

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham United Church, 4 High St, Melksham, SN12 6JU  
**Date:** 3 September 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 8.40 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Phil Alford, Cllr Pat Aves, Cllr Jon Hubbard, Cllr Hayley Illman, Cllr Jonathon Seed (Chairman) & Cllr Allison Bucknell

### **Wiltshire Council Officers**

Peter Dunford – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Louise Cary - Acting Head of Service Communities Leisure Operations

### **Town and Parish Councils**

Atworth Parish Council – Phil McMullen  
Broughton Gifford Parish Council – Georgina Berry  
Melksham Town Council – Terri Welch & Linda Roberts  
Melksham Without Parish Council – Theresa Strange & Paul Carter

### **Partners**

Wiltshire Police – Sergeant Dan Green  
Melksham Seniors – Martin Pain  
Melksham Shed – Chris Pickett

**Total in attendance: 38 plus 20 young skaters for item 56**

51	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham United Church for the meeting of the Melksham Area Board.</p> <p>The Chairman thanked all of the local skaters who were attending the meeting to support James Threlfall and the Melksham Skatepark extension item.</p> <p>The Chairman advised that Cllr Roy While had been forced to retire from the Area Board and local politics due to ill health. The Chairman thanked Cllr While for his years of service to the residents of Melksham and Wiltshire as both a Wiltshire Councillor and a Parish Councillor.</p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• How Dementia Friendly is Wiltshire?</li> <li>• Recycling Week 2019</li> <li>• Representation on Special School Provision in North Wiltshire</li> <li>• Melksham Community Expo, 20 September</li> </ul>
52	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
53	<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 5 June 2019 was confirmed as the correct record.</b></li> </ul>
54	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
55	<p><u>Police Update</u></p> <p>Sergeant Dan Green introduced the written update that was contained in the agenda pack.</p>

56	<p><u>Melksham Skatepark Extension</u></p> <p>James Threlfall MBE support by a host of local skaters gave a brief outline of the proposed Melksham Skatepark Extension.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the local skating community were fortunate to have a town that supported them as Melksham did.</li> <li>• That over 50 skaters were using the skatepark during the week, with numbers rising to around 100 at the weekend.</li> <li>• That various local businesses had pledge to support the Melksham skatepark extension.</li> </ul> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board ring fenced funding of up to £5,000 for the Melksham skatepark extension project.</b></li> </ul> <p>The Chairman thanked James Threlfall MBE for his presentation.</p>
57	<p><u>Campus update</u></p> <p>Cllr Allison Bucknell - Cabinet Member for Communications, Communities, Leisure and Libraries, Wiltshire Council &amp; Louise Cary - Acting Head of Service Communities Wiltshire Council gave the Campus update,</p> <p>Points made included:</p> <p>Planning update</p> <ul style="list-style-type: none"> <li>• Campus planning application submitted March 2019.</li> <li>• Public consultation process concluded 17 May 2019.</li> <li>• Following feedback and comments raised during the consultation process the Campus plans have been amended.</li> <li>• Revised Campus plan re-submitted 27 August 2019.</li> <li>• Second public consultation is due to conclude 27 September 2019.</li> </ul>

## Design Changes

- Sports hall moved further away from Cedar Close boundary - This had been achieved by relocating the hall stores to the West elevation and slightly reconfiguring internal accommodation.
- Reduction in height of sports hall - External reduction of 1m (12.6m to 11.6m). The interior height remains the same.
- Reduction in lighting on south elevation – These lights would only come on in an emergency situation.
- Obscure glazing to fitness suite window – This would ensure residents were not overlooked.
- Removal of MUGA - The feedback received suggested the MUGA posed a significant risk to achieving planning permission – therefore it had been removed.
- Heritage Light Fittings – These would be installed on the approach to Melksham House. These fittings were the same as those in the Market Place and Melksham Highstreet.
- Access Road - The approach road and footpaths had been softened to reflect the 'parkland' setting.
- Fencing – Railings would be installed around the pond and wooden fencing would be used to enclose the service yard.

## Building Design

- The building finishes had been carefully considered to ensure the campus was both visually pleasing and sympathetic to its surroundings.
- The design further broke down the mass of the campus by including recesses / steps in the facade and through the use of materials.
- Detailed proposals were available within the planning application.

Meeting rooms will be bookable for community uses on the ground floor (6-8 capacity) and the first floor (52 capacity).

To mitigate the loss of the MUGA from the scheme, it was agreed to promote awareness of publicly funded facilities at Melksham Oak outside school hours where the floodlit MUGA is little-used (but is not under the direct control of the Council and is managed by a caretaker), as well as the one at River Mead

	<p>School (but has no floodlights).</p> <p>Discussions were continuing regarding the future use of Melksham House and an announcement on this would be made in due course.</p> <p><b>The Chairman thanked Cllr Allison Bucknell &amp; Louise Cary for their update.</b></p>
58	<p><u>Melksham 800th Anniversary Market Charter Celebrations - September 2019</u></p> <p>Terri Welch from the 800th Anniversary Working Group gave a short presentation that highlighted a proposed weekend of events to celebrate Melksham's 800th Anniversary of the granting of it's Market Charter by Henry 111 in 1219.</p> <p>Points made included:</p> <p>That events over the weekend of 27-29 September would include:</p> <ul style="list-style-type: none"> <li>• Exhibition from local Schools and Melksham Remembers.</li> <li>• VIP Plaque unveiling by HRH Duke of Gloucester.</li> <li>• Town Criers Competition to include Folk dancing all in the Market Place.</li> <li>• Medieval Banquet with entertainment paid for event.</li> <li>• A free event in the King George V playing field, with squire training, archery, craft stalls and food.</li> </ul> <p>The Chairman thanked Terri Welch for her presentation.</p>
59	<p><u>Youth Intervention Project - update</u></p> <p>Sasha Hart - Community Family Care gave a short update on the targeted intervention project with young people at Melksham Oak School who are in need of early support to preventing problems escalating. The service is targeted at young people who are not already accessing support from other services and are below the threshold for statutory interventions.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That 8 referrals had already been taken covering issues such as anger management and support to manage emotions; risky behaviour in the community; low level anti-social behavior; low self- esteem and poor body image; those at risk of criminal behaviour through drug use</li> </ul>

