issue 9-22-2 – Melksham Union Street – Request for 20 mph speed limit assessment	<p>Issue submitted by Melksham Town Council</p> <p>Results from a recent Speed Detector Radar survey are similar to the earlier survey carried out using the standard equipment, with the Average Speed recorded at 23 mph and 85th Percentile at 27mph.</p> <p>However, this latest survey reports that just 7.1% of vehicles were recorded above 30 mph, compared with the original survey which claimed that 69.9% were above 30 mph.</p>	Issue supported by Town Councillors. Cost for 20 mph assessment is £ 2,500; agreed to combine with another road assessment to provide best value.	MTC to confirm
f)	Issue 9-22-3 – Melksham The Crays – request for drop kerbs	<p>New Issue submitted by Melksham Town Council</p> <p>Drop kerbs to facilitate access for wheelchair users at the junction of The Crays and Montague Place.</p> <p>Ball Park cost for this project is £2,000.</p>	Highways to arrange site meeting	Highways
g)	Issue 9-22-4 – Melksham Westbury View – request for Access Protection Marking	<p>New Issue submitted by Melksham Town Council</p> <p>No 34 has installed drop kerbs for driveway but other vehicles block the new access.</p> <p>Estimated cost of white bar marking is £50.</p>	LHFIG recommends to the AB that this project is added to the Priority List and to allocate £50.	AB

Melksham Local Highways & Footway Improvement Group

h)	Issue 9-22-5 – Melksham Spa Road – safety concerns at access to & from Wharf Court	<p>New Issue submitted by Melksham Town Council</p> <p>Request for concealed access signs or similar. Highways advise that Concealed Entrance signs are not permitted on the Highway.</p> <p>Ball park estimate to provide sign(s) is £500.</p>	<p>LHFIG recommends to the AB that this project is added to the Priority List.</p> <p>Highways to produce design and estimate.</p>	<p>AB</p> <p>Highways</p>
i)	Issue 9-22-6 – Melksham Sandridge Road junction with Snarlton Lane – request for signs to direct drivers to Snarlton Farm	<p>New Issue submitted by Melksham Town Council</p> <p>Issue concerning HGV deliveries</p>	<p>Highways to produce design and estimate for new signs and present at the next meeting.</p>	<p>Highways</p>
j)	Issue 9-22-7 – Melksham – Eastern Way / Snowberry Lane – request for weight limit and 30 mph speed limit	<p>New Issue submitted by Cllr Sankey and Melksham Town Council</p> <p>Changes to roads soon to be by-passed by new route via Camomile Place.</p> <p>Wiltshire currently has no Freight Management Policy and therefore Weight Limits cannot be considered at this time. With no fundamental changes taking place along the old route, a request for a 30mph limit is unlikely to meet the criteria.</p> <p>Advice from Highways Engineer is to monitor the situation once the new link road has been opened. Through traffic should naturally migrate to this new link road as it will form a more direct route.</p>	<p>Area Board to note</p>	<p>AB</p>
k)	Issue 9-22-8 – Steeple Ashton – Speeding Issues at village entrances and Parking on High Street	<p>New Issue submitted by Steeple Ashton Parish Council</p> <p>Request for New Red Gateway markings on Northern entrance to village and refresh of red surface at Southern entrance. Plus request to review parking issues.</p>	<p>Highways to arrange site meeting with Parish Council to consider both requests.</p>	<p>Highways & PC</p>

Melksham Local Highways & Footway Improvement Group

		LHFIG money cannot be used to maintain existing gateway features but new sites can be considered.		
l)	Issue 9-22-9 – Bowerhill Dowding Way and Duxford Close – request for Street Nameplates	New Issue submitted by Melksham Without Parish Council Area Highway Engineer to consider this request and report back at the next meeting.	Highways to make site visit and liaise with PC Post meeting note: PC has issued further details on their requirements to assist Highways with their assessment.	Highways & MWPC
m)	Issue 9-22-10 – Berryfield Semington Road – request to install 2 bus shelters	New Issue submitted by Melksham Without Parish Council There is a Section 106 fund of £20,662 to provide 2 x shelters with seating, high access kerbs with RTI facility (or to be ready for RTI installation).	LHFIG recommends to the AB that this project is added to the Priority List, to be funded by s106 contribution.	AB
n)	Issue 9-22-11 – A350 Benacre - request for measures to control entry speed at north end of village	New Issue submitted by Melksham Without Parish Council “Count Down” speed limit signs suggested by PC not permitted for use on the Highway. Advise from Highway Engineer is to consider a Gateway feature in advance of the speed limit terminal point.	Parish Council to consider gateway feature as traffic calming measure Highways to arrange site meeting	MWPC Highways
o)	Issue 9-22-12 – Bowerhill Halifax Road – request for drop kerbs to link Brampton Court with Sunderland Close	New Issue submitted by Melksham Without Parish Council A ball park estimate should be in the region of £2,000 and LHFIG content to support this request.	LHFIG recommends to the AB that this project is added to the Priority List. Highways to arrange site meeting.	AB Highways

