

AGENDA

Meeting: Marlborough Area Board
Place: Marlborough Town Hall, High Street, Marlborough, SN8 1AA
Date: Tuesday 14 June 2022
Time: 7.00 pm

Including the Parishes of: Aldbourne, Avebury, Baydon, Berwick Bassett, Chilton Foliat, East Kennett, Kennet Valley, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury, Savernake, Winterbourne Monkton.

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Please direct any enquiries on this Agenda to Matt Hitch Democratic Services Officer, direct line or email matthew.hitch@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Jane Davies, Marlborough West
Cllr James Sheppard, Aldbourne and Ramsbury
Cllr Caroline Thomas, Marlborough East

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Public Participation

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

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

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

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

	Items to be considered	Time
1	<p>Election of the Chairman (<i>Pages 1 - 2</i>)</p> <p>To elect a Chairman for the forthcoming year.</p>	7.00pm
2	<p>Election of the Vice-Chairman</p> <p>To elect a Vice-Chairman for the forthcoming year.</p>	7.05pm
3	<p>Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	
4	<p>Apologies for Absence</p> <p>To receive any apologies for absence.</p>	
5	<p>Minutes (<i>Pages 3 - 14</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 22 March 2022.</p>	7.10pm
6	<p>Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
7	<p>Chairman's Announcements (<i>Pages 15 - 22</i>)</p> <p>To receive the following announcements through the Chairman:</p> <ul style="list-style-type: none"> • Recruitment of Hackney Carriage Drivers • Solar Together Wiltshire • FUEL Programme <p>Further information available here.</p> <ul style="list-style-type: none"> • Our Community Matters Event – 20-24 June <p>Further information available here.</p>	7:15pm
8	<p>Area Board Changes Update (<i>Pages 23 - 32</i>)</p> <p>Community Engagement Manager Andrew Jack to provide an update on recent changes to Area Board processes.</p>	7.20pm
9	<p>Community Area Status Report and Priority Setting (<i>Pages 33 - 42</i>)</p> <p>Community Engagement Manager Andrew Jack to provide an</p>	7:35pm

	<p>update on the actions resulting from the Community Status Report.</p> <p>To appoint lead members to the Area Board's priority areas.</p>	
10	<p>Working Groups and Outside Bodies (Pages 43 - 52)</p> <p>The Area Board is requested to:</p> <ol style="list-style-type: none"> a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A; b. To note the Terms of Reference for the LHFIG as set out in Appendix B. 	7:40pm
11	<p>Partner Updates (Pages 53 - 72)</p> <p>To note the attached Partner updates and receive any further information partners wish to share:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue c. Healthwatch Wiltshire d. Wiltshire Clinical Commissioning Group (CCG) e. Jubilee Centre f. Transition Marlborough g. Town / Parish Councils <p><i>Note: Speakers are reminded that they each have a 3-minute slot, unless they have previously discussed alternative arrangements with the Community Engagement Manager.</i></p>	7:45pm
12	<p>Marlborough Health and Wellbeing Group (Pages 73 - 74)</p> <p>To receive an update from the latest meeting of the Marlborough Health and Wellbeing Group.</p> <p>To consider the following application for Health and Wellbeing funding:</p> <ul style="list-style-type: none"> • Friends of the Victorian Cemetery requesting £700 towards a new website, publication of flyers and enhancing their social media presence. <p><i>Please see the attachment to Item 15 for further information about this grant application.</i></p>	8:10pm
13	<p>Local Highway and Footway Improvement Group (Pages 75 - 96)</p> <p>The Area Board will be asked to ratify the funding recommendations from the Marlborough Local Highway and Footway Improvement</p>	8.20pm

	Group meeting of the 26 May 2022.	
14	Local Youth Network Update and Applications for Youth Funding To receive an update on the Local Youth Network (LYN) including on the employment of a new youth worker.	8.30pm
15	Community Area Grant Scheme (<i>Pages 97 - 100</i>) The Wiltshire Councillors will consider applications to the Community Area Grants Scheme, as follows: <ul style="list-style-type: none"> • Marlborough Bowls Club requesting £2,000 towards new flooring. • Friends of the Victorian Cemetery requesting £2,118.81 towards a new storage shed, garden equipment and notice board. 	8.40pm
16	Any Other Questions The Chairman will invite any remaining questions from the floor.	
17	Urgent items Any other items of business which the Chairman agrees to consider as a matter of urgency.	
18	Evaluation and Close The next meeting of the Marlborough Area Board will be held on Tuesday 11 October, 7.00pm at Marlborough Town Hall.	9.00pm

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

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

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

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

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

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

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

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

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

MINUTES

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

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

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

Total in attendance: 17

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

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

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

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

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

Devotion Youth Club

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

Wiltshire Youth Council

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

Area Board Funding Initiative

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

Decision

To award £280 towards the Enablement Hub.

Reason

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

29

Marlborough Health and Wellbeing Group

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

on the A4361.

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

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

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

Decision

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

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

	<p>During the discussion members welcomed the initiative. In response to a question about the level of the charity's financial reserves, it was reported that their draft accounts showed that they had around 81.6 percent of their 12 month running cost reserves, so they were below the recommended amount.</p> <p>Decision</p> <p>To award Greatwood Charity £3,500 towards CCTV.</p> <p><u>Reason</u></p> <p><u>The grant awarded met the funding criteria for 2021/22.</u></p> <p><u>Kennet Valley Village Hall - £5,000 towards an outside gym</u></p> <p>David from Kennet Valley Village Hall explained that they had an existing meeting area and fitness equipment that were well used by the community and was particularly popular with teenagers. Unfortunately, the equipment was now feeling the effects of time, so they planned to purchase new outside gym equipment as well as a meeting shelter. They requested funding to go towards the new equipment and the groundwork costs of around £5,000.</p> <p>During the discussion members welcomed the initiative. However, as there was not enough funding available in the budget for the financial year and as they had previously supported the hall with grant funding, they were minded to support the other two applications in full and award the remaining balance to Kennet Valley Village Hall. The representative from the village hall thanked the Area Board for their support towards the outdoor gym as well as for previous grants for utilities and ventilation.</p> <p>The Chairman did not vote of this application as she had declared an interest as a referee for a Postcode Lottery application for the village hall.</p> <p>Decision</p> <p>To award Kennet Valley Village Hall £3,971.50 towards Kennet Valley Village Hall Outside Gym.</p> <p><u>Reason</u></p> <p><u>The grant awarded met the funding criteria for 2021/22. Insufficient funding was in place to award all three Community Area Grant applications in full.</u></p>
32	<p><u>Any Other Questions</u></p> <p>The youth councillor representing Marlborough St John's School asked a</p>

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

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Wiltshire Council



NEWS RELEASE

8 April 2022

For immediate release

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

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

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

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

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

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

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

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

- Proof of Identity

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

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

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

**Become a taxi
driver in Wiltshire**

WORK FOR A TAXI COMPANY

OR BE YOUR OWN BOSS

SET YOUR OWN HOURS

HELP YOUR LOCAL

COMMUNITY



Find out more at wiltshire.gov.uk/licences-permits-transport

Wiltshire Council


Solar Together Wiltshire briefing

Wiltshire Council is working in partnership with Swindon Borough Council and independent experts iChoosr to give homeowners the opportunity to invest in renewables through a group-buying scheme for solar panels and battery storage.

Here's some information which should help you respond to any enquiries you may get on the scheme:

- Registration for the scheme opens on 9 May, and the Communications team will begin promotion w/c 2 May with a members' briefing note being issued on 5 May, and press release, newsletter articles, and social media content beginning from 6 May
- A letter drop, organised by iChoosr, will be posted to 60,000 Wiltshire households w/b 23 May. The contact details on the letter will lead people to iChoosr customer service help desk so you should get minimum calls/enquiries off the back of this.
- The letter also contains a link to this webpage www.wiltshire.gov.uk/planning-permission to provide people relevant local planning advice. The full letter is enclosed for your information. People can still be part of the scheme, regardless of whether they receive a letter or not, providing they are eligible.
- There will be no selling by phone or doorstepping of residents.
- If you're responding directly to a customer query, in the first instance please check if they've contacted the iChoosr helpline as that should be the first port of call. For more information people can visit www.solartogether.co.uk/wiltshire, email wiltshire@solartogether.co.uk or call 0800 048 8113.
- All residents living in one of the participating council areas and who own their own house (or have permission from the landlord to install a solar PV system) can register for the Solar Together group-buying scheme. Small and medium-sized enterprises (non-domestic) and Community buildings meeting this requirement can participate as well.
- Pre-approved UK solar PV suppliers participate in an auction on 14 June. They are able to offer competitive pricing as the volume and geographic concentration makes it possible for them to realise greater efficiencies, which they pass onto customers.
- After the auction, registered households will be emailed a personal recommendation which is specific to the details they submitted in their registration.
- If they choose to accept their recommendation, the specifics of their installation will be confirmed with a technical survey after which a date can be set for the installation of their solar PV system.
- People can accept or decline their personal recommendation. If they choose to go ahead and accept with Solar Together, a £150 deposit is required, which is conditionally refundable
- Telephone and email helpdesks are on-hand throughout the whole process run by iChoosr, which, together with information sessions, will allow households to make an informed decision in a safe and hassle-free environment

For more information people can visit www.solartogether.co.uk/wiltshire, email wiltshire@solartogether.co.uk or call 0800 048 8113.

If you get any enquiries/phone calls that you need internal Wiltshire Council assistance with please contact climate@wiltshire.gov.uk.

Communities to have more say on the highways issues that matter most

Wiltshire Council Cabinet has approved plans to change Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) - and increase funding for community highways projects.

On 26 April 2022 Wiltshire Council Cabinet approved plans to change Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) - and increase funding for community highways projects.

The 18 new LHFIGs - one for each community area in Wiltshire - will be made up of local Wiltshire Council members, town and parish council representatives, and stakeholders from the local community. They will be tasked with identifying small-scale local highways projects in their area to improve safety and encourage walking and cycling.

The key difference between the new LHFIGs and the former CATGs is that the new groups will be able to improve or repair existing infrastructure such as highways and footways, while still investing in new infrastructure, as the previous CATGs could.

