Wiltshire Council

AGENDA

Meeting: **Marlborough Area Board**

Place: **[Access the online meeting here](#)**

Date: **Tuesday 16 June 2020**

Time: **2.30 pm**

Including the Parishes of: Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennett, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake.

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.

[Access the online meeting here](#).

[Public Guidance on how to access an online meeting](#)

Please direct any enquiries on this Agenda to Tara Shannon Democratic Services Officer, direct line 01225 718352 or email tara.shannon@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 James Sheppard, Aldbourne and Ramsbury
Cllr Stewart Dobson, Marlborough East (Chairman)
Cllr Jane Davies, West Selkley
Cllr Nick Fogg MBE, Marlborough West (Vice-Chair)

Recording and Broadcasting Information

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at http://www.wiltshire.public-i.tv. 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 written statement or question for an online meeting you are consenting that this may be presented 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.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

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

During the ongoing Covid-19 situation the Council is operating revised procedures for public participation. Members of the public can view the meeting online as detailed below.

Access the online meeting here

Public Guidance on how to access an online meeting

Statements

Members of the public who wish to submit a statement in relation to an item on this agenda should submit it to the officer named on this agenda no later than 5pm on Friday 12 June 2020.

Statements should:

- State whom the statement is from (including if representing another person or organisation)

- State clearly the key points

- If read aloud, be readable in approximately 3 minutes

Statements in accordance with the Constitution will be included in an agenda supplement.

Questions

Those wishing to ask questions in relation to an item on this agenda are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm Thursday 11 June 2020 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm Friday 12 June 2020. Please contact the officer named on the front of this agenda for further advice.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

Items to be considered	Time
1 **Election of Chair** *(Pages 1 - 2)*	**2.30pm**
To elect the Chair for the forthcoming year.	
2 **Election of Vice-Chair**	
To elect the Vice-Chair for the forthcoming year.	
3 **Welcome and Introductions**	**2.35pm**
4 **Apologies for Absence**	
To receive any apologies for absence.	
5 **Minutes** *(Pages 3 - 12)*	
To approve and sign as a correct record the minutes of the meetings held on 28 January 2020.	
6 **Declarations of Interest**	
To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
7 **Appointments to Outside Bodies and Working Groups** *(Pages 13 - 32)*	**2.40pm**
To appoint representatives to Marlborough Area Board Outside Bodies and Working Groups.	
The Area Board is requested to:	

8   a) Appoint Councillor representatives to Outside Bodies as set out at Appendix A;

     b) Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and

     c) Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

8 **Grants** *(Pages 33 - 44)*	**2.45pm**
To note the following grants, which have already been awarded under the delegated authority of the Community Engagement Manager.	

Community Area Grants:
- Aldbourne Heritage Centre, £969.00 towards a security upgrade.
- Kennet Valley Kickabout, £350.00 towards new goalposts

- Phoenix Brass Band, £1,800.00 towards new uniforms.

Health & Wellbeing Grants:
- Marlborough Town Council, £500.00 towards support for COVID-19
- The Jubilee Centre, Marlborough, £500.00 towards support for COVID-19.

Youth Grants:
- St John's Academy, Marlborough, £3000.00, technology for low-income families

For more details please see the attached agenda reports.

9	**Urgent items**	**2.50pm**

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

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

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

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

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

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

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

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

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

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

Wiltshire Council

Marlborough Area Board

MINUTES OF THE MARLBOROUGH AREA BOARD MEETING HELD ON 28 JANUARY 2020 AT MARLBOROUGH TOWN HALL, 5 HIGH ST, MARLBOROUGH SN8 1AA.

Present:

Cllr Stewart Dobson (Chairman), Cllr Jane Davies and Cllr Nick Fogg MBE (Vice-Chair)

1   Chairman's Welcome and Introductions

The Chairman welcomed everyone to the meeting and invited the Councillors and officers present to introduce themselves.

The Chairman also welcomed Jess Gibbons, the new director of Communities and Neighbourhood Services.

The Chairman thanked Sally of the Jubilee Day Centre for providing the refreshments for the meeting.

