AGENDA

Meeting: **Melksham Area Board**

Place: **Melksham Assembly Hall, Market Place, Melksham**

Date: **Wednesday 11 April 2018**

Time: **2.00 pm**

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

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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 Pat Aves, Melksham North

Cllr Hayley Spencer, Melksham Central

Cllr Jonathon Seed, Summerham and Seend

Cllr Roy While, Melksham Without South

Cllr Jon Hubbard, Melksham South

Cllr Phil Alford, Melksham Without North

1   **Chairman's Welcome, Introduction and Announcements**   **2:00pm**

2   **Apologies for Absence**

3   **Minutes**

To confirm the minutes of the meeting held on Wednesday 7 February 2018 *(copy attached)*

4   **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee

5   **Introduction to Age Friendly community**

Ange Jones - Age Friendly Communities Network Manager

6   **Overview of Melksham community area currently**

Cllr Pat Aves

7   **Age Friendly projects**

Group discussion 1 (20 mins)

Attendees are asked to initially sit on one of the themed tables and discuss Age Friendly projects that could be introduced in the Melksham community area. Attendees will have an opportunity to sit on two of the different themed tables. The themed tables are as follows:

1. Communication and information
2. Transport
3. Outdoor public spaces
4. Events and activities
5. Community and health services
6. Local businesses

8   **Break (5 mins)**

9   **Age Friendly project**

Group discussion 2 (20 mins)

10   **Group feedback exercise**

Each table will produce their top 3 projects for consideration and place on flipchart paper. Each attendee will be given sticky dots which they place next to the projects they would like to see delivered

11   **Summary and next steps**

The Area Board will review the proposed projects for delivery and agree those that can be put into action

12   **Area Board sub groups**

Local Youth Network Management Group – Cllr Spencer

- To include any youth grants

Melksham Wellbeing Group – Cllrs Aves

- To include any Wellbeing grants

Community Area Transport Group – Cllr While

- To include recommendations to the Area Board

13   **Written Partner Updates**

To receive any written updates from the following partners:

- Community Area Partnership
- Wiltshire Police
- Wiltshire Police and Crime Commissioner
- Dorset & Wiltshire Fire and Rescue Service
- NHS Wiltshire/Clinical Commissioning Group
- Healthwatch Wiltshire
- Melksham Town Council
- Parish Council Nominated Representatives
- Melksham Chambers of Commerce
- Melksham Senior People's Forum
- Older Persons Champion
- Young Melksham
- Trans Wilts Cic

14   **Feedback from Grants recipients**

- Carers Support Wiltshire – Community Connections project

- Anyone Can Cook - Heat and Eat project

15   **Grant Funding**

The Area Board members are asked to consider applications to the Community Area Grants scheme. *Full details of all grant applications are contained in the agenda pack*

16   **Close**   **4:00pm**

MINUTES

Meeting:	MELKSHAM AREA BOARD
Place:	The Assembly Hall, Market Place, Melksham
Date:	7 February 2018
Start Time:	7.00 pm
Finish Time:	9.05 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, Cllr Pat Aves, Cllr Jon Hubbard, Cllr Jonathon Seed, Cllr Hayley Spencer and Cllr Roy While and Cllr John Thomson

Wiltshire Council Officers
Rhys Schell – Community Engagement Manager
Kevin Fielding – Democratic Services Officer

Town and Parish Councils
Melksham Town Council – Terri Welch Adrienne Westbrook & Mike Sankey
Melksham Without Parish Council – Teresa Strange & Paul Carter
Poulshot Parish Council – Tim Coleman

Partners
Wiltshire Police – Gill Hughes
Dorset & Wiltshire Fire and Rescue Service – Andy Green
Older Persons Champion – Chris Pickett
Transwilts Cic – Graham Ellis
Melksham Community Area Partnership – Phil McMullen & Colin Goodhind

Total in attendance: 64

Agenda Item No.	Summary of Issues Discussed and Decision
57	**Chairman's Welcome, Introduction and Announcements** The Chairman welcomed everybody to the Assembly Hall for the meeting of the Melksham Area Board. Chairman's Announcements: • Office of the Police and Crime Commissioner- Precept Consultation was noted. • A minute's silence was observed for Mellksham Without Parish Councillor and Area Board attendee Mike Mills who had recently died.
58	**Apologies for Absence** There were no apologies for absence.
59	**Minutes** **Decision** • **The minutes of the meeting held on Wednesday 15 November 2017 was confirmed as the correct record**
60	**Declarations of Interest** Young Melksham grant funding application: Cllr Jon Hubbard – Chairman of Young Melksham.
61	**Melksham Campus Update** John Thomson - Deputy Leader and Cabinet Member for Communities, Campuses, Area Boards and Broadband gave the Campus update. Points made included: Melksham House site • That an Architect had now been engaged and the scheme was on programme. • That the design process would start shortly and the plans would go to

planning during summer 2018.

Melksham House Car Park

- That the white lining work was currently being carried out, the car park would be enforced as a Wiltshire Council car park when the work was completed.

Tennis Courts

- That two of the grass tennis courts would be refurbished to ensure the continuation of tennis on the site.

Outdoor Bowls

- That a lease was being drawn up with Wiltshire Council solicitors.

Indoor Bowls

- That £150,000 continued to be made available as match funding should the Indoor Bowls club wished to relocate to the campus site.

Christie Miller Sports Centre

- That Wiltshire Council was reluctant to continue funding maintenance work to keep the centre weather proof. The preference was that Wiltshire Council would rather invest it's available funding into the campus development programme which offers a long term solution.

Riverside Club

- That the Melksham lunch service currently provided at the Assembly Hall could move to the Riverside. Discussions were ongoing about this between the relevant parties.

GP Facilities

- That this would form part of the draft planning application.

Canberra Youth Centre

- That discussions were ongoing as to the cricket pavilion and the King George V playing field being given to the Young Melksham youth group as a Wiltshire Council asset transfer.

Note: Cllr Hubbard requested that Cllr Seed take the chair as the proposed move of Young Melksham to the cricket pavilion at the George V playing field

was being discussed. (Cllr Hubbard – Chairman of Young Melksham).

- That the cricket pavilion and the King George V playing field were a community assets that the local community should use.

- That a full report covering the cricket pavilion and the King George V playing field asset transfer would go to Wiltshire Council Cabinet in due course.

- That is was envisaged that the Campus project would be completed on time.

Note: Cllr Hubbard now back in the chair.

Questions raised included:

Cemetery Extension – that the wall had been taken down and a temporary fence put up. Could the wall be reinstated please.
  a. This would be looked into and the resident was asked to provide contact details for a detailed response..

What funds do Wiltshire Council have in place for the campus project?
  a. 23m in total.

Does residential use for housing still from part of the draft application?
  a. Yes, it will help to generate funding for the project.

The Chairman thanked Cllr Thomson for his update and reminded the meeting that regular campus updates would form part of future Area Board meetings.

62	<u>King George V Park</u> Peter Baker from NVB Landscapes gave an update on the scope of work and timescales for the proposed work at King George V Park. Attendees were given the opportunity to have round table discussions on local aspirations for the park. Feedback taken at the meeting would be fed into the consultation process. The Chairman apologised to Peter Baker for the somewhat negative atmosphere that Cllr Thomson's Melksham Campus update had generated, and reiterated that he was surprised with the news announced by Cllr Thomson that Young Melksham would be moving into the former King George V park cricket pavilion. The Chairman thanked Peter Baker for his presentation and invited him back to a future Area Board meeting to give a further update.

63	<u>Wiltshire Air Ambulance new base</u> Kevin Reed – Head of Operations, Wiltshire Air Ambulance gave a short update on the new airbase at Outmarsh Farm. Points made included: • That the new airbase would be fully operational from June 2018. • That Wiltshire Air Ambulance were very close to reaching the funding target of £5m. • A huge opportunity to build on the work currently delivered from the Devizes site. The Chairman thanked Kevin Reed for his presentation.
64	<u>Melksham Jobs fair 2018 proposal</u> The Chairman outlined the proposal for a Melksham Jobs fair 2018, building on the success of the previous Melksham Jobs Fair. It was agreed that Rhys Schell – Melksham Community Engagement Manager would help the facilitation of this event.
65	<u>Area Board sub groups</u> Local Youth Network Management Group – Cllr Spencer *Note: Cllr Seed now in the chair for youth funding applications* Youth Funding **Decision** • **AFC Melksham Disabled – to support the equipment and running costs needed for the group: £1,170.00** **Decision** • **Young Melksham – to support the continued delivery of youth clubs for 13 -18 year olds: £2,531.06** *Note: Cllr Hubbard abstained from voting on the Young Melksham application.* *Note: Cllr Hubbard now in the chair.*

Melksham Wellbeing Group – Cllr Aves

Points made included:

- That the group had helped to launch the Nail Cutting Clinic at Thornbank sheltered housing with Age UK, contributing £500 to the start up costs. This doubled their capacity for appointments and brought the service to a more accessible location.

- That a £1,980 contribution to BOA & Melksham Health Partnership has created a new sustainable Falls balance class, which adds to the activities of the successful Melksham Leg Club.

- The minutes dated 29 January 2018 were noted.

Health & Wellbeing Funding

Decision
- **Melksham Baptist Church – meals for elderly and vulnerable: £500**

Decision
- **Melksham and District Seniors Forum 55+ - Older Persons Health and Wellbeing programme for age friendly Melksham: £2,000.00 (£1,000.00 already awarded)**
  Note: £1,370 from 2017/18 budget and £630 from 2018/19 budget.

Decision
- **Carer Support Wiltshire – Community Connections Campaign: £2,980.00**
  Note: £2,350 from 2017/18 budget and £630 from 2018/19 budget

Community Area Transport Group – Cllr While

- The CATG notes dated 18 January 2018 were agreed.