Melksham Local Highways & Footway Improvement Group

p)	Issue 9-22-13 – Bowerhill DeHavilland Place and Dowding Way – Request for footway extensions and drop kerbs	New Issue submitted by Melksham Without Parish Council To provide 2 accessible crossing points on Halifax Road.	Site visit required to check safe location for crossing points	Highways & MWPC
q)	Issue 9-22-14 – Melksham Queensway – request for access protection marking	New Issue submitted by Melksham Town Council No 2 has planning permission to install drop kerbs for new driveway, which is to be accessed from a lay-by. Highways are content in principle for an access protection marking to be painted but cannot confirm this until the new access has been constructed.	Item to be deferred.	
r)	Issue 9-22-5 – Melksham junction of Church Street and High Street and Lowbourne – request for audible warning at signal controlled crossing points	New Issue submitted by Melksham Town Council Audible warning at Church street signals de-activated and set at low level at crossing point by the Library.	Highways will instruct their Signal Consultants to investigate.	Highways
s)	Issue 9-22-16 – Berryfield – request for direction signs to new village hall	New Issue submitted by Melksham Without Parish Council Request for directional signs for motorists via Telford Drive and Pedestrians from Semington Road via new footway opposite New Inn. Highways can pursue signs on Semington Road, but the new estate has yet to be adopted. Suggest that signs within the estate are considered at a later time.	LHFIG recommends to the AB that this project is added to the Priority List. Highways to produce design and estimate.	AB Highways
7.	Other items			

Melksham Local Highways & Footway Improvement Group

a)	Pavement and Footway Improvement Schemes (pre-LHFIG)	<p>Area Highway Engineer reported that repairs at Philip Close, near Littlejohn Avenue in Melksham is to take place during the summer.</p> <p>There is no update on the footpath link between Union Street and King George V Playing Field, which remains with the Major Maintenance team for consideration.</p>	Area Board to note	AB
b)	Deadline for submitting LHFIG Requests	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting is therefore 21st July 2022.</p>		All
c)	Meeting attendance by partners	<p>Concern was expressed that multiple attendees were representing one partner agency, Melksham Town Council, whereas others had a single representative.</p> <p>Concern was also expressed that a large number of new issues has been raised by MTC and that it was unclear whether these matters had been fully authorised and funding committed to the projects.</p> <p>It was also unclear who was authorised by MTC to speak on each matter on behalf of the Council</p>	<p>The Melksham Area Board is asked to adopt the following policy with regard to the submission of issues to the Local Highways and Footpath Improvement Group:</p> <ul style="list-style-type: none"> a. Each agenda item should be discussed and ratified by the relevant Full Council of each Town and Parish Council unless an alternative process is agreed and accepted by LHFIG. b. Attendance at LHFIG should be by an authorised representative who is fully briefed, has visited the site 	

			<p>and is authorised to act on behalf of the Council.</p> <ul style="list-style-type: none"> c. Each Council should be committed to part-fund each project: financial contributions will normally be expected at a rate of 50% for the larger councils (Melksham Town and Melksham Without) and 25% for the other smaller councils d. The Chairman of the LHFIFG reserves the right to withdraw consideration of any agenda item not meeting these requirements <p>N.B. Guidance on typical costs can be found here Costs of highway works - Wiltshire Council</p> <p>All items costing £500 or less will be funded in whole by the LHFIFG budget.</p>	
8.	<p>Dates of future meetings: 4th August 2022, 27th October 2022 and 2nd February 2023, all commencing at 16:30 hrs. Meetings to be held on-line until further notice.</p>			