2   Apologies for Absence

Apologies for absence were received from:

- Alexa Davies, Marlborough Community Engagement Manager

3   Minutes

The minutes of the meeting held on 19 November 2019 were considered and it was;

Resolved:

To approve and sign the minutes as a true and correct record.

4   Declarations of Interest

There were no declarations of interest.

5   **Chairman's Announcements**

The Chairman made the following announcements:

- **Wiltshire Family and Community Learning**
  Wiltshire Family and Community Learning included a range of community-based and outreach learning opportunities. Courses were funded by the Education and Skills Funding Agency.

  Learners had to be 19+, have been resident in UK/EU for three or more years, have less than five GCSEs grades A-C and/or be a service family and/or in receipt of benefits.

  Call on 01225 770478 to find out more about the service. Or email: familyandcommunitylearning@wiltshire.gov.uk.

- **Flood Resilience in Your Local Area**
  Communities may be interested in holding a workshop to enable any towns and parishes within the area the opportunity to sit down and work through drafting up a flood plan for their community along with a colleague from the Environment Agency.

  Communities could find out if they were at risk of flooding here: https://www.gov.uk/check-flood-risk.

  For more information please contact Renate Malton, Flood Resilience Officer on renate.malton@wiltshire.gov.uk.

- **Motiv8 Children and Young People's Service**
  Motiv8 provided support services in Wiltshire for children and young people, up to their 18th birthday, with problematic substance use. They also supported children, young people and families affected by parental substance use. Its primary objective was to improve the health, welfare and life chances of those vulnerable to, or experiencing, substance misuse. For more information email: info@dhimotiv8.org.uk or call: 0800 1696136.

- **Joint Strategic Needs Assessment**
  The Community Area Joint Strategic Needs Assessment (JSNA) worked to collaboratively set local area priorities, by combining service led data with local insight and opinion. This would act as a catalyst for community led action that helped meet local need and supported the delivery of the Wiltshire Council Business Plan. Through working with the area boards, Wiltshire Council was able to encourage and support communities to take action to sustainably meet their needs.

  Marlborough Area Board was aiming to hold its JSNA 'Our Community Matters' event at the March meeting, on 24 March at Marlborough Town Hall.

- **Parish Name Change Proposal**
  The parish of Fyefield and West Overton had requested to change its name to Kennet Valley Parish Council. The Chairman drew people's attention to a survey regarding this, on the community governance review page of the website: http://www.wiltshire.gov.uk/council-democracy-cgr.

- **Office of the Police and Crime Commissioner**
  The OPCC were holding their annual precept consultation. The increase for a band D property would be £1 a month, taking the annual cost to £218 per year for an average property. There was a you tube video residents could watch here: https://youtu.be/SnokAmvcZo8 and residents could comment on the proposals here: https://www.surveymonkey.co.uk/r/8NQQJFW.

6   **Partner Updates**

The Chairman referred to the updates set out in the agenda and invited further updates from Town/Parish Councils and other Partners.

- **Wiltshire Police**
  Sgt Pete Foster was in attendance and summarised the report in the agenda. There had been some arrests for drugs in Marlborough with one individual being caught with 50 wraps of cocaine, they were now in prison. This person was from out of town but was not part of a county lines gang. Operation Spruce had taken place over the Christmas period to tackle crimes that historically increase at Christmas, such as shop lifting or drink and drug drive offences. Rural crime was increasing so patrols would be increased to try to increase visibility and tackle the problems.

  In response to a question regarding CCTV in Priory Gardens it was stated that Priory Gardens would always be patrolled as there was the risk of anti-social behaviour there. Although it was not felt it was a hot bed of crime. CCTV may help to identify perpetrators but did not necessarily prevent crimes. The police were working with Marlborough Town Council to get remote access to the CCTV system so that they could view images more easily and quickly without having to go to the council offices.