The recommendations from the Melksham CATG were agreed by the Area Board as follows:

- To close issues: 5149, 5285, 5492, 5581, 5828, 5868 and 5896

	• To approve an additional £166 for scheme 5040 at Melksham Woodrow Road, request to extend 30 mph limit. The Chairman thanked the Councillors for their updates.
66	<u>Written Partner Updates</u> The following written partner updates were noted: • Wiltshire Police • Dorset and Wiltshire Fire & Rescue Service • Wiltshire CCG • Healthwatch Wiltshire • Melksham Town Council • TransWilts Cic • Melksham Seniors Forum The Chairman thanked all partners for their updates.
67	<u>Feedback from Grants recipients</u> The Keevil Community Shed group and the Melksham Shed group were given the opportunity to briefly outline how Area Board grant funding had benefitted their respective organisations. The Chairman thanked the groups representatives and made the point of the importance of groups and organisations coming back to Area Board meetings to outline how grant funding had helped them.
68	<u>Grant Funding</u> The Area Board members are asked to consider eight applications to the Community Area Grants scheme and one Councillor-led initiative: **Decision** **Wiltshire West District Scout Association awarded £500 for formation of new scout Group to serve Whitley Shaw and Atworth.**

	Decision **Melksham Without Parish Council awarded £573 for Kissing Gate at rear of Shaw Playing Field.** **Decision** **Melksham Without Parish Council awarded £4,000 for New footway at Hornchurch Road POS.** *Note: Cllr Seed in the chair for the Young Melksham Application* **Decision** **Young Melksham awarded £740 for Young Melksham - New Pool table and sports equipment.** *Note: Cllr Hubbard abstained on the vote for this application.* **Decision** **Poulshot Village Trust awarded £940 for Poulshot Rights of Way Accessibility Project.** **Decision** **Larkrise Community Farm awarded £1,500 for Larkrise Community Farm - Sensory Classroom Project.** **Decision** **Broughton Gifford Cricket Club awarded £2,250 for Broughton Gifford Community Mower.** **Decision** **Melksham Town Council awarded £4,874.79 for Grounds Maintenance equipment.** Councillor-led initiative requesting funding from the Area Board **Decision** **Cllr Jon Hubbard awarded £4,500 towards the Melksham Schools ELSA project.** *Note: That £500 was agreed for a defibrillator as a Delegated Decision between the November 2017 and February 2018 Melksham Area Board meetings.*
69	<u>Close</u>

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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Melksham CATG - Date of meeting: 8ᵗʰ March 2018			
1.	**Attendees and apologies**			
	Present:	Mark Stansby (WC), Diane Ware (WC), Andy Cadwallader (WC), Cllr Phil Alford (Melksham Without North), Lynda Beaven (Steeple Ashton), Cllr Pat Aves (Melksham North), Clare Harris (Melksham Town), Alan Lee (Atworth), Alan Baines (Melksham Without), Jo McManus (Seend), Colin Wade (Semington), Rhys Schell (WC)		
	Apologies:	Spencer Drinkwater (WC), Brian Warwick (Melksham Seniors)		
2.	**Notes of last meeting**			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 7ᵗʰ February 2018.	CATG to note.	
3.	**Financial Position**			
		The current balance, less commitments and contributions, stands at £5,995.68 (see Appendix 1). Allocations £13,225 has been allocated for the 2018/ 2019 financial year. Current total including next years allowance is £19,220.68.	Area Board to note.	Roy

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

4.	**Top 5 Priority Schemes**			
a)	4789 – A361 Semington Roundabout – uncontrolled pedestrian crossing facility	Provisional estimate stands at £13,800. CATG have approved £8,800 with Parish Council contributing £5,000. Construction work is underway. Work is due to be completed within the next week.	Area Board to note.	Roy
b)	4966 – Seend High Street - crossing facility at Church Walk	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
c)	4719 Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate.	Site work complete. Final cost confirmed as £480.78, a saving of £119.22. Invoices Issued.	To recommend to the Area Board that this issue is closed	Rhys
d)	5726 – A361 Seend Bell crossroads – request for a review of the junction in the interest of road safety.	The feasibility report and preliminary drawing has been considered by the Parish Council (see Appendices 2 & 3). The proposed improvements are supported in full by the Parish. The Local Safety Scheme through Wiltshire Counci Highways have offered £15,000 towards the implementation of phases 1 & 2. This would leave £12,000 to be found from other sources. Jo McManus suggested that Seend Parish Council are likely to be able to offer up to £6,000 towards this work. CATG members agreed to fund the remaining £6,000.	Recommendation from the CATG to the Area Board is to award £6,000 towards this scheme, pending match funding from Seend Parish Council.	Jo McManus Rhys

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	Melksham Snowberry Lane – new bus shelter	Update on land issue from Cllr Hubbard.	To recommend to the Area Board that is closed.	Rhys
5.	**Other Priority schemes**			
a)	4960 – Broughton Gifford – Traffic Management at Bishop's Seat	Highways have met with Parish representatives on site to discuss alternative measures to the proposed priority scheme. Following this discussion the Parish has requested the following measures: • To restrict parking on both sides of the road outside Bishop's Seat (yellow lines) • To extend the speed limit a short distance on East Lane (from Holt direction). • Relocate Children / School warning sign on approach from Holt direction. A Ball Park estimate to make these changes is £3,500, inclusive of legal fees to promote the parking controls and changes to speed limit. CATG members concluded to offering a 2/3rd contribution of £2,333 providing the 1/3rd contribution is provided by Broughton Gifford Parish Council.	Broughton Gifford Parish Council to review the outcomes from the site meeting and to confirm their 1/3rd contribution. Recommendation from the CATG is to award £2,333 have confirmed they are willing to make 2/3rd contribution.	Mary Jarvis Rhys
b)	5131 – Melksham Church St Car Park – request for 2 sets of drop kerbs	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
c)	5132 – Melksham King St Car Park – request for 1 set of drop kerbs	Cost of basic scheme is £750, however, an issue has been raised over the pavement. Town Council have agreed a £300 contribution. Potential re-surfacing job would be approximately	Issue to be referred back to the Town Council to see what level of contribution they are prepared to	Clare

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		£6,500. Scheme not selected for inclusion as part of the Footway Improvement project. Update from Town Council following discussions with Facilities Management.	make.	
d)	5256 – Broughton Gifford – request for No through road sign at Newleaze Park	Sign installed – Final account = £218.58 against an estimate of £175. Original Parish contribution was agreed at £50.00. A 1/3 contribution is now requested of £72.86. CATG contribution now set at £145.72 (original contribution £125)	Mark to raise invoice Recommendation from the CATG is to award a further £20.72.	Mark Rhys
e)	5326 – Melksham Beanacre Road opposite Nortree Garage – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 4. The estimate to provide a new hard standing, kerbing and replacement of an enclosed shelter is £8,300. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350. The Town Council has offered a contribution of £11,935 to install 3 shelters. Total of all 3 projects is £17,800. Request to the CATG for £5,865.	Town Council are to gather more information on usage of this bus stop.	Clare Harris
f)	5327 – Melksham Beanacre Road opposite McDonalds – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 5. The estimate to renew the hard standing and replacement of an enclosed shelter is £5,700. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350.	Town Council are to gather more information on usage of this bus stop.	Clare Harris

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

g)	5328 – Melksham New Broughton Road entrance to Avonside Business Park – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 6. The estimate to replace the shelter with a cantilever shelter is £3,800.	The CATG has stated it will not financially support this shelter.	
h)	5381 – Whitley Top Lane – request to improve Bus Stop Hard Standing	A revised drawing (excluding a bench) and new estimate of £3627.78 was issued to the Parish Council for consideration (see Appendix 7). The estimate includes £350 for trial holes to be made. The Parish are content with this revision and have offered a 1/3 contribution amounting to £1209.26 for this to be implemented.	Parish have committed to a 1/3rd contribution. Recommendation from the CATG is to award 2/3rds towards this project £2,418.52	Mark Rhys
i)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	Area to be considered includes: • Coronation Road • Martigny Road • Milton Avenue • Sangster Avenue • Pembroke Road • Somerset Crescent • Williams Close • Rowley Place • Thackery Crescent • Byron Close • Ruskin Avenue The Metrocounts have been completed and the early indication is that the criteria for a 20 mph limit (without physical featues) is likely to be met.	Likely that the criteria for a 20mph limit has been met. Will be discussed at the next meeting.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		The results will be published in a report to be drafted in time for the next CATG meeting in June.		Mark
j)	4975 – Steeple Ashton – request for drop kerbs	A preliminary study has been completed and a drawing showing the extent of the work is included with these notes as Appendix 8. The Butts (site 3 on the drawing) is located within a conservation area and as such we need to retain as many of the exisiting slabs and stones as possible. This more laborious process will influence the cost of the work. Our estimate now stands at £4,900 to complete all 3 sites. The Parish Council had previously offered £1,500 against a ball park estimate of £4,000. A 1/3 contribution against the new estimate = £1633.	Steeple Ashton Parish Council are to confirm the additional £133 towards the scheme. Recommendation from the CATG is to award a further £767 towards this scheme, bringing the total contribution up to £3,267.	Lynda Beaven Rhys
k)	5040 – Melksham Woodrow Road – request to extend 30 mph limit	A construction pack has been issued to the contractor. The work should be completed by the end of March.	Highways to implement	Mark
6.	**New Requests / Issues** (issues can be viewed in full from Area Board section on Wiltshire Website)			
a)	5284 – Melksham Hazelwood Road – Speeding	Metrocount request issued to Road Safety team. Awaiting results.	Area Board to note.	Roy
b)	5491 – Broughton Gifford – request to re-position 30 mph signs on East Lane / The Street (from Holt direction)	Issue submitted by the Parish Council. Request now linked to Issue 4960 Bishop's Seat.	To recommend to the Area Board that this issue is closed.	Rhys

