

# MINUTES

**Meeting:** Marlborough Area Board  
**Place:** Marlborough Town Hall, High Street, Marlborough, SN8 1AA  
**Date:** 22 March 2022  
**Start Time:** 7.00 pm  
**Finish Time:** 8.30 pm

---

Please direct any enquiries on these minutes to:

Matt Hitch Democratic Services Officer, (Tel): or (e-mail)  
[matthew.hitch@wiltshire.gov.uk](mailto:matthew.hitch@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

---

## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Andrew Jack (Community Engagement Manager)  
Lucinda Murray (Family and Community Business Development Officer)  
Dominic Argar (Assistant Multimedia Officer)  
Matt Hitch (Democratic Services Officer)

**Total in attendance: 17**

---

<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
20	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed attendees to the Area Board and invited members to introduce themselves.</p>
21	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from the following:</p> <ul style="list-style-type: none"> <li>• Cllr James Sheppard (Substituted by Cllr Jerry Kunkler)</li> <li>• Suzy Deering - Kennett and Avon Medical Partnership</li> <li>• Inspector Al Lumley – Wiltshire Police</li> <li>• Chris Wood – Dorset and Wiltshire Fire and Rescue</li> <li>• Cllr Peter Morgan - Preshute PC</li> <li>• Cllr Guy Singleton – Savernake PC</li> </ul>
22	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 11 January 2022 were presented for consideration.</p> <p><b>Decision</b></p> <p><b>To approve the minutes of the meeting held on 11 January 2022 as a true and correct record.</b></p>
23	<p><u>Declarations of Interest</u></p> <p>The Chairman declared a non-pecuniary interest as a referee for a Postcode Lottery application for Kennet Valley Hall and stated that she therefore would not vote on their grant application due to be considered at the meeting.</p>
24	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements available in the agenda pack relating to the Great British Spring Clean and Queen's Platinum Jubilee celebrations. She explained that the Great British Spring Clean would be held between 25 March and 10 April and that litter picking equipment had been distributed to town and parish councils to help groups wanting to host a clean-up event. A reminder was also provided that a bank holiday would be held between Thursday 2 June - Sunday 5 June 2022 to allow communities to come together and support the Queen's Jubilee. She then informed attendees that anyone</p>

	<p>planning an event involving road closures should contact the council's Traffic Orders and Highways teams.</p> <p>In addition to the written updates, the Chairman advertised that a weeklong virtual event was due to be held between 20 and 24 June to celebrate the work done by voluntary organisations across Wiltshire. Voluntary groups would have the opportunity to deliver live-streamed or pre-recorded presentations showcasing the difference that they made to Wiltshire's communities. The event aimed to raise awareness of the services on offer as well as aid connections between community focussed organisations. Further information can be found <a href="#">here</a>.</p>
25	<p><u>Community Area Status Report and Priority Setting</u></p> <p>Community Engagement Manager (CEM), Andrew Jack, reminded the Area Board that five priority areas had been identified based on the Community Area Status Report. Each priority area was divided into different themes and sub themes, with actions identified to tackle the issues highlighted. The CEM then went on to provide further information about the progress made in each priority area:</p> <p><u>Climate Change</u></p> <p>Efforts were underway to promote cycling and walking infrastructure, such as looking at the possibility of creating a cycle path towards Marleberg Grange. The CEM reported that there was interest in several Wiltshire communities about developing community car clubs. Other traffic management measures being considered included the promotion of the Home Run app amongst parents of school age children and working alongside the town council to look at traffic flows through the town centre.</p> <p><u>Children and Young People</u></p> <p>The Area Board was looking at ways that it could support local apprenticeships and develop a skills fare. Work had also been undertaken to support the employment of a youth worker.</p> <p><u>Older or Vulnerable People</u></p> <p>Together with the Health and Wellbeing Group the Area Board was supporting local partners to achieve goals such as improving mobility and physical fitness.</p> <p><u>Local Economy</u></p> <p>The CEM spoke about the importance of supporting independent businesses to allow the high street to keep thriving. Marlborough Town Council's Climate Emergency Working Group had helped to develop a bid to the Together for Our Planet grant scheme and, although this was declined, efforts were still underway</p>