- **Wiltshire Fire and Rescue**
  Station Manager Dave Adamson was in attendance and highlighted the report in the agenda. One of the main issues for the fire service was recruitment of on call firefighters. As a paid position, on-call firefighters committed anywhere between 40 to 120 hours per week, during which time they had to be able to respond to the station immediately. Many had 'normal' jobs during the day, then upon their return home made themselves available overnight or during the weekends. Some of their crew would respond from their workplaces during the day, and the fire service were very grateful to their employers for releasing them to

perform their vital duties. A one-week recruitment drive was to be held, hopefully in early March. Anyone interested in becoming an on-call fire fighter could find out more online at: www.dwfire.org.uk/working-for-us/on-call-firefighters/.

Flooding had also been relevant of late and the fire service had issued guidance and advice. They would also be attending the Marlborough Town Council Community Resilience Meeting that was being held at the Town Hall in the near future.

- **Health Services (Healthwatch Wiltshire and Wiltshire CCG)**
  The Chairman referred the meeting to the written reports in the agenda. Audience members stated that they would like to see the CCG in attendance at some Marlborough Area Board meetings.

- **Transition Marlborough**
  Milly Carmichael of Transition Marlborough gave an update to the meeting. Their theme for the year was to "Do Less – Better", rather than engaging all the problems of the Climate Emergency, (which could feel overwhelming) they wanted to show how everyone could contribute by focusing on two areas.

  There would be a major re-launch of their website soon (https://www.transitionmarlborough.org/HomePage) and much work had been undertaken on the Bee Roadzz Project. This was about connectivity in the landscape for wildlife and pollinators. They had joined forces with Buglife (https://www.buglife.org.uk/our-work/b-lines/), Transition Swindon and Transition Salisbury. There would soon be green corridors between the areas, which was great news and meant Marlborough was part of a much bigger network.

  Transition Marlborough would soon be running some practical permaculture courses. For more information or to sign up email: permaculture@transitionmarlborough.org.

  The next meeting would be on 13 February at the Green Dragon. For more information email: info@transitionmarlborough.org.

  The Chairman stated that the May meeting was to be a themed meeting dedicated to the climate emergency and green issues and invited Transition Marlborough to attend.

  The Mayor of Marlborough said that there were still problems with air quality in the town. The Chairman advised that he had asked officers from Wiltshire Council to attend the May meeting regarding air quality. For information regarding air quality people could see http://www.wiltshireairquality.org.uk/.

- **Town / Parish Councils**
  Cllr Mervyn Hall, Mayor of Marlborough Town Council (MTC) gave an update to the meeting. Marlborough was to take part in the national finals of Britain in Bloom. So MTC was working hard with volunteers to impress the judges.

  Keep Britain Tidy was taking place between 20 March 2020 and 13 April 2020.

A Community Resilience Event to discuss situations such as flooding and severe weather was taking place on Wednesday 29 January 2020 between 6.30pm and 8.30pm.

A Civic Dinner was taking place on 20 March 2020, more information and tickets were available at the MTC office.

It was hoped that Marlborough would soon be gaining Visit Wiltshire Coach Friendly status. Marlborough had recently undergone a 'Way finder' review. This consisted of a non-local person coming to the town and seeing how easy it was to find their way around the town and points of interest. This had been very worthwhile and had given the town ideas on how to improve signage.

As mentioned by the police earlier it was hoped they would soon be able to share information and give the police remote access to CCTV.

MTC had recently approved the council tax precept for 2020/2021, this would rise by 5.76%.

The Marlborough Neighbourhood Plan could now be found on the town council website here: https://www.marlborough-tc.gov.uk/neighbourhood-plan. Possible sites for affordable housing and other community facilities had been identified and were being assessed for suitability. It was hoped that the plan would be out for consultation fairly soon, followed by a referendum later in the year. MTC had secured grant funding of approximately £15,000, so costs were being covered.

In response to a question it was stated that the timescale was as follows: the draft plan should be ready in around 2 or 3 months; this would then be subject to a 6-week consultation; the plan would then be finalised; which would also be subject to a 6-week consultation period; this would be followed by a referendum.

There were no other parish council updates. The Chairman stated that all parishes were welcome to come and give updates at the area board. The Chairman thanked all the partners for their updates.

7   **Cyber Crime**

At the Chairman's invitation Lee Stipe and Kieran Hall of the Digital Investigations and Intelligence Unit, Wiltshire Police introduced themselves to the meeting. It was explained that the unit was fairly new, being established in 2018. They were part of a national network, dealing with cybercrime.

