

# AGENDA

**Meeting:** Melksham Area Board  
**Place:** Seend Community Centre  
**Date:** Wednesday 6 June 2018  
**Time:** 7.00 pm

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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.

**Refreshments and networking opportunity from 6:30pm**

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

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## 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

## **RECORDING AND BROADCASTING NOTIFICATION**

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

	<b>Time</b>
<p>1     <b>Election of the Chairman</b></p> <p>To appoint a Chairman for 2018/19</p>	
<p>2     <b>Election of the Vice-Chairman</b></p> <p>To appoint a Vice Chairman for 2018/19</p>	
<p>3     <b>Chairman's Welcome, Introduction and Announcements</b> (<i>Pages 1 - 8</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• Become a Foster Carer</li> <li>• Melksham Campus Update</li> </ul>	
<p>4     <b>Apologies for Absence</b></p>	
<p>5     <b>Minutes</b></p> <p>To confirm the minutes of the meeting held on Wednesday 11 April 2018</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>7     <b>Appointments to Outside Bodies and Working Groups</b></p> <p>To note that appointments to outside bodies and working groups for the forthcoming year:</p> <ul style="list-style-type: none"> <li>• Community Area Transport Group (CAT-G)</li> <li>• Melksham Wellbeing Group</li> <li>• Melksham Community Area Partnership</li> <li>• Melksham Neighbourhood Plan</li> </ul>	

8	<b>Shurnhold Fields</b> ( <i>Pages 9 - 10</i> )	<b>10 mins</b>
	An update from Melksham Town Council and Melksham Without Parish Council on the joint project at Shurnhold Fields	
9	<b>A350 Farmers Roundabout Improvements</b>	<b>15 mins</b>
	An overview and update regarding the A350 Farmers Roundabout Improvement project by Stephen Wilson - Wiltshire Council Highways Improvements Officer	
10	<b>Melksham Railway Station</b>	<b>10 mins</b>
	Progress on the improvements to Melksham Station from Paul Johnson - Chair of the TransWilts CIC	
11	<b>Melksham 'Our Community Matters' progress report</b>	<b>5 mins</b>
	A summary of the local projects delivered in line with the Our Community Matters event in 2017 by Rhys Schell - Melksham Community Engagement Manager	
12	<b>Melksham Age Friendly update</b>	<b>5 mins</b>
	An update from Cllr Jon Hubbard and Rhys Schell - Community Engagement Manager, on the progress since the Age Friendly focussed discussions at the April Area Board	
13	<b>Area Board sub groups</b>	
	Melksham Wellbeing Group – Cllr Aves	
	<ul style="list-style-type: none"> <li>• No meeting held</li> </ul>	
	Community Area Transport Group – Cllr While	
	<ul style="list-style-type: none"> <li>• No meeting held</li> </ul>	
14	<b>Written Partner Updates</b> ( <i>Pages 11 - 20</i> )	
	To receive any written updates from the following partners:	
	<ul style="list-style-type: none"> <li>• Community Area Partnership</li> <li>• Wiltshire Police</li> <li>• Wiltshire Police and Crime Commissioner</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> </ul>	

- 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

15 **Feedback from Grants recipients**

- Steeple Ashton Guides – Camp/ Equipment Store
- Melksham Rugby Club – Defibrillator

16 **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*

17 **Public questions**

Members of the public are invited to ask questions relating to Area Board business

18 **Close**



## Chairman's Announcements

<b>Subject:</b>	<b>Becoming a Foster Carer</b>
<b>Web contact:</b>	<a href="http://www.wiltshire.gov.uk/fostering">http://www.wiltshire.gov.uk/fostering</a>

Wiltshire Council needs to recruit foster carers of all types, including specialisms. Foster carers are needed in all areas of the county, although it is recognised that the main priority is to recruit in the main towns to the north and west of the county (Chippenham and Trowbridge) and to the south (Salisbury). Most looked after children come from these areas and so generally local foster carers are needed to support children continuing at school and college and to facilitate family contact more easily.

Foster carers are ordinary people and so they are likely to be living in any part of the county, in any community. To become an approved Wiltshire foster carer you need to:

- Be at least 21 years old (although they can apply from the age of 18)
- Have a spare bedroom big enough for a child or young person to use
- Be a full-time resident in the UK or have leave to remain
- Be able to give the time to care for a child or young person on a full or part-time basis

Foster Carers are paid an allowance based on the age of the child they look after and a Skill Fee dependent upon their skills and experience.

Recent research carried out at Bristol University with children in care shows how important it is that children have someone they can trust, who is interested in them and that:

*"Living with someone that you have a good and trustful relationship with is the key to a happy and effective placement"*

**Saving Grace** is the story of a young person who was fostered, and the positive impact fostering had on her life, and on the life of her foster family.

To find out more about fostering in Wiltshire please visit:

<http://www.wiltshire.gov.uk/fostering>

Or phone 01225 716510 (office hours) or 0845 6070888 (out of hours)

**Our next information evenings are:**

**29 May, 7pm - 8pm, County Hall, Trowbridge**

**26 June, 7pm – 8pm, County Hall, Trowbridge**

**24 July, 7pm – 8pm, County Hall, Trowbridge**

**25 September, 7pm – 8pm, County Hall, Trowbridge**

**30 October, 7pm – 8pm, Five Rivers Health and Wellbeing Centre, Salisbury**





# Chairman's Announcements

<b>Subject:</b>	<b>Salisbury Recovery</b>
<b>Web contact:</b>	<a href="mailto:communications@wiltshire.gov.uk">communications@wiltshire.gov.uk</a>

Wiltshire Council and Salisbury City Council are proud to be hosting the grand final of the elite cycling OVO Energy Tour Series on May 31 as part of the recovery of the city. This exciting free event is the first major event of the recovery programme and will showcase Salisbury to the world as the ITV4 programmes are broadcast to more than 100 countries. The elite races are being supported by a programme of fun family activities in the Guildhall Square from 1pm. Why not join us and support Salisbury in its recovery? More information about the event is available at [www.wiltshire.gov.uk/salisbury-cycle-tour-series](http://www.wiltshire.gov.uk/salisbury-cycle-tour-series)

A dedicated webpage providing up to date information on what is happening in Salisbury has been set up at [www.wiltshire.gov.uk/salisbury](http://www.wiltshire.gov.uk/salisbury).

Changes have been made to the free parking provision in Salisbury and came into effect on May 14. These changes were made following feedback from the city's community and businesses. Shoppers and visitors will continue to be able to park free of charge in Wiltshire Council's car parks from midday Monday to Friday and all day on Saturday and Sunday. Parking continues to be free at the five park and ride sites.

The recovery is moving fast and we are reiterating that Salisbury is safe for residents and visitors outside of the cordoned off areas. It's important to emphasise that no further reports of illness have been reported since the incident on Sunday March 4. The city is recovering and getting back to normal.

The clean-up stage of the recovery is well underway. Nine sites have been identified as potentially contaminated. These are Bourne Hill, Salisbury Ambulance Station, Amesbury Ambulance Station, Maltings Park, the Mill pub, Zizzi restaurant, Ashley Wood Car Recovery Centre, Mr Skripal's house and the police officer's home.

Work to clean each site involves testing, removing any potentially contaminated items, chemical cleaning and re-testing. Sites will not be released until tests have been reviewed and approved. This work could take several months and the priorities are Bourne Hill, the two ambulance stations and The Maltings. They will be followed by The Mill pub and Zizzi restaurant. We will keep the community updated as the work progresses. The recovery is being overseen by the Recovery Coordinating Group (RCG) which is made up of local and national agencies.



# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham Assembly Hall, Market Place, Melksham  
**Date:** 11 April 2018  
**Start Time:** 2.00 pm  
**Finish Time:** 4.10 pm

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Please direct any enquiries on these minutes to:

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

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Pat Aves, Cllr Jon Hubbard, Cllr Hayley Spencer, Cllr Jonathon Seed and Cllr Roy While

### **Wiltshire Council Officers**

Rhys Schell – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer

### **Town and Parish Councils**

Melksham Town Council – Terri Welch  
Melksham Without Parish Council – Teresa Strange & Paul Carter  
Steeple Ashton Parish Council – Daisy Birch & Pippa Birch

### **Partners**

Wiltshire Police – Inspector Andy Fee & Mel Rolph  
Dorset & Wiltshire Fire and Rescue Service – Andy Green  
Transwiltcs Cic – Graham Ellis  
Melksham Seniors – Brian Warwick

**Total in attendance: 56**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Assembly Hall for a special Older People themed meeting of the Melksham Area Board.</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• Melksham Campus (written update attached to these minutes)</li> </ul>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Phil Alford – Wiltshire Council</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 7 February 2018 was confirmed as the correct record</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Introduction to Age Friendly community</u></p> <p>Ange Jones - Age Friendly Communities Network Manager gave a short presentation that highlighted the Age Friendly Community.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Concept developed by World Health Organisation (WHO), 2006.</li> <li>• Age-friendly communities are places that foster healthy and active ageing.</li> <li>• Age-friendly communities enable people to stay in places of their choosing as they age and to continue to play an active role in their communities for as long as possible.</li> <li>• Age-friendly communities minimise barriers to participation as abilities decline.</li> </ul>