The new bodies will also be able to access more funding - £400,000 in total, with the exact allocation for each area based on geographical size and population. This funding comprises £250,000 and £150,000 for officer resource to administer, realise and advise on the projects. There is also a central £250,000 substantive fund that LHFIGs can apply to annually to help fund larger highways projects.

Cllr Dr Mark McClelland, Cabinet Member for Transport, said: These new LHFIGs will build on the success of CATGs and enable communities to focus on the highways priorities that matter most to them. The new groups meet two key areas of our business plan - ensuring that communities are well connected and that services meet local needs.

LHFIGs report into the local area board, so if anyone has any highways issues in their area that they'd like to improve, they should contact their local area board in the first instance for support and advice.

This is far from just a name change, and what we've agreed will see significantly more investment into local highways.

We look forward to the new LHFIGs beginning in the coming months, and for the first highways community priorities to be realised across the county.

Once the LHFIG groups are operational, the groups remit will be reviewed after six months to ensure effectiveness and capacity.

To read the full Cabinet report, people can go to:

<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14349>



Wiltshire Area Boards May 2022

Why review the Area Boards?

1. The Area Board model was introduced in 2009 and has delivered significant progress to develop stronger, more resilient and connected communities since its inception.
2. The overall objectives of the Area Boards remain consistent today however, in an operating model more than 12 years old it is natural that certain elements are subject of review and refresh to ensure they are meeting the current needs of local communities.
3. The aspiration of the review was to build on the excellent practice and evident success of the Area Boards and to address areas where there was inconsistency in practice and approach.
4. The number of boards, overall format, structure and local autonomy were not part of the review.
5. Two workstreams were agreed;
 - Updating relevant Area Board documentation and policies;
 - Area Boards working to local priorities, operating working groups and investment of grant funding



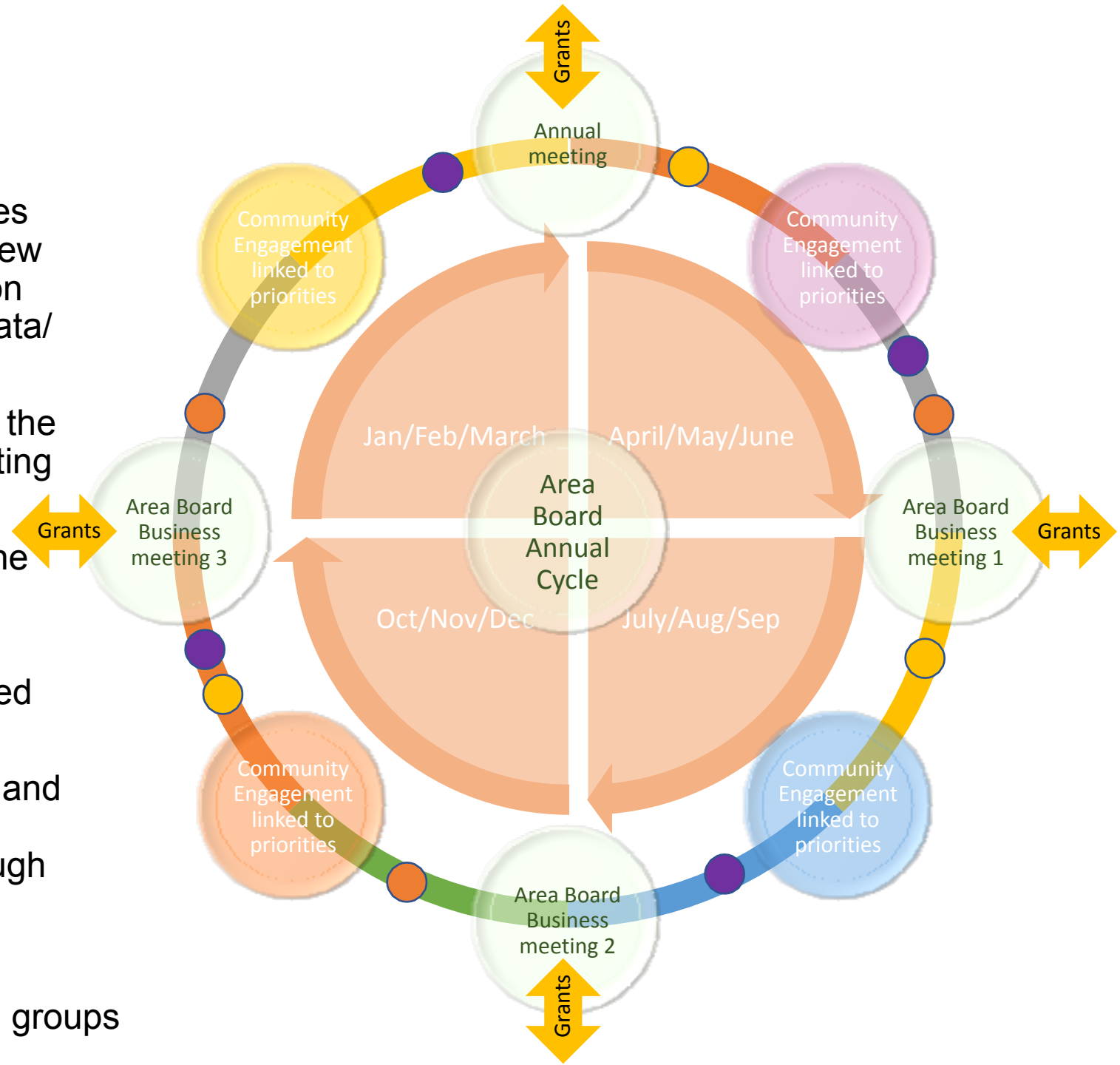
Process overview

- Period of research, analysis and review of data between Cabinet Member, Portfolio Holder and key Officers.
- An Overview and Scrutiny process followed between January – March 2022, which resulted in 24 recommendations.
- These were adopted into a single member decision paper on Area Board arrangements which was ratified on 6th May 2022.



Setting and Working to Local Priorities

1. May/ June/ July – Local Priorities report submitted to board. Review of the previous 12 months action and overview of any updated data/ evidence.
2. Up to 5 priorities are agreed by the board at the first business meeting after full council.
3. Priorities can be amended by the board at any business meeting throughout the year.
4. At least one Councillor requested to be lead for each priority.
5. Working groups, engagements and funding streams to be used to actively advance priorities through projects, initiatives and collaborative working.



● ● ● Indicate different working groups

Area Board Working Groups

1. New generic terms of reference for each working group
2. Area Boards are asked to evaluate each priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group.
3. Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership with such community or group and not create a working group of its own.
4. Area Boards must consider and complete the terms of reference table for each working group.



Area Board Grant Funding Criteria - main updates

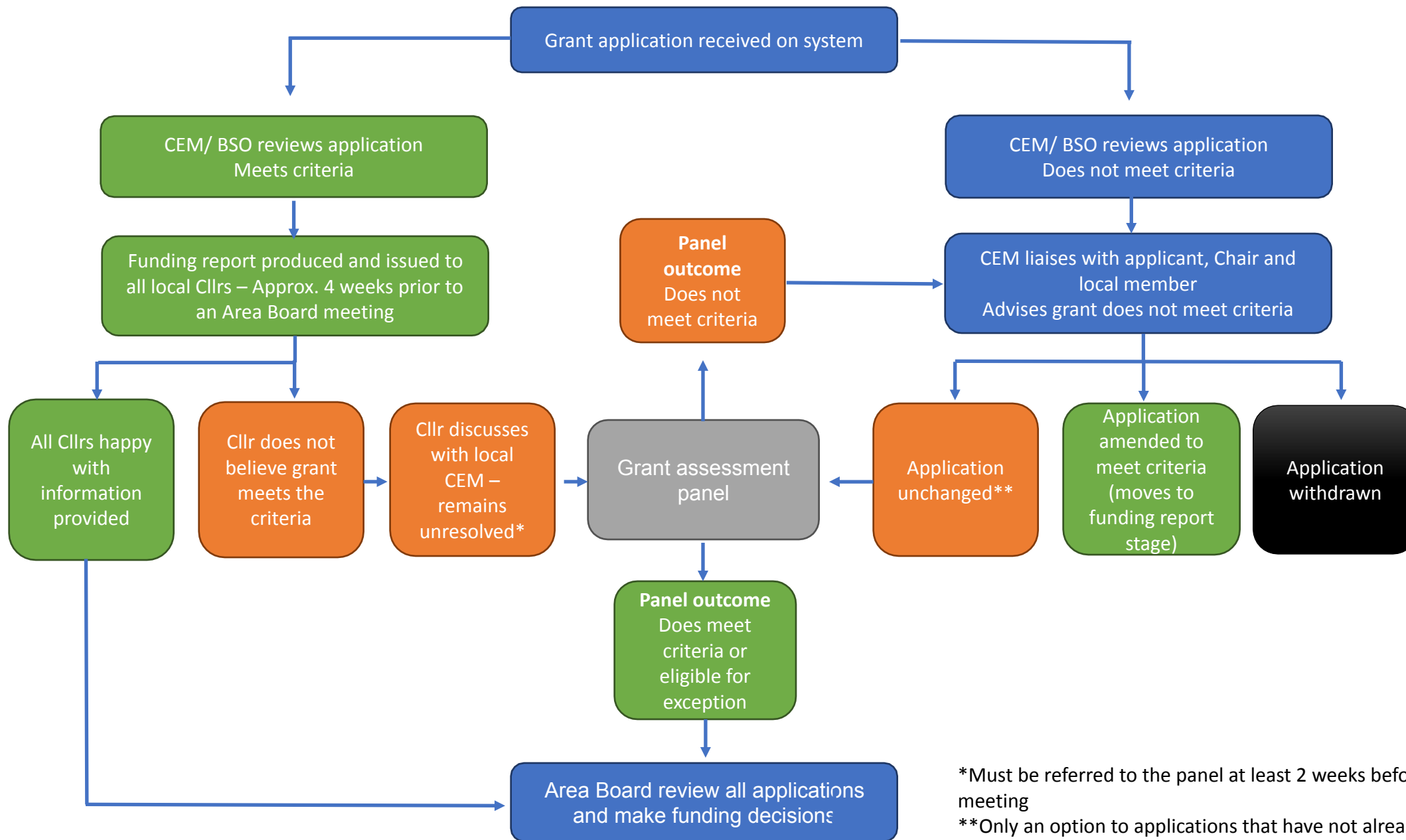
- Funding is available to voluntary and community sector organisations that can show a need for financial support up to a total of £5,000. Town and Parish councils are eligible to apply for revenue funding, in respect of Youth Grants or Older and Vulnerable Adult Grants, where they are able to show a need for financial support.
- Matched funding requirement has reduced from £1,000 to £500.
- Applications must be received at least 4 weeks before an Area Board
- Applications must highlight how they are meeting two aims of WC Business Plan and an Area Board local priority – grant system will reflect this
- An organisation can apply for a maximum of 2 projects/ bids per annum across all 18 boards. Each project/ bid can request funding from up to 3 boards.