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	5493 – Melksham Cranesbill Road – request for direction signs to Veterinary Surgery	Garston's Veterinary Practice have no desire to work with the other businesses in the area. They wish to fully fund stand alone direction signs.	CATG approves the work to proceed. Highways to deal direct with Surgery To recommend to the Area Board that this issue is closed.	Mark Rhys
d)	5616 – Broughton Gifford – speeding concerns at The Common.	The current speed limit is set at 30 mph. Results from Metro count show that the 85th percentile is 38.9 mph and is therefore eligible for Community Speed Watch. The CSW Co-ordinator will contact the Parish Council in due course.	To recommend to the Area Board that this issue is closed. Rhys to forward results to Mary Jarvis.	Rhys
e)	5682 – A365 Melksham Bath Road – Access from Blenheim House to town facilities	Issue passed to the Town Council for comment. Pat Aves to speak with Blenheim House and Chris Pickett.	Pat Aves to come back on this issue.	Pat Aves
f)	5701 – A365 Atworth Bath Road – Persistent parking on footway outside no 47	Issue submitted by Parish Council. Parish would like to see bollards installed to prevent parking. Parish to discuss a section 96 license with Andy Colin to raise this issue with Community Safety Group	Parish to write to Andy Cadwallader to make a formal request for a section 96 license. To recommend to the Area Board that this issue is closed.	Alan Lee Rhys
g)	5718 – A365 Nr Mallory Place – request for Bowerhill name plate.	Issue submitted by Parish Council. Melksham Without have confirmed they are prepared to spend up to £300 on this. The estimate to provide a nameplate to read "Welcome to BOWERHILL Please drive carefully is £320.	Alan Baines to confirm that the Parish are happy to cover the cost.	Alan Baines

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h)	5750 – Atworth Bradford Road junction with Bath Road – request for safe crossing point	Issue submitted by Parish Council	CATG resolved that this scheme moves to the priority list	Mark
i)	5824 – Atworth Bradford Road junction with Coronation Road – request for new Children warning sign	Issue submitted by Parish Council Cost of new sign and removal of redundant sign is £275.00.	CATG resolved that this scheme moves to the priority list. Atworth Parish Council are to confirm their 1/3rd contribution of £92. Recommendation from the CATG is to award 2/3rds at £183.	Mark Alan Rhys
j)	5855 – Steeple Ashton Newleaze Bus Stop – request for pedestrian barrier	Issue submitted by Parish Council The Road Safety Unit visited the site on 2 February 2018 between 07:30 and 08:30 hrs. First child arrived at 07:50 and a total of 6 children attended the Stop. No reckless behaviour was observed and most of the children seemed occupied by their mobile phones. No further action is recommended at this time.	To recommend to the Area Board that this issue is closed.	Rhys
k)	6018 – Melksham Market Place – request for additional bollards on footway, east side of High Street	New Issue sent to Town Council for comment The Town Council is not supportive of this request.	To recommend to the Area Board that this issue is closed.	Rhys
l)	6048 – Melksham Forest Area – request for Bus Shelter at Church Lane Chapel Stop	New Issue sent to Town Council for comment. The Town Council wish to seek the views of local residents and business operators via a mail drop.	This item will come back for discussion at the next meeting	Clare Harris

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		Residents have until the 16th March to respond whether they support this.		
m)	6055 – Broughton Gifford – request for Gateway features at the 3 entrances to the village.	New Issue submitted by the Parish Council. The Parish wish to have dry stone wall features at the entry points to the village.	Broughton Gifford Parish Council to provide further information to Mark on what they would like to be provided.	Mary Jarvis
n)	6078 – Ashton Common – request for a pair of horse warning signs	New Issue submitted by the Parish Council. An estimate to supply these signs including temporary traffic management is estimated at £550. The Parish Council are no longer supportive of this request.	To recommend to the Area Board that this issue is closed.	Rhys
o)	6087 – Atworth – request for direction signs to Churchfields School	New Issue submitted by the school – supported by the Parish Council. A total of 4 signs likely to safely sign visitors from the A365 Bath Road. Highways will need to recover costs.	CATG resolved that this scheme moves to the priority list	Mark
p)	6089 – Keevil – request for road markings to indicate parking areas for School Buses	New Issue submitted by the Parish Council. The Parish and School are prepared to contribute towards this.	Defer to the next meeting Advise they need to send a rep to next meeting.	Rhys
q)	6166 – Sandridge Lane – request for road safety signs	New Issue submitted by the Parish Council and supported by Cllr Alford. The parish are seeking advice from Highways on appropriate signs.	Mark to advise what signs might be useful.	Mark

r)	6167 – Bowerhill Wellington Drive – request for No through road sign	New issue submitted by the Parish Council. Highways report that a sign was provided but is now missing. A replacement is estimated at £40.00	Melksham Without Parih Council Parish are happy to cover the charge	Mark
s)	6170 – Melksham Forest Road / Awdry Avenue – request for verge protection measures	New Issue submitted by the Town Council	Mark will come back with a cost to the next meeting	Mark
t)	6173 – Atworth C220 Purlpit – speeding traffic	New Issue submitted by the Parish Council Parish have requested a metro count and bend warning signs	Rhys to send metro count form to the Parish for completion.	Rhys
7.	**Other items**			
a)	Melksham - Shurnhold and Dunch Lane	Highways to produce a report on the proposals including the comments that have been received from the town and parish. The report will be drafted during the next financial year.	Area Board to note	Highways
b)	Pavement and Footway Improvement Scheme	Melksham has been allocated £7,934.83 of revenue money for this purpose. The Area Board have approved two sites for treatment following prioritisation of requests by Andy Cadwallader: • Broughton Gifford The Street - £4,775.40 • Whitley, Corsham Road - £1,449.00 Update from Andy: still moving ahead, however, no date for them to be delivered.		

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c)	Local Highways Investment Fund 2014 – 2020	Appendix 9 lists the Major Maintenance programme for 2018/19 on the basis of two funding scenarios. The first scenario is Department for Transport Maintenance Block, the second with the addition of Local Highways Investment Fund 2014 – 2020, with the amount for 2018/19 yet to be agreed by Wiltshire Council. Also listed are those sites currently awaiting treatment but not yet on the immediate programme.		
8.	**Date of Next Meeting: 21ˢᵗ June 2018, 16:00, Melksham Fire Station**			

Melksham Community Area Transport Group

Highways Officer – Mark Stansby

1. **Environmental & Community Implications**
   1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community 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.
3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3ʳᵈ party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£7498.44**
4. **Legal Implications**
   4.1. There are no specific legal implications related to this report.

5. **HR Implications**
   5.1. There are no specific HR implications related to this report.

6. Equality and Inclusion Implications

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

7. Safeguarding implications

8. Recommendations to the Melksham Area Board

- **To close issues: 4719, 5491, 5493, 5702, 5855 and 6078**
- **To award £6,000 towards the Seend Bell Crossroads scheme, pending £6,000 award from the Seend Parish Council**
- **To award £2,333 towards the Broughton Gifford traffic management scheme, pending £1,167 from Broughton Gifford Parish Council.**
- **To award £2,418.52 towards the Whitley Top Lane request to improve the hard standing.**
- **To award an additional £767 towards the Steeple Ashton request for dropped kerbs, increasing the contribution to £3,267 pending the additional £133 from Steeple Ashton Parish Council**
- **To award £183 towards the Atworth Bradford Road Children warning sign, pending £92 from Atworth Parish Council.**
- **To award an additional £20.72 towards the street nameplate at Newleaze Park, Broughton Gifford**

MELKSHAM AREA BOARD REPORT – APRIL 2018

Hello and welcome to Community Policing report. This report introduction will focus on Independent Advisory Groups (IAGs) being set up across all of Wiltshire and Swindon.

The primary role of an IAG is to act as a 'critical friend' to the Police. IAGs were created to work as genuine partners with the Police to inform improvements in service delivery with a particular focus on diversity and the protected characteristics as covered by the Equality Act 2000.

IAGs do not represent the views of the community as a whole, but of the individual IAG members. IAGs are only one part of the jigsaw of wide community consultation engagement.

What do IAGs do?

As critical friends, IAG members constructively advise and work with the Police as a genuine partner in driving service improvement. Members will challenge conventional thinking and giving an independent perspective on issues through a process of open discussion and feedback.

IAG members are not expected to provide 'specialist advice' on policing issues. Rather, they are designed to provide advice on how policing services may be, or are being perceived by communities. IAG members are not independent scrutinisers, as this function is carried out via existing established mechanisms.

What do members do?

- Give individual perception / advice on policy (including policy development), and practices, which impact on diverse communities.
- Provide a view on how particular police activities are likely to be perceived by communities, for example Stop & Search.
- Give a personal perspective as a person who is connected to a particular community – IAG members do not speak on behalf of the community.
- Advise the police on cultural and other issues, specifically relevant to the community involved.
- Give post incident advice in regard to critical incidents, noting how the incident advice may differ in different communities and cultures.

feedback@wiltshire.police.uk

<u>IAG Meetings</u>

It is recommended that IAGs meet at least 4 times a year.

The IAG Chair and Coordinator will consult members and set meeting agendas.

The agenda can be informed from the information offered in the IAG information pack and will be updated at intervals in time for each meeting by the Strategic Service Improvement Department within Wiltshire Police.

The information pack will contain amongst other things, Hate Crime and Stop and Search activity data. If there is a rise in activity for example, members may wish to understand why and cover this as an agenda item.

A recent IAG recruitment campaign was conducted and there was a good response with a broad spectrum of people signing up who can bring a range of skills and experience to the role. We are pleased to announce the IAG is now up and running. The first "Meet and Greet" meeting was held in Trowbridge by Insp Andy FEE on the 29th March. In this meeting a Chair and deputy chair were elected, and a discussion held on the roles and responsibilities of all members. The first full meeting of the IAG will be towards the end of April or early May 2018.
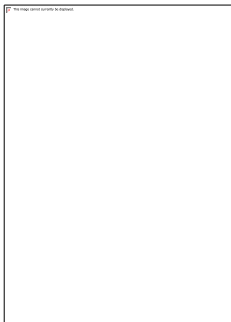
OTHER INFORMATION

We would like to welcome Sergeant James Williams, who has joined the West Wiltshire Community Policing Team as the Sector Deputy, having taken over from Gill Hughes who has recently been promoted to Inspector.

We would like to take this opportunity to thank Gill for all of her hard work during her time with us.

James joined Wiltshire Police in 2001, aged 27. He began his career as a Community Beat Officer for the Studley Green area of Trowbridge.

Having been promoted, James moved on to Chippenham as a response Sergeant, before spending a number of years based in the Melksham Custody Unit, where he was responsible for implanting the changes to police bail for Wiltshire Police under the Policing and Crime Act.