	<p>The Chairman thanked Ange Jones for her presentation.</p>
<p>6</p>	<p><u>Overview of Melksham community area currently</u></p> <p>Cllr Pat Aves gave a short presentation that gave an overview of the Melksham community area.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Active community organisations such as Melksham Seniors who had kickstarted the Age Friendly project.</li> <li>• A huge range of partner and community groups delivering frequent activities to our residents.</li> <li>• Health services that were looking at different ways to meet local demands e.g. book on the day appointments, services moved into the community.</li> <li>• Fortnightly newspaper and local parish magazines freely delivered to keep residents informed.</li> <li>• Area Board, Town Council and Local Parish Councils who were actively looking at projects to support age friendly communities.</li> <li>• Well established community transport services.</li> <li>• Volunteers who tirelessly worked to improve the network of public transport.</li> <li>• Businesses who listened to feedback and implement customer suggestions.</li> </ul> <p>The Chairman thanked Cllr Aves for her presentation.</p>
<p>7</p>	<p><u>Age Friendly projects</u></p> <p>Attendees were 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 then had an opportunity to sit on two of the different themed tables.</p> <p>The themed tables were as follows:</p> <ul style="list-style-type: none"> <li>• Communication and information</li> <li>• Transport</li> <li>• Outdoor public spaces</li> </ul>

	<ul style="list-style-type: none"> <li>• Events and activities</li> <li>• Community and health services</li> <li>• Local businesses</li> </ul>
8	<p><u>Group feedback exercise</u></p> <p>Each table were given the opportunity to produce their top three projects for consideration and place on flipchart paper. Each attendee was given sticky dots which they were then able to place next to the projects that they would like to see delivered by the Area Board.</p>
9	<p><u>Summary and next steps</u></p> <p>The Chairman thanked everyone for their enthusiastic and positive contribution to the exercise and advised that the Community Engagement Manger and the Area Board would now review the proposed projects for delivery and agree those that could be put into action. A report would then be brought back to a future Area Board meeting after the Summer.</p>
10	<p><u>Area Board sub groups</u></p> <p>Community Area Transport Group – Cllr While</p> <p>The recommendations from the Melksham CATG were agreed as follows:</p> <ul style="list-style-type: none"> <li>• To close issues: 4719, 5491, 5493, 5702, 5855 and 6078.</li> <li>• To award £6,000 towards the Seend Bell Crossroads scheme.</li> <li>• To award £2,333 towards the Broughton Gifford traffic management scheme, pending £1,167 from Broughton Gifford Parish Council.</li> <li>• To award £2,418.52 towards the Whitley Top Lane request to improve the hard standing.</li> <li>• 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.</li> <li>• To award £183 towards the Atworth Bradford Road Children warning sign, pending £92 from Atworth Parish Council.</li> <li>• To award an additional £20.72 towards the street nameplate at Newleaze Park, Broughton Gifford.</li> </ul>

11	<p><u>Written Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset and Wiltshire Fire &amp; Rescue Service</li> <li>• Wiltshire CCG</li> <li>• Healthwatch Wiltshire</li> <li>• Melksham Town Council</li> <li>• Melksham Without Parish Council</li> <li>• Melksham Seniors Forum</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
12	<p><u>Feedback from Grants recipients</u></p> <p>Carers Support Wiltshire and the Anyone Can Cook – Heat and Eat Project were given the opportunity to briefly outline how Area Board grant funding had benefitted their respective organisations.</p> <p>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.</p>
13	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider six applications to the Community Area Grants scheme:</p> <p><b>Decision</b>  <b>Melksham Air Cadets awarded £2,500 for a Minibus for 2385 Melksham Squadron. <i>It was noted that the Area Board would award a further £2,500 if at the end of the financial year funds were still available.</i></b></p> <p><b>Decision</b>  <b>Wiltshire Mind requesting £768 for the purchase of new meeting/training room chairs. <i>This application was deferred as Melksham Without Parish Council had offered Wiltshire Mind the gift of some chairs which they no longer required. It was agreed that Wiltshire Mind would view the chairs</i></b></p>

	<p><i>that Melksham Without Parish Council were offering.</i></p> <p><b>Decision</b>  <b>Acreshort Community Park Committee awarded £4,000 for Acreshort Community Park Project.</b></p> <p><b>Decision</b>  <b>Primrose Residents Action Group awarded £975.52 for development of Primrose Drive Nature Reserve.</b></p> <p><b>Decision</b>  <b>Pub is the Hub awarded £500 for 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 Pub In The Hub, who will be responsible for securing all necessary funding and managing the implementation of the project.</b></p> <p><b>Decision</b>  <b>Our Walk App awarded £1,000 for the OurWALK app and its development, subject to match funding being received from the Heritage Lottery Fund.</b></p>
14	<u>Close</u>



## JOINT PRESS RELEASE FROM MELKSHAM TOWN COUNCIL AND MELKSHAM WITHOUT PARISH COUNCIL

Friday 11<sup>th</sup> May 2018

### SHURNHOLD FIELDS

The town and parish councils met on Weds 9<sup>th</sup> May to agree a positive way forward for the development of the former George Ward playing fields. “Shurnhold Fields” chosen as the most suitable name for the project, reflecting the area and historic name of the school. The group swiftly moved on to agree a shared vision

- To provide a quiet, tranquil place for residents and visitors
- To provide flood prevention measures through a small balancing pond
- To provide all weather footpaths with consideration to accessibility for all
- To provide picnic tables, seating, signage and bins
- To provide a wildflower area and encourage diverse wildlife habitat
- To provide a car park for all users
- To provide allotments
- To provide wooden trim trail
- To provide a WWI tree memorial

To find out more about this exciting joint project, please come along to the next Area Board meeting on Weds 6<sup>th</sup> June at Seend Community Centre at 7pm (6.30pm for refreshments and networking) where an update on the project will be given.

If you would like to get involved, help shape this project and get your hands dirty we would love to see you at one of our future “Friends of Shurnhold Fields” meetings. Please get in touch with either the Town or Parish Council.

Clare Harris [clare.harris@melkshamtown.co.uk](mailto:clare.harris@melkshamtown.co.uk) or Teresa Strange [clerk@melkshamwithout.co.uk](mailto:clerk@melkshamwithout.co.uk)

*Notes to Press:*

*Please obtain quotes from both the Mayor, Adrienne Westbrook 07595 420021 and Richard Wood, Chairman 01225 793880*



**WILTSHIRE COUNCIL  
MELKSHAM AREA BOARD**

**JUNE 2018**

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**Melksham ‘Our Community Matters’  
Local issues: local action**

**1. Purpose of the Report**

To update members on the progress made to address the priorities identified by the community at the ‘Our Community Matters’ Joint Strategic Assessment event held on 18.01.2017.

**2. Background**

The Melksham ‘Our Community Matters’ event was held on 18<sup>th</sup> January at the Melksham Assembly Hall. Over 100 members of the public and partner agencies attended and participated in the event, which focused on the data set out in the [Community Area Joint Strategic Assessment 2016-17](#).

The JSA brings together the results of research conducted by the major agencies and public sector bodies in Wiltshire over the last six months. The project was initiated by the Wiltshire Health and Wellbeing Board and the Wiltshire Assembly. These bodies will use the priorities emerging from the events to focus and support strategic projects, activities and services across Wiltshire.

Participants at the events used the data to inform themed roundtable discussions and to identify local priorities underpinned by the research. All participants had the opportunity to vote on the priorities and the results are set out in this report. Following agreement on the priorities, the themed roundtables then looked at practical community-led actions that could be taken to address the issues identified.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Develop a community plan for the area
- Provide the Council and partners with a clear focus for local actions

The Area Board adopted these priorities shortly after the event and has since focused on supporting and facilitating local actions to tackle those priorities.

### **3. Priorities identified**

The following documents set out the JSA analysis presented to the 'Our Community Matters' conference and the priorities identified by the community on the night. The following documents are available to view online at <http://wiltshirejsa.org.uk/community-area/melksham/>:

- Summary of issues identified by the research
- Priorities agreed at the event

### **4. Moving forward with community-led action**

To address the priorities, the Area Board has been using its strategic influence and delegated powers to shape the delivery of local services and actions. It has also used its delegated resources to facilitate and support community-led projects. The community engagement manager has been working with local community groups and partners, using the local priorities as a work plan. Some of the actions are easier to address than others and work has focussed on areas where tangible outcomes and progress can be delivered. This has helped to capitalise on the enthusiasm and momentum generated by the event.

### **5. Impact**

Appendix 1 sets out the actions achieved since the 'Our Community Matters' event took place. This is a two-year programme and the figures represent the period between April 2017 – March 2018. The report shows the actions that have been delivered to address the priorities in the 9 JSA themes. It is important to note that these actions have been delivered by a wide range of agencies and are not solely the actions of the area board. The area board may have funded some actions or offered support to others. Some may have been independently by the groups concerned, but all help to address the priorities identified by the community.

### **6. Recommendations**

- (1) That the area board notes the JSA update report.
- (2) That the area board expresses its thanks to the organisations, groups and partners who have contributed actions that address the local priorities set by the community.