Cybercrime was an umbrella term for any crime involving computers. This was usually split into two categories:

- Cyber Dependant Crime was 'where a digital system was the target as well as the means of attack'. For example, malware, Distributed Denial of Service (DDOS) attacks and hacking.
- Cyber Enabled Crime was defined as 'existing crime transformed in scale or form by use of the internet'. For example, fraud or drug dealing.

Both these types of crime cost the UK £1.8 billion last year and in Wiltshire alone the cost was £40 million. Cybercrime was the fastest growing type of criminal activity affecting businesses. This was why the unit took part in

awareness events. Examples of crime the unit had encountered included passwords being compromised and phishing.

It was thought that cybercrime was increasing as it was attractive to criminals. For example, if a criminal was to rob a bank there would be planning and logistics involved and they had to physically be there to carry out the crime. They would be able to see the impact on their victims and it was high risk. To carry out cybercrime criminals did not even have to leave the house, it was far less risky and they would not see the impact on the victims.

The population of the UK was approximately 7.7 billion people in 2019. The number of connected devices was approximately 23 billion, equating to 3 per person. Any device connected to the internet could be hacked and people were reminded of the importance to keep software on devices up to date.

People were urged to think about their digital footprint. A person's digital footprint could be created passively, for example by buying items online and actively, for example by using social media. Friends and family could also contribute to a person's digital footprint. Criminals could use this digital footprint to gather information about someone and use it to try to access their accounts. People should consider what information about themselves they share and should use privacy settings to protect their information.

It was explained that emails were used in over 80% of cybercrime. Often phishing was used as the initial vector. An example of a phishing email was an email that looked like it was from your bank, asking you to authenticate your account. These emails often look identical to an email from your bank and would use the banks logo. Signs to look out for to see if the email was a phishing email include the domain name. Check to see the email address the email was sent from. A phishing email will originate from a different domain to actual bank emails. Check the greeting to see if it is generic. Usually authentic bank emails would be personalised whereas a phishing email would not be. Check the spelling and grammar used in the email. Does the email try to create a sense of urgency or panic? For example, "We will suspend your account if you do not follow these instructions". All these things can point to an email not being genuine. Do not click on links or open attachments in unsolicited emails.

Passwords were one of the simplest ways to secure a device. Although many people used passwords that could be easily cracked. Criminals used software to run algorithms to work out what a person's password was. The most commonly stolen passwords in 2018 were '123456' and 'password'. Never tell anyone your password and try not to use words that can be attributed to you. For example, your pets name, child's name, first school et cetera. A strong password could be made up of three random words, where some of the letters were changed to numbers or symbols. Biometrics and two factor authentication were another method that could be used to make devices more secure. Password managers could also be used and were recommended. These generate a different, unique password for each account. Although the password used for the password manager should be very strong.

There was a free website where you could check to see if your personal data had been compromised by data breeches. This could be found at https://haveibeenpwned.com/. The site owners trawl the dark web to see what personal information was available there and could advise whether your data has been breached.

Always update your devices. Software updates usually fixed vulnerabilities that had been found. Anti-Virus software should also be kept up to date. One should also be wary when using removable media and only use trusted devices. When using websites people should be aware of the web address, sites that start with 'https://' are secure (as opposed to 'http://'). These websites will run end to end encryption which means hackers cannot read it. People should also be careful when using public Wi-Fi as it is less secure. Either use a Virtual Private Network (VPN) when on public Wi-Fi or do not use your device for anything private. It was also a good idea to forget the network when you leave.

Backing up data was good practise. You can either back up to an external drive or to the cloud.

To report or get advice about fraud and cybercrime go to: https://www.actionfraud.police.uk/ or call 0300 123 2040.

8   **Community Area Transport Group**

Cllr Nick Fogg, MBE, gave a brief update to the meeting. The last CATG had been held on 12 December 2020. It was stated that the group seemed to be doing well with their budget and the top 5 priorities scheme was still working well to progress items through the system.