In October 2017 James moved to the East Wiltshire Community Policing Team, where he covered as Acting Sector Inspector for a period of six months, before joining us at the end of March.

Wiltshire Police confirm that Chief Constable Mike Veale left Wiltshire Police on the 4th march 2018 to take up the post as Chief Constable for Cleveland Police. Mr. Veale said "It's been a very difficult decision to make, after serving here in Wiltshire for 13 years and the wider West Country for almost 34 years. However, I feel it is the right time for a new challenge and it is for that reason that I plan to make this move. I would like to publicly thank my officers and staff for their unwavering support for me during my tenure as Wiltshire Police Chief Constable".

feedback@wiltshire.police.uk

Kier Pritchard has become Temporary Chief Constable as of the 5th March 2018. His appointment will be for a period of 12 months. Kier is an experienced senior Police Officer and will provide stability, innovation and build upon excellent foundations.

Paul Mills, who was an Assistant Chief Constable, has been appointed as Temporary Deputy Chief Constable.
Mr. Pritchard said "I'm delighted to be able to announce that Paul Mills will become Temporary Deputy Chief Constable as of Monday 5th March. The appointment of a Deputy provides additional stability to the Senior Leadership Team in the force and will allow us to continue to work closely with the Police and Crime Commissioner in meeting the priorities he has set for the Force within his Police and Crime Plan."

Craig Holden, who is currently a Superintendent, has been appointed as Temporary Assistant Chief Constable, as of Monday 5th March.

If you have any questions about any of the above, please contact PCC Angus Macpherson on: policeandcrimecommissioner@wiltshire.pcc.pnn.gov.uk

CRIME EXCEPTIONS DATA

These figures are based on an evaluation of data, over a two year rolling period. Using this data we can predict what figure is the average that should be reported in a specific month, and what are the higher and lower parameters that we may expect. Figures outside of these parameters are classed as 'Crime Exceptions'.

*** Domestic Abuse figures will also be included in the values as it is on our Control Strategy but here will be no details shared on these cases ***

FEBRUARY 2018 DATA

Melksham Area (Town and Villages)

February 2018 showed 123 reported crimes across the whole of the Melksham area against the average of 123.9 for this same month over the last 2 years.
There are no exceptions within the data.
The three largest crime groups accounted for 85% of Melksham crime as follows;

Violence against the person showed 44 crimes compared to the average of 42.8
Theft showed 43 crimes compared to the average of 41.5
Criminal damage showed 17 against compared to the average of 22.5

This breaks down into the 3 beat areas as follows;

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ED11 (Melksham Town Centre)

February 2018 showed 89 reported crimes across this Beat area against the average of 84.3 for this same month over the last 2 years. There are no exceptions within this data.
The three largest crime groups accounted for 91% of ED11 crime as follows;

Violence Against the person showed 34 crimes compared to the average of 28.2
Theft showed 31 crimes compared to the average of 30.3
Criminal Damage showed 12 crimes compared to the average of 14.6

ED12 (Shaw, Whitley, Atworth, Broughton Gifford, Beanacre, Bowerhill, Berryfields)

February 2018 showed 23 crimes for this Beat Area against the average of 30.1 for this same month over the last 2 years.
There are no exceptions within the data.
The three largest crime groups accounted for 87% of ED12 crime as follows;

Theft showed 9 crimes compared to the average of 7.8
Violence Against the person showed 6 crimes compared to the average of 11.2
Criminal Damage showed 5 crimes compared to the average of 6.7

ED13 (Seend, Bulkington, Poulshot, Keevil, Semington, Great Hinton, Steeple Ashton)

February 2018 showed 11 reported crimes across this Beat area against the average of 9.5 for this same month over the last 2 years. There are no exceptions within this data.
The three largest crime groups accounted for 72% of ED13 crime as follows;

Violence Against the person showed 4 crimes compared to the average of 3.6
Theft showed 3 crimes compared to the average of 3.6
Public order Offences showed 1 compared to the average of 1.5

MARCH 2018 DATA

Melksham Area (Town and Villages)

March 2018 showed 128 reported crimes across the whole of the Melksham area against the average of 124.5 for this same month over the last 2 years.
There are no exceptions within the data.
The three largest crime groups accounted for 85% of Melksham crime as follows;

Violence against the person showed 50 crimes compared to the average of 43.3
Theft showed 40 crimes compared to the average of 41.5
Criminal damage showed 19 against compared to the average of 22.5

This breaks down into the 3 beat areas as follows;

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March 2018 showed 84 reported crimes across this Beat area against the average of 84.5 for this same month over the last 2 years. There are no exceptions within this data.
The three largest crime groups accounted for 88% of ED11 crime as follows;

Theft showed 32 crimes compared to the average of 30.3
Violence Against the person showed 29 crimes compared to the average of 28.4
Criminal Damage showed 13 crimes compared to the average of 14.5

ED12 (Shaw, Whitley, Atworth, Broughton Gifford, Beanacre, Bowerhill, Berryfields)

March 2018 showed 37 crimes for this Beat Area against the average of 30.3 for this same month over the last 2 years.
There are no exceptions within the data.
The three largest crime groups accounted for 76% of ED12 crime as follows;

Violence Against the person showed 17 crimes compared to the average of 11.3
Theft showed 6 crimes compared to the average of 7.8
Criminal Damage showed 5 crimes compared to the average of 6.8

ED13 (Seend, Bulkington, Poulshot, Keevil, Semington, Great Hinton, Steeple Ashton)

March 2018 showed 7 reported crimes across this Beat area against the average of 9.6 for this same month over the last 2 years. There are no exceptions within this data.
The three largest crime groups accounted for 100% of ED13 crime as follows;

Violence Against the person showed 4 crimes compared to the average of 3.7
Theft showed 2 crimes compared to the average of 3.5
Public order Offences showed 1 compared to the average of 1.6

WEEKLY TASKING MEETING

Inspector Andy FEE chairs a weekly internal "tasking meeting" where emerging community issues and concerns are raised and discussed for the whole West Wiltshire CPT area. From this meeting, priorities and actions are set and a tasking document produced. This involves developing strategies and the targeting of resources (including partner agencies) into tackling the issue or concern.

There are currently no areas specifically listed as a priority for the Melksham area, however there has been a spate of criminal damage to motor vehicles towards the end of March, beginning of April. This will be noticeable in the April crime figures. This has been flagged up and taken on by the CPT team, with the support of the local PCSO's who have been actively conducting extensive house to House enquiries in relation to the crime series. While investigations are ongoing, we appeal to anyone with information in relation to the crimes, or indeed, anyone who may have private CCTV footage to contact us using the contact details at the end of this report. Information can also be passed anonymously through Crimestoppers on 0800 555 111 or online.

feedback@wiltshire.police.uk

COMMUNITY SPEEDWATCH (CSW) CHECKS WITHIN YOUR AREA

Every 2 weeks, 4 Community Speedwatch Schemes across West Wiltshire are selected by Leanne Homewood for CPT support (additional targeting, enforcement and patrols) to supplement the CSW team sessions. These are included in our weekly tasking document for action and update.

Currently there are 3 Melksham Area CSW areas on for patrols, these being A350 Beanacre, Snowberry Lane, Melksham, and Atworth. SO far there has been 1 CPT speed check at the Beanacre scheme where 5 drivers were stopped and given words of advice.

OTHER INFORMATION

COMMUNITY MESSAGING

PLEASE SIGN UP! Community messaging to receive regular emails regarding crime updates, crime prevention advice and public appeals specific for your area. - https://www.wiltsmessaging.co.uk/

EVENTS

For those looking to organise an event within the community, please have a look at the toolkit available from Wiltshire Council, which gives guidance and advice with regards to most types of events, including information about traffic management and which agencies / departments need to be contacted when applying for various licenses / road closures.
It can be found at http://www.wiltshire.gov.uk/public-events-toolkit.pdf

For a detailed breakdown of the crime in your area visit
https://www.police.uk/wiltshire/

CONTACT US

Please use 999 in an emergency or crime in progress. Use 101 for all past or non-urgent crimes/incidents and issues or visit Wiltshire Police's new website at;

https://www.wiltshire.police.uk/

CPT TEAM EMAIL (please use this email for all enquiries, meeting invitations and minutes)

CPTWestWiltshire@wiltshire.pnn.police.uk

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Sector Deputy – Sergeant James Williams – James.Williams@wiltshire.pnn.police.uk

Community Coordinator – PC Lee Pelling – lee.pelling@wiltshire.pnn.police.uk

feedback@wiltshire.police.uk

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Melksham Area Board Report – 11th April 2018.

Driving in adverse conditions

The best way to be safe in extremely bad weather is to avoid driving at all. However, that's not always possible. In addition, bad weather can be unpredictable and it's common to get caught out while on the road.

These basic safe driving principles apply in all adverse conditions:

- Slow right down – if visibility is poor or the road is wet or icy, it will take you longer to react to hazards and your speed should be reduced accordingly. If you have a temperature gauge in your vehicle that is showing zero degrees or below, then presume that the roads will be icy.
- Maintain a safe gap behind the vehicle in front – stopping distances are double in the wet and ten times greater in icy weather. The gap between you and the vehicle in front is your braking space in a crisis.
- Look out for vulnerable road users – be aware that people on foot, bicycles, motorbikes and horses are harder to spot in adverse weather and in the dark. Drive as though someone could step out in front of you at any time.
- Look out for signs warning of adverse conditions – including fixed signs, such as those warning of exposure to high winds, and variable message signs on motorways that warn of fog, snow and which may display temporary slower speed limits.
- Stay in control – avoid harsh braking and acceleration, and carry out manoeuvres slowly and with extra care.
- Use lights – put lights on in gloomy weather or when visibility is reduced. Only use front and rear fog lights in dense fog.
- Listen to travel news on local radio so you know where problem areas are.

What to do in a road traffic collision

Many people are unsure of what to do when they are involved in a road traffic collision. Here are the essential details to remember should you experience a road traffic collision.