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Report Author: Rhys Schell, Melksham Community Engagement Manager  
Tel: 01225 716752  
E-Mail: [rhys.schell@wiltshire.gov.uk](mailto:rhys.schell@wiltshire.gov.uk)

Melksham JSA Issue	Priority agreed	Actions Completed Quarter 1 & 2: April-September 2017	Actions Completed Quarter 3 & 4: October 2017 - March 2018
<b>Children and young people</b>	Child poverty	Skate park construction begins in May 2017. LYN invests in Youth Adventure Trust project, which targets those who are most vulnerable in our community. Melksham lifeline services work with ASDA and social services to provide £5 vouchers to parents with young children. Skate park opens in August 2017. Melksham Town Council invests in local play parks at Primrose Close and King George V. Young Melksham continue to offer community voucher scheme where volunteer hours earned enable young people to attend trips free of charge.	Family learning festival took place during October, with 17 free, family learning activities. 11 Melksham School achieve their Healthy Schools status, having introduced a range of successful intervention projects. Wiltshire Child Poverty summit takes place in November 2017.
<b>Children and young people</b>	Mental & emotional health	Dementia friends sessions take place at Aloeric, The Manor and Forest and Sandridge Schools. Young Melksham deliver counselling sessions for more local young people. Young Melksham awarded £5k for Teen Talk counselling from PCC fund. Go Active and Young Melksham summer activities in Seend, Melksham, Bowerhill and Atworth. Melksham Town Council offer free activities for young children during summer.	Family learning festival took place during October, with 17 free, family learning activities. 11 Melksham Schools achieve their Healthy Schools status, having introduced a range of successful intervention projects. Area Board begins discussing the potential of an ELSA project, which develops additional skills for TA's to deal with more complex emotional needs of young people.
<b>Children and young people</b>	Childhood obesity	Healthy schools programme almost complete - expected to finish in Sept 2017. 8 schools take part in Big Pledge, London Calling activity challenge. Go Active and Young Melksham summer activities in Seend, Melksham, Bowerhill and Atworth. Melksham Town Council offer free activities for young children during summer. Melksham Schools complete Healthy Schools audit. Wiltshire Skate Series holds final in Melksham.	Family learning festival took place during October, with 17 free, family learning activities. 11 Melksham School achieve their Healthy Schools status, having introduced a range of successful intervention projects.

<p><b>Community Safety</b></p>	<p>Anti-social behaviour</p>	<p>Community safety group work with community policing teams to review reports of anti-social behaviour and set local priorities. Community Safety Group advertise for more volunteers to help monitor town CCTV. Looking to provide more cameras at Market Place and other locations - more work to be done.</p>	<p>Discussions with local Police over increased CCTV in the town have taken place. Work with the Town Council on CCTV processes takes step forward. Targetted work and patrols have taken place at Melksham Skate Park and at Hornchurch Play Area. High visibility patrols to tackle anti-social behaviour and deter criminality took place in October 2017.</p>
<p><b>Community Safety</b></p>	<p>Alcohol and drug abuse</p>	<p>Plans for new substance misuse facility in Trowbridge are underway. Police undertake high visibility patrols to tackle anti-social behaviour and deter criminality - May 2017</p>	<p>Discussions with local Police over increased CCTV in the town have taken place. Targetted work and patrols have taken place at Melksham Skate Park and at Hornchurch Play Area. A partnership meeting was convened to discuss actions that could be taken to prevent young people from taking drugs and drinking. Attendees included Melksham TC, Young Melksham, Youth Offending Team, Wiltshire Council Community Safety, Wiltshire Police, Melksham Oak, Motiv8.</p>
<p><b>Community Safety</b></p>	<p>Highway safety</p>	<p>SID programme in operation through parish and town councils. Metrocounts undertaken at Lowbourne, Coronation Road, Church Lane, Spa Road. 20mph zone fully installed in Kenilworth Gardens. Community Speedwatch groups in Beanacre, Shaw, Snowberry Lane, Berryfield, Poulshot and Atworth. New speedwatch group being recruited to at Lowbourne. Review of speed issues in Seend and at the new 20mph route. Speed limit assessment being undertaken within Coronation Road. Funding agreed for improved pedestrian crossing point between Little Marsh and Semington.</p>	<p>Discussions with local Police over increased CCTV in the town have taken place. 20mph speed limit is introduced in Kenilworth Gardens. 20mph assessment is undertaken in and around Coronation Road. CSW groups are looked at for Broughton Gifford and Sandridge Road, Melksham.</p>

<b>Culture</b>	Diversity and social inclusion	New Shed construction is underway. Party in the Park, Carnival and Food and River Festival all have fantastic years. West Wiltshire Multi Faith Forum undertake trips out to Longleat and Bowood. English classes for beginners continue to be successful. Read Easy recruit new coordinator. Melksham Area Board agrees a solution to an issue raised by the Melksham Muslim community around burial problems at the local cemetery. Thorough consultation and discussion was undertaken and a vote was passed at the Area	Employability fair takes place in Nov 2017. Area Board invests in AFC Disabled Football project to increase participation. Melksham Shed opens an additional day and time due to increased numbers.
<b>Culture</b>	Library use	Evening talks about life in WW1 for women. Promotion of all activities through OCM on at the library. Meeting room now being used by other agencies e.g. WCF grant funding day. Added story time activities to weekly programme. Over 400 took part in the summer reading challenge. Summer activities included a variety of events and speakers from the library.	Mobile Museum sessions take place during Febraury Half term. Additional weekly Rhyme Time session starts in February. Melksham Remembers hosts a number of volunteer sessions from the library. Working Links hold weekly drop in session from the Library.
<b>Culture</b>	Participation in arts, crafts and culture	Melksham Remembers project receives funding boost of over £20,000 from Heritage Lottery Fund. Library hosts free event on 'The Role of Women in WW1'. Food and River festival attracts thousands to annual event. Melksham Carnival and Party in the Park take place. Community Apple Pressing event. Melksham Remembers project recruits project manager.	Melksham achieves 'gold' status at South West in Bloom. Commuinty Seed Swap takes place in March 2018. Melksham Shed opens an additional day and time due to increased numbers.
<b>Economy</b>	Training, skills and apprenticeships	Traineeship course – Business Administration Skills - The Learning Curve – May 2017. Parish Council takes on apprentice. Dicsussions begin over an employability fair in Melksham for early 2018.	Melksham Oak careers fair takes place in December 2017.
<b>Economy</b>	Employment opportunities and jobs	Learning Curve holds 'Employable Me' training. Area Board funds laptops for Back on Track Stroke rehab clients. Dicsussions begin over an employability fair in Melksham for early 2018.	Melksham Oak careers fair - December 2017. Employability fair takes place in November 2017.
<b>Economy</b>	Support for existing businesses	Melksham Business Growth Group refers over £1M worth of local business between members.	Melksham Chamber of Commerce re-brands itself to become 'Melksham Chamber'. GDPR training session put on for local businesses at a discounted rate.

<b>Environment</b>	Wildlife and Biodiversity	Primrose Residents group develop land into a nature reserve. Conigre Mead volunteers hold a Dragonfly event in July. Plans underway for family learning festival activity at nature reserve. Footpath improvements, painting, fencing, weeding, planting, general improvements to Brunswick Park (Hazelwood Road).	Wiltshire Wildlife Trust in partnership with Conigre Mead volunteers deliver a winter 'Bug House' drop in event, which was fully subscribed. Area Board works with Primrose Drive Nature Reserve to improve local facilities, awarding significant local grant. Wiltshire Wildlife Trust has huge success with Waste Free February, which reduces food waste and single use plastics. Melksham ATC with Melksham Without plant 400 trees at Bowerhill Sports Field.
<b>Environment</b>	Fly tipping and litter	16 local organisations take part in the Great British Spring Clean. Area Board funds huge amount of litter picking kit. Area Board fund Town Council street cleaning equipment. Town Council employ a Town Warden responsible for town cleanliness.	Successful Clean Up Wilts campaigns ran across Wiltshire. Great British Spring Clean events take place during March 2018. Fourteen community groups and organisations take part. Melksham achieves 'gold' status at South West in Bloom. Bowerhill, Shaw, Berryfield and Whitley all win awards for best kept villages. Town Council takes action on single use plastics and joins the 'Refill' campaign.
<b>Environment</b>	Green energy	Member from the Melksham Energy Group has joined the neighbourhood plan steering group to help inform policy. MEG volunteers look at opportunities to show 'Tomorrow' locally.	Herman Miller UK wins Green/Sustainable Manufacturer for the South West region, at the annual Made in the South West awards.
<b>Health and wellbeing, Leisure</b>	Mental health and wellbeing	New evening support group launched by Wiltshire Mind - support funding from H & WB group. Read Easy work hard to increase coaches and learners. Mental health information evening with local GP's at The Spa Medical Centre in September. Dementia friendly swimming sessions introduced at Melksham Blue Pool and staff undergo Dementia Friendly sessions. Blenheim House sign up to Melksham DAA.	Area Board commences a project with local schools on providing more ELSA (Emotional Literacy project with local schools. Over 500 Dementia Friends have now attended sessions from the Melksham community area. Melksham Town Council and Melksham Without sign up to the DAA. Mental Health Awareness workshop takes place at the Area Board in November 2018.