9   **Update from Community Engagement Manager**

The Chairman announced that the Marlborough Community Engagement Manager, Alexa Davies would be starting maternity leave on 14 February 2020. During her absence her duties would be covered by Andrew Jack.

It was noted that the next Area Board in March would be the Joint Strategic Needs Assessment.

The Chairman wished Alexa well and thanked her for her hard work.

10   **Health and Wellbeing Group**

Jill Turner, Chair of the Health and Wellbeing Group gave an update to the meeting. Ms Turner advised that the had been a mix-up with the HWBG reports, for which she apologised. She advised that the correct version to look at was published in agenda supplement 3.

Planning for the "Health Fair" was continuing. The fair would be held in Priory Gardens on 6 June 2020 and aimed to promote health and wellbeing for adults.

A range of activities was being developed to support older and vulnerable adults attending the Jubilee Day Centre, these included:
- Art therapy
- Alzheimer's support sessions, and
- Exercise classes, with a focus on falls prevention.

A representative of Carer Support Wiltshire spoke in support of their grant Application. The application to the Health and Wellbeing Grant fund was considered and it was;

Resolved:

- **To grant Carer Support Wiltshire (CSW), £ 2,084.00, towards their Carer Outreach Campaign at Savernake Community Hospital.**

Dementia Friendly Marlborough
In an addition to the agenda the Chairman invited Sally Rhodes of Dementia Friendly Marlborough to give an update to the meeting.

Sally explained that the population was aging and the population of Marlborough had above the national average of 55 year olds. There were over 42,000 people in Wiltshire living with Dementia. Reasonable adjustments could make things much easier for these people.

People could attend a free course to become a 'Dementia Friend', which only takes one hour. Ms Rhodes encouraged anyone interested to get in touch and requested that everyone spread the word.

The Chairman thanked Ms Turner and Ms Rhodes for their presentations. The Chair stated that Dementia Friendly Marlborough was an extremely worthwhile cause.

11   **Local Youth Network Update and Applications for Youth Funding**

Representatives of organisations applying for grants spoke in support of their application.

It was explained that the application from Marlborough RFC was actually an application to the community area grant fund so would be considered under that item. The applications for youth funding were considered and it was;

Resolved:

- **To grant Aldbourne Youth Council, £4,565.00, towards their Winter programme.**

12   **Community Area Grant Scheme**

Representatives of organisations applying for grants spoke in support of their applications.

The applications to the community area grant fund were considered and it was;

Resolved:

- **To grant Marlborough RFC, £2822.40, towards new floodlights.**
- **To grant Friends of Aldbourne Band, £2,300.00 of the £4,781.00 requested, towards new instruments.**
  REASON: To ensure there were enough funds to support other worthwhile causes for the rest of the year.

13   **Any Other Questions**

There were none.

14   **Urgent items**

There were no urgent items.

15   **Evaluation and Close**

The Chairman thanked everyone for attending. It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 24 March 2020 and would be the Joint Strategic Needs Assessment.

(Duration of meeting: 7.00 - 8.45 pm)

The Officer who has produced these minutes is Tara Shannon of Democratic Services, direct line 01225 718352, e-mail tara.shannon@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

This page is intentionally left blank

Area Board
16 June 2020

Appointment to Outside Bodies and Working Groups

1.   Purpose of the Report

1.1.   To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2020/21.

2.   Background

2.1.   The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.

2.2.   The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups.

2.3.   Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2020/21.

3.   Main Considerations

3.1.   In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C.

3.2.   Some Area Boards have a Local Youth Network (LYN) to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C.

3.3.   Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.

3.4.   From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.

3.5.   A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

3.6. Area Boards may have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

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

6. Safeguarding Implications

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

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

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

10. Recommendation

10.1 The Area Board is requested to:

    a.   Appoint Councillor representatives to Outside Bodies as set out at Appendix A;

    b.   Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and

     c.   Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Tara Shannon
Democratic Services Officer
Tel: 01225 718352
E mail: tara.shannon@wiltshire.gov.uk

Appendices:

Appendix A – Councillor appointments to Outside Bodies and Working Groups
Appendix B – Working Group Membership
Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation Aims	Meeting Schedule	Voting Rights	Reps Needed	Representative (s) for 2017/2018
Avebury Solstice Operational Planning Meeting	Area Board - Marlborough	Representing the Highway Authority	Event Safety	6 Meetings per year	No	1 Councillor + 1 Officer	Cllr Jane Davies
Avebury World Heritage Site Steering Committee	Area Board - Marlborough	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritage Site	3 meetings per year	No	1 Councillor & Heritage Champion Member	Cllr Jane Davies
Marlborough Local Youth Network (LYN)	Area Board - Marlborough	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr Stewart Dobson

Appointments to Working Groups
Marlborough Area Board

Community Area Transport Group:

- Chairman of CATG – Cllr Nick Fogg OBE
- 4 x Area Board Members - All members
- 1 x Marlborough Town Council representative
- 4 x Parish Council representatives
- 1 x Community group representative
- Officers to support as necessary

LYN Management Group

- 1 x Area Board Representative - Cllr Stewart Dobson
- 1 x Marlborough Town Council representative
- 2 x Parish Council representatives
- 1 x St John's School representative
- 4 x Voluntary Sector representatives
- 2 x Young person representatives

Health and Wellbeing Group

- Alexa Davies, Community Engagement Manager, Wiltshire Council
- Health and Wellbeing Chair – Jill Turner
- Area Board Representative – Cllr Jane Davies
- Marlborough Town Council Representative
- Representatives from community groups/volunteers
- Residents

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

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

Officer Support

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

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

   (Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

   (Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

   (Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

   (Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

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

    (Cabinet Member Decision HSB-007-13)

6. Other decisions

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

Community Area Health and Wellbeing Group
Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

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

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

- Take an active part in the development of the Health and Wellbeing Group and its aims.

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

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

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

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt there involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.
- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.

- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

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

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

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

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

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

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

1. Purpose

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

Wiltshire Council

Report to	Marlborough Area Board
Date of Meeting	16/06/2020
Title of Report	Community Area Grant funding

Purpose of the report:
To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Aldbourne Heritage Centre **Project Title**: Security Upgrade	£ 969.00*
Applicant: Kennet Valley Kickabout **Project Title**: New goalposts	£350.00*
Applicant: Phoenix Brass Band **Project Title**: New Uniform: Jackets and Jumpers	£1,800.00*

* These awards were made via Delegated Authority in March 2020 when area boards were unable to meet.

Total grant amount requested at this meeting	£3,119.00
Total capital funding allocated to Marlborough Area Board 2019/20	£33,515.00
Total amount awarded so far, 2019/20	£26,582.40
Amount remaining if all grants are awarded as per report	£3,813.60

1. Background
Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance

The funding criteria and application forms are available on the council's website.

2. Main Considerations
2.1. Councillors will need to be satisfied that funding awarded in the 2019/2020 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

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

4. Financial Implications
Financial provision had been made to cover this expenditure.

5. Legal Implications
There are no specific legal implications related to this report.

6. Human Resources Implications
There are no specific human resources implications related to this report.

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

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

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3629	Aldbourne Heritage Centre	Security Upgrade	£ 969.00

Project Description:
Aldbourne Community Heritage Group CIO wishes to upgrade the Heritage Centre security system to improve physical security and raise the standard to museum national accreditation level. This will enable loans from larger institutions of objects of local interest.
All users of the Heritage Centre and the wider community of Aldbourne will benefit since the existing collection of documents and artefacts preserving the heritage of the community will be better guarded. The Heritage Centre is visited by 1850 people each year and rising. It is intended to apply for accreditation of the Heritage Centre as a museum meeting national standards. This security upgrade is an essential component of that application.

Input from Community Engagement Manager:
This application meets the criteria for the grant scheme. Aldbourne Heritage Centre is a small community organisation that does not have access to large amounts of funding. To seek accreditation as a museum requires an upgrade to their security to meet the standard of this mark. Holding accreditation will open up to the Heritage Centre further opportunities for funding and having other

collections on loan.

Proposal
That the Area Board notes the payment to Aldbourne Heritage Centre for £969.00 has been made via delegated authority.