If you are involved in a crash or stop to give assistance

- Use your hazard lights to warn other drivers.
- Ask drivers to switch off their engines and stop smoking.
- Arrange for the emergency services to be called immediately with full details of incident location and casualties (see below on how to identify your location on a motorway).
- Move uninjured people away from vehicles to safety. On a motorway, this should, if possible, be well away from traffic, the hard shoulder and the central reservation.
- Do not move injured people from their vehicles unless they are in immediate danger from fire or explosion.
- Never remove a motorcyclist's helmet unless it is essential to do so.
- Be prepared to give first aid if possible.
- Stay at the scene until the emergency services arrive.

When calling the emergency services, R.E.A.C.T.

- **R-** Ring 999
- **E-** Exact location
- **A-** All vehicles involved
- **C-** Casualty numbers
- **T-** Anybody trapped

PASSIONATE ABOUT
CHANGING & SAVING LIVES

Safe and Well Visits- Home safety

The Melksham area has a dedicated Fire Service **'Safe and Well'** advisor who can visit people, within their own homes, advising on home safety and wellbeing.

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

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments, please suggest a Safe and Well visit.

Visit http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/ to book one.

Response

Total Incidents attended by DWFRS for Melksham area; 01/01/18 – 21/02/18.

Melksham Fire Station Responded to a total of 69 incidents in and out of station ground in the mentioned time period. Details are listed in the table below.

Category	Incidents in Melksham	Out of Station Ground incidents	Total
False Alarm	15	3	18
Fire	4	6	10
Special Service	7	34	41
Total	26	43	69
Pump Availability	77.9%		

Significant incidents

None in the Melksham area but the crew were sent to Salisbury to assist other agencies with the high profile response to the Nerve Agent incident.

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know require a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit; http://www.dwfire.org.uk/safety/safe-and-well-visits/

Community Safety Plan

DWFRS Community Safety Plan 2017-2021 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website http://www.dwfire.org.uk/community-safety-plan/

Andy Green

Station Manager, Wiltshire West. Trowbridge, Bradford, Melksham & Devizes.

Email: andy.green@dwfire.org.uk

Tel: 07734 483886/01722 691247

www.dwfire.org.uk

Update for Melksham Area Board

FROM: **MELKSHAM TOWN COUNCIL**

DATE OF MEETING: 11 April 2018

HEADLINES

King George V Playing Fields

The Town Council has resolved in principle that it is prepared to take over the role of sole trustee of the King George V Playing fields. The Town Council believes it is better placed than the unitary authority to look after, care for and maintain this unique amenity area within the town and, over time, would wish to enhance the recreational activities available for the community to enjoy. The Town Council perceives that King George V Playing Fields is an underutilised and underappreciated resource and that much can be done to enhance its appeal and attract people to make use of the recreational offer it provides. To this end the Town Council has appointed a Landscape Architect to prepare a master plan highlighting possible ways forward of how this may be achieved.

Ongoing liaison is currently taking place with Wiltshire Council and other key stakeholders, including Fields in Trust, towards the transfer of the sole trusteeship.

Cigarette Bins in Market Place

Recently 3 cigarette butt litter bins have been installed in the Market Place in a bid to deter the disposal of cigarette butts on pavements and in floral planters in the area. With the assistance of Wiltshire Council, additional measures are currently being explored in an attempt to address this anti-social behaviour which is particularly prevalent at this location.

Play Areas

Quotations are currently being sought on costs to refurbish several play areas following a recent play area audit (including those currently maintained by Wiltshire Council). A survey seeking peoples' views on what they like and don't like about the play areas they visit the most has been circulated to schools/nurseries and other youth organisations as well as being posted on the Town Council website and Facebook page.

Refill Campaign

Following various recent articles on the amount of plastic being thrown away and the impact this has on the environment, the Town Council is supporting the National 'Refill' scheme by becoming a 'Refill Station', allowing people to be able to refill their bottles from the Town Hall. The Town Council is also exploring the possibility of a plastic recycle point in the Town Centre.

Art Project – Underpass

Representatives of the Town Council are discussing the possibility of an art project on the walls of the A350 underpass with a local artist to mark the centenary of the end of World War I.

Update for Melksham Area Board

Community Engagement Officer

The Town Council is undertaking a recruitment exercise to appoint a part-time Community Engagement Officer. As part of a revitalised Town Team initiative, the incumbent will co-ordinate and harness the enormous amount of goodwill within the community by supporting voluntary and community groups through enhanced networking, and promoting equipment and resource sharing and training which, it is envisaged, will generate significant community benefits particularly in respect of maintaining and enhancing our public spaces.

Forthcoming Dates

30 April: Annual Town Meeting
1 July: Civic Service

Update for Melksham Area Board

Name of Parish/Town Council	Melksham Without Parish Council
Date of Area Board Meeting	11 April 2017

Headlines/Key successes/Projects

- Fantastic community support during recent severe weather (both snow and heavy rain), with Community Emergency Response plans put into action on several occasions.

- Following a request from less mobile residents, a new kissing gate was installed at the rear of Shaw Playing Field with area board grant funding, installed by volunteers from West Wiltshire Ramblers. Many thanks to Paul Millard, Senior Rights of Way Officer of Wiltshire Council who pulled it all together.

- 150 trees planted (supplied by Woodland Trust) at Bowerhill Jubilee Sports Field on a bitterly cold Saturday morning in March, by volunteers from the parish council, ATC cadets and BRAG (Bowerhill Residents Action Group).

Update for Melksham Area Board

- Lots of community groups in the parish took part in the #Great British Spring Clean in March.

- Members of the parish council visited the new Air Ambulance HQ site in the parish, just ahead of their handover of keys and the first helicopter landing.

- Legal transfer for Hornchurch Road (Bowerhill) Play area from Bloor Homes to the parish council nearly completed, a refurbishment will be undertaken as soon as the surrounding grassed areas are dry enough for vehicles to drive on.

- Discussions have been held with developers about forthcoming housing developments in the parish, and a meeting with BASRAG (Berryfield & Semington Road Action Group) to discuss requirements for the forthcoming village hall and with the Public Art Officer regarding the public art contributions.

- Site meeting held with representatives of BRAG (Bowerhill Residents Action Group) to discuss route of new footpath extension (part funded by Area Board grant) at Hornchurch Road public open space, and exploratory discussions about a potential teen shelter ahead of wider consultation.

- Following the resignation of Cllr Mike Mills, Cllr David Pafford was duly elected unopposed as a councillor for the Bowerhill Ward.

- Following the resignation of Cllr Steve Petty, there is now a vacancy in the Berryfield Ward.

Update for Melksham Area Board

Forthcoming events/Diary dates

MELKSHAM WITHOUT
PARISH COUNCIL

Notice is hereby given that the

ANNUAL PARISH MEETING

Will be held at

SHAW VILLAGE HALL

The Beeches, Shaw, Melksham.
SN12 8EW

**Monday 16th April 2018
at 7.00pm**

Refreshments and networking from 6.30pm

**THE FOLLOWING BUSINESS WILL
BE TRANSACTED AT THE MEETING:**

To hear from councillors, groups and
organisations on their activities last year in
the parish, and looking forward to the
coming year. Small bite sized information
sessions on the community response in
severe winter weather, use of the community
access defibrillators and new data protection
rules that will affect local groups and
organisations. The meeting will finish with the
presentation of grant cheques to local groups

All residents of the Parish are welcome to attend.

Cllr Richard Wood, Chairman 26th March 2018

Signed: Teresa Strange, Clerk, Melksham Without Parish Council

Date: 6th April 2018

MELKSHAM AND DISTRICT SENIORS FORUM 55+

SERVING THE OLDER GENERATION IN HARMONY WITH EVERY GENERATION

ANNUAL REPORT

The last 12 months have been both hectic and groundbreaking. Forum 55+ has for the 7th year running gone from strength to strength in providing informative, entertaining and community services to its membership which is open to every person aged 55 and above residing in the greater Melksham area.

Before recount our activities for these past 12 months we must first offer our sincere thanks to those whose financial support made our activities possible. Most notably we wish to record our gratitude to the Melksham Area Board through it Health & Well-being Committee and to Melksham Town Council, both of whom recognised our value to the community through their generous donations. Of course we must not forget the numerous others especially our members who donated on a weekly basis.

One of our greatest assets is our volunteers, those citizens who tirelessly give up their time and often their money working at every event, organising and hosting with absolute dedication. We salute you all without whom our organisation would not exist.

Our year commenced with facilitation a public participation meeting at the Assembly Hall regarding the proposed NHS STP Health Plan. We followed this with a very successful humorous play intended to bring about public awareness regarding the activities of 'scammers'. The play's message was how to spot the scammers, their methods and how to stop them.

Our next success was the launch of the Melksham Community Age Friendly Project at the Town Hall. This was the culmination of many hours of research, sending members of our Management Committee to Bristol to observe its own launch and recruiting the services of Tony Watts, OBE in assisting us in Melksham.

Each month we provided our membership with a film matinee in the Assembly Hall, the average attendance was 60 comprising an audience from all parts of greater Melksham.

Once every month we host a health and wellbeing club at Forest Community Centre where our members participate in exercises, games, sing-along and general anti loneliness activities.

Twice we were able to host a Food Tasting event whereby our members were able to taste and comment upon the packaged ready meals of one of Wiltshire's largest provider of meals to older citizens.

In collaboration with Wiltshire Adult Services we celebrated Older Peoples Day with refreshments and a presentation including a public survey.

MELKSHAM AND DISTRICT SENIORS FORUM 55+

SERVING THE OLDER GENERATION IN HARMONY WITH EVERY GENERATION

Probably our biggest success was our organizing and hosting our 2nd Annual Melksham Community Day. This year, with overwhelming support from the Town Council, it was held in the Assembly Hall which was bursting at the seams with over 600 members of the public enjoying visits to the 49 voluntary organisations who participated. Councils, Local Housing Providers, Police and Emergency Services also participated while the Neighborhood Plan Group took the opportunity to showcase their work to date.

Of course we should be remiss if we did not mention the parties we held to celebrate the Queen's Birthday and our super well attended legendary Christmas Party, again we must thank local businesses and volunteers for their support.