<b>Health and wellbeing, Leisure</b>	Promoting healthy lifestyles	Melksham Leg Club and Falls Clinic launched April 2017. Walking Netball comes to Christie Miller. This Girl Can huge success at Forest CC. Football and Rugby clubs report increased numbers participating. 5% at Rugby and 15% at Football. New Cricket and Tennis Pavilion is built providing a fantastic new home for the sports. Melksham Town Council invests in local play parks.	Parkrun commences from King George V Park. Over 100 attendees on average each week (March 2018). Consultation led by the Town Council commences on potential improvements from the Town Council to King George V Park.
<b>Health and wellbeing, Leisure</b>	Support for carers	Alzheimers Café continues at Art House Café. Carer Support assist delivery of H & WB group. New Memory Café starts at Blenheim House which offers support to those with memory problems and their carers. Project ideas underway with Carer Support Wiltshire to work on projects with Area Board.	Monthly carers support drop in from the Leg Club. Melksham Area Board invests £3k in Community Connections project which targets the most socially isolated led by Carers Support Wiltshire.
<b>Your Community &amp; Housing</b>	Deprivation and poverty	Melksham Lifeline volunteers training sessions with WC Housing staff. Melksham lifeline services work with ASDA and social services to provide £5 vouchers to parents with young children. Queensway Chapel provide weekly meal service for 50 - 60 local residents.	Area Board funds new lunch and breakfast service run by the Melksham lifeline and foodbank volunteers.
<b>Your Community &amp; Housing</b>	Affordable housing	Neighbourhood plan. NALC members nationally and also in Melksham are invited to support National Housing Federation's 5-star plan for rural housing, which succinctly sets out an ambition to increase the supply of affordable rural homes	Neighbourhood Plan consults over local housing sites in Nov/ Dec 2017. Exactly 100 new affordable homes in Melksham have been completed or are in construction since January 2017.
<b>Your Community &amp; Housing</b>	Volunteering	Seniors Community Day brings tens of volunteer led community groups together and they are able to promote their volunteer opportunities.	Signposting and promotion of the Community First platform for volunteering opportunities.
<b>Transport</b>	Access to public transport (inc railway)	Changes are made to propose bus routes to incorporate new Football and Rugby stadium. New earlier train on Sunday mornings to allow Sunday working in Chippenham and Swindon.	2nd carriages are added to all trains visiting Melksham Station. Local volunteer Peter Blackburn, Chair of the Melksham Rail User Group wins national award for outstanding contribution. Passenger ticket sales for year to 4.2017 released in December. 74,666 journeys, up from 60,676. 23% rise is biggest growth in the area - again.

<b>Transport</b>	Promoting cycling and walking	Area Board invests in Keevil footpath. Big Pledge sees hundreds of Melksham participants.	Footway improvement schemes in Poulshot and Shaw are all funded by the Melksham Area Board and installed by the Ramblers. Melksham Without Parish Council also receive support funding for Hornchurch Road park,
<b>Transport</b>	Highway management and infrastructure	Market Place development commences in January 2017. Semington project along A361 approved to improve pedestrian crossing. Kerbing funding approved outside Keevil Primary School. Market Place development almost complete. Numerous CATG projects moving ahead.	Melksham Market Place improvements are completed. Plans for Farmers Roundabout transformation to be tabled shortly. A strategic outline business case for a proposed Eastern Bypass in Melksham along the A350 is put forward for evaluation.
<b>Older People</b>	Social isolation and loneliness	Melksham Seniors Community Day - April 2017. Investment in Melksham Sixty Plus Club. Investment in WWMFF social inclusion trips. Melksham leg club and falls clinic launches. Melksham Neighbourhood watch encourages more local social interactions. Melksham Shed new and enhanced premises opens in September 2017. Melksham Seniors host event to make an 'Age Friendly Community'.	Melksham Area Board invests £3k in Community Connections project which targets the most socially isolated; led by Carers Support Wiltshire. Age Friendly work gets underway and event is planned for April 2018 via the Area Board. New weekly activity session hosted by Melksham Seniors takes place at the Riverside Club.
<b>Older People</b>	Support for carers	Alzheimers Café continues at Art House Café. New carers café at Melksham Skills Centre run by Alzheimers Society. Carer Support assist delivery of H & WB group. New Memory Café starts at Blenheim House which offers support to those with memory problems and their carers. Project ideas underway with Carer Support Wiltshire to work on projects with Area Board.	Monthly carers support drop in from the Leg Club. Melksham Area Board invests £3k in Community Connections project which targets the most socially isolated led by Carers Support Wiltshire.
<b>Older People</b>	Promoting healthy and active lifestyles	Big Pledge sees hundreds of Melksham residents sign up. Melksham leg club and falls clinic launches. Walking Netball starts at Christie Miller. Wellbeing groups supports the set up of a new balance class at Spencers Sport and Social Club. Also funds the extension of the Toe nail cutting clinic by Age UK.	Parkrun commences from King George V Park. Over 100 attendees on average each week. Consultation commences on potential improvements from the Town Council to King George V Park. New weekly activity session hosted by Melksham Seniors takes place at the Riverside Club.

# Agenda Item 12

Proposed Projects	Age Friendly Category
Project 1. * Community toilet scheme – getting shops and businesses to offer their facilities, or ultimately provide public facilities	Outdoor spaces and buildings
Project 2. *Single point of information and services i.e. a Hub	Social Participation
Project 3. How do people know that stores are safe? Staff are trained, happy for residents to use toilets, have a seat, glass of water. Should be a single sticker for windows - not Safe Places or DF. Agreed branding/ comms message.	Local Businesses
Project 4. **Dementia Friendly signage & toilets e.g. different coloured toilet seat/ grab rail, way in & out signs of toilet, areas of seating in stores, analogue clock & daylight, training for staff	Local Businesses
*Project 5. Community Communications Contact – one central contact to ensure age friendly projects are well promoted and engage with 'hard to reach' residents.	Information & Communication
Project 6. Improve clear and accessible health information. Local to Melksham directory of services. What can be accessed and how.	Health and community services
Project 7. **Volunteer fair and recruitment drive to support existing groups e.g. Link	Social Participation
Project 8. Involve Youth Club with older peoples clubs	Social Participation
Project 9. *Outdoor seating – linking the town centre with residential areas and pedestrian routes (sponsor a bench – businesses/ residents) i.e. Snowberry Lane - could look at support funding from developers	Outdoor spaces and buildings
Project 10. Outreach to new comers and to those reaching 55+ - welcome pack	Social Participation
Project 11. Outdoor regular activities encouraging fitness and health benefits	Outdoor spaces and buildings
Project 12. Welcome to Melksham – pack/ map given to estate agenda/ libraries etc	Information & Communication
Project 13. Age Friendly fitness trail for adults within the town parks	Outdoor spaces and buildings
Project 14. In GP surgeries better utilisation of noticeboards/ television advertisements screen in surgery about services able to access for the elderly	Health and community services
Project 15. Dropped kerb audit and ‘Town Walkability audit’ – involve members of the community in this, especially those with wheelchairs, pushchairs.	Outdoor spaces and buildings
Project 16. Visiting times at the hospital - timetable and information available	Transportation

Project 17. Encouragement for use of walks e.g. Riverside Walks	Outdoor spaces and buildings
Project 18. Look at road signs and crossing points	Transportation
Project 19. Improve facilities in and out of businesses – magnifying glass on trolleys, usable and more of them in good repairs, smooth pavements.	Local Businesses
Project 20. Surfaces on footways improved – cleanliness and dog bins	Outdoor spaces and buildings
Project 21. Borrow my dog scheme – build a local network	Outdoor spaces and buildings
Project 22. University of the 3 <sup>rd</sup> age. Invite speaker to Melksham	Social Participation
Project 23. Publish organisation data base – library + TIC	Social Participation
Project 24. Film about all the Age Friendly projects in Melksham. To be shown on TV's, at GP surgeries, tourist, website, Facebook page, etc	Information & Communication
Project 25. Capture older peoples stories and share with younger students	Social Participation
Project 26. Taxi booking from GP/ central health service inc. wheelchair	Transportation
Project 27. Travel Planning – joining public transport with 'link'	Transportation
Project 28. Staff to offer assistance (don't wait to be asked or incident to occur)	Local Businesses
Project 29. Helping people to get online to order medication – costs to phone to order. Library can offer to help.	Health and community services
Project 30. Personalised travel planning	Transportation
Project 31. Generation cross pollination – old people 'adopt' a teenager and vice versa	Social Participation
Project 32. Increase offering and choice of shops in Melksham to prevent residents having to travel to another town or online (reduces social impact).	Local Businesses
Project 33. Melksham 'An Age Friendly Town' – to replace 'twinned with'	Information & Communication

\* indicates that previously there were two similar projects that have been combined.

**Deliverability rating 1 - 5**  
**(1= simple/ quick, 5 =**  
**hard, long term)**

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## Melksham Area Board Report – May 2018

Hello and welcome to this month's Community policing report.

### Rural Crime

Three years ago the last National Rural Crime Survey was conducted, which revealed the huge cost of crime to our rural communities – both financial, at £800 million per year, and fear, with chronic under-reporting.

The National Rural Crime Network produced a series of recommendations and, in many areas, the police took steps to improve matters. So now we want to know what's changed.

Questions cover a range of issues – from whether you report crimes that you or your business suffer, to the impact crime and anti-social behaviour has on you and your area, and whether you believe enough is done to catch those who carry out the offences.

The survey is available at [www.nationalruralcrimenetwork.net](http://www.nationalruralcrimenetwork.net) and is open for submissions until Sunday 10<sup>th</sup> June.

Mr Angus Macpherson, Police and Crime Commissioner for Wiltshire and Swindon, said "I hope that anyone living or working in a rural community will spare a few minutes to complete this survey. It will provide a clear picture of what has improved, what challenges remain and what more government, police forces and organisations can do to support the most isolated parts of the country.

One of this year's focuses as we rerun the research is whether rural crime continues to be under reported. Three years ago, one in four said they didn't report the last crime they'd been a victim of because they didn't see the point.