	<p>to encourage businesses to carry out green audits to reduce their carbon footprint. He also felt that Marlborough's position as the first Wiltshire town on the Great West Way gave a great opportunity for the Area Board and its partners to promote the area to visitors.</p> <p><u>Health</u></p> <p>Supporting activities through the Sports Forum, especially for people that might be deterred by the financial costs associated with sport, was identified as a priority. The CEM reported that the Area Board was working with partners to enhance sporting infrastructure, including improving access to community buildings.</p> <p>The CEM emphasised that the priorities could be adapted to meet changing needs and encouraged the public to have their say on the plans and how best they could be implemented.</p>
26	<p><u>Partner Updates</u></p> <p>The Chairman announced that written updates were available in the pack from the following partners:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset and Wiltshire Fire and Rescue Service</li> <li>• Healthwatch Wiltshire</li> <li>• BaNES, Swindon and Wiltshire CCG.</li> <li>• Preshute Parish Council (Neighbourhood Plan)</li> </ul> <p>Verbal updates were also received from the following partners:</p> <p><u>Jubilee Centre</u></p> <p>Sally Wolfenden from the Jubilee Centre reported that the centre was a very chirpy place and that there was a positive outlook from residents now that spring was on the way.</p> <p><u>Climate Action Marlborough</u></p> <p>Susie Price from Climate Action Marlborough reminded the Area Board that a series of talks and workshops were being held at the town hall on Saturday 2 April as part of Marlborough Climate Day. Susie explained that the events would demonstrate what was being done in the local area and help to inform environmental actions going forward. Further information about the event can be found <a href="#">here</a>.</p>

27	<p><u>Family and Community Learning Service</u></p> <p>Lucinda Murray from the Family and Community Learning Service explained that they helped to upskill adults, often those who lacked formal qualifications or had previously had a negative experience in the education system. The aim of the team was to grow a lifelong love of learning and to help adults discover new opportunities that they felt might not have been available to them. People helped by the service were each allocated a mentor to nurture and encourage them back into learning. She noted that they were part of Wiltshire Council's Employment and Skills department but were externally funded. An example of their recent work was helping schools to assist parents in providing home education during the lockdowns.</p> <p>The officer reported that she had recently spoken to a number of Area Boards to promote the service and better understand priorities in different areas. She felt that it was important to work closely with communities, children's and job centres to respond to local needs. She then encouraged people to come forward if they felt that they would benefit from the service.</p> <p>Members thanked the officer for her presentation and for the work of the service in helping adults to achieve their ambitions and get the support that they deserved. It was noted that the nearest job centre was in Devizes and that there were limited bus links form Marlborough, so questions were asked about the support on offer in the local area. The officer stated that the service adopted a hybrid approach, so a number of online courses were available as well as face to face opportunities. They also worked with Community Engagement Managers and officers from the Prevention and Wellbeing Team to advertise services to individuals that may benefit from the courses on offer.</p> <p>In response to a question from the public about whether the team was helping refugees with its English language courses, the officer explained that the Council would be working closely with resettlement schemes and that they welcomed referrals from any Wiltshire residents. Further information on the service can be found <a href="#">here</a>.</p>
28	<p><u>Local Youth Network Update</u></p> <p><u>Area Board Youth Worker Update</u></p> <p>Following its approval at the previous meeting, Cllr Thomas provided the Area Board with an update on the formation of a charitable incorporated organisation (CIO) with the aim of employing a youth worker for the Marlborough area. Agreement had been reached with the Marlborough Community Youth project that the proposed CIO would become its future governing body. Working alongside the youth project would allow them to maintain their activity whilst also enabling the new youth worker to work alongside experienced volunteers.</p> <p>It was reported that conversations were ongoing with the town council about the possibility of new youth worker being able to use office space in the existing</p>

youth centre, as well as over the long-term funding of the scheme. The CIO was expected to be set up shortly and a recently retired youth worker had shown an interest in becoming one of their trustees. Conversations were also due to take place with Marlborough College to see if they could collaborate, as they were planning to employ an activities coordinator to take on some youth work. Cllr Thomas explained that she had carried out some initial background work looking into issues such as recruitment and safeguarding. She noted that there was lots of support for the project and people wanting to help drive it forward.

#### Devotion Youth Club

Susie Price informed the Area Board that Devotion Youth Club had been running for 20 years through local churches but had recently received charitable status. She reported that legacy funding was in place to employ a youth worker, on an initial 12-month contract, to help young people in the town and offer mental health support. Susie also noted that she was in conversation with youth workers and the Area Board to support activities for young people throughout the area.