Application ID	Applicant	Project Proposal	Requested
3621	Kennet Valley Kickabout	New Goalposts	£350.00

Project Description:
Kennet Valley Kickabout has created a Facebook page with currently 48 members, made up of parents and kids, that are interested in playing every week and would like to buy a set of goalposts that will help them play. Kennet Valley Hall are fully supportive and happy for us to store them at the Hall and sponsor us.
This will benefit the parents and children in Lockeridge, West Overton and surrounding area that want to play football together on weekends throughout the year.

Input from Community Engagement Manager:
This application meets the criteria for the grant scheme. Lockeridge, West Overton and the villages of the Kennet Valley are small rural communities. The grounds at Kennet Valley Hall is the only recreation space between Marlborough and Avebury. It is used by local groups, including Kennet Valley School, wo also use inside the hall as well. New goalposts here would allow local people to get together for informal games and to have fun, in particular giving parents the chance to play along with their children.

Proposal
That the Area Board notes the payment to Kennet Valley Kickabout for £350.00 has been paid by delegated authority.

Application ID	Applicant	Project Proposal	Requested
3617	Phoenix Brass Band	New Uniform: Jackets and Jumpers	£1,800.00

Project Description:
Phoenix Brass Band aims to keep the Band looking very smart and to this end need to purchase new uniforms as replacements and for new players joining. Phoenix Brass is well known in the Marlborough area and we are proud to be known as Marlborough's Brass Band. The band is based in Froxfield which is a semi-rural location but draw players of all ages from a wide area: Marlborough; Cricklade; Swindon; Newbury -- and numerous villages there abouts. We pride ourselves on our playing which is as good as we can make it and on our appearance.   We aim to give players a pride in their own appearance and playing through teaching a very wide range of all ages people of different social standing

and children from different schools and backgrounds.

Input from Community Engagement Manager:
This application meets the criteria for the grant scheme. The applicant has already explained that items of uniform can last up to 20 years and serve the band for a long time. This fits the criteria of a capital asset and is therefore eligible under this scheme. Phoenix Brass Band play at many community events and represent the Marlborough area.

Proposal
That the Area Board notes the payment to Phoenix Brass Band for £1,800.00 has already been made via delegated authority.

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

Report Author:
Andrew Jack
Community Engagement Manager
01225 713109
andrew.jack@wiltshire.gov.uk

Report to	Marlborough Area Board
Date of Meeting	16th June 2020
Title of Report	Health & Wellbeing funding

Purpose of the report:
To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Marlborough Town Council **Project Title**: Support for Covid-19 response	£500.00*
Applicant: The Jubilee Centre, Marlborough **Project Title**: Support for Covid-19 response	£500.00*

* These awards were made via Delegated Authority in March 2020 when area boards were unable to meet.

Total grant amount requested at this meeting	£1,000.00
Total Health & Wellbeing funding allocated to Marlborough Area Board 2019/20	£7,700.00
Total amount awarded so far, 2020/21	£4,128.00
Amount remaining if all grants are awarded as per report	£2,572.00

1. Background
Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance

The funding criteria and application forms are available on the council's website.

2. Main Considerations
2.1. Councillors will need to be satisfied that funding awarded in the 2020/2021 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications
Grant Funding will contribute to the continuance and/or improvement of cultural,

social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications
Financial provision had been made to cover this expenditure.

5. Legal Implications
There are no specific legal implications related to this report.

6. Human Resources Implications
There are no specific human resources implications related to this report.

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

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

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3756	Marlborough Town Council	Support for Covid-19 response	£500.00

Project Description:
When the Covid-19 situation became clear and Lockdown was declared in mid-March, 2020, Marlborough Town Council quickly began to mobilise volunteers to support vulnerable people within the local community. This included collecting essential shopping and prescriptions. In certain circumstances, people had no access to cash or other means to pay for the groceries provided. This these cases, Marlborough TC provided a small amount of funding to cover this expense. This was not expected to last long. Marlborough Area Board, through this Member's Initiative, chose to support this work and provide further funds to help buy essential groceries.

Input from Community Engagement Manager:
This application forms part of the essential support work volunteer groups are doing within the community. Being able to keep providing food even when a vulnerable resident is not able to pay for it is vital.