It's being carried out by the National Rural Crime Network. The organization brings together Police and Crime Commissioners, police forces and organisations that play a key role in rural communities – like the Country Land and Business Association, the National Farmers Union, Neighbourhood Watch, Crimestoppers, Historic England and the Countryside Alliance".

The results will also feed into the National Police Chief's Council's Rural Affairs National Strategy for 2018-2021 which is due to be launched later this year.

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)

## Theft from Motor Vehicle

In recent weeks we have seen an increase in reports of theft from motor vehicles. We would like to take this opportunity to remind you of the following crime prevention advice :

### Thefts from Vehicles

- Don't leave anything in your car – if it's not there, then it can't be stolen.
- Thieves aren't picky, so don't leave even low-value items in your car. Often thieves will smash and grab first and look later to see if what they've stolen is valuable.
- Don't hide it – if you hide items under the seat or in the glove box, chances are someone will have watch you. If you cannot avoid leaving something in your car, put it in your boot before you begin your journey.
- Don't leave valuables in your car even for a minute – it only takes a thief a few seconds to smash a window and get what they want, so don't take the chance.
- Don't leave your house keys or anything with your address on it in your vehicle – someone could steal your keys and then let themselves into your home.

### Securing Cars

- Always secure your car.
- Always lock your car and wind your windows up, even if you are just posting a letter or going into a petrol station.
- Get a car alarm – they not only deter a thief from stealing the car, but also from stealing items from inside it.
- Immobilisers stop the engine from starting if the car is being stolen .

### Beauty Spot Vehicle Advice

- Try to park in sign-posted parking areas.
- Be cautious about parking your car in isolation, thieves can be put off when other people are around.
- Do not leave anything in your vehicle. A jacket or coat left behind may be of very little value to you, but a thief may think it has been used to hide a laptop or handbag, and will break into your vehicle to find out.
- Before you leave home, think about what you need and leave any unnecessary items of value at home.
- Whilst enjoying the sights make sure you keep your bag and possessions with you.

## **COMMUNITY MESSAGING**

We have received some very positive feedback around community messaging, and encourage you to speak to all members of your community and get them to sign up to Wiltshire Messaging. It is free and a very good way of keeping all of our communities connected.

<https://www.wiltsmessaging.co.uk/>

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)



## CRIME EXCEPTIONS

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 within our Control Strategy, however there will be no details shared in relation to these cases \*\*\***

APRIL 2018

Melksham Area

Offences of Burglary are showing as a crime exception, however offences at this time of year average at 8.3 offences a month, and April saw 6 offences reported.

ED11 (Melksham Town Centre)

April saw 76 reported crimes across this beat area, against the average of 79 for this same month over the last two years. There were no crime exceptions for this area.

Details of the three largest crime groups accounting for crime within the ED11 area are as follows;

Theft incidents showed 35 incidents reported compared to the average of 23.5 incidents. When broken down this shows that 18 of the offences relate to shopliftings within the town. There are no links to the other reported incidents.

Violence against the person showed 25 incidents, against the average of 28.2 incidents.

Vehicle Offences showed 5 incidents, against the average of 5 incidents.

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

April saw 26 reported crimes across this beat area, against the average of 26.4 for this same month over the last two years.

Details of the three largest crime groups accounting for crime within the ED12 area are as follows;

Offences of Public Order are showing as a crime exception, with 5 incidents reported, against the average of 2.3 incidents. None of these incidents are linked to each other, and all occurred on different dates at different locations. These incidents amount to verbal abuse and threats being made to others.

Theft showed 9 incidents reported, against the average of 10.3 incidents.

Vehicle Offences showed 4 incidents, against the average of 2.2 incidents.

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)

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

April saw 7 reported crimes across this beat area, against the average of 9.4 for this same month over the last two years. There were no crime exceptions for this area.

Details of the three largest crime groups accounting for crime within the ED13 area are as follows;

Violence against the person showed 4 incidents, against the average 3.7 incidents.

Burglary showed 1 incident, against the average of 1.7 incidents.

Theft showed 1 incident, against the average of 1.8 incidents.

**COMMUNITY POLICING PRIORITIES WITHIN YOUR AREA**

Each week Inspector Andy Fee chairs the West Wiltshire Tasking Meeting, where emerging community issues and concerns are raised and discussed for our policing area. From this meeting, priorities and actions are set. 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 within the Melksham area.

**COMMUNITY SPEEDWATCH CHECKS WITHIN YOUR AREA**

Every two weeks, 4 Community Speedwatch Schemes across West Wiltshire are selected by Leanne Homewood for additional targeting by our Community Policing Team.

Throughout April and May the following checks were conducted within the Melksham area;

Layby near to Melksham Oak Secondary School – One check completed - 2 x drivers reported to court for excess speed. One driver was travelling at 75mph and the other was travelling at 85mph, in a 30mph limit.

Snowberry Lane – One check completed – 1 x driver given words of advice.

Beanacre – Two checks completed – 2 x drivers given words of advice.

Shaw / Whitley – One check completed – 2 x drivers given words of advice.

**CHARGES TO NOTE**

Tobi KENT, 29 year old male of an address in Woodpecker Close, Broughton Gifford was charged with two offences of theft by shoplifting, and possession of a controlled substance. He has been bailed to attend Salisbury Magistrates Court on the 18<sup>th</sup> May 2018.

For a detailed breakdown of the crime in your area visit...

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

**Sector Inspector – Inspector Andy Fee – [andy.fee@wiltshire.pnn.police.uk](mailto:andy.fee@wiltshire.pnn.police.uk)**

**Sector Deputy – Sergeant James Williams – [james.williams@wiltshire.pnn.police.uk](mailto:james.williams@wiltshire.pnn.police.uk)**

**Community Coordinator – Pc Charly Chilton : [charlotte.chilton@wiltshire.pnn.police.uk](mailto:charlotte.chilton@wiltshire.pnn.police.uk)**

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)



## **Melksham Area Board Report – 6<sup>th</sup> June 2018.**

### **Arson prevention**



A significant number of the fires attended by the Fire and Rescue Service every year are started deliberately.

Most are small, such as bin, rubbish or grass fires, but even these can escalate quickly and become life-threatening. On more than one occasion, someone setting fire to a bin has led to an entire building being destroyed after the blaze spread.

We work with partners, including the Police and the local authorities, to tackle arson in areas where a particular problem has been identified.

### **Top tips**

To reduce the risk of your property being affected by arson, you should:

- Only put your wheelie bin to the front of your property on the morning of collection. Store it out of sight the rest of the time.
- Don't overfill your wheelie bin and make sure the lid will close.
- Store rubbish away from any building, while keeping it within the boundaries of your property.
- Make sure your doors, windows, gates, walls and fences are effectively secured, especially at night and if you're away from the property.
- Park vehicles in a well-lit place and off the road where possible. Always keep your car locked.

### **How you can help**

If you know of someone who sets fires deliberately, you can call Crimestoppers anonymously on 0800 555 111.

## Bonfires and garden safety



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

- Site any bonfire well away from buildings, fences, trees and garden structures.
- Have a garden hose to hand in case the fire starts to get out of control.
- Don't light a bonfire on a windy day, as it could flare up more than you expect.
- Be courteous to your neighbours – if you're planning a substantial bonfire, let them know, and stay with it at all times to ensure that it remains safe.
- If you're intending to have a large bonfire, please advise Fire Control on 0306 799 0019 or use our [on-line form](#) – we often receive emergency calls from people who can see lots of smoke, and it helps us to know where this could be a controlled burn.
- Never use flammable liquids such as petrol or paraffin to start a bonfire.

### Garden equipment

- Refill garden heaters, petrol mowers etc in the open air and don't smoke while doing so.
- Deal with any fuel spillage by allowing it to evaporate, soak into the ground, or cover with an absorbent material.
- Take care when lighting garden heaters and never move when lit. Keep away from flammable materials, such as awnings or laundry lines.
- When using candles or flares, make sure they are firmly packed into the ground.
- Keep children and pets away from naked flames and hot lanterns.
- Make sure any candles, flares and lanterns are fully extinguished when you have finished with them.

## **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; 22/02/18 – 21/05/18.**

DWFRS have responded to 40 incidents in the Melksham area between the dates above.

Melksham Fire Station Responded to a total of 75 calls county wide in the mentioned time period. Details are listed in the table below.

<b>Category</b>	<b>Incidents in Melksham</b>	<b>Off of Station Ground incidents</b>	<b>Total</b>
False Alarm	13	4	17
Fire	12	12	24
Special Service/Other	3	31	34
<b>Total</b>	<b>28</b>	<b>47</b>	<b>75</b>
<b>Pump Availability</b>	<b>78.9%</b>		



### **Recent Notable Incidents**

Four pump factory fire which was extinguished before our arrival by the onsite sprinkler system.

12 pump fire at a landfill site.

### **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 need 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](mailto:andy.green@dwfire.org.uk)

Tel: 07734 483886/01722 691247

[www.dwfire.org.uk](http://www.dwfire.org.uk)





## Annual General Meeting

We are holding our annual general meeting in the conference room at Southgate House, Pans Lane, Devizes on Tuesday 26 June starting at 9.30am.

This event provides you with the opportunity to learn about what the clinical commissioning group has achieved in the past year and allows you to ask questions and find out more about our plans for the future – You can also pick up a copy of our annual report and accounts on the day.