Grant Assessment Panel

- Cabinet Member for Area Boards and Assistant Director for Leisure, Culture and Communities make up the 'panel'.
- The panel will review grant applications sent from Community Engagement Managers when meeting all criteria, however are:
 - Requesting over £5,000
 - Not from a voluntary or community sector organisation
 - Applying to multiple boards (more than 3)
- The above is known as an 'exception request'.
- The panel will also review grants referred by a Councillor if they believe it is not meeting the criteria. This is known as a 'Councillor request for review'.





*Must be referred to the panel at least 2 weeks before an Area Board meeting
**Only an option to applications that have not already been through the grant assessment panel previously

Delegated authority

- In order to deal with urgent matters that may arise between meetings of the Area Board, the Community Engagement Manager (CEM) has the authority to approve expenditure from the delegated grants budget when the following conditions are met:
 - a. The item is deemed urgent (definition below) by the CEM, Chair and Vice-Chair of the Area Board
 - b. The item follows due process, enabling all Area Board Members 5 working days to review and consider the award.
 - c. The award does not exceed £1,000
 - d. The award has a majority support from all Area Board members
- In order to be an urgent matter it would have to be the case that a delay in approval until the next scheduled meeting of the Area Board would have a critical impact on the project for which the grant is requested. If the CEM should deem the application urgent, they are to liaise with the Chair and Vice Chair of the board. If there is unanimous agreement that it is urgent then it moves to the next stage.

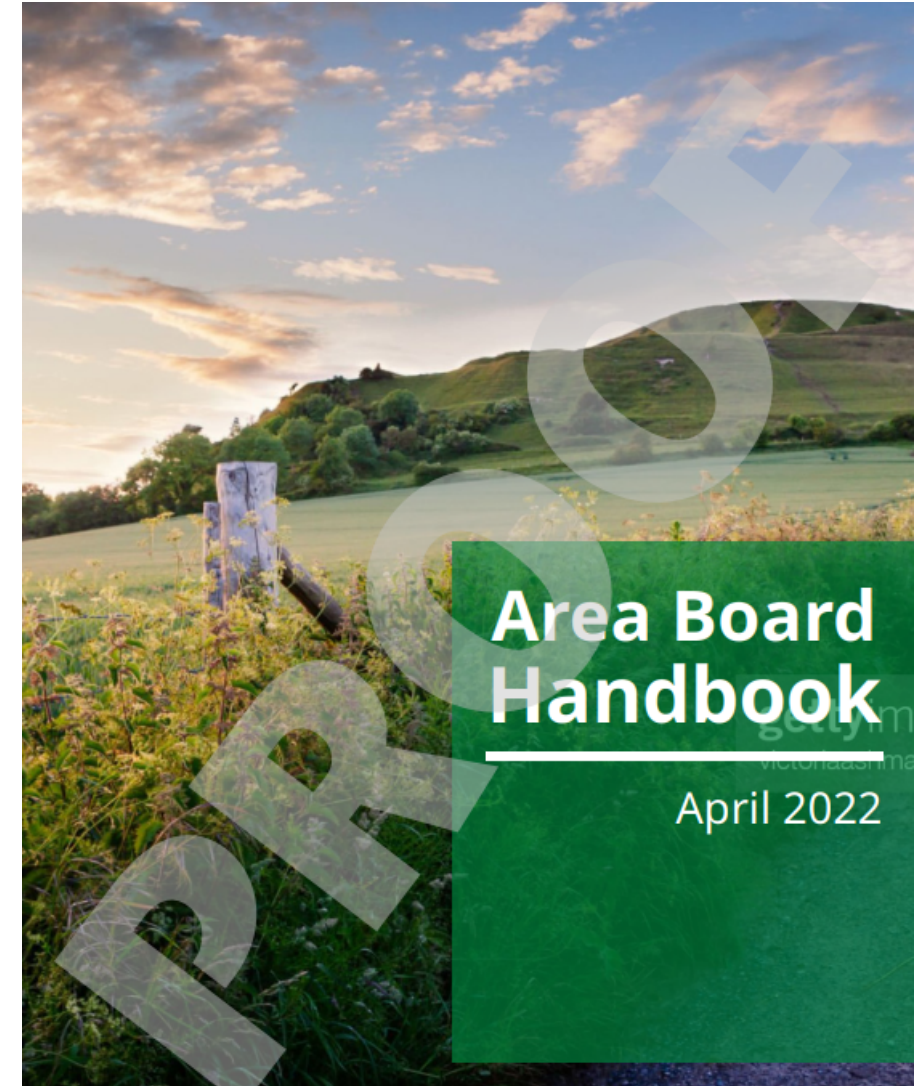


Area Board Handbook

The Area Board Handbook 2022 has recently been published. This provides an excellent overview of the updated Area Board arrangements and is available on the WC website.

A briefing note is also available with a further recorded presentation that sets this out in more detail.

Any questions?



Marlborough Area Board

14 June 2022

Annual Review of Local Priorities

1. Purpose of the Report

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

2. Introduction

This report has been written by the Community Engagement Manager in consultation with the Area Board Chair. It is provided to help celebrate the success so far and support the Area Board Councillors in setting their priorities for the coming year.

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

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

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

3. Progress on 2021/22 Area Board priorities

The Area Board working with its partners and the wider community has focussed its attention over the past year on the priority areas below. Appendix A summarises the progress that has been made so far but some of the key achievements include:

- i. *Climate change and the environment:* There has been good engagement locally with the “Wiltshire Climate Change Strategy” and “Green and Blue Infrastructural Strategy” that have both now been adopted. Working with the town council’s Climate Emergency Working Group, a public open day was arranged in the Town Hall to showcase the work going on in the area to reduce our individual and community carbon footprints and work towards Wiltshire Council’s goal of net zero by 2030.
- ii. *Children and young people:* The area board is working to support the groups that provide activities and support to our young people. The area board awarded significant funding towards employing a new youth worker for the area who will work alongside existing local youth groups. Through the Marlborough Sports Forum, the area board helped to provide a taster day in September 2021 for hundreds of children and young people to try out a wide range of the different sports available to them in this area.
- iii. *Health and wellbeing:* Funding provided to support projects aimed at older and vulnerable people with an emphasis upon increasing the confidence of older and vulnerable people to socialise again. Active support has been given to help with the challenges of 2021/22 including COVID-19, changes in provision for older people.
- iv. *Health:* The area board continues to support local organisations such as Marlborough Kids Meals, our Community Fridge and Marlborough Area Poverty Action Group to provide healthy food and hot meals to low-income families within the area. The area board supports our sports clubs and community and social groups to welcome people to take part in activities that keep them fit, healthy and connected to others.

4. **The context for agreeing new Area Board priorities.**

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

- i. The Joint Strategic Needs Analysis was collated 2 years ago in 2020 and although it used the latest information available at the time, some of it is now out of date. This is partly due the significant impact COVID-19 has had on issues such as debt, the economy and mental health as well as the release of more up to date data that was not previously available. For the Marlborough area, this includes
 - [Wiltshire Citizens Advice Annual Report](#)
 - [Wiltshire Intelligence Bringing Evidence Together](#) (JSNA Update)

For the Marlborough Community Area, it should be noted that

- The [Wiltshire Climate Strategy](#) and [Green and Blue Infrastructure Strategy](#) have both now been adopted and Wiltshire Council have committed themselves to being carbon neutral by 2030. The challenge is to consider what local actions we can undertake.
 - Inflation is very high with fuel costs doubling or more in price. This is hitting the poorer families and the elderly / vulnerable the most. Also for consideration is the significant number of households not on the gas grid who rely on increasingly expensive and irregular supplies of heating oil.
 - Bus Better money and Rural Mobility Funding have both been obtained to improve the on-demand services in the Pewsey Vale and stretching up as far as Marlborough town and the lower parts of our community area.
 - Research carried out by Community First who spoke to over 100 young people and their families identified a need to improve youth provision. This, coupled with Wiltshire Council's own youth survey from autumn 2021 tells us a great deal about youth services.
- ii. The 2021/22 Area Board priorities were selected whilst in the middle of the COVID-19 pandemic. The demands of this public health crisis demonstrated the importance of partnership working with some services struggling to cope and many of our community groups and organisations unable to operate. The focus of our time and resources has been upon coming together and supporting the vulnerable within our communities. As we now emerge from the pandemic, the focus is shifting away from this reactive response and onto the rebuilding of our communities. In particular, the evidence suggests that
- Some organisations are finding it difficult to find volunteers with some not returning due to anxiety over COVID-19
 - The demand upon our health services including the number of COVID related cases continues to be high
 - Many people, especially the older and more vulnerable have lost confidence and are reluctant to socialise again.
 - There has been an increase in poor mental health and depression resulting from the pandemic. Young people have been particularly affected, especially over lockdowns, schooling and sitting exams.
 - Whilst our economy is opening up after lockdowns and furlough, some sectors are still affected. Combined with high inflation, high energy prices and the cost-of-living crisis, many households will continue to struggle financially.
- iii. The last 2 years has seen a change in the way that people communicate, especially with the shift to more permanent home and remote working. This has allowed a new approach that includes the ability to be more inclusive and a

reduction in the need to travel. The area board is encouraged to embrace these opportunities but also mitigate against any local impact upon our communities, especially as it is very rural and there are many who do not have access to transport or/and do not use digital forms of communication

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

5. **Agreeing and delivering priorities for 2022/23**

The Community Engagement Manager in consultation with the chairperson of the Area Board has provided a list of possible priorities for consideration. These can be found in Appendix B. The Area Board should carefully consider how many priorities it can work on at any one time and ensure that they are meaningful for their local area. As a guide, it is recommended that where an Area Board has 4 or less councillors, no more than 4 priorities are selected at any one time. Larger boards can select up to 5 if they believe that they have the capacity to deliver on them. Area Boards can at any time select, review or amend their priorities in order that they remain relevant and linked to current needs.