#### Wiltshire Youth Council

The Area Board were reminded about the recent elections to the Wiltshire Youth Council. A local Youth Council representative from St John's School reported that they had enjoyed their welcome day at County Hall. Members noted that they looked forward to working with their local Youth Council representatives to further priorities for young people, such as skills training. They then thanked the representative in attendance for being a spokesperson for young people. The Chairman also stated that she was looking forward to finding out which member of the Youth Council would shadow her in her role in Cabinet to provide input on issues surrounding adult social care.

#### Area Board Funding Initiative

The Chairman reminded the Area Board that the New Road Day Centre had relocated to Marlborough Town Football Club in October 2021 and that they had been renamed as the Enablement Hub. The Area Board initiative to provide £280 towards the Enablement Hub was then considered by members.

#### **Decision**

**To award £280 towards the Enablement Hub.**

#### **Reason**

**The funding awarded met the funding criteria for 2021/22.**

	<p>Jill Turner, Chair of the Health and Wellbeing Group, provided an update about their meeting held on 4 March 2022. She explained that they were a multi organisational group having developed connections with a number of different organisations. At their latest meeting they had received a presentation from the Stroke Association South West and were working with groups, such as the local golf club, to raise awareness and explore opportunities for support arrangements for people who had suffered a stroke. The group also discussed two grant applications to be considered by the Area Board, recommending that both receive support.</p> <p>Members then considered two applications to the Health and Wellbeing Grant Scheme:</p> <p>The Chief Executive of Alzheimer’s Support was in attendance and spoke in favour of their scheme. She noted that they would be grateful for funding as they used to run a monthly group but had increased the number of meetings due to demand.</p> <p>During the discussion it was highlighted that Alzheimer’s Support had recently received financial support from the Area Board and the site was not located in the Area Board’s area. However, it was clarified that around 40 percent of the Memory Café’s users lived in the Area Board, so it did have wide local usage.</p> <p>It was noted that there was insufficient remaining funding to support both applications in full, but members felt that both applications were important causes. It was agreed that it would be fairest to split the remaining funding evenly between both applicants.</p> <p><b><u>Decision</u></b></p> <p><b>To award £585.42 to Carer Support Wiltshire towards Marlborough Carer Café.</b></p> <p><b>To award £585.42 to Alzheimer’s Support towards their Local Memory Café Project.</b></p> <p><b><u>Reason</u></b></p> <p><b><i><u>The grants awarded met the funding criteria for 2021/22.</u></i></b></p>
30	<p><b><u>Community Area Transport Group</u></b></p> <p>The CEM, Andrew Jack, provided an update about the CATG meeting held on 3 March. He explained that CATG had been very busy, having a total of eight high priority schemes, rather than the recommended five. He then went on to provide further information about the high priority schemes as listed below:</p> <ol style="list-style-type: none"> <li>1. A works package was with the contractor for 50mph speed limit after a safety review</li> </ol>

on the A4361.

2. A safety review on Frees Avenue recommended that the 40mph limit past the rugby club remained and was extended towards Rockley.
3. New double yellow lining and a new layby were to be completed on The Avenue, Avebury. Construction would take place in consultation with the National Trust.
4. A speed assessment report at Ogbourne Maizey recommended a change to 20mph. The parish council confirmed it would contribute towards a Traffic Regulation Order advert and implementation.
5. A road safety review on the A4 at Savernake Hospital recommended no change but this was being contested by the engineer and parish council. Different signing and marking options were being looked at to help driver awareness.
6. A safety report has been completed at the western end of Chilton Foliat. As the report recommended no changes it was recommended to remove it from the priority list.
7. A number of low-cost options were being considered, such as warning signs, to improve safety east of Mildenhall.
8. Plans for new traffic island at Manton on the A4 were going to Substantive Scheme bid in the summer. Smaller elements were planned to be actioned through the CATG budget.

In addition, the CEM provided information about some of the other schemes being looked at by the CATG, including new plans to improve road markings for pedestrians in Aldbourne and crossroad improvements on the B4192.

During the discussion the Chairman informed the Area Board that it was planned to rename the CATGs Local Highways and Footpaths Improvement Groups (LHFIGs) and provide them with additional funding. Based upon his experience of Pewsey CATG, Cllr Jerry Kunkler recommended adopting roundel road markings, arguing that they could be more effective than traditional road signs.