Melksham Local Highways & Footway Improvement Group

Highways Traffic Officer – Mark Stansby

Area Highway Engineer – Andy Cadwallader

1. Environmental & Community Implications

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

2. Financial Implications

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

2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£38,228.33**

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications

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

7. Recommendations to Melksham Area Board

7.1 To close the following Issues: 9-21-8 Melksham Heather Avenue

7.2 To add the following Issues (with funding) to the Priority Schemes List: 9-20-9 Melksham Maple Close Footway (£10,000), 9-22-1 Melksham Hazelwood Road Lighting (£2,000), 9-22-4 Melksham Westbury View Access protection marking (£50)

Melksham Local Highways & Footway Improvement Group

7.3 To add the following Issues to the Priority Schemes List: 9-22-5 Melksham Wharf Court Signs, 9-22-10 Berryfield Bus Shelters, 9-22-12 Bowerhill Halifax Road Drop Kerbs, 9-22-16 Berryfields signs to village hall

Report To Melksham Area Board

Date of Meeting Wednesday, 22 June 2022

Title of Report Melksham Area Grant Report

Purpose of the Report

- To provide detail of the grant applications made to the Melksham Area Board. These could include; community area grants, health and wellbeing, young person's grants and Area Board initiatives.
- To document any recommendations provided through subgroups.

Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
Opening Balance For 2022-23	£ 22,309.00	£ 18,349.00	£ 7,700.00
Awarded To Date	£ 3,000.00	£ 0.00	£ 0.00
Current Balance	£ 19,309.00	£ 18,349.00	£ 7,700.00
Balance if all grants are agreed based on recommendations	£ 16,172.00	£ 17,349.00	£ 6,400.00

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Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG652	Community Area Grant	Keevil Village Hall	Keevil Village Hall Sound System	£6774.00	£3137.00
<p>Project Summary: The existing sound system is old and the hearing loop system doesn't work. We have quotes to supply and install an updated sound system including new hearing loop</p>					

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG653	Older and Vulnerable Adults Funding	Carer Support Wiltshire	New Carer Cafe in Melksham	£2601.00	£1300.00
<p>Project Summary: Carer Support Wiltshire are applying for funds for a new Carer Café in Melksham. The Café is due to start on the 5th May at the Kings Arms Hotel in Melksham. It is a monthly group open for all carers to take a break from their caring role, make new friends, enjoy some tea and cake, and chat with others in relaxed, friendly surroundings. There is always a volunteer on hand to help and discuss issues carers face. Tea, coffee and cake is provided at each café, up to £6.50 per carer and we expect an average of 6 carers to attend every month. We will publicise the Carer Cafe using a multi-platform approach: posters, social media, newsletters and local media. Costs also include staff, including our Volunteer Manager who is responsible for the setting up and running of the cafe such as finding and booking the venue, recruiting and training the volunteer/s who run the Carer Cafe, and ensuring it works logistically, occasionally providing cover if volunteers are unable to attend. Our communications staff are responsible for designing and distributing marketing materials to promote the new Carer Cafe within the local community. The Admin team take bookings for the group, answer questions about it and encourage carers they speak with to attend the group. Overheads are calculated automatically given the staff time associated with this project. Carers who are unable to attend the Carer Cafe, as a result of transport or respite issues, will be supported by our Operations team who will help them understand the benefit and funding options available to them.</p>					
ABG698	Youth Grant	AFC Melksham	AFC Melksham Disabled football teams coaching	£2217.00	£1000.00
<p>Project Summary: Each year AFC Melksham run weekly coaching sessions for disabled people aged 11 upwards. These sessions are free to users with FA Qualified, DBS cleared coaches giving their time free of charge. We also enter the teams in Wilts FA Ability Counts leagues and they play 5 tournaments a season across Wiltshire. Most players cannot afford fees or kit, so we support this need from kind grants such as this This meets a need in Melksham and surrounding areas that otherwise is not in place. We also actively encourage parents and carers to come along to make it a family weekly event</p>					

1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- ◆ Community Area Grants (capital)
- ◆ Young People (revenue)
- ◆ Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young person's funding guidelines have been adhered to.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors need to consider any recommendations made by subgroups of the Area Boards.

3. Environmental & Community Implications

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

4. Financial Implications

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community-based projects and schemes where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

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

Report Author

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Bath and North East Somerset,
Swindon and Wiltshire
Clinical Commissioning Group

Update for Wiltshire Area Boards

May 2022

BSW ICS update

The Health and Care Bill which set out plans for the formation of Integrated Care Systems (ICS) received Royal Assent at the end of April. The Bill will now pass into law as the Health and Care Act 2022 and paves the way for the BSW Integrated Care Board (ICB) to become a statutory body on July 1st and the formation of the BaNES locality Integrated Care Alliance (ICA).