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

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

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

6. Area Board Lead Councillor Role Description

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

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

7. Recommendations

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

Report Author: Andrew Jack Community Engagement Manager
E-Mail: andrew.jack@wiltshire.gov.uk

APPENDIX A - Summary of progress made against priorities for 2021/22

1. Climate Change and the Environment

Actions:

- i. Promoted the draft Climate Change Strategy and Blue Infrastructure Strategy and encouraged local involvement and feedback
- ii. Worked with Climate Emergency Working Group to develop a “green audit” scheme for local businesses to highlight energy and cost saving measures
- iii. Developed a funding bid to support the “green audit” work. Ultimately, bid was unsuccessful.
- iv. Helped to arrange and run a success climate awareness day in April '22 along with Climate Emergency Working Group. Highlighted how the community can make small changes to reduce their carbon footprint.

2. Children and young people

Actions:

- i. Awarded significant funding towards new Youth Worker post for the town and surrounding area. Work ongoing to put structure in place and begin recruitment.
- ii. Sports activity day run in September 2021 alongside Sports Forum provided positive activities for young people in Marlborough area
- iii. Further funding in place with Sports Forum to support young people taking part in sports so that money is no barrier to participation.
- iv. Work underway to create new LYN for area
- v. St John’s Academy supported to become part of Wiltshire Youth Council allowing them to share local need and influence where local resources are targeted.
- vi. Engaging with area’s new Youth Councillor.
- vii. Wiltshire Youth Survey promoted resulting in approximates 70 responses and providing useful information on what support young people require.

Related funding:

Who	What	How Much	Feedback
Marlborough St Marys School	To develop the outdoor educational provision of two Resource base (special educational needs) classes	£3,850	Developing outdoor education and play facilities for SEN pupils.
Marlborough TC; Marlborough Community Youth Project	To employ a new youth worker for the town and surrounding area	£17,500	To work to develop youth provision throughout the area
The Enablement Hub	Funding for activities for young people with additional needs	£280	
Chilton Chicks Pre-school	New storage	£2,500	To improve the service offered by the pre-school by having better, on-site storage

			for equipment.
The Greatwood Charity	New CCTV system for their training space	£3,500	To make the learning environment safer for all people accessing Greatwood, especially the vulnerable people who go there.

3. Older and vulnerable people

Actions:

- i. Developed new connections with support workers from Stroke Association and new Prevention and Wellbeing Team.
- ii. Re-established Health & Wellbeing group
- iii. Supported local venues to re-open safely and welcome back clubs and groups
- iv. Supported local and county-wide groups to provide improved service for residents
- v. In particular Alzheimer's Support with Movement for the Mind sessions and Carers' Support for their local carers' café.

Related funding:

Who	What	How Much	Feedback
Kennet Valley Hall	New ventilation system	£2,500	To provide clean, fresh air whilst the hall is being used. Providing reassurance of a clean and safe environment.
Wiltshire Wildlife Trust	Wellbeing Through Nature programme	£4,279.16	To provide this course in Marlborough for people with mental health conditions, engage with them and bring them into a social situation through working outdoors
Alzheimer's Support	Movement for the Mind, Minal	£2,250	
Alzheimer's Support	Access to Grafton Memory Café	£585.42	To allow people from the Marlborough area to access the memory café in East Grafton
Carers' Support, Wiltshire	New Carers' Café for Marlborough	£585.42	To establish a new café in Marlborough.

4. Local Economy

Actions:

- i. Worked with Climate Emergency Working Group to develop a "green audit" scheme for local businesses to highlight energy and cost saving measures
- ii. Developed a funding bid to support the "green audit" work. Ultimately, bid was unsuccessful.

- iii. Worked on Vibrant Wiltshire funding scheme for local business. Ultimately, was overtaken by other priorities to support businesses through pandemic.

5. Health

Actions:

- i. Sports activity day run in September 2021 alongside Sports Forum provided positive activities for young people in Marlborough area
- ii. Further funding in place with Sports Forum to support young people taking part in sports so that money is no barrier to participation.
- iii. Supported a range of sports clubs and venues to improve the sports and recreation facilities available for members and the public.
- iv. Supported groups like Marlborough Kids Meals and Marlborough Community Fridge to provide healthy food and hot meals to families in need

Related funding:

Who	What	How Much	Feedback
Ramsbury Cricket Club	New practice nets	£2,500	To provide a safe way for young cricketers to learn the sport and more experienced players to develop skills. To encourage more people to take up the sport
Ramsbury Tennis Club	Two new tennis courts	£2,500	To establish two new courts for a growing club and to encourage more people to take up the sport
Marlborough Tennis	New defibrillator	£1,097.50	As a growing club, with older players, having this equipment on site is vital
Kennet Valley Hall	Outdoor gym equipment	£3,971.50	To replace aging play and recreation equipment with modern fitness equipment to encourage residents to stay fit and active.

APPENDIX B – Suggested priorities for 2022/23

The following are some possible priorities for the Area Board to consider for the coming year

Potential Priority	Key objectives	Possible councillor lead and delivery working group
Support the provision of positive activities for young people	<ul style="list-style-type: none"> • Develop structure in order to employ new youth worker for community area • Successfully recruit new youth worker • Re-establish LYN for community area • Continue to support youth groups and sports clubs to provide activities 	<ul style="list-style-type: none"> • Cllr Caroline Thomas, MYCP, MTC • Cllr Caroline Thomas, Community Engagement Manager • Marlborough Area Board
Create new “skills fair” event for young people	<ul style="list-style-type: none"> • Develop an event, like a “summer school” or “skills fair” where young people can learn new skills for life or employment 	<ul style="list-style-type: none"> • Cllr Caroline Thomas, Community Engagement Manager, St John’s Academy
Health and wellbeing	<ul style="list-style-type: none"> • To help address loneliness and isolation • To address some of the causes of poor mental health in the area • To encourage people, especially those older & more vulnerable, to be physically & mentally active • Recruit new Carers’ and/or Older Persons’ Champion 	<ul style="list-style-type: none"> • Cllr Jane Davies, Health & Wellbeing group
Protect the environment and reduce carbon footprint	<ul style="list-style-type: none"> • To build on the work done locally and Wiltshire-wide to promote local initiatives, help link people together and reduce the local carbon footprint. • To promote and encourage greener forms of transport including walking 	<ul style="list-style-type: none"> • Cllr James Sheppard, Marlborough Area Board, Marlborough TC’s Climate Emergency Group, Transition Marlborough

APPENDIX C – Priority Working Groups for Marlborough Area Board

The following working groups of Marlborough Area Board support the board's priorities and will help to implement the actions arising:

1. Local Highways and Footpaths Improvements Groups (LHFIG)
Chair - Councillor James Sheppard

(All of the Area Board's Councillors attend the LHFIG)

2. Marlborough Health and Wellbeing Group
Chair – Jill Turner
Councillor Jane Davies – lead member

Marlborough Area Board 14 June 2022

Appointment of Area Board Lead Councillors

1. Purpose of the Report

- 1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2022/23

2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies or Non-Priority Working Groups. The following guiding principles are in place for Councillors who take a role on an Outside body or Non-Priority Working Group:

- To be the main Area Board point of contact for local Officers within their respective area
- To attend (and often Chair) relevant working groups of the Area Board
- To work collaboratively with relevant local partners and community groups
- To provide regular updates back to the Area Board in relation to their Group/Outside-Body including providing feedback on the success or limitations of previously funded Area Board grants (if applicable)

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

- 2.3. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2022/23 (if applicable).

3. Main Considerations

- 3.1. Local Highways and Footpath Improvement Group (LHFIG) has replaced Community Area Transport Groups (CATGs), which will continue to operate as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix B** for information.

- 3.2. Where a Non-Priority Working group is required, the exact purpose should be set out and agreed by the Board.
- 3.3. A key role within some Health and Wellbeing Group's is that of a local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

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

6. Safeguarding Implications

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

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

- 9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 9.2 The appointment of Councillors and other representatives to Non-Priority working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

- 10.1 The Area Board is requested to:
 - a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;

- b. To note the Terms of Reference for the LHFIG as set out in Appendix B.

Matt Hitch, Democratic Services Officer

Appendices:

Appendix A – Appointment to Outside Bodies

Appendix B – LHFIG Terms of Reference

Unpublished background documents relied upon in the preparation of this report

None.

Marlborough Area Board

Appendix A

Appointments of Lead Members to Outside Bodies 2022/23

Outside Body	Councillor Representative
Avebury Solstice Operational Planning Meeting	(Cllr Jane Davies)
Avebury World Heritage Site Steering Committee	(Cllr Jane Davies)

LOCAL HIGHWAY & FOOTWAY IMPROVEMENT GROUPS (LHFIG)

TERMS OF REFERENCE

Membership of the LHFIG

The LHFIG will normally be made up of:

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

It is recommended that the groups do not normally consist of more than 10 representatives, but for larger community areas this may not always be feasible.

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

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

The group will normally be chaired by a Wiltshire councillor. Membership of the LHFIGs will cease when a member ceases to hold the stated office as first appointed, or when a parish/town council or group choose to nominate an alternative representative.

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

Appointment of LHFIGs members

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

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

Media relations

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

Any press statements about the work of the LHFIGs should be agreed between the Chairman of the LHFIGs and the Chairman of the Area Board, and in consultation with

Wiltshire council's communications team. You can contact the communications team at communications@wiltshire.gov.uk.

Meetings

It is recommended that the LHFIGs meet four times a year. Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings. Meetings are intended to be limited to the membership set out above and is open to other members of the Area Board who wish to attend. It can be open to public if the LHFIG chair wishes, and by invitation. It should be noted that LHFIGs are advisory bodies and do not exercise delegated decision-making powers. All decisions are to be ratified by the Area Board.