Proposal
This application has already been determined by the area board and awarded via delegated authority. This is due to the timing of the event and when area board meetings fall.

Application ID	Applicant	Project Proposal	Requested
3760	Jubilee Centre, Marlborough	Support for Covid-19 response	£500.00

Project Description:
The Jubilee Centre, Marlborough supports a large number of the area's older and vulnerable people. It provides hot meals and companionship each weekday. It also provides a meals-on-wheels service. In light of the Covid-19 restrictions, the Centre could no longer open and support its members. The meals-on-wheels services was increased to both cope with extra demand and to support members. The Centre was aware that older members would be self-isolating and shielding and would have a very limited access to cash. The Centre therefore decided that it would not charge for the meals-on-wheels service, but would invoice members afterwards. This meant the Centre's income was reduced to almost nil and supplying food was becoming difficult.

Input from Community Engagement Manager:
The meals-on-wheels service is a vital way to support the area's older and vulnerable people and those who are shielding. Not getting out to access cash will become a problem for these people, so the Jubilee Centre has done the correct thing in not charging cash for these meals. This grant from the area board will support the Centre to purchase more food and continue to help vulnerable people.

Proposal
This application has already been determined by the area board and awarded via delegated authority. This is due to the timing of the event and when area board meetings fall.

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

Report Author:
Andrew Jack
Community Engagement Manager
01225 713109
andrew.jack@wiltshire.gov.uk

Report to	Marlborough Area Board
Date of Meeting	16/062020
Title of Report	Community Youth Grants

Purpose of the report:
To ask Councillors to consider the following applications seeking funding from the Marlborough Area Board.

Application	Grant Amount Requested
Applicant: St John's Academy, Marlborough **Project Title**: Technology for low-income families	£3,000.008

* These awards were made via Delegated Authority in April 2020 when area boards were unable to meet.

Total grant amount requested at this meeting	£3,000.00
Total Youth funding allocated to Marlborough Area Board 2019/20	£14,842.00
Total amount awarded so far, 2019/20	£7,065.00
Amount remaining if all grants are awarded as per report	£8,478 (inc. £501.34 carried forward from 2018/19)

1. **Background**

   The recommendation from the LYN Management Group has been made in accordance with the following guidelines:
   - Leaders guidance for Community Area Boards on Positive Activities for Young People
   - Positive Activities for Young People Local Youth Network Terms of Reference
   - Positive Activities Toolkit for Community Area Boards

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

2. **Main Considerations**

2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2019/2020 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.

2.3.   Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4.   Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

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

4.   Financial Implications
Financial provision has been made to cover this expenditure.

5.   Legal Implications
There are no specific legal implications related to this report.

6.   Human Resources Implication
There are no specific human resources implications related to this report.

7.   Equality and Inclusion Implications
Community Area Boards and Local Youth Networks must fully consider the equality impacts of their decisions in designing local positive activities for young people in order to meet the Council's Public Sector Equality Duty.

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

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

9.   Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3761	St John's Academy, Marlborough	Technology for low-income families	£3,000.00
Project Description: Under the current Covid-19 circumstances, schools closed in mid-March for all students and the schools geared up to provide learning remotely, via a number of online resources, such as Zoom or Show My Homework. Whilst schools have been supporting students to do this remote learning, they are aware that some families do not have access to the right technology to allow this. Schools have been issuing their own devices to some families but this has not gone far enough. Marlborough Area Board has chosen to support St John's Academy to purchase more laptops that will be issued to their Pupil Premium families to get students			

online, both to be able to access remote learning and also socialise with friends via social media, etc.

Input from Community Engagement Manager:
During Lockdown, young people cannot leave the house to meet with friends etc, making access to social media the only way they can still socialise with friends. Schools are closed and all learning is remote, via online systems. Without access to the right form of device to do this, young people will be severely limited in what they can achieve.

Proposal
That the Area Board notes the payment to St John's Academy for £3,000.00 has been made via delegated authority.

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

Report Author   Andrew Jack

Community Engagement Manager

Tel: 01225 713109 EXT 13109

Email: andrew.jack@wiltshire.gov.uk