The Health and Care Act introduces measures to tackle the COVID-19 backlogs and rebuild health and social care services following the pandemic. It will also contain measures to address health inequalities and create safer, more joined-up services that will put the health and care system on a more sustainable footing.

As we approach the 1st of July deadline, there has been a renewed focus on recruitment to our ICB Board. Seven executive roles to the BSW ICB have now been confirmed:

- Gill May, currently the BSW CCG Director of Nursing and Quality, has been appointed as **Chief Nurse**.
- Richard Smale, currently the BSW CCG Director of Strategy and Transformation, has been appointed as **Director of Strategy and Transformation**.
- Dr Amanda Webb, currently the Swindon Locality Clinical Chair for BSW, has been appointed as the **Chief Medical Officer**.
- Jasvinder Sohal will join BSW as **Chief People Officer**. Jasvinder currently works at Solent NHS Trust where she has been Chief People Officer.
- Gary Heneage has been appointed as **Chief Finance Officer**. Gary joins us from NHS England and Improvement in the South West Region, where he is currently Interim Director of Operational Finance.
- Rachael Backler has been appointed as **Director of Planning and Performance**. Rachel joins BSW from Lewisham and Greenwich NHS Trust where she has been Executive Director of Performance.
- Dr Jane Moore has been appointed as **Director of Equalities, Innovation and Digital Enterprise**. Jane is Director of Strategy, Planning and Performance for the Staffordshire and Stoke-on-Trent CCGs.
- Offers have been made to successful candidates for the **Directors of Place** roles for BaNES and Wiltshire with a second round of interviews due to take place for the Director of Place role for Swindon.
- Interviews for **Chief of Staff** took place in early May. A Successful candidate will be announced shortly.

NHS England is also supporting a number of development sessions for our BaNES ICA to drive forward the development of a vision for our new organisation and finalise plans for areas such as governance and finance.

The latest version of the BSW Partnership System Development Plan for 2022/2023 has been submitted to NHS England. The plan has been developed by lead and programme support teams from our key workstreams and focuses on the continued development of our BSW Integrated Care System and the transition activities that will be required during 2022/23 to align with the legislative changes planned.

It includes progress updates in relation to activities set out in the previous version of the plan, as well as our BSW response to recently released national guidance on ICS Development.

Update to Healthy Start scheme

Some changes are taking place to the national NHS [Healthy Start Scheme](#) to help women who are pregnant or have young children and are receiving benefits buy foods such as milk or fruit.

The Healthy Start scheme now offers a prepaid card to those applying for Healthy Start to replace the previous Healthy Start paper vouchers. The cards are topped up every 4 weeks with a payment. Those who were in receipt of the paper voucher scheme will need to apply for the digital scheme if they have not already done so.

Healthy Start A5 posters have been sent to GP surgeries and other health settings in BaNES to display along with leaflets for dissemination to eligible parents and carers of children under 4 or to people who are pregnant.

Covid vaccination update

Our covid vaccination programme continues at pace with a focus on booster shots for over 75s, pregnant women and children aged 5-11.

BSW CCG has been calling on people aged 75 and over yet to come forward for their second Covid-19 booster to do so without delay.

Latest figures show that almost half (46 per cent) of all those in the age group have so far had the recommended top-up dose, which is being offered to prolong the immune-boosting effects of previous coronavirus vaccines.

Unlike previous rounds of vaccinations, people no longer need to wait to be contacted to come forward, with those due a booster now encouraged to proactively book their appointment, either online or over the phone.

Latest figures show that in BSW 2,225,000 vaccines have been delivered.

Pressure on health and care services continues in Wiltshire

Pressures related to Covid-19, staff absence and high demand for hospital beds have continued across Wiltshire over the past few weeks. A number of measures remain in place to help address these issues.

Appeals to the public to support services during this difficult time are ongoing. The main messages being for people to use our health services appropriately, support hospitals by collecting loved ones as soon as they are ready to go home, using our pharmacies for help and support wherever possible and using the online 111 service in the first instance.

Helping you stay up to date with the latest changes in health and care

Providing information and signposting is a key part of our role at Healthwatch Wiltshire.