Officer support

Meetings will be attended by relevant officers from Wiltshire Council, including a Senior Transport Planner, a Senior Traffic Engineer, Local Highway Maintenance Engineer and the local Community Engagement Manager. Attendance by officers of other expert knowledge may be arranged when necessary.

Additional support will be provided outside of the meeting by the Corporate Office Business Support unit as currently for Area Boards, for the purpose of arranging meetings, venues, and the production of meeting action notes.

Terms of reference

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

The LHFIGs terms of reference are set out at Appendix A:

Examples of projects the LHFIGs can and cannot fund are set out in Appendix B:

Terms of Reference

1. Small-scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small-scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Transport, Waste, Street Scene and Flooding. The funding allocation is a mixture of highways and council capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services.

A list of schemes which the groups can fund in contained in Appendix B

Schemes considered by the LHFIGs must have first been raised through the highway improvement request system and endorsed by the relevant town or parish council.

The LHFIG's can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when an issue is raised for which other centrally held resource does not exist.

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

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is more than the total discretionary amount available as part of the group's annual allocation.

Appendix B – Example of projects which can and cannot be funded by LHFIGs

LHFIGs can fund the following:

Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).

Cycle improvements: new cycle paths, cycle parking / storage.

Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.

Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.

New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: styles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

LHFIGs cannot fund:

Routine maintenance: such as gully emptying, ditch clearing, hedgerow cutting, pot hole repairs.

Service subsidy: bus services

Promotional campaigns

SID equipment

Improvements for individuals and properties

As a general rule, activities that repair, clean, tidy or remove something that is already present are likely to be considered routine maintenance and cannot be funded by LHFIGs.



**DORSET & WILTSHIRE
FIRE AND RESCUE**

DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

Community Safety Plan

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

Prevention

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

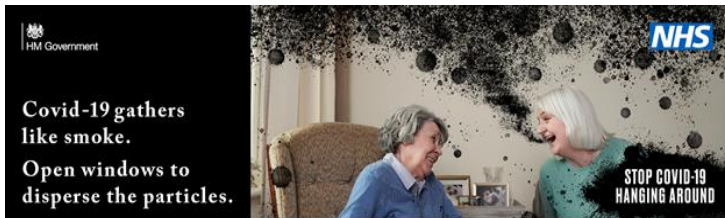
A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

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

Are you or anyone you know:-

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

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



Protection

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

General Enquiries

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

Fire Safety Complaint

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

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

On Call Recruitment

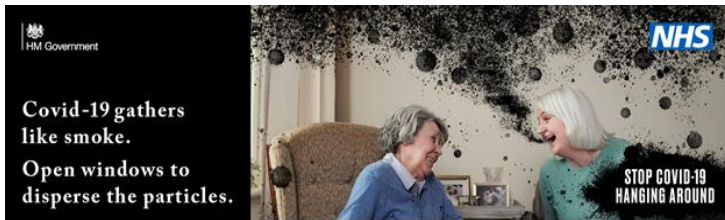
Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter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

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

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

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

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



Recent News & Events

First national Biker Down safety campaign held

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

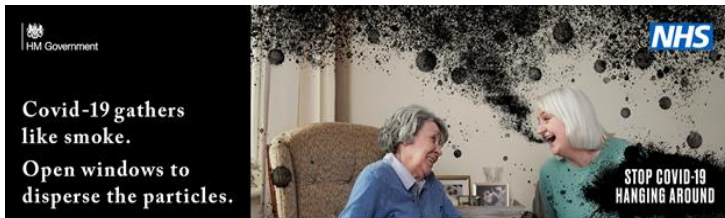
Biker Down is a free three-hour course that provides practical and potentially lifesaving advice, and the sessions are suitable for riders of all experience levels.

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

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



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



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Bonfires and garden safety



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

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

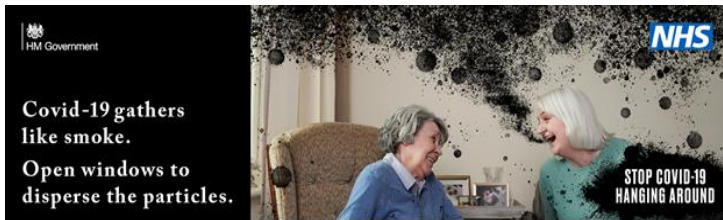
If you have concerns about the environmental impacts of bonfires, such as smoke, you will need to contact your local council.

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

UK fire services rally to support colleagues in Ukraine

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





Water safety



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

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

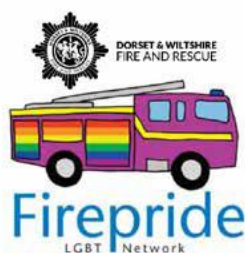
For further information on the dangers of cooling off in open water and some key safety tips for staying safe near water, please visit: - <https://www.dwfire.org.uk/safety/safety-outdoors/water-safety/>

Supporting Pride

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

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

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





**DORSET & WILTSHIRE
FIRE AND RESCUE**

Demand

Total Fire Calls Ramsbury Fire Station for period 21/22 Q4

Category	Total Incidents
No. of False Alarms	0
No. of Fires	0
No. of Road Traffic Collisions and other Emergencies	0
Total	0

Total Fire Calls Marlborough Fire Station for period April 22

Category	Total Incidents
No. of False Alarms	7
No. of Fires	2
No. of Road Traffic Collisions and other Emergencies	4
Total	13

Total Fire Calls Pewsey Fire Station for period April 22

Category	Total Incidents
No. of False Alarms	3
No. of Fires	2
No. of Road Traffic Collisions and other Emergencies	3
Total	8

Total Fire Calls Ludgershall Fire Station for period April 22

Category	Total Incidents
No. of False Alarms	1
No. of Fires	3
No. of Road Traffic Collisions and other Emergencies	1
Total	5

Local Incidents of Note



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Update for Wiltshire Area Boards

May 2022

BSW ICS update

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

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

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

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

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

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

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

Update to Healthy Start scheme

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

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

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

Covid vaccination update

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

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

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

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

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

Pressure on health and care services continues in Wiltshire

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

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

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

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

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

The latest articles include:

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

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

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

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

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

Advice and information

[View all](#)



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

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

5 May 2022



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

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

28 March 2022



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

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

28 February 2022



The Accessible Information Standard

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

24 January 2022



Marlborough Area Board Meeting Update from KAMP

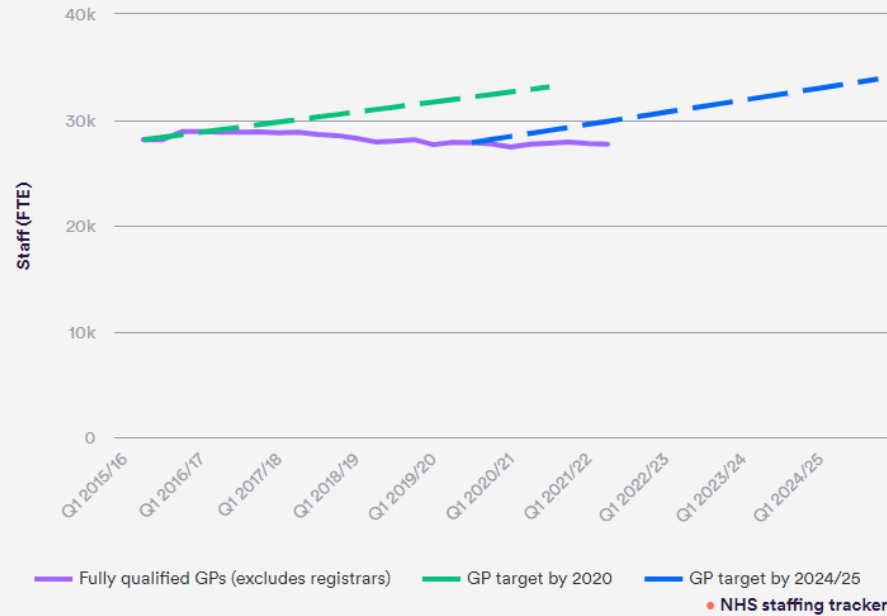
**GP Appointment Availability
Nursing and Triage Team expansion
Telephone system
Covid Vaccination Programme News**



How many GPs are there in England?

Chart

Published: 10/01/2022



Source: The Nuffield Trust from NHS National General Practice Workforce Statistics



Urgent for Today ?



Page 69



Routine Appointment





Community Pharmacy Consultation Service





Reception and Telephones



Expand and improve Reception

New telephone system

MARLBOROUGH AREA BOARD

MARLBOROUGH HEALTH AND WELLBEING GROUP

PROGRESS REPORT AND UPDATE JUNE 2022

The following report provides a short update on the Health and Wellbeing Group situation following the COVID 19 pandemic lockdown.

1) New areas of focus

The potential to expand the focus and membership of the Health and Wellbeing Group to consider existing and emerging health and related issues following the Covid 19 pandemic has been explored in discussion with Councillor Jane Davies, Andrew Jack and Frances Barrone from the Wiltshire Prevention and Wellbeing Team.

Initial proposals include;

- the appointment of an Older Persons and Carers' Champion (part time role),
- a mapping and gapping exercise to identify areas requiring further support
- exploring other sources of funding
- hosting a local 'event' to raise the profile and to promote wider awareness of local support mechanisms for the client group.

In addition steps have been taken to establish contact with the Pewsey Vale Health and Wellbeing Forum. Noting in particular the geographic proximity and shared medical partnership the potential for collaboration and to share good practice will be explored.

2) Stroke Association

Following the introduction from Andrew Jack to the South West Engagement Officer for the Stroke Association I continued to facilitate introductions to a number of local organisations with the aim of raising awareness of stroke in our area.