### **Decision**

1. **Marlborough Area Board to note the discussions from the CATG meeting of 3 March.**
2. **To confirm the eight high priority schemes agreed by CATG.**



	<p>3. To confirm CATG's contribution towards 'No through road' at Manton Hollow: 75 percent of £175.</p> <p>4. To note the date of next CATG meeting: 26 May 2022.</p>
31	<p><u>Community Area Grant Scheme</u></p> <p>Members considered applications to the Community Area Grant Scheme as outlined in the agenda pack.</p> <p>It was noted that there was insufficient remaining funding to support all three applications in full. However, due to an underspend of £2,750 on a previous grant award the total overspend, if all grants were to be awarded in full, would be £1,028.50, rather than £3,778.50 as noted on page 61 of the agenda pack.</p> <p><u>Chilton Chicks - £2,500 towards a toddler group storage shed in Chilton Foliat</u></p> <p>Sam, from Chilton Chicks toddler group in Chilton Foliat, spoke in favour of their application. The representative explained that they had 'hatched again' in September 2021 after a 10-year absence. The group, supporting around 40 families, was based in a community clubhouse previously supported by the Area Board. She reported that the location of their existing sheds on school property restricted the number of volunteers that were able to help set up play equipment. A newly located shed would help parents to keep an eye on their children and make it logistically far easier to set up equipment.</p> <p><b>Decision</b></p> <p><b>To award Chilton Chicks £2,500 towards their toddler group storage shed in Chilton Foliat.</b></p> <p><b><u>Reason</u></b></p> <p><b><u>The grant awarded met the funding criteria for 2021/22.</u></b></p> <p><u>Greatwood Charity - £3,500 towards CCTV</u></p> <p>Sasha from the Greatwood Charity explained that they were an equestrian charity that had been delivering education for around 16 years by using racehorses and animal assisted intervention to help children, young people and adults. Between 150 and 200 learners were assisted by the charity each year across a number of counties and were able to obtain qualifications. They reported that they had developed an equine based stress reduction programme and were trialling it with the police. It was explained that additional CCTV cameras would help them to deliver overnight accommodation for mental health and wellbeing courses by enhancing safeguarding of vulnerable learners.</p>

During the discussion members welcomed the initiative. In response to a question about the level of the charity's financial reserves, it was reported that their draft accounts showed that they had around 81.6 percent of their 12 month running cost reserves, so they were below the recommended amount.

**Decision**

**To award Greatwood Charity £3,500 towards CCTV.**

**Reason**

**The grant awarded met the funding criteria for 2021/22.**

Kennet Valley Village Hall - £5,000 towards an outside gym

David from Kennet Valley Village Hall explained that they had an existing meeting area and fitness equipment that were well used by the community and was particularly popular with teenagers. Unfortunately, the equipment was now feeling the effects of time, so they planned to purchase new outside gym equipment as well as a meeting shelter. They requested funding to go towards the new equipment and the groundwork costs of around £5,000.

During the discussion members welcomed the initiative. However, as there was not enough funding available in the budget for the financial year and as they had previously supported the hall with grant funding, they were minded to support the other two applications in full and award the remaining balance to Kennet Valley Village Hall. The representative from the village hall thanked the Area Board for their support towards the outdoor gym as well as for previous grants for utilities and ventilation.

The Chairman did not vote of this application as she had declared an interest as a referee for a Postcode Lottery application for the village hall.

**Decision**

**To award Kennet Valley Village Hall £3,971.50 towards Kennet Valley Village Hall Outside Gym.**

**Reason**

**The grant awarded met the funding criteria for 2021/22. Insufficient funding was in place to award all three Community Area Grant applications in full.**

32

Any Other Questions

The youth councillor representing Marlborough St John's School asked a

	<p>question about the quality of the football pitch in Chilton Foliat, used by the primary school and local community. He noted that he had been advised by two coaches that the pitch was not of the standard envisaged when planning was approved for the site.</p> <p>Members thanked the youth councillor for raising this important local issue. The Chairman noted that she had contacted the local member, Cllr James Sheppard, to ensure that he was aware of the issue. Cllr Jerry Kunkler, Cllr Sheppard's substitute for the meeting, advised contacting the relevant planning officer as well as Wiltshire FA.</p>
33	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
34	<p><u>Evaluation and Close</u></p> <p>The date of the next ordinary meeting of the Marlborough Area Board was confirmed as Tuesday 14 June, at 7pm.</p>