Recently we have begun hosting Thursday morning events at The Riverside Club. Each Thursday we host a different activity which range from a public discussion on the roll-out of the new Prescription system and how it affects our older population. This took the form of a well attended vigorous question and answer session with representatives of the local GPs, Pharmacies, CCG and NHS. Other events at The Riverside Club have included keep fit classes, 'Those-were-the-Days' sing-alongs and a wonderful presentation on the flora and fauna to be found along the banks of our own River Avon. !2 other events have already been planned for.

Administratively, we are under-going some structural modifications, our Chair is scheduled to resign in June this year making the recruitment of a new chair an urgent task. We are advertising in the local media. We also recognize that in this age of austerity we need to reach out to a greater financing pool and to this effect we have appointed a Fund Raising Organizer, this will require a change in our accounting practices; an exercise that is now on-going with a professional accountant. In keeping with our ever expanding menu of activities we are in the process of appointing an Events Organizer. We have also reached the conclusion that to meet all our promises and responsibilities we have to review our constitution; once the revisions are fully drafted they will be put to the general membership for review and adoption.

In addition to our services we have contributed three thousand pounds to Melksham Town coffers through our payment of rental fees in respect of the Assembly Hall

Happily, our annual attendance figures have now topped over three thousand, an increase of 28% over the previous year. This is an indicator of what can be achieved when the Area Board and local Councils join with us in improving the lives of our older citizenry by reducing the incidence of loneliness and isolation and increasing participation in community affairs

BRIAN WARWICK

Chair, MELKSHAM & DISTRICT SENIORS FORUM 55+

Wiltshire Council
Where everybody matters

Report to	Melksham Area Board
Date of Meeting	11/04/2018
Title of Report	Community Area Grant funding

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

Applicant	Amount requested
Applicant: Melksham Air Cadets **Project Title**: Minibus for 2385 Melksham Squadron View full application	£5000.00
Applicant: Wiltshire Mind **Project Title**: Purchase of new meeting/training room chairs View full application	£768.00
Applicant: Acreshort Community Park Committee **Project Title**: Acreshort Community Park Project View full application	£5000.00
Applicant: Primrose Residents Action Group **Project Title**: Development of Primrose Drive Nature Reserve View full application	£975.52

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 2015/2016 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
2705	Melksham Air Cadets	Minibus for 2385 Melksham Squadron	£5000.00
Project Description: Melksham Squadron Air Cadets require a new minibus as our current bus is very old and in dire need of replacement. We are looking to purchase a new or nearly new replacement bus.			
Input from Community Engagement Manager: The grant application meets the 2018/19 grants criteria			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
2747	Wiltshire Mind	Purchase of new meeting/training room chairs	£768.00
Project Description: Wiltshire Mind would like to purchase 16 new chairs for use at our Head Office in Melksham. Over the years we have been given/accumulated various different			

types of chairs which are non-matching and in need of replacement. We need to create a nice environment for visitors/clients who use our venue for support groups counselling and for other meetings/training sessions. The new chairs will help present a smarter image for the charity.

Input from Community Engagement Manager:
The grant application meets the 2018/19 grants criteria

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2751	Acreshort Community Park Committee	Acreshort Community Park Project	£5000.00

Project Description:
Acreshort Community Park is a project that is focussed on the health and well-being of all Steeple Ashton residents through opportunities for play fitness and social activities. The park will ensure a safe picnics area for families play equipment for the older children of the village and adult outdoor sports equipment that will ensure residents have somewhere sheltered to go to get some fresh air and focus on their own fitness goals either alone or as part of a small group.

Input from Community Engagement Manager:
The grant application meets the 2018/19 grants criteria

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2773	Primrose Residents Action Group	Development of Primrose Drive Nature Reserve	£975.52

Project Description:
We are looking to continue the volunteer development at Primrose Nature Reserve by installing a kissing gate creating a new pathway and providing new litter bins. We have made significant improvements to the nature reserve over the past 2 years through the efforts of a few key local volunteers and at no cost to statutory organisations. Due to this there has been a dramatic increase in the wildlife activity and also in the number of local residents who make use of the area. The new pathway will enable access from Primrose Nature Area to Rosemary Way and the green space beyond and the kissing gate will ensure that only suitable and slow access is allowed. The current bins are badly damaged and there are only two which is contributing towards a dog fouling issue. We would like to install 4 bins two to replace the damaged ones and two new bins at strategic locations to help reduce litter and dog fouling. We will contribute towards the emptying of the new bins.

Input from Community Engagement Manager:
The grant application meets the 2018/19 grants criteria.

Proposal
That the Area Board determines the application.

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

Report Author:
Rhys Schell
Community Engagement Manager
01225 716752
Rhys.Schell@wiltshire.gov.uk

Grant Applications for Melksham on 11/04/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2705	Community Area Grant	Minibus for 2385 Melksham Squadron	Melksham Air Cadets	£5000.00
2747	Community Area Grant	Purchase of new meeting/training room chairs	Wiltshire Mind	£768.00
2751	Community Area Grant	Acreshort Community Park Project	Acreshort Community Park Committee	£5000.00
2773	Community Area Grant	Development of Primrose Drive Nature Reserve	Primrose Residents Action Group	£975.52

2705	Community Area Grant	Minibus for 2385 Melksham Squadron	Melksham Air Cadets	£5000.00

Submitted: 17/01/2018 15:16:47

ID: 2705

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£501 - £5000

3. Are you applying on behalf of a Parish Council?
No

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

5. Project title?
Minibus for 2385 Melksham Squadron

6. Project summary:
Melksham Squadron Air Cadets require a new minibus as our current bus is very old and in dire need of replacement. We are looking to purchase a new or nearly new replacement bus.

7. Which Area Board are you applying to?
Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?
SN12 6SS

9. Please tell us which theme(s) your project supports:
Children & Young People
Countryside, environment and nature
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Heritage, history and architecture
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
03/2017

Total Income:
£14264.30

Total Expenditure:
£13844.19

Surplus/Deficit for the year:
£420.11

Free reserves currently held:
(money not committed to other projects/operating costs)
£6241.72

Why can't you fund this project from your reserves:
We are going to be using part of the reserves alongside this application to support the purchase of the minibus in 2018.

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

10b. Project Finance:

Total Project cost	£23000.00

Total required from Area Board	£5000.00			
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Renault Master Minibus	18000.00	Old minibus sale	yes	3500.00
		Minibus savings	yes	1500.00
		Local fundraising		1500.00
		National Lottery Grant		6500.00
Total	**£18000**			**£13000**

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
2385 Melksham Squadron Air Cadets will benefit. This includes 45 young people we are expanding to 80 and the 20 volunteers who support us in various capacities. Our minibus is also made available to other local groups in the town and is also used to support various local charity events. For example, the Squadron supports Party in the park Melksham carnival Remembrance Sunday Food and River festival and many other events though the use of our minibus. We use our minibus weekly. We would of course advertise this grant via our Twitter website local newspaper and poster at Squadron. I am more than happy to offer a tour of the Squadron and our facilities including a chance to see the current minibus for a better understanding of the desperate need for replacement. I and the whole Squadron are most grateful for any and all support you are able to provide to this local project.

14. How will you monitor this?
Through our extensive record keeping registers event planning and files required by the Air Cadets.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
The annual running cost of the minibus is funded by our general fund-raising events. It is however the expensive outlay for a new minibus which we cannot afford without generous support.

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

17. DECLARATION

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

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

Accounts:
yes I will make available on request the organisation's **latest accounts**

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

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

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

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

2747	Community Area Grant	Purchase of new meeting/training room chairs	Wiltshire Mind	£768.00

Submitted: 06/02/2018 10:41:13

ID: 2747

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£0 - £500

3. Are you applying on behalf of a Parish Council?
No

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

5. Project title?
Purchase of new meeting/training room chairs

6. Project summary:
Wiltshire Mind would like to purchase 16 new chairs for use at our Head Office in Melksham. Over the years we have been given accumulated various different types of chairs which are non-matching and in need of replacement. We need to create a nice environment for visitors/clients who use our venue for support groups counselling and for other meetings/training sessions. The new chairs will help present a smarter image for the charity.

7. Which Area Board are you applying to?
Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?
SN12 6JY

9. Please tell us which theme(s) your project supports:
Health, lifestyle and wellbeing

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
03/2017

Total Income:
£160174.00

Total Expenditure:
£149070.00

Surplus/Deficit for the year:
£11104.00

Free reserves currently held:
(money not committed to other projects/operating costs)
£73449.00

Why can't you fund this project from your reserves:
Our reserves are earmarked for contingency. The Trustees have previously agreed that Wiltshire Minds reserves policy is to hold three to six months of planned expenditure as a general reserve to be available with immediate access.

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

10b. Project Finance:

Total Project cost	£768.00
Total required from Area Board	£768.00

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
16 meeting room chairs	768.00			
Total	**£768**			**£0**

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?
Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
Wiltshire Mind staff Trustees client members and external visitors attending for support or meetings/training sessions will benefit from the project. They will benefit from a more relaxing and professional layout of the rooms with all furniture of the same colour and type. This leads to a pleasant environment helping people feel more comfortable and will help positive mental health and wellbeing. The project links to local priorities because Mental health and wellbeing is the top Health and wellbeing priority in the Melksham Community Area for 2017-2019. A particular group of beneficiaries will be our client members who attend the evening support group on a Tuesday. The new chairs will help lift their spirits and help lead to a positive mental attitude. This group is primarily for those in work who we wish to support to remain in work who are struggling to cope. Those attending have an opportunity to meet with others in a similar situation and receive support from our Manager. Periodically speakers and activities will be held within the group and the new chairs will be used for these sessions. The Chairs will help to give a professional atmosphere rather than an atmosphere of a shoddy environment with all second hand old furniture.

14. How will you monitor this?
We will monitor the improvement in mental health and wellbeing amongst staff Trustees and client members by conducting a survey after the new chairs have been used for a period of 6 months. The survey will ask whether people using the chairs feel the chairs have improved the quality of the office environment and also ask on improvement in individuals mental health and wellbeing i.e. whether spirits have been lifted as a result of the new chairs being in place.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
We anticipate the chairs will last for a number of years and therefore funding will not be required for a while. In the future we will submit applications to various sources including Trusts and Foundations to secure funding for replacement chairs.