The current Officer; Katie Fielding has established a regular drop in session and a book group meets now in Marlborough Library

Jill Turner,

Chair, Marlborough Health and Wellbeing Group

June 2022

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Priority A, B or C
	Marlborough CATG now Local Highway and Footway Improvement Group (LHFIG)			
	Date of meeting: Thursday 26th May 2022			
1.	Attendees and apologies			
	Present:	Cllr Caroline Thomas (Chair), Cllr Jane Davies, Steve Hind, Martin Cook, Andrew Jack (Wiltshire Council); Cllr Mervyn Hall, Richard Spencer-Williams (Marlborough TC); Andrew George-Perutz (Berwick Bassett & Winterbourne Monkton PC); Cllr Nic Combe (Chilton Foliat PC); Cllr Bob Parker (Avebury PC); Cllr Martin Phipps (Savernake PC); Cllr Nick Parsons (Ogbourne St Andrew PC); Cllr Rachel Inglefield (Ogbourne St George PC); Cllr Lucy Kirkpatrick (Mildenhall PC); Cllr Chris Ainsworth (Aldbourn PC)		
	Apologies:	Cllr Peter Morgan (Preshute PC); Cllr Steve Campbell (Chilton Foliat PC); Cllr Sarah Chidgey (Baydon PC); Cllr James Sheppard (Wiltshire Council)		
2.	Notes of last meeting			
		The minutes of the previous CATG meeting held on the 3 rd March and were agreed at the Marlborough Area Board meeting on the 22 nd March 2022 <i>Link can be found at</i> https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=165&MId=13887&Ver=4		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Comments from the Chair on new Local Highways & Footways Improvement Group (LHFIG) arrangements:

- 2022/23 Budget decision to move from CATG to Local Highways and Footpaths Improvement Group
- Double the overall budget allocated (£400k to £800k)
- suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).

Cycle improvements: new cycle paths, cycle parking / storage.

Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.

Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.

New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: styles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

Cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services. As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

Meeting dates and programme

While we have more budget, funds that are not committed – that is orders placed with contractors for delivery within the current financial year – uncommitted funds will be returned to WC to go into the Substantive Schemes pot. Exceptions will only be allowed when events outside of our control have impacted delivery...although I would hope in this first round there may be some leeway given on this.

This means we must be very clear, when agreeing priorities which are

- Approved and deliverable/paid for this year,
- Approved but need more work so will be developed with a view for delivery in the subsequent financial year (the Pipeline)
- Not yet approved but have potential to be reviewed when resources are available.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	<p>We might label these blue, green and amber but I'll leave that to the Chairman to decide, possibly in consultation with other LHFIG groups for consistency</p> <p>So, it is less about 5 priorities, so much as identifying which schemes are deliverable this financial year, while clearly still being mindful of the workload on our officers, else little will ever reach completion.</p> <p>The advice, therefore, is that meetings should ideally take place as follows, each one 2 to 4 weeks in advance of the Area Board meetings where this group's decisions are ratified.</p> <p>April: Budget confirmation and budget allocation to projects. ---- confirm the 'green' and 'ambers'</p> <p>July: Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).</p> <p>October: Progress meeting. Agree projects to be put forward for funding from Substantive bid, ahead of end of November submission deadline. Small scale and low-cost projects at this meeting may be delivered before end of year deadline.</p> <p>January: Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting will not be delivered within this financial year.</p> <p>As already noted, in this first year, we expect some leeway allowed on this return of funding point. And I've also secured agreement from Cabinet that this matter will be included in the 6-month review following this financial year to see how it has worked in practice.</p> <p>Terms of reference expect town and parish councils to make at least a 20% contribution to the projects that pass through LHFIG. These can be circulated with the notes.</p>		
3.	Financial Position		
		Finance sheet to be presented.	<p>SH discussed the budget position for the beginning of 22/23. The group's budget had doubled to £25,246 and £5,647 had rolled forward into 22/23. Along with local contributions, £34,856 was available.</p> <p>Two projects have carried over from last year totalling costs of £15,850.</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			This leaves LHFIG with £19,006 available to spend for 22/23	
4.	New process for logging requests for highway improvement schemes			
	Wiltshire Council has now closed the online Issues system that was previously used to request new schemes for consideration by CATG and for Metrocounts. There are now new forms on the Wiltshire Council website. http://www.wiltshire.gov.uk/council-democracy-area-boards Once completed and agreed by the local town or parish council, new Highways request forms are to be sent to CATGRequests@wiltshire.gov.uk			
5.	Top Priority Schemes			
a)	<p>Issue 6874 Request for safety measures on A4361 near Winterbourne Bassett + Issue 7023 safety on the A4361 county boundary to Beckhampton.</p>	<p>Accidents on A4361 at Winterbourne Bassett mostly due to speeding and inadequate road markings. Parish council would like present white lines on section from Winterbourne Bassett towards Broad Hinton changed from single to double. Also stretch of road either side of the Winterbourne Bassett turning be reduced to 50mph This has been combined with 7023 to cover the A4361 from the county boundary through to Beckhampton roundabout.</p> <p>CATG have agreed to proceed with the speed limit. Costs for the advert process will be £3k.</p> <p>12.5% contribution from Avebury PC and 12.5% from BB&WM PC.</p> <p>Detail design complete and works package with Ringway for implementation. Updated cost £14476. Works complete.</p>	<p>This work is now complete and all signage is installed. AGP mentioned a number of side roads off the A4361 that still have a national speed limit on them. He said how the 50mph and national limit signs are on the same post and this is causing confusion for drivers. He asked if the national limit signs can be taken down? SH said he will need to take a look at these locations to see if new posts are needed so signs can be repositioned. BP gave Avebury PC's thanks for the new limits. He also mentions a similar situation at the entrance to Avebury Trusloe where there are now national speed limit signs at the entrance to the residential area. SH will look at this too. It was agreed this request can come off the list.</p>	To be removed

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	<p>Issue 7027 New double yellow lining on B4003</p>	<p>Construction improvement to lay-by unlikely to take place soon due to construction issues and costs. Waiting restrictions could be extended to edge of existing lay-by and then reviewed when improvements have been undertaken. Costs if this is undertaken through CATG would be around £2500 including the advert procedure.</p> <p>The TRO for extension to the waiting restrictions will be around 34m and will allow parking for 4-5 vehicles. The intention is for this to be advertised and implemented to enable enforcement to be undertaken on vehicles parking outside this area until the new layby is constructed. SS felt the layby needed to hold just 3 car lengths.</p> <p>'Primrose' yellow lines required within the World Heritage site agreed to be implemented initially.</p> <p>Advert undertaken. However objections received including from Avebury PC. Cabinet member report will have to be written which will delay implementation.</p> <p>Site meetings and Teams meetings undertaken and included Avebury PC and NT to discuss extent of lines and methodology for protecting the verge.</p> <p>SH to amend the Cabinet member report to the correct distance and precise location agreed. The layby will then be defined by the double yellow lines and these can be actioned once the report is signed off.</p> <p>SH has not been able to amend the report in the way as requested. Because the waiting restrictions will be extended to</p>	<p>SH described how this is complicated and that the Cabinet member's report has not been signed off as the waiting restrictions or parking area are less than advertised. In order to get what Avebury PC and the National Trust want, the new scheme will need to be re-advertised. SH is working on this now. He said there are 2 options: to implement the yellow lines as advertised at 34m of parking space, then to re-advertise in order to change this to the smaller amount of parking (22m). Or to not implement any yellow lines until the new advertisement and consultation period has ended. CT asked about the costs of doing both of these options: the advert process costs £2,500, the establishment costs are £1,000 and the lining itself costs £1-200. JD had concerns about the initial communication of this and suggested the re-advertisement goes ahead quickly. BP thought the original agreement was space for 3 vehicles.</p> <p>The group agreed that work on the larger parking area will stop,</p>	A1
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>the reduce the car parking, the amendments will have to be re advertised.</p> <p>Decision required on whether to implement the waiting restrictions as originally advertised or wait until after further advert process.</p>	<p>and the re-advertisement of the smaller area will go ahead quickly.</p> <p>A cost of £2,500 has already been incurred in advertising the 34m of parking. To re-advertise at 22m of parking will incur another £2,500. Because no work has been carried out on the ground, the establishment and lining costs will be incurred only once.</p> <p>CT asked if the work to finish the layby with kerb stones to protect the verge would be included in the costs indicated? SH said no, that would need to be in a new request given the complexity of the materials requested by the NT.</p>	
c)	8-20-6 Ogbourne Maizey- 20mph speed limit assessment	<p>This is on a list of 16 no 20mph limit schemes to be assessed by Atkins.</p> <p>Report completed and sent to Parish Council for consideration.</p> <p>PC funding agreed at 25%.</p> <p>Advert for speed limit change to be undertaken.</p>	<p>SH felt this project is deliverable within 22/23. He did not have the costs to hand, but NP said that original quote from Atkins was for £6,500.</p> <p>NP asked about timescales for completion as he is being asked by residents about this almost every day. SH could not commit to a date, especially if there are objections to the advert, which will then need a Cabinet member report. He said that the advert period is 3 weeks and if no</p>	A2

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			<p>objections, then design can go ahead looking at locations, then the manufacture and installation of the signs. So could be a few months.</p> <p>NP wanted to know if there are any changes to costs. SH did not think so at this stage.</p> <p>The group agreed to cap the parish's contribution at 25% of £6,500 or a minimum of 20% of costs.</p>	
d)	<p>Issue 5190 Request for safety works at London Rd, Marlborough</p> <p>8-21-7 Forest Hill speed limit review</p>	<p>The £1500 area board funding allocated to a speed limit review costing £2500. Savernake PC contribution 25%. Request for speed limit review issued to Atkins.</p> <p>Site visit undertaken and speed readings requested. Report due to be completed before end of March.</p> <p>Report sent to Guy Singleton/ Martin Phipps 11/3/22.</p>	<p>After questioning the recommendation for no change, SH confirmed that there is no way the speed limit review will be changed to alter the speed limit. He said that there are alternatives such as new signing and SLOW markings on the road.</p> <p>MP said that Savernake PC is disappointed with this and felt that the conversation had at the site visit was not taken into consideration. He asked if there is an appeal process but there is not. He felt there needs to be more liaison from Atkins with the parish council or LHFFIG to have greater input of local concerns to the process. SH supported that. RSW said this issue came up a lot and that the review does not</p>	Pipeline