Doors will be open from 9am for registration, and the AGM will take place between 9.30 – 10.30am.

If you would like to attend the AGM, please email [tracy.torr@nhs.net](mailto:tracy.torr@nhs.net) by Friday 15 June 2018.

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## Don't let hay fever spoil your summer!

Spring and summer are wonderful seasons, filled with blossoming flowers, sunshine and warmth and many more of us will be spending time outdoors. But for hay fever sufferers, this time of year can cause worry and discomfort.



Hay fever is a common allergy and can affect up to one in five people at some point in their life, and is mainly caused by grass pollen.

The good news is you don't need to see your GP for hay fever treatment. Wiltshire Clinical Commissioning Group is urging residents of Wiltshire to consider buying their own hay fever treatment, instead of getting it on prescription.

Hay fever and seasonal allergy treatments such as tablets, eye drops and nasal sprays are all easily available from your local pharmacy, and you don't need a prescription from your GP.

As pollen count increases, hay fever sufferers dread the oncoming symptoms, which include a runny nose, itchy eyes and sneezing. That's why it's always good to be prepared. The symptoms of hay fever can be really unpleasant and the best way to control them is with antihistamines, which are inexpensive and can be bought from many shops and pharmacies on the high street.

By going to the pharmacy you'll be saving yourself time and money, freeing up GP appointments for people with more urgent needs as well as doing your bit to help save the NHS money on unnecessary prescription costs. Your pharmacist will also be able to offer you advice on how to avoid triggers.

There is currently no cure for hay fever, and you technically can't avoid it, however, there are ways to help reduce the effects including:

- Wearing wraparound sun glasses when outdoors to protect the eyes
- Showering and changing your clothes after being outdoors will help stop the spread of pollen through your home
- Putting a small amount of petroleum jelly in your nose helps to trap pollen grains
- Keeping an eye on the weather forecasts and staying indoors to avoid going out when the pollen count is high

Self-care is an important part of keeping well and having a well-stocked medicine cabinet can help you treat minor illnesses, such as hay fever, and injuries at home without the need to see a GP.

You can find us on social media – follow us and keep up to date with our latest posts as we celebrate the decades of the NHS during our countdown to the NHS’s 70<sup>th</sup> birthday on 5 July 2018.



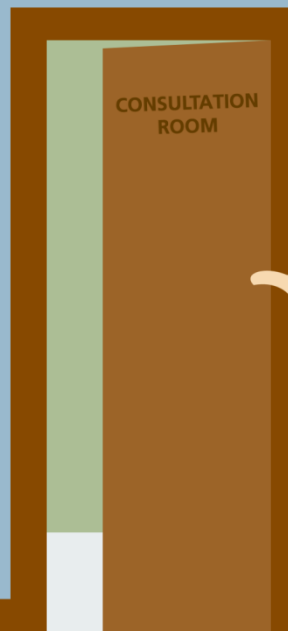
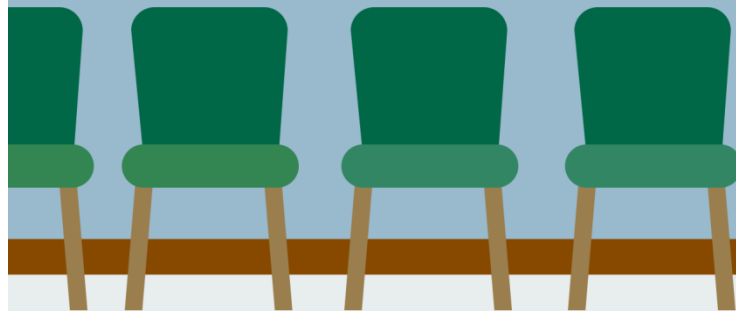
NHSWiltshireCCG

@NHSWiltshireCCG

NHS Wiltshire CCG

Visit our [website](#)

# The cost of Wiltshire’s missed GP practice appointments



**76,402**

Missed appointments in 12 months



Average missed appointments per GP practice per week



483,000 residents



The same as **1 in 6** Wiltshire residents - or the **entire population of Trowbridge and Salisbury** - missing one appointment each!



### Five ways to give feedback to help shape local health and care services in Wiltshire

Share your experiences of local health and care services and make it better for everyone - that's the message from the county's independent health and care watchdog Healthwatch Wiltshire as it celebrated its fifth birthday on 1 April.

Healthwatch Wiltshire, along with 147 other healthcare organisations in England, was set up in 2013 as a result of the Health and Social Care Act 2012. Its role is to listen to the views of the public on local health and care services. They then use this feedback to help influence decision-making at a local level, shaping services for the better.

In the last year, the Melksham-based organisation has regularly visited all corners of the county and collected 2495 individual views and experiences. Overall, 46 per cent of feedback was positive, with 424 comments praising the quality of services.

More than 60 volunteers also took part in over 500 activities over the last year and helped to collect feedback from the public.

Lucie Woodruff, Healthwatch Wiltshire Manager, said: "On our fifth birthday, we are really proud of what we have achieved so far in the county. Our staff and volunteers continue to meet the community to listen to what people have to say about local health and care services.

"Everyone who uses health and care services has the right to expect a high standard. In order to help organisations achieve these standards, we need the public's help. That's why we actively encourage and welcome feedback.

"No matter how big or small the issue, we want local people to share their stories with us, so that we can share these ideas with those with the power to make change happen."

#### Five ways to share your views on health and care in Wiltshire:

1. Talk to a Healthwatch Wiltshire volunteer or staff member on an information stand in the community. See the events calendar for an up to date venue list:  
[www.healthwatchwiltshire.co.uk/events](http://www.healthwatchwiltshire.co.uk/events)
2. Pick up the phone and talk to a friendly member of staff to share your experience: 01225 434218
3. Email your story to [info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)
4. Leave feedback online: [www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)
5. Join our growing team of volunteers - and help give people a powerful voice to make a real and lasting change, visit:  
[www.healthwatchwiltshire.co.uk/volunteering](http://www.healthwatchwiltshire.co.uk/volunteering)



Pictured: Lucie Woodruff (centre), Healthwatch Wiltshire Manager with Shiena Bowen and Paul Lefever.

#### Contact us:

Tel 01225 434218

[info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)

[healthwatchwiltshire.co.uk](http://healthwatchwiltshire.co.uk)

**Healthwatch Wiltshire is the county's independent health and care champion. We listen to what people like about local health and care services, and what could be improved. These views are then shared with the decision-making organisations in the county, so together we can make a difference.**



# ***Update for Melksham Area Board***

**FROM: MELKSHAM TOWN COUNCIL**

**DATE OF MEETING: 6 June 2018**

## **HEADLINES**

### **Community Engagement Officer**

The Town Council have recently appointed Debbie Bentley as a P/T Community Engagement Officer to help enhance local community engagement, pro-actively raise awareness of local volunteer activity and identify support mechanisms required by local volunteers, in order to take forward community led initiatives, as well as developing strong networks and links between community groups, organisations and service users; co-ordinating engagement activities and implementing action plans.

### **Play Areas**

143 responses have been received from a recent play area survey, which provided valuable input to the Town Council's ongoing efforts to allocate expenditure to maintain and enhance play equipment within the town and in recent weeks £11,500 + VAT worth of improvements have been agreed to update various play areas in the town.

### **KGV Playing Field Public Consultation**

Architects appointed to provide a masterplan for KGV playing fields are currently consulting with members of the public on what they would like to see in the park, with an information board and drop box being circulated to various locations around the town to allow people to fill in and submit their responses.

### **Flood Warden Training**

Flood Training for potential Flood Wardens has taken place over 2 evenings recently. The training was delivered by Ms Renate Malton, Flood Resilience Officer at Wiltshire Council and Lisa Milton, Environment Agency. The training sessions were attended by various members of the community (including Melksham Without residents), as well as councillors and officers.

### **800<sup>th</sup> Anniversary Market Charter**

A Task & Finish Group has been set up, consisting of councillors and other interested parties, to consider how best to celebrate the 800<sup>th</sup> anniversary of the granting of the



## ***Update for Melksham Area Board***

Market Charter. Various ideas have been put forward and currently a weekend of celebrations are being explored to take place in September 2019.

### **George Ward Playing Fields**

A joint working group with Melksham Without Parish Council has been set-up to come up with ideas for the former George Ward Playing Fields.

The newly named 'Shurnhold Fields' project has identified the following vision and objectives:

- To provide a quiet, tranquil place for residents
- To provide modest attenuation
- To provide all weather footpaths (not tarmac) with some, not all, to be DDA compliant
- To provide picnic tables and seating
- To provide a wildflower area
- To provide a car park for all users (not just for allotments)
- To provide MWPC allotments (up to 20 ½ "old style" size plots) – to be separately funded by the parish council
- To provide a wooden trim trail
- To provide at least two bins inside the project area
- To provide a WWI tree memorial comprising approx. 200 trees

If you would like to get involved, help shape this project and get your hands dirty, please come along to a future 'Friends of Shurnhold Fields' meeting. Please get in touch with either the Town or Parish Council. Clare Harris: [clare.harris@melkshamtown.co.uk](mailto:clare.harris@melkshamtown.co.uk) or Teresa Strange: [clerk@melkshamwithout.co.uk](mailto:clerk@melkshamwithout.co.uk)

### **Grant Applications**

Grant applications from local groups are welcomed from 1 June-31 July. Please contact [mel.rolph@melkshamtown.co.uk](mailto:mel.rolph@melkshamtown.co.uk) for a grant application form or alternatively a grant application form will be available to download from the Town Council website: [www.melkshamtown.co.uk](http://www.melkshamtown.co.uk) from 1 June 2018.