16. Is there anything else you think we should know about the project?
NOT APPLICABLE

17. DECLARATION

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

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

Accounts:
yes I will make available on request the organisation's **latest accounts**

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

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

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

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

2751	Community Area Grant	Acreshort Community Park Project	Acreshort Community Park Committee	£5000.00

Submitted: 07/02/2018 15:04:32

ID: 2751

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£501 - £5000

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

4. If yes, please state why this project cannot be funded from the Parish Precept
The Parish Council are already committing a significant amount of money - 8.9k to date

5. Project title?
Acreshort Community Park Project

6. Project summary:
Acreshort Community Park is a project that is focussed on the health and well-being of all Steeple Ashton residents through opportunities for play fitness and social activities. The park will ensure a safe picnics area for families play equipment for the older children of the village and adult outdoor sports equipment that will ensure residents have somewhere sheltered to go to get some fresh air and focus on their own fitness goals either alone or as part of a small group.

7. Which Area Board are you applying to?
Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?
BA14 6HD

9. Please tell us which theme(s) your project supports:
Children & Young People
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:
£

Total Expenditure:
£

Surplus/Deficit for the year:
£

Free reserves currently held:
(money not committed to other projects/operating costs)
£

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

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

10b. Project Finance:

Total Project cost	£38400.00			
Total required from Area Board	£5000.00			
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Picnic Area	500.00	Steeple Ashton Parish Council	yes	8900.00
Improvements to Car Park Entrance	1500.00	Tesco Bags of Help Scheme	yes	2000.00
Children's Play Equipment	25500.00	Community Donations	yes	700.00
Adult Fitness Equipment	10500.00	Volunteer Time		1000.00
Opening Event	400.00	Steeple Ashton Recreation Group		15800.00
		Other Fundraising/Sponsorship Activities		5000.00
Total	**£38400**			**£33400**

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?
Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
This project supports WCCs Joint Health and Wellbeing Strategy - encouraging and supporting our community families and individuals to take on more responsibility for their own health and well-being through the use of the park including the picnic area play equipment and outdoor fitness equipment. Specifically - Adult and Older Population The facility will improve the mortality rate through fresh air and fitness as well as reducing social isolation. Younger Population The facility will encourage movement and fitness to tackle obesity through play. For Everyone the ultimate aims of the Acreshort Community Park project are to improve local community engagement. We have spoken to many of the residents and they feel this development of the park will offer them a great outside community space to exercise and socialise in a sheltered position not too far from home encouraging regular use. Future plans include annual summer events community bulb-planting nature trails and collaboration with local fitness experts. We have a small team of dedicated volunteers organising this project. Current funding sought and received has included Tesco Bags for Help Aviva Community Funding and donations from villagers. We are so close to realising our aims for this project and just need that extra injection from the

Board to complement our ongoing fundraising and actually see this complete in 2018 providing massive health and wellbeing benefits for the people of Steeple Ashton.

14. How will you monitor this?
Our ACP Committee will monitor success and benefits realised through several channels. Regular engagement on social media and the SAPC website is growing rapidly. We will seek feedback from those using the equipment and the park verbally. We will ask opinions throughout the village in the shop and through the Parish Newsletter. We will report to the Parish Council at every main SAPC meeting throughout the year as well as collating results every six months.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Current funding sought and received has included Tesco Bags for Help Aviva Community Funding and donations from villagers. We are seeking donations and sponsorship from local businesses. Future fundraising activities include village events and other play and lottery grants. We are still investigating the most appropriate channels but are consistently working towards full funding for the whole project.

16. Is there anything else you think we should know about the project?
This project is part of an ongoing commitment to the use of Acreshort Community Park for future community events and health initiatives providing a legacy for the village and local area.

17. DECLARATION

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

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

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

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

Other supporting information (Tick where appropriate, for some project these will not be applicable):
yes I will make available on request evidence of ownership of buildings/land

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

2773	Community Area Grant	Development of Primrose Drive Nature Reserve	Primrose Residents Action Group	£975.52

Submitted: 15/02/2018 19:57:31

ID: 2773

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£501 - £5000

3. Are you applying on behalf of a Parish Council?
No

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

5. Project title?
Development of Primrose Drive Nature Reserve

6. Project summary:
We are looking to continue the volunteer development at Primrose Nature Reserve by installing a kissing gate creating a new pathway and providing new litter bins. We have made significant improvements to the nature reserve over the past 2 years through the efforts of a few key local volunteers and at no cost to statutory organisations. Due to this there has been a dramatic increase in the wildlife activity and also in the number of local residents who make use of the area. The new pathway will enable access from Primrose Nature Area to Rosemary Way and the green space beyond and the kissing gate will ensure that only suitable and slow access is allowed. The current bins are badly damaged and there are only two which is contributing towards a dog fouling issue. We would like to install 4 bins two to replace the damaged ones and two new bins at strategic locations to help reduce litter and dog fouling. We will contribute towards the emptying of the new bins.

7. Which Area Board are you applying to?
Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?
sn12 7ls

9. Please tell us which theme(s) your project supports:
Countryside, environment and nature
Health, lifestyle and wellbeing
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:
£

Total Expenditure:
£

Surplus/Deficit for the year:
£

Free reserves currently held:
(money not committed to other projects/operating costs)
£

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

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

10b. Project Finance:

Total Project cost	£2095.40			
Total required from Area Board	£975.52			
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Metal Chieftain bin x 2	819.88	Melksham Town Council		819.88
Metail Chieftain bin with graphic x 2	875.52	Volunteer labour	yes	300.00
Labour	300.00			
Additional equipment wooden fixings cement etc	100.00			
Total	**£2095.4**			**£1119.88**

**11. Have you or do you intend to apply for a grant from another area board within
this financial year?**
No

12. If so, which Area Boards?
Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
All users of the nature reserve will benefit which consists of hundreds of local residents from the surrounding estates. They use this as an enjoyable peaceful place to take a walk go for a run walk to town or take their dogs out. The additional bins will help reduce the amount of dog foul left on the paths and surrounding green spaces which is hazardous to all users and the additional path will directly assist residents from access the nature reserve.

14. How will you monitor this?
The members of the group are in the nature reserve on a daily basis and can identify any issues that are arising. There is also a Facebook group where any issues can be fed back.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
This would be a one-off project that would not need continual funding.

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

17. DECLARATION

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

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

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

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

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

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

MELKSHAM AREA BOARD
DATE: 11.04.2018

_____

WILTSHIRE WALKS
OurWALK Digital Walking App

Executive Summary
The Community Engagement Manager, working in partnership with the Wiltshire History Centre, Public Health Wiltshire, Wiltshire Ramblers and the Open University, is seeking to develop a mobile phone application to enable local people to create their own healthy, local history walks in the Wiltshire area. The Application will be available to download on smartphones and it will list local walks and walking groups in the area. Users will be able to map and create their own walks, add content such as history, car parks, shops, pubs and promote these walks via social media. A funding bid has been made to the Heritage Lottery Fund to support the cost of developing the application and a contribution is now sought from the Melksham area board.

Proposal
The history walks proposal is set out in the Wiltshire Project Bank on the 'Our Community Matters' website and is attached as **Appendix 1**. The proposed specification for the application is set out in **Appendix 2** (subject to further development and testing with users). The Melksham area board is being requested to allocate £1,000 to support the development of the application and the delivery of the project.

It is proposed that the app will map local walks and link this to local information (including materials held at Wiltshire History Centre) creating a series of history, landscape and wildlife walks as well as family treasure hunts. The app will make it simple for local community groups to create and manage their own walks; adding waypoints on a map with short information articles about the sites on route. Users who download the app will then be able to enjoy the walks and – if they wish - join their local walking group or meet up with other local walkers. Over time it is hoped that the app will list hundreds of well maintained, safe walks in the area suitable for all ages and abilities. The app will include a social network, allowing users to add comments and notes about the walk that can be viewed by the wider user community.

The app will target health issues by logging each users' walks and providing that information in a simple to use dashboard, making it easy for people to track their own health goals or exercise plans. The app will also be useful for linking up people at risk of loneliness with local groups, social walks and likeminded individuals. Health trainers and other professionals will be able to refer people to the app for rehabilitation following diagnosis of certain conditions and track the progress of patients.

The Open University is acting as academic sponsor for this project, bringing extensive knowledge and learning about the development of digital health solutions. They will also assist with the development of the app and the involvement of users that is planned before launch. The Community Engagement Manager will oversee the management of the app and its promotion to local communities, parish councils and walking groups in the area.

OurWALKS v1.0   1

Reasons for Proposal
The mobile app directly addresses several key JSA priorities: loneliness and isolation; healthy lifestyles; mental health and positive activities for older people, providing free, sustainable activities for all with proven health and cultural benefits.

Recommendation
That Melksham area board supports the development of the OurWALK app and allocates £1,000 towards its development, subject to match funding being received from the Heritage Lottery Fund.

Rhys Schell
Melksham Community Engagement Manager

WILTSHIRE PROJECT BANK
Local history walks

"Cardiovascular disease is one of the major causes of death in under 75s in England." –
Wiltshire JSA

A history walk can bring the past to life, telling the story of a community and the people who have lived there over the centuries. Walking is an excellent way to look after your heart and stay fit and active into older age. Combining history, walking and healthy living, what is not to love about local history walks?

In a nutshell:

A local history walk is produced by a community. Usually, this involves researching the history of a place, its significant events, its historic buildings, landscape and wildlife. Volunteer researchers, use existing archives but also collect photos and materials from residents and plot these on a map, before linking this up with a circular walk. These walks can be available to download and print from the internet, to buy in the village shop or to use in a special mobile phone app. History walks are cheap to create and once they exist they exist forever.

What makes this project special?

When a village comes together to create a history walk it is great because it helps record and document local history in a way that makes it available for everyone. It helps communities capture historical documents and photographs that may exist in attics and bottom drawers, taking these and putting them online forever. Producing a local history walk brings people together and creates a healthy activity that can be enjoyed by everyone. If many villages and towns create history walks then soon there will be a whole network of walks available across Wiltshire. This will encourage more visitors and tourists boosting local trade for local shops, restaurants, pubs, bed and breakfast and hotels. It will also get more people out into the countryside, enjoying positive healthy activity.