The advice and information pages on our website help people to stay up to date with the latest changes in health and social care.

The latest articles include:

- [What medical support you're entitled to if you're new to the UK.](#)
- [Where to find support if a loved one has died.](#)
- [Where to find support if you have an eating disorder.](#)

- The [accessible communications you should expect from services.](#)

There is also a wide range of help and advice on other issues including:

- [Downloadable guides](#) to mental health resources in Wiltshire for both children and adults – created by our young volunteers and members of our [mental health forum](#).
- Plus details of [Wiltshire advocacy services](#), if you need help and support with the complaints process.

Find out more at healthwatchwiltshire.co.uk/advice-and-information

Advice and information

[View all](#)



Someone I love has died - where can I find support?

Take a look at our advice article on the organisations and groups that can support you if you're grieving.

5 May 2022



What medical support are you entitled to if you're new to the UK?

For new arrivals to the UK it can be confusing where to go if you need medical assistance. Here we outline...

28 March 2022



What do the new government guidelines mean for Covid-19 testing?

Covid-19 testing rules have now changed across England. Find out the latest information on where to go to get...

28 February 2022



The Accessible Information Standard

The Accessible Information Standard is mandatory for all organisations that provide NHS or adult social care...

24 January 2022

Melksham and Bradford on Avon Primary Care Network

Update 21st June 2022

Clinical Director: Dr Janice Patrick

Background

Melksham and Bradford on Avon Primary Care Network consists of three GP Practices:

Giffords Surgery

Spa Medical Centre

Bradford on Avon and Melksham Health Partnership

Overall population is c. 48,000 population

We have been working together since 2019 to deliver services at scale and to build resilience into Primary Care. The national challenge of recruiting more Doctors and Nurses continues across all three practices, along with an increase in patient demand, despite delivering more appointments than pre-pandemic levels.

New Roles

To provide more clinical and non-clinical patient services, a recruitment drive to appoint a range of additional roles has been taking place over the past couple of year.

Across the PCN we now have the following roles working alongside Doctors and Nurses:

Paramedics to provide home visits and Care Home ward rounds

Clinical Pharmacy Team to deliver Medicine reviews and deal with queries

Two First Contact Physiotherapist for acute muscle problems

Mental Health Nurses to support low level mental health problems and distress

Care Co-ordinators to support Care Navigation and health checks

Social Prescribers to support patients with non-medical conditions such as, loneliness and social problems.

We are also in the process of building a Wellbeing Team with the recruitment of three Health and Wellbeing Coaches to provide lifestyle advice especially for Stop Smoking and Obesity. The impact of this new team will likely be felt in the Autumn.

Working at Scale

An example of working at scale has been in the delivery of over 100,000 Covid vaccinations from Spencers Club in Melksham. This programme will be scaled down during the Summer, only to increase again from September as part of delivering the Covid Booster and Flu vaccination programmes.

The two Leg Clubs to provide care for lower limb ulcers is still thriving and additional services such as respiratory clinics have been added to using the space at Spencer's and St Margaret's Hall.

In addition, the PCN is currently canvassing patients as part of delivering an enhanced access service for routine appointments on a Saturday across West Wiltshire from 1st October 2022. This will include a range of services, such as smears and other long term condition checks. Further information on the details will follow at the end of August 2022.

End

Update for Melksham Area Board

Name of Parish/Town Council/Organisation	Age Friendly Melksham
Date of Area Board Meeting	22 June 2022

Headlines/Key successes

- New co-ordinator, Mary Cullen appointed May 2022, (following six months without a project co-ordinator).
- Report on community baseline survey and follow up event drafted- awaiting sign off

Projects

- MCS continuing to offer community support services. Jan-June 2022, 131 shopping trips completed, 45 prescriptions collected, 6 other forms of support e.g. collection of blood pressure monitor
- Baseline Survey follow up - Focus Groups being arranged in areas with low survey responses
- Co-ordinator contacting interested residents and stakeholders to set up local Forums

Forthcoming events/Diary dates

- Focus Group at Bowerhill Village Hall (Community Meals) **27th July**
- Atworth Focus group tbc
- International Day of Older People- **Saturday 1st October**. Age Friendly Melksham Event in planning, in partnership with Melksham Library and other partners, including Music by Celebrating Age, intergenerational activities, Age Friendly presentation and update on action plan.

Signed: Mary Cullen, Age Friendly Melksham Co-Ordinator

Date: 15/06/22