### **FORTHCOMING DATES**

- **1 July at 2.30pm:** Civic Service at St Michael & All Angels Church followed by refreshments at the Assembly Hall
- **8 July** at 1.00-3.00pm Tidy Town Day
- **10 July:** Judging for Melksham in Bloom
- **11 July:** Judging for Britain in Bloom (South West)
- **20/21 July:** Music Festival/Party in the Park
- **28 July:** Carnival
- **1 and 2 September:** Food & River Festival, KGV
- **9 September:** Melksham Gardeners' Society Open Flower & Produce Show - 2.00pm at The Assembly Hall (also includes prize giving ceremony for Melksham in Bloom winners and runners up.



## ***Update for Melksham Area Board***

<b>Name of Parish/Town Council</b>	<b>BROUGHTON GIFFORD PARISH COUNCIL</b>
<b>Date of Area Board Meeting</b>	06 June 2018

## **Update for Melksham Area Board**

### **Headlines/Key successes**

- RESTORED WAR MEMORIAL & NEW CHURCH STEP SAFETY RAILINGS

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- DEFIBRILLATORS ( 1 FITTED IN CENTRE VILLAGE, AND 2<sup>ND</sup> DUE TO BE FITTED OS THE BELL)

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- NEGOTIATED COMMUNITY BENEFIT FROM NORRINGTON SOLAR FARM

### **Projects**

- TO COMPLETE RENOVATION OF STONE BARN SPORTS FACILITY

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- TO LOCATE, CONSULT AND INSTALL NEW PLAY AREA

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- TO COMPLETE PARISH PLAN INCL. NEW TRAFFIC MANAGEMENT SCHEME

### **Forthcoming events/Diary dates**

- \*HIGHWAYS WORKNG PARTY 6<sup>TH</sup> JUNE TO REVIEW COMMUNITY RESPONSES

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- COUNCIL MEETING 13<sup>TH</sup> JUNE

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- POSSIBLE ARMISTICE COMMUNITY MEAL AND SONGS – NOVEMBER 2018

Signed: Mark Sullivan (Chairman)

Date: 22<sup>nd</sup> May 2018

\* NB Apologies for clash of meeting with next Area Board Meeting.

## ***Update for Melksham Area Board***

<b>Name of Parish/Town Council</b>	<b>Seniors report May 2018</b>
<b>Date of Area Board Meeting</b>	6 June 2018

The weekly active ageing activities Health and well-being activities are being well received and generating a strong social bond.

The Monthly Film Matinee now has a regular attendance of 60 to 70 regular seniors and is becoming a very popular Social event.

We have prepared an excellent number of events for the autumn and winter month which will be the subject of a further report later in the year to the Area Board.

We would like to express our thanks to the Area Board for the excellent meeting around the Age Friendly Community project and the many incredible suggestions that were forthcoming to improve the quality of life for all living in Melksham.

This is my last report to the Area Board as Chairman of Melksham Seniors for I shall be retiring very soon. I would like to express my most sincere thanks to the Board members and all who have supported me over the last seven years.

Brian Warwick



<b>Report to</b>	Melksham Area Board
<b>Date of Meeting</b>	06/06/2018
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below.

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> St John Ambulance <b>Project Title:</b> St John Ambulance radio communications  <a href="#">View full application</a>	£750.00
<b>Applicant:</b> Wiltshire Mind <b>Project Title:</b> Purchase of new lockable office storage cupboards.  <a href="#">View full application</a>	£908.40
<b>Applicant:</b> Brunswick Park Residents Group <b>Project Title:</b> Brunswick Park Improvements  <a href="#">View full application</a>	£500.00
<b>Applicant:</b> Keevil Village Hall <b>Project Title:</b> Keevil Village Hall new floor  <a href="#">View full application</a>	£3500.00
<b>Applicant:</b> Melksham Remembers Project (Melksham Town Council) <b>Project Title:</b> Melksham Remembers exhibition  <a href="#">View full application</a>	£2000.00

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

## 2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 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
<a href="#">2884</a>	St John Ambulance	St John Ambulance radio communications	£750.00
<b>Project Description:</b> To support the upgrade of our communications network to a cutting edge digital network. We are looking to purchase 18 handheld digital radios 6 of which will be used from our Melksham Unit.			
<b>Input from Community Engagement Manager:</b> The grant application meets the 2018/19 grants criteria			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2747</a>	Wiltshire Mind	Purchase of new lockable office storage cupboards.	£908.40
<p><b>Project Description:</b> Wiltshire Mind is a totally self-funding charity which means we have little in the way of spare resources. We did apply to have some new chairs as all of our furniture is -odd- and second hand this would make our environment much nicer for visitor's clients and staff ensuring a professional look. At the CAB meeting MWPC offered some second-hand chairs to us and the Board felt we should look at these and consider whether to amend or remove the application for funding of chairs. Our CEO has visited MWPC and found that they do have a number of spare chairs which are not available until Aug 2018. MWPC cannot keep the chairs due to space. We have agreed that we will have the chairs. We would therefore like to amend our application to purchase some lockable cupboards. We need to purchase these in order to comply with the new GDPR regulations to keep all personal detail and sensitive information locked away.</p> <p><b>Input from Community Engagement Manager:</b> The grant application meets the 2018/19 grants criteria</p>			
<p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2906</a>	Brunswick Park Residents Group	Brunswick Park Improvements	£500.00
<p><b>Project Description:</b> The Brunswick Park Residents Group wish to re-instate the games lines on the MUGA in Hazelwood Road Park. The lines that marked out the 5-a-side Football Netball and Basketball pitches have slowly deteriorated worn away and in some cases disappeared over the years. The group therefore intend to paint the games lines on the MUGA replace the nets and keep the MUGA stone and weed free.</p> <p><b>Input from Community Engagement Manager:</b> The grant application meets the 2018/19 grants criteria</p>			
<p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2886</a>	Keevil Village Hall	Keevil Village Hall new floor	£3500.00
<p><b>Project Description:</b> The present floor was laid in 1963 and in September 2017 the floor was assessed by two companies to ascertain whether there was a need to either sand and seal existing floor or replace it. It is thought that the existing wood mosaic tiles cannot be sanded and sealed therefore it was advised that the existing floor be replaced.</p>			

<p><b>Input from Community Engagement Manager:</b> The grant application meets the 2018/19 grants criteria</p>
<p><b>Proposal</b> That the Area Board determines the application.</p>

Application ID	Applicant	Project Proposal	Requested
<a href="#">2911</a>	Melksham Remembers Project (Melksham Town Council)	Melksham Remembers exhibition	£2000.00

<p><b>Project Description:</b> An exhibition is planned for the weekend 9 - 11 November 2018 as the culmination of the work undertaken by community volunteers investigating what life was like in the Community Area during the First World War as part of the national centenary commemoration. The exhibition will include stories of life from across the Community Area including industry how school children took part farming and how communities were affected by loss of manpower and the changes in society that took place. The exhibition will be available to all parishes of the community area after 11 November. This project is part funded by HLF.</p> <p><b>Input from Community Engagement Manager:</b> The grant application meets the 2018/19 grants criteria</p> <p><b>Proposal</b> That the Area Board determines the application.</p>
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No unpublished documents have been relied upon in the preparation of this report.

**Report Author:**

Rhys Schell  
Community Engagement Manager  
01225 816752  
[Rhys.Schell@wiltshire.gov.uk](mailto:Rhys.Schell@wiltshire.gov.uk)



## Grant Applications for Melksham on 06/06/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2884	Community Area Grant	St John Ambulance radio communications	St John Ambulance	£750.00
2747	Community Area Grant	Purchase of new lockable office storage cupboards.	Wiltshire Mind	£908.40
2906	Community Area Grant	Brunswick Park Improvements	Brunswick Park Residents Group	£500.00
2886	Community Area Grant	Keevil Village Hall new floor	Keevil Village Hall	£3500.00
2911	Community Area Grant	Melksham Remembers exhibition	Melksham Remembers Project (Melksham Town Council)	£2000.00

ID	Grant Type	Project Title	Applicant	Amount Required
2884	Community Area Grant	St John Ambulance radio communications	St John Ambulance	£750.00

**Submitted:** 01/05/2018 14:08:35

**ID:** 2884

**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**



Total required from Area Board		£750.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
18 x handheld digital radios accessories and chargers.	4500.00		Local fundraising	2250.00
			Salisbury Area Board	750.00
			Chippenham Area Board	750.00
<b>Total</b>	<b>£4500</b>			<b>£3750</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

Yes

**12. If so, which Area Boards?**

Chippenham

Melksham

Salisbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

St John volunteers are a familiar site at community events throughout Wiltshire. Our efficiency and speed at treating casualties relies on the best communication network possible. The new devices also include a built in GPS tracker allowing a St John control room to monitor the team and ensure they are safe at all times as well as knowing exactly where to send help if they request it.

**14. How will you monitor this?**

Regular feedback requests from the volunteers on the new equipment particularly focusing on improved ease of use and signal strength as well as success stories of how the new equipment has helped in an emergency situation.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

St John Ambulance is looking to create a region wide communications network over the next few years and will set aside funds to maintain the devices and ensure proper maintenance.