Local history walks provide gentle, low-impact exercise that's easy, free and available to everyone – here's why walking rocks:

- History walks strengthen your heart and lower your risk of disease.
- History walks help you lose weight and get fit.
- History walks can help prevent dementia.
- History walks tone up your legs, bums and tums.
- History walks can boost vitamin D and make you feel more relaxed.
- History walks are great for everyone, families, young and old.
- History walks can boost your energy levels.
- History walks help us record local history and tell the story of our communities.
- History walks will increase your appreciation of where you live.
- History walks can bring in tourists and visitors.

OurWALK V.1.0
Draft specification for Mobile Application

OurWALK (working name), is a mobile application designed for IOS and Android devices, providing users with the ability to map their local walks, add content and share with a community of users. The proposed features of V 1.0 of the application are detailed below.

User interface

- Standard Users - walkers/general public who download to their device
- Walk Admin - a user who creates a social walking group
- OurWALK Admin – users with access to backend data and settings.

Scope/scale

- Anticipated that users could total 5,000-10,000 in Wiltshire alone
- Scalable to offer facilities to other counties and countries.
- Paid app (minimal download fee) to generate income to cover hosting and future development
- Fees for host admin facility (not individual walk admins).

User functions

- Friendly intuitive user interface on the home screen – find a walk, create a walk, join a local walking group, find a walking companion, view your dashboard, etc
- Sign-in with social accounts – Facebook, Google, Twitter, etc.
- Ability to find walks on a map with a postcode search, or auto GPS 'find walks near me' function. *KEY FEATURE*
- Create a walk facility – simple interface with step by step instructions   *KEY FEATURE*
    - Record a walk
    - Add a walk map based input
- Add Waypoints
    - Add way finders, text and images. *KEY FEATURE*
    - Add info and way points. *KEY FEATURE*
- Ability to download walk for areas where 3G/4G is non-existent (users can pre-download and still do the walk with GPS)
- A 'start walk' function that tracks progress, speed, distance, calories burnt, etc. This requires users to configure their own app - weight/height/gender/age, etc
- A compass (using built in device compass and maps) and route finder function.
- Ability to add waypoint markers with info – photos, history, narrative entries. *KEY FEATURE*
- Info points – views, photo points, places to eat and drink, parking places, etc. *KEY FEATURE*
- Users can add waypoints for their group, approved by group admin
- Possible sound files for narrative – guided walk function. *OPTION*
- Guided tour feature – follow the route at home before walking.
- Ability to click a 'done this walk' button and collect walks in a personal diary - (possibly some reward/incentive function, badges, etc)
- Ability to set 'personal goals.'
- Abilty to 'favouritie' walks
- Ability to add comments – 'this stretch is very muddy in winter, bring your wellies'

- Group comments
- Individual walk comments
- Waypoint comments
- General Comment
- Right of Access issues
- Lost and Found
- Group Alert
- Comment categories
- A social share facility – Facebook, Twitter, etc (I have just completed this great walk with OurWALK with link to app and a promo image). *KEY FEATURE*

Backend admin functions

- See new comments and moderate comments
- Add updates and alerts ('there is a bull in this field at the moment so please take care')
- Promote walk function – social share 'Stuck for ideas this weekend? Why not do this great walk with OurWALK' – maybe custom messages? *KEY FEATURE*
- Broadcast messages to community – 'Version 1.2 release – new features'
- Video tutorial - link to YouTube
- Support links
    - Walking Groups
    - Council based links/numbers etc
    - Emergency contacts
    - Admin details
    - Log Walk issue (for example walk closed symbol, walk open symbol)
- Track statistics – miles walked, walks completed, number of walkers, calories burned, most popular walks, etc. Broken down by walk, by admin and in totality across the app– for performance monitoring. *KEY FEATURE*

Post V 1.0 features

- Adding Treasure points on walks (to encourage families/young people)
- Walking challenges, collect special items, etc.
- Charity walks – 'sponsor me' function
- Ability to generate sponsorship/advertising - claim/buy a waypoint
- Ability to sell related items – shop front.

Development principles

- Key focus on user experience
- User involvement in development and testing – work to involve different categories of walkers and users
- Academic input from Open University
- Partnership project lead by Wiltshire Ramblers but delivered by Wiltshire Council communities team
- Social enterprise model
- Self-sustaining financially
- Promotional materials for hotels, B&B, libraries, TIC, etc.
- Social media campaign materials
- Promotional banners and materials for use at events, locations.

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Melksham Area Board in Partnership with
'Pub is the Hub'

Executive Summary

The Community Engagement Manager, working in partnership with Pub is the Hub *(PITH)*, is seeking to secure a funding contribution towards the delivery of an initiative that will provide additional community services from The Foresters Arms. The project will be led by PITH, who will be responsible for securing all necessary funding and managing the implementation of the project. A contribution of £500 is now sought from the area board towards the project.

Proposal

The PITH is a not for profit advisory service working with local pubs and breweries in Wiltshire, helping them to diversify their offer to the local community. The first project in Wiltshire – The Penruddocke Arms in Dinton – helped to create a village shop and bakery. See Appendix 1 for more information. The Community Engagement Manager has been working with PITH and the Licensee Beverly Dempsey to develop a local project that would extend the community offer provided. The project would see a community park introduced to the rear of the premises. This would consist of a new children's play park, a small wildflower meadow and a creation of space for market stalls. This space would be completely accessible to members of the community and not just patrons of the pub.

PITH will lead this project, bringing their extensive knowledge and experience from other schemes they have helped to establish throughout the UK. They will contribute £1,000 towards this project, with the Foresters Arms contributing another £800. The approximate project cost is £2,300.00 and the request from the Area Board is for a £500 contribution. PITH will assist landlords directly to ensure any proposed scheme is viable, affordable and sustainable in the longer term. The Community Engagement Manager will liaise with the local agent and assist with promotion of the scheme to local communities, parish councils and businesses in the area.

Reasons for Proposal

The project directly addresses several key JSA priorities including support for existing benefits and combating loneliness and isolation. In its business plan, Wiltshire Council emphasises the need to support communities and local organisations to experiment with new innovative solutions to local issues. *Pub is the Hub* provides an innovative solution to ensuring the sustainability of local services and enhancing their use for the future.

Recommendation

That Melksham area board allocates £500 capital funding to PITH to support the project outlined above, subject to standard grant terms and conditions.

Rhys Schell
Melksham Community Engagement Manager

WILTSHIRE PROJECT BANK
Pub is the Hub

"We want to help communities and local organisations to experiment with new innovative solutions to local issues." – Wiltshire Council Business Plan, 2017 - 2027

Pub is the Hub is a not for profit organisation who offer advice and support to communities who are looking to relocate, re-open or introduce vital services and activities in their local pub, as well as to communities considering the options for acquiring their local pub and the range of responsibilities involved. They encourage communities, good licensees, pub owners, breweries and the private sector to work together and match local priority community needs with additional services which could be provided by the local pub and a good licensee.

In a nutshell:

The types of initiatives that can be explored are wide and varied – there are no limits to the ideas providing they are offering additional services for the benefit of the wider community. As well as providing food, drink and entertainment a pub can also be a place where you can read a book, find out about the local area, stay for the night or chat with friends over a coffee after the morning school run. One example is taking a spare store room or outbuilding in a village pub and turning it into a valuable community asset through restoring an essential village service.

What makes this project special?

His Royal Highness The Prince of Wales inspired the formation of *Pub is the Hub* in 2001, stating that *"rural communities, and this country's rural way of life, face unprecedented challenges. The country pub, which has been at the heart of village life for centuries, is disappearing in many areas. Providing services from the pub, such as a post office or a shop, keeps an essential service in the village."*

The *Pub is the Hub* approach enables the community's priorities to be matched to new services, which can be provided by licensees in their pubs. It's about bringing interested groups and organisations together, often for the first time, to meet common goals and help local initiatives take place. This can ensure people access services in locations that make sense to them and by integrating these services with an existing social venue it gives both the old and new venture a better chance of long-term, sustainable success.

Reasons for supporting *Pub is the Hub* include:

- It helps to support, sustain and enhance a vital local service.
- It provides a local facility and/or opportunity for people to meet together.
- The new service benefits tourists or workers passing through the area.
- It provides an opportunity for local people to volunteer or share their interests.

Wiltshire pub re-opens a shop and bakery for the village

A new village shop and bakery has opened in the local pub at Dinton near Salisbury in South Wiltshire with support from the Community Services Fund.

Margaret Tonson, the village's long-serving ex-postmistress and shopkeeper officially opened the Village Shop and Bakery yesterday at [The Penruddocke Arms](), a year after the previous village shop closed down. Free house owners of the pub, Matt Keel and Carly Hunt have set up their shop in an old disused games room at the side of the pub.

Having heard about the work of Pub is The Hub in supporting pubs to diversify their businesses, they made contact with the local advisor, Reg Clarke. He was able to advise and support them on their project whilst also obtaining a grant of £1,500 from the organisation's Community Services Fund towards cost of refurbishing the games room to the shop. Brewer, Greene King also contributed £400 towards the cost of a fridge.

The shop is accessible through a separate door to the pub and is open seven days a week from 7.30am to 6.30pm from Monday to Saturday and from 8am to 4pm on Sunday. It sells newspapers, convenience foods and local produce and will be staffed entirely by family members, with Matt and Carly's mums and two sisters.

Carly, who grew up in Dinton said: "When we heard that the old shop was closing, I really wanted to take it on but it was just too far from the pub to make it viable for us. It was our accountant who suggested that we look at redeveloping the old games room and to contact Pub is The Hub for advice.

"With our own investment and the grant from Pub is The Hub we hope that the shop will save the villagers from having to drive too far for their everyday groceries. We have started up a delivery service for those who can't drive to us – I have children at the school so I'm in the village twice a day – and we serve hot takeaway food and coffees."

She added: "We have been open for a couple of weeks now and it has gone far better than we thought it it would."

The photograph above features Margaret Tonson, the ex-post mistress for Dinton, Reg Clarke from Pub is The Hub and Carly Hunt, owner and licensee of the pub