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			<p>support the community's needs. He asked if this is based on national standards and SH said that it is based on DfT guidelines. MP felt the review was a waste of money if the feelings of residents are not taken into account. He felt that sightlines at the junction are too poor. CT suggested taking this conversation out of the meeting to look at further solutions that could be implemented this year. JD didn't feel challenging Atkins will get anywhere so felt this needs to be removed from the list. She suggested that CT as the Wilts Councillor should lobby the Cabinet member for a change in approach to speed reviews and taking community wishes into account. She felt the DfT guidelines do not need to be adopted in full. MC pointed out there are additional signs that could be installed at some of the junctions, e.g. for cricket club, that would highlight traffic turning for these. JD asked if this would block any other projects from taking a high priority slot.</p>	
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			CT suggested this go on the "pipeline" list.	
e)	8-21-6 Speed of traffic entering Mildenhall from the east.	<p>Improvements for pedestrians including traffic calming requested.</p> <p>Site meeting undertaken. Low-cost option includes warning signs and road markings to enhance the gateway.</p> <p>Footway and bus stop can be reconsidered and time can be given to this if agreed through the CATG.</p> <p>Design developed for low cost scheme. Cost estimate <£2k. PC contribution 25%.</p> <p>Signing due to be installed before the end of March. Road markings due late spring.</p> <p>Signing installed. Road markings to be implemented under the ad hoc process during the summer.</p>	<p>SH confirmed the signage is complete but the project still needs the establishment costs for the lining gang. That work needs to be packaged with other schemes in the area and would cost £3-400, including the PC contribution. SH confirmed this will be delivered this year.</p> <p>LK mentioned the full request also included construction of a full pavement to link whole village. She said how the PC has already allocated funding towards this work.</p> <p>SH confirm this footway will need a separate request form so it is logged properly. He felt that would need a substantive scheme big due to the scale of that work.</p>	A3
f)	8-20-4 A4 Manton traffic calming	<p>Request for a substantive scheme to include 8-21-2, 8-21-3, 8-21-4 plus move speed limit and alteration to Pelican traffic light.</p> <p>Design and cost to be developed and consideration as a substantive scheme.</p> <p>TEAMS meeting organised to discuss the project options.</p>	<p>f – i are connected and dealt with here together. SH mentioned a Teams meeting to discuss the strategy to move forward. This work will be broken into 2 steps: 1st will include SLOW markings, bars and improved signing, which could all be done in 22/23.</p>	A4

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

g)	8-21-2 Related to 8-20-4 A4 Bath Rd, Manton – request for Traffic Island	Request for traffic island on A4 at Manton/ Marlborough boundary Refer to 8-20-4	2 nd step would initially include the design work to move the speed limit out to Downs Lane, a new traffic island and use of “Marlborough” name signs on the island to create a gateway and let drivers know they are entering the town. The island in particular will be expensive and complicated and could cost £20,000+ Because they can be designed and implemented separately, irrespective of Step 2 and a Substantive bid, the lower cost items within Step 1 can be delivered with 22/23. MH asked for the progress notes to be updated to show this. JD agreed the low-cost work in step 1 should be done this financial year and also wanted SH to work towards the substantive bid. SH said that working on the design is likely to need a Topo survey and wanted the group’s agreement to fund one at approx. £1,500 CT agreed the step 1 work should go ahead. SH gave an estimate cost of £5,000. RSW noted he needed a clear design for step 1 and costs to	
h)	8-21-3 Related to 8-20-4 A4 Bath Rd, Manton – request for transverse yellow markings	Request for transverse yellow road markings on westbound approach to crossing, plus solution between crossing and turning to Bridge Street. Refer to 8-20-4		
i)	8-21-4 Related to 8-20-4 A4 Bath Road, Manton – request for sign.	Request for sign indicating Bridge St turn westbound between the Pelican Crossing and Bridge St. Refer to 8-20-4		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			<p>take to MTC to agree it and their contribution. MH didn't think there will be a delay but needed the process done properly.</p> <p>SH asked for 8-20-4 (=5f and duplicate 5g) to stay on the list as step 2 but be moved into Pipeline for design work to be done this year including the Topo survey at £1500, with the others rolled into one as step 1. He felt step 1 plus the Topo survey from step 2 could be delivered this year. This was agreed as the way forward.</p>	
j)	<p>8-19-2 Place a sign(s) at the entrance to Manton Hollow advising 'No Through Road'.</p>	<p>Manton Hollow is a no through road that appears on many maps and sat-navs as a through road. It is a regular occurrence that cars and HGVs attempt to turn in the very restricted turning area at western end of the southern arm of Manton Hollow. This has resulted in damage to the two houses that front on to the turning area.</p> <p>A 'No through road' sign' is already installed at junction of Downs Lane with A4. PC have requested another sign is installed at the junction of Downs Lane and Manton Hollow.</p> <p>This can be progressed as a signing request if fully funded by the Town Council and the principle is agreed through CATG.</p> <p>MTC do not support a sign at junction of Downs Lane and Manton Hollow but wish to consider replacing the sign at the junction of Downs Lane with the A4.</p>	<p>SH gave the cost as £175 and confirmed this is going ahead.</p>	<p>A5 (leave on until confirmed complete)</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		Request to consider 'No through road' sign at entrance to Manton Hollow. Can be installed. Cost estimate £175. 'No through road' sign to be implemented at entrance to Manton Hollow. MTC 25% agreed. CATG 75%		
k)	8-21-8 Aldbourn – virtual paths	Request for virtual paths along Farm Lane, entire length of Marlborough Rd, Castle St to Whitley Rd. To replace 18-19-11 TEAMS meeting undertaken with PC rep Chris Ainsworth.	Following a Teams meeting with the PC, SH has reduced the scope of this application from 4 down to 2 feasible roads – Marlborough Rd and Farm Ln. SH is looking at whether these roads will work within the scope of project and will come up with designs to go to Aldbourn PC. Costs are not that high - £3,000 per road. SH felt if an agreed solution can be developed, it is possible implementation could be delivered this year. CA asked what the PC could do to help	Pipeline
6.	Other Priority schemes			
a)	8-19-10 Marlborough, Frees Avenue Traffic speed and pedestrian safety.	Request to increase the length of the speed limit. However, for this to be achieved a further speed limit review will have to be undertaken as part of the justification process. Cost of speed limit review £2500. Marlborough TC support for a further speed limit review. Contribution of £625 agreed.	CT asked about parish boundaries and which parishes will be involved in extending the 40mph limit towards Rockley. There was discussion about this. AJ felt there had not been any agreement as to how far towards Rockley would be included whilst	Pipeline

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>£1875 Area Board contribution agreed.</p> <p>Atkins undertook a site visit on Sunday 14th November to assess the situation while the rugby club was in operation.</p> <p>Report completed and sent to Town Clerk for distribution and consideration.</p> <p>The report did not recommend the speed is lowered past the rugby club but does suggest the 40mph speed limit is extended further out of town towards Rockley.</p>	<p>MH thought the recommendation was for just past the cemetery on Free's Ave.</p> <p>In terms of cost, SH said it would depend on how far the limit was moved.</p> <p>MC showed the group mapping of parish boundaries which indicated MTC's boundary ended a few hundred metres beyond the cemetery.</p> <p>MH thought that Preshute PC would be happy to contribute towards the costs. He will contact Preshute PC. Cost estimate will then be required.</p>	
b)	<p>8-19-4 Speed limit review at western end of Chilton Foliat (changed from 'Relocate 30mph limit at western end of Chilton Foliat').</p>	<p>This request does not meet the criteria for a 30mph limit which requires 3 frontages/ 100m. A speed limit review costing £2500 would give further information on whether a 40 or 50mph limit would be appropriate.</p> <p>PC have agreed 25% of costs for speed limit review, with anticipation of a 40 or 50mph limit in advance of the existing 30mph limit.</p> <p>Site visit undertaken and speed readings requested. Report due to be completed before end of March.</p> <p>Report sent to Chilton Foliat. No change recommended.</p>	<p>NC said the PC was not happy with this outcome. He asked of the PC was able to install their own lower speed limit if they paid 100% towards it. SH was clear this is not possible.</p> <p>NC accepted that this request could be closed.</p>	<p>To be removed</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	<p>8-21-5 Footpath between Van Diemans Close and George Lane.</p>	<p>Request to widen footpath to access St Mary's school.</p> <p>Several owners of the land either side of the path. The Rights of Way team would need to be involved.</p> <p>CATG agreed to make this scheme a high priority to show political desire to move this forward but it is recognised that SH will not currently work on this scheme.</p> <p>JS has contacted Perry Holmes, Head of Legal at Wilts Council. The first step is to contact landowners or neighbours to ask permission for use of the land. In light of the new crossing, his recommendation was to wait 1-2 years for landowners to get used to it before approaching them.</p> <p>Town Council to write to landowners.</p>	<p>For monitoring only.</p> <p>CT understood this item was to be reviewed at a later stage. MH asked if the landowners had been contacted and JD noted this was an action for MTC. JD asked if the new crossing had made an impact on pedestrian numbers on the pavement but MH said there can still be a queue of parents waiting along the footpath. It was agreed no further action at this stage.</p>	
d)	<p>8-19-1 Request for new pedestrian crossing at Marlborough High St.</p>	<p>Marlborough Town Council supports and endorses the petition requesting a pedestrian crossing in Marlborough High Street and will seek further expert advice in order to make supporting recommendations.</p> <p>Consideration has been given to possible formal crossings in Kingsbury St by Patten Alley and across the High St by the White Horse bookshop. Both locations are unsuitable for a formal crossing.</p> <p>Site meeting undertaken. Consideration to be given to an informal crossing enhancement across Kingsbury St towards the steps at the front of the Town Hall.</p> <p>Scheme details, including design and costs, to be proposed to Town Council and implementation costs including traffic</p>	<p>CT thought the scale of this work meant it would need to be a substantive bid MH said this would need a pedestrian count or survey to help establish the need for a crossing point before any design or bid could be made. SH said he needed to see the suggested proposals to look at its feasibility it was pointed out that these had been submitted over a month ago and incorrectly set up as a new item, 7b (which should be removed).</p>	Pipeline