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

The project to upgrade the communications network across the South West is going to cost in excess of £50000. Funds donated by this Area Board will be used in the local area. The 18 radios for Wiltshire will cost £4500.

**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):**

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**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 lockable office storage cupboards.	Wiltshire Mind	£908.40
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**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 lockable office storage cupboards.

**6. Project summary:**

Wiltshire Mind is a totally self-funding charity which means we have little in the way of spare resources. We did apply to have some new chairs as all of our furniture is -odd- and second hand this would make our environment much nicer for visitor's clients and staff ensuring a professional look. At the CAB meeting MWPC offered some second-hand chairs to us and the Board felt we should look at these and consider whether to amend or remove the application for funding of chairs. Our CEO has visited MWPC and found that they do have a number of spare chairs which are not available until Aug 2018. MWPC cannot keep the chairs due to space. We have agreed that we will have the chairs. We would therefore like to amend our application to purchase some lockable cupboards. We need to purchase these in order to comply with the new GDPR regulations to keep all personal detail and sensitive information locked away.

**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	£908.40		
Total required from Area Board	£908.40		
Expenditure (Itemised £ expenditure)		Income (Itemised income)	Tick if income confirmed £
1 x small office storage cupboard	310.80		
2 x large office storage cupboards	597.60		
<b>Total</b>	<b>£908.4</b>		<b>£0</b>

**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?**

The organisation must purchase more lockable cabinets to comply with GDPR and to ensure we are working in a professional and compliant manner. This is just one cost which the organisation must bear with additional costs being placed on us to ensure that our IT systems are secure. We would like to apply to purchase these cupboards which will ensure that staff clients and members details are kept securely away. The benefits to individuals is that there will be minimal risk of a breach allowing personal information to be viewed by the wrong staff ie separate departments can have their own cupboards rather than sharing. Therefore, there will be minimal risk to the processors of data staff the Data Controller CEO and minimal risk to the organisation through non-compliance and the risk of fines. As a small charity we need to comply with legislation but this can be costly.

**14. How will you monitor this?**

We will be compliant with the new GDPR regulations which will benefit the charity ensuring we do not get fined for breach of compliance. Fines would be costly to the organisation as we could not provide services for individuals as we are a totally self-funding charity.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

We anticipate the cupboards 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 cupboards.

**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.

2906	Community Area Grant	Brunswick Park Improvements	Brunswick Park Residents Group	£500.00
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**Submitted:** 16/05/2018 13:24:48

**ID:** 2906

**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?**

Brunswick Park Improvements

**6. Project summary:**

The Brunswick Park Residents Group wish to re-instate the games lines on the MUGA in Hazelwood Road Park. The lines that marked out the 5-a-side Football Netball and Basketball pitches have slowly deteriorated worn away and in some cases disappeared over the years. The group therefore intend to paint the games lines on the MUGA replace the nets and keep the MUGA stone and weed free.

**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 6UZ

**9. Please tell us which theme(s) your project supports:**

Children & Young People  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
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	£500.00		
Total required from Area Board	£500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £
Line painting on MUGA and associated works.	500.00		
Total	<b>£500</b>		<b>£0</b>

**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?**

The residents of the Hazelwood Road Estate and adjacent estates on Kings Road will be the primary beneficiary of these improvements in addition to both able bodied and less able-bodied residents from the wider Melksham community. The re-instatement of the games lines and Netball/Basketball nets on the MUGA would encourage additional use and enhance the games played on the MUGA for generations to come. It would see more school children adults and because of the hard surface residents with mobility issues enjoying and participating in individual and group exercise on a more regular basis. Amongst the top local priorities set at the JSA for the Melksham Area for 2017-2019 were improving child obesity improving mental and emotional health and wellbeing in adults and promoting healthy lifestyles in older people. By providing enhanced facilities our project will encourage children and adults to exercise more which in turn will improve obesity mental health and wellbeing which are the recognised benefits of team games and exercise. The BPRG intend to regularly maintain the games lines by sweeping loose stones from the court and weedkilling around the edges of the MUGA to avoid any residents getting hurt from stinging nettles. This maintenance will be carried out on Park Action Days which brings our community together and engenders greater respect for the diversity within our community and the park itself.

**14. How will you monitor this?**

Requests for feedback reporting to the Chair of Brunswick Park Residents Group via Brunswick Park Residents Group members and from residents of the Hazelwood Road estate and other park users via social media and word of mouth.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

The MUGA is inspected regularly by the Town Council Groundsman/Caretaker and Wiltshire Council contractors Idverde in addition to the Brunswick Park Residents Group. Previously we have successfully secured funding from private enterprise and would do so again if necessary.

**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)

**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 any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

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

2886	Community Area Grant	Keevil Village Hall new floor	Keevil Village Hall	£3500.00
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**Submitted:** 02/05/2018 14:28:39

**ID:** 2886

**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?**

Keevil Village Hall new floor

**6. Project summary:**

The present floor was laid in 1963 and in September 2017 the floor was assessed by two companies to ascertain whether there was a need to either sand and seal existing floor or replace it. It is thought that the existing wood mosaic tiles cannot be sanded and sealed therefore it was advised that the existing floor be replaced.

**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 6NA

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2017

**Total Income:**

£4630.50

**Total Expenditure:**

£3165.02

**Surplus/Deficit for the year:**

£1465.48

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£8672.00

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

It is an old building and we have to keep a small reserve for any unplanned or unexpected repairs and maintenance.

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

**10b. Project Finance:**

Total Project cost		£9893.40		
Total required from Area Board		£3500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Labour	5148.00	Labour		5148.00
Materials	4745.40	Materials		1245.40
<b>Total</b>	<b>£9893.4</b>			<b>£6393.4</b>

**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?**

Keevil Village Hall is well-used on a daily basis by various groups of all ages. Namely Zumba Pilates Yoga Scottish Dance. There is also a Drama Group which puts on two productions a year as well as Keevil School using it for putting on plays. It is also used for several hobby groups namely Embroidery Art Singing Teaching of dance as well as various parties/events for Keevil residents. The Village Hall is the centre of activity in Keevil as well as a Polling Station for elections and a weekly Post Office. It has been extremely difficult to find the time needed to replace the floor and will mean closing the Hall for most of August for the work to be carried out resulting in a loss of revenue. There is no other hall in Keevil for these activities to take place so it is essential that this work is carried out.

**14. How will you monitor this?**

All our regular users have been advised of the impending work and as it is expected to carry out the work in August the effect should be minimal. We will continue to liaise with all users on progress.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

If the grant application is successful the project will be fully funded.

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

This is the only 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)

**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.

2911	Community Area Grant	Melksham Remembers exhibition	Melksham Remembers Project (Melksham Town Council)	£2000.00
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**Submitted:** 20/05/2018 14:47:42

**ID:** 2911

**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**

This project is a community project being led by Melksham Town Council on behalf of all

the parishes in the Melksham Community Area. The Melksham Remembers projects covers all parishes in the Melksham Community Area.

**5. Project title?**

Melksham Remembers exhibition

**6. Project summary:**

An exhibition is planned for the weekend 9 - 11 November 2018 as the culmination of the work undertaken by community volunteers investigating what life was like in the Community Area during the First World War as part of the national centenary commemoration. The exhibition will include stories of life from across the Community Area including industry how school children took part farming and how communities were affected by loss of manpower and the changes in society that took place. The exhibition will be available to all parishes of the community area after 11 November. This project is part funded by HLF.

**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 6ES

**9. Please tell us which theme(s) your project supports:**

Heritage, history and architecture

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		£7100.00		
Total required from Area Board		£2000.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
display boards	1500.00		HLF grant towards exhibition costs	yes 500.00
graphic panels	1000.00			yes
design costs	1000.00		HLF grant towards design	yes 1000.00
materials	500.00		HLF Grant towards materials	yes 500.00
Volunteer time prep	1500.00		Volunteer time	yes 1500.00
Project Officer	1000.00		HLF funding	yes 1000.00
Volunteer time over weekend	600.00		Volunteer time	yes 600.00
<b>Total</b>	<b>£7100</b>			<b>£5100</b>

**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 exhibition is aimed at the wider community of Melksham and the Community Area. It is intended to hold the exhibition on Friday 9 November for school children on Saturday 10 November for families and on Sunday 11 November around the time of the annual Act of Remembrance at St Michaels Church and the War Memorial to make the exhibition available to as many people as possible. The exhibition will include a family friendly element such as Wiltshire Scrapstore to encourage a wider range of people to attend. After 11<sup>th</sup> November the exhibition will be available across the Community Area to churches and community spaces that would like to host it. A grant from the Area Board would assist in the purchase of display boards for the exhibition. This will make the exhibition easily transportable across the Community Area. The boards will also be available after this for future exhibitions and displays on other aspects of the heritage of the Community Area such as RAF Melksham or the changes in industry. As a result of this exhibition the volunteers who discovered the stories of life in the First World War will be able to share those stories and help the community to understand how life has changed since 1918 and how life was affected by the First World War. Understanding the history of our community helps us to feel more rooted in it and helps us to understand how the past has shaped the current

community. By discovering the stories of the past we can understand Melksham and the Community Areas role in the history of Wiltshire and Britain.

**14. How will you monitor this?**

We will have feedback surveys at the to ask for the comments and thoughts of those who come to the exhibition. We will be counting the number of people. We will have a comments book for people to add their thoughts.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

This project is time limited and is due to finish in December 2018.

**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.

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