	<ul style="list-style-type: none"> <li>• That 22 Support sessions had been completed.</li> <li>• Outcomes included: engaging with substance misuse support that was previously refused; improved emotional wellbeing; improved behaviour at home and within the community</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>• Target of up to 8 new referrals for the autumn term.</li> <li>• Discuss group options with Melksham Oak School with one group to be delivered by January 2020.</li> </ul> <p>Feedback from Safeguarding lead at Melksham Oak</p> <p><i>“The targeted intervention service has given the school access to support for students in need who are not at threshold level for other external agency support. Being able to refer a young person for support before a concern becomes an unmanageable issue has been a really important resource to have access to.”</i></p> <p><i>“Our young people could be referred quickly via a simple referral form and staff at CFC made contact with young people faster than other agencies have been able. Sasha &amp; her team have welcomed an opportunity for close working relationship with the school and were happy to come in and discuss any questions we had.”</i></p> <p>The Chairman thanked Sasha Hart for her update.</p>
60	<p><u>Age-Friendly Melksham - next steps</u></p> <p>Cllr Jon Hubbard gave a brief update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That Melksham now had “Age Friendly” status, the only market town in the national network, and representatives had attended an annual conference to learn about good practice elsewhere.</li> <li>• That the project needed to become sustainable to have a future and needed appropriate professional support and dedicated resources to succeed.</li> <li>• That it was intended to hold a special meeting in October to discuss the</li> </ul>

	<p>way forward and to prepare the way for funding bids to the Area Board and elsewhere to take the project to the next level.</p> <p>The Chairman thanked Jon Hubbard for his update.</p>
61	<p><u>Designation of BRAG picnic area as local green space in Seend Neighbourhood Plan</u></p> <p>Teresa Strange &amp; Mike Sankey gave a short presentation on the Bowerhill Residents Action Group picnic area and its importance to the community as a local green space. The land is used and valued by Bowerhill residents but in fact falls within the parish of Seend.</p> <p>BRAG were seeking the backing of the Area Board for a decision made by Melksham Without Parish Council to support this land being designated as LGS within the Seend Neighbourhood Plan.</p> <p>The evidence base for the Neighbourhood Plan designation requires that the land be shown to be “demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquility or richness of wildlife”. The final decision on designation will be made by an independent Examiner of the Plan.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board supports the designation of the BRAG picnic area as local green space in the Seend Neighbourhood Plan.</b></li> </ul> <p>The Chairman thanked Teresa Strange &amp; Mike Sankey for their presentation.</p>
62	<p><u>Area Board sub groups</u></p> <p>Melksham Wellbeing Group – Cllr Aves</p> <p>Recent group discussions included:</p> <ul style="list-style-type: none"> <li>• Healthier Communities” lottery project to increase physical activity, targeted at those less active and living on deprived estates.</li> <li>• Re-Cycle Wiltshire” bike project aimed at up to 10 per course of those not in employment, education or training, young offenders etc, providing skills to build and maintain a bike, then to keep it.</li> </ul>

	<ul style="list-style-type: none"> <li>• Make a Friend, Be Friend” project to connect lonely and isolated residents with local organisations and activities.</li> <li>• Local Area Co-ordination” to support people in the community to obtain information, make connections, live the life they would like.</li> <li>• How Dementia Friendly is Wiltshire” report on the value of dementia awareness and services to the health and wellbeing of the old and vulnerable in our communities.</li> </ul> <p>Community Area Transport Group (CATG)</p> <ul style="list-style-type: none"> <li>• That Cllr Jon Hubbard was elected Chairman.</li> </ul>
63	<p><u>Written Partner Updates</u></p> <p>Written updates contained in the agenda pack were received from the following partners:</p> <ul style="list-style-type: none"> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire/Clinical Commissioning Group</li> <li>• Healthwatch Wiltshire</li> <li>• Young Melksham – That work had now started on the toilets at Canberra thanks to the help of Cllr Seed and Area Board grant funding.</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
64	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider one application to the Community Area Grants scheme.</p> <p><b>Decision</b>  <b>Shaw Emergency Volunteers awarded £321 towards the costs of walkie talkies</b></p>
65	<p><u>Youth Grant Funding</u></p> <p>The Area Board members are asked to consider one application to the</p>



	<p>Youth Grants scheme.</p> <p><b>Repair Academy requesting £4,000 towards Recycle Wiltshire bike project with young people – <i>This application was withdrawn and would be re-submitted at the November Area Board meeting.</i></b></p>
66	<p><u>Public questions</u></p> <p>There were none.</p>
67	<p><u>Next Meeting</u></p> <p>Tuesday 22 October at 2pm - Special Older Persons themed Melksham Area Board at the Assembly Hall.</p>
68	<p><u>Close</u></p>