

# MINUTES

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

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

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

### **Town and Parish Councils**

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

### **Partners**

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

**Total in attendance: 56**

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

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

	<ul style="list-style-type: none"> <li>• Events and activities</li> <li>• Community and health services</li> <li>• Local businesses</li> </ul>
8	<p><u>Group feedback exercise</u></p> <p>Each table were given the opportunity to produce their top three projects for consideration and place on flipchart paper. Each attendee was given sticky dots which they were then able to place next to the projects that they would like to see delivered by the Area Board.</p>
9	<p><u>Summary and next steps</u></p> <p>The Chairman thanked everyone for their enthusiastic and positive contribution to the exercise and advised that the Community Engagement Manger and the Area Board would now review the proposed projects for delivery and agree those that could be put into action. A report would then be brought back to a future Area Board meeting after the Summer.</p>
10	<p><u>Area Board sub groups</u></p> <p>Community Area Transport Group – Cllr While</p> <p>The recommendations from the Melksham CATG were agreed as follows:</p> <ul style="list-style-type: none"> <li>• To close issues: 4719, 5491, 5493, 5702, 5855 and 6078.</li> <li>• To award £6,000 towards the Seend Bell Crossroads scheme.</li> <li>• To award £2,333 towards the Broughton Gifford traffic management scheme, pending £1,167 from Broughton Gifford Parish Council.</li> <li>• To award £2,418.52 towards the Whitley Top Lane request to improve the hard standing.</li> <li>• To award an additional £767 towards the Steeple Ashton request for dropped kerbs, increasing the contribution to £3,267 pending the additional £133 from Steeple Ashton Parish Council.</li> <li>• To award £183 towards the Atworth Bradford Road Children warning sign, pending £92 from Atworth Parish Council.</li> <li>• To award an additional £20.72 towards the street nameplate at Newleaze Park, Broughton Gifford.</li> </ul>

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

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