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>management required. This is removed from priority list until temporary social distancing schemes are no longer necessary.</p> <p>Crossing to be looked at in conjunction with the town wide traffic strategy.</p> <p>CH to take back to Marlborough TC to discuss and confirm preferred informal crossing locations.</p> <p>CT took an action to initially agree an acceptable location for a zebra crossing with the Town Council before any initial design assessment is agreed at CATG.</p> <p>MH reported there had been a site meeting with MC and a suggestion that doesn't take away many car parking spaces. This plan needs to be drawn up to progress with designs. This will need to go to Marlborough TC for agreement, on the understanding SH will have to review the proposal.</p>	<p>There was a discussion on workload and JD noted that the increase in LHFIFG funding included new officer posts to help support the increased work of the groups. She suggested writing to the Cabinet member to find out when they will be appointed. SH said that there are trainee technicians being interviewed, however he felt more experienced officers were needed.</p> <p>CT asked for this project to be put in the "pipeline" category for SH to review the submitted proposal.</p>	
e)	<p>Issue 6784 Request for new signage location for new SID</p>	<p>Marlborough TC is keen to reduce speeding in the town and are looking at buying SIDs to deploy on a rotational basis. There are no suitable columns on Kingsbury St to install a SID. It has been suggested that if a new warning sign is installed at a location on Kingsbury St, it could also be suitable for the SID. CATG agrees to wait until new 20mph limit is installed in case a new post for a repeater sign become available.</p> <p>SH has given details of the suitable lighting column to Marlborough TC Clerk. Marlborough TC needs to speak with nearby homeowner to get approval. MH confirms this is in hand.</p>	<p>The SID has now been installed and this request can be removed.</p>	<p>To be removed</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>SH discussion with CH. No streetlighting columns are due to be replaced. The only possible location for a SID is on the column previously suggested. CH liaison with lighting team. Consider lighter SID unit.</p> <p>Either new column to be installed or post and socket to enable removal of post.</p> <p>Discussion on TEAMS including Atkins. Lighting column adjacent to No 39 has been given approval for the SID to be attached.</p>		
f)	8-19-8 A346 Cadley – traffic lights on A4	<p>Traffic modelling for junction would be required. CATG have approved in principle traffic modelling for Marlborough.</p> <p>JS to pursue this with area board and town councillors.</p> <p>This request began a conversation about the need for a wider traffic plan. AJ described speaking with Dave Thomas where he offered to take a look at this plan if the local area could provide the scope they wanted it to cover. The area board will take the lead in calling local PCs to be part of this study.</p> <p>MH said that there had been meetings with Dave Thomas from Highways. He had offered to put MH in touch with Atkins but this had not yet happened. MH discussions with Atkins undertaken.</p>	<p>This request has become the basis for the town's traffic study. CT explained that Atkins has come back with a proposed way forward and costs based on WC/Highway's brief, but these are significantly in excess of those mentioned in the pre brief discussion, with regard to data analysis/modelling after the data capture. Agreement on the funding needs to be agreed with WC officers.</p>	
g)	8-20-8	<p>PC to test via Metrocount to decide whether to progress with speed limit review</p>	<p>SH said the data collected needed to be confirmed as acceptable</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Ramsbury – speed limit consideration- C6 east of village	<p>Whilst a full speed limit review cost £2,500, a Metrocount is free of charge. It was recommended SG tests vehicle speed via a Metrocount before committing to the full speed limit review. Request submitted by PC.</p> <p>Survey undertaken but apparently there are issues with the results due to a new contractor. To be resolved.</p>		
h)	8-21-11 Clench Common - speeding	<p>Review speed limit, signing, gates</p> <p>Speed limit change unlikely. Possible warning signs. Community to discuss.</p>	<p>MP said how he wanted to progress with white gates which the PC will pay for 100% and has spoken with landowners, who are happy with this. He also wanted LHFIFG to consider putting in new warning signage, e.g. for horses, children, pedestrians, whatever was most appropriate. SH thought the gates would need to go in, to then look at where signage was best placed. MP was happy with this approach.</p>	
i)	8-21-12 Ramsbury – Back Lane	<p>Traffic calming/ priority system</p> <p>Martin Cook suggested road markings to narrow the road could be undertaken quite quickly through maintenance.</p> <p>Scheme on maintenance list.</p>	<p>MC was going to be installing the new markings. He will take this on and not put through LHFIFG. Request will need to stay on list for monitoring</p>	
j)	8-21-13 Marlborough – St Martins to Tin Pit	<p>Footway improvements/ speed calming measures.</p> <p>Metrocount to check speeds within the 30mph limit.</p>	<p>The Metrocount request has gone in. RSW will follow up if the survey has actually taken place.</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

k)	8-22-1 Ramsbury – B4192 Whittonditch	Warning signs, traffic speed, gates, road markings. Metrocount being undertaken. MC and SG to discuss further on site.	MC has met with the PC to discuss this. He has used radar speed measuring at this location but the data is not yet ready.	
7.	New Requests / Issues			
a)	8-22-2 Marlborough, The Common	Crossing points/ traffic calming	This request is linked to item 6a and speed limits at Frees Ave and the recommendation not to lower the limit there from 40mph. It also links with item 5d and the need for greater liaison between Atkins and the local community about what they want to achieve from a speed limit review. SH felt it is up to the clubs operating at Frees Ave to manage their own players crossing the road. MC confirmed that Wilts Highways owns just the tarmacked road and no part of the verge. With responsibility for The Common, that falls to MTC. RSW and AJ mentioned some of the options they had discussed with the rugby club about provision for pedestrians. These include barriers on the verge to	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			channel pedestrians to cross at 1 point only and other features to show to drivers that people cross at that point. With the volume of people crossing, JD felt that LHFIFG needed to try and do something to help.	
b)	8-22-3 Marlborough, High Street	Pedestrian crossing	This was felt to be a duplicate of 8-19-1 and can be removed	To be removed
c)	8-22-4 Marlborough A346	Pedestrian crossing between The Acres and The Common across the A346	SH said that a pedestrian count would cost a fixed rate of £2,500. SH can send to MTC the eligibility criteria for a new crossing so they can assess if this will be successful. The Metrocount from November '21 was mentioned and how it showed that 85% of vehicles were speeding and these figures present a dangerous location for people looking to cross to The Common, especially children. Because of the high speeds seen here, this location is eligible for police speed checks to be carried out there.	
d)	8-22-5 Marlborough, Cherry Orchard	Handrails for steps on steep banks	SH has not worked on designs like this before and will need to call on colleagues for help here to understand more about the implementation.	

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e)	8-22-6 Ogbourne St George – A346 Ridgeway crossing at Hallam Junction	Warning for the Ridgeway crossing.	SH said that Highways will not put signage like this at the crossing point and has already put other signs at a distance either side. RI describes signs at other points where the Ridgeway crosses roads. These are more likely to be agreed with the Countryside Team. AJ will contact Steve Leonard to get the Countryside Team to take this on.
8.	Other items		
a)		NP mentioned that as coordinator of Ogbourne St Andrew's Community Speedwatch group, the location where checks were due to take place has been risk assessed and found that speeds there are too high for checks to be carried out. LK asked about a new request sent in to AJ for a new "No HGV" warning sign for within the village. This can be sent to the Ad Hoc signage team but will need to be ratified by LHFIG first. The group gave that agreement, so this request can move on and be handled by the Ad Hoc signage team outside of the LHFIG process.	
9.	Date of Next Meeting: Thursday 22 nd September, 10.00am Court Room, Marlborough Town Hall or via Teams (hybrid) if not possible to attend Thursday 24 th November, 10.00am Thursday 2 nd March 2023, 10.00am		

Marlborough Community Area Transport Group

Highways Officer – Steve Hind

1. Environmental & Community Implications

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

2. Financial Implications

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

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

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications

Report To	Marlborough Area Board
Date of Meeting	Tuesday, 14 June 2022
Title of Report	Marlborough Area Grant Report

Purpose of the Report

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

Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
Opening Balance For 2022-23	£ 15,835.00	£ 17,786.00	£ 7,700.00
Awarded To Date	£ 0.00	£ 0.00	£ 0.00
Current Balance	£ 15,835.00	£ 17,786.00	£ 7,700.00
Balance if all grants are agreed based on recommendations	£ 11,716.19	£ 17,786.00	£ 7,000.00

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG662	Community Area Grant	Marlborough Bowls Club	Marlborough Bowling Club - New flooring	£5100.00	£2000.00

Project Summary:

To provide a new floor to the club room. The old floor is becoming loose and curling up at edges creating a trip hazard.

ABG688	Community Area Grant	Friends of the Victorian Cemetery	Friends of the Victorian Cemetery - New Storage Shed Gardening Equipment and Notice Board	£4237.62	£2118.81
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Project Summary:

The Friends of the Victorian Cemetery are now in their 8th year, a small mostly retired group, who meet at least once a month to tend the graveyard, plant bulbs and seeds and carry out gardening work to the best of their abilities. Currently our volunteers are having to load their own wheelbarrows, gardening tools, strimmer's etc. into their cars as they are not able to store anything at the cemetery. The average age of the volunteers is 70+ and it is proving more and more difficult to get the equipment required to the cemetery. With a shed and funding for gardening equipment, tools and publicity about the group, it would allow more volunteers to join, and be an environment that offers both companionship and an opportunity to care for a beautiful, wild and historic location.

ABG690	Health and Wellbeing Grant	Friends of the Victorian Cemetery	Friends of the Victorian Cemetery New Website Publication of Flyers and Social Media presence	£700.00	£700.00
<p>Project Summary: The Friends of the Victorian Cemetery are a volunteer group that meet once a month in the Victorian cemetery, to care for the grounds and do general gardening and planting. This has become an event that the volunteers look forward to as many live on their own and do not have access to a garden. The majority of volunteers are elderly and enjoy the companionship and the opportunity to be outside in a serene and peaceful environment, as well as having a sense of purpose. The group welcomes all, no matter their age and tasks given to suit their abilities and frailties. We are hoping that with the creation of a website, publicity in social media and printing flyers we will be able to attract new volunteers to join this friendly group that will provide both friendship and a mutual purpose of maintaining the beauty of the Victorian cemetery.</p>					

1. Background

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

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

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

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

2. Main Considerations

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

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

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

3. Environmental & Community Implications

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

4. Financial Implications

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

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

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

Report Author

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