

# AGENDA

**Meeting:** MALMESBURY AREA BOARD  
**Place:** The Activity Zone, Bremilham Rd, Malmesbury, SN16 0DQ  
**Date:** Wednesday 6 July 2016  
**Time:** 7.00 pm

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Including the Parishes of Ashton Keynes, Brinkworth, Brokenborough, Charlton, Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea & Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton & Foxley, Oaksey, Sherston, Sopworth and St Paul Malmesbury Without

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**The area board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

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

## **Big Get Together from 5pm**

Come along find out about volunteering opportunities in your community.

Also, bring your own cake and enter our competition!

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Please direct any enquiries on this agenda Will Oulton, on 01225 713935 or email [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

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

Press enquiries to Communications, on 01225 713114 / 713115.

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## **Wiltshire Councillors**

Cllr John Thomson (Chairman)  
Cllr Simon Killane (Vice Chairman)

Cllr Chuck Berry  
Cllr Toby Sturgis

## **RECORDING AND BROADCASTING NOTIFICATION**

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website along with this agenda and available on request.

If you have any queries please contact Democratic Services using the contact details above.

<b>Items to be considered</b>	<b>Time</b>
<p style="text-align: center;"><b><u>The Big Get Together</u></b></p> <p style="text-align: center;">5-7pm</p> <p style="text-align: center;">Come along prior to the meeting, to find out about volunteering opportunities in your community.</p> <p style="text-align: center;">Also, bring your own cake and enter our competition!</p>	
<p>1     <b>Election of Chairman</b> <i>(Pages 3 - 4)</i></p> <p>To elect a Chairman for the forthcoming year.</p>	<b>7:00pm</b>
<p>2     <b>Election of a Vice-Chairman</b></p> <p>To elect a Vice-Chairman for the forthcoming year.</p>	
<p>3     <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>7.05 pm</b>
<p>4     <b>Apologies for Absence</b></p>	
<p>5     <b>Minutes</b> <i>(Pages 5 - 12)</i></p> <p>To approve and sign as a correct record the minutes of the meeting held on <b>04 May 2016</b>.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Chairman's Announcements</b> <i>(Pages 13 - 22)</i></p> <p>The Chairman will provide information about:</p> <p>a) Groundwork and Tesco 'Bags of Help' funding  b) Your Care Your Support Website  c) Carers in Wiltshire Joint Strategy  d) Wiltshire Online Strategy</p>	<b>7.10 pm</b>
<p>8     <b>Election of Representatives to Outside Bodies</b> <i>(Pages 23 - 38)</i></p> <p>To appoint members to the Working Groups, Task Groups and Outside Bodies of the Area Board including the Local Youth Network (LYN).</p>	<b>7:15 pm</b>

Outside Bodies to include:

- i. Malmesbury and Villages Community Area Partnership
- ii. Malmesbury Community Trust
- iii. Malmesbury Local Youth Network (LYN)

Working Groups:

- i. Community Area Transport Group (CATG)
- ii. Local Youth Network (LYN) Management Group

9 **Partner Updates** (*Pages 39 - 42*)

7:20 pm

To receive updates from the following partners:

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue Service
- c. NHS Wiltshire Clinical Commissioning Group (CCG)
- d. Healthwatch Wiltshire
- e. Malmesbury and the Villages Community Area Partnership (MVCAP)
- f. Riverside Centre
- g. Highways
- h. Town and Parish Councils
- i. Health & Wellbeing Champion

10 **Local Youth Network Update and Applications for Youth Funding** (*Pages 43 - 46*)

7:30pm

To receive an update on the Local Youth Network (LYN) and to consider recommendations from the LYN on awarding grant monies.

11 **Community Area Transport Group** (*Pages 47 - 58*)

7:40pm

The Area Board will be asked to consider the recommendations from the 14 June 2016, Malmesbury Community Area Transport Group (CATG) meeting outlined in the report.

12 **Area Board Funding** (*Pages 59 - 62*)

7:50 pm

Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received:

Oaksey Village Hall:	£1780.00
Crudwell Village Hall & Recreation Ground:	£5000.00

13 **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

14 **Evaluation and Close**

The next meeting of the Malmesbury Area Board will be held on Wednesday, 07 September 2016, Crudwell Village Hall and Recreation Ground at 19.00 p.m.

**Future Meeting Dates**

Wednesday, 7 September 2016  
7.00 pm  
Crudwell Village Hall and Recreation Ground



# The Big Get Together



*Wednesday  
6<sup>th</sup> July 5-7pm  
THE ACTIVITY  
ZONE  
Malmesbury*

Looking for something to do in your spare time, want to take part in something different or new, maybe even volunteer for a local cause, then come along and explore opportunities in the Malmesbury Community Area and GET INVOLVED!

Showcasing local:  
Arts and crafts groups  
Fitness activities  
Volunteering opportunities

## **Bake Off Competition**

**Bring your cake  
on the day to be judged by  
Malmesbury Garden Centre  
And win Afternoon Tea for 2**

For more information please contact: Ellen Blacker  
Tel: 07557 922020 Email: [ellen.blacker@wiltshire.gov.uk](mailto:ellen.blacker@wiltshire.gov.uk)





## **Guidance on the election of the Area Board Chairman and Vice-Chairman**

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:** MALMESBURY AREA BOARD  
**Place:** Sherston Village Hall, High Street, Sherston, Malmesbury,  
Wiltshire, SN16 0LH  
**Date:** 4 May 2016  
**Start Time:** 7.00 p.m.  
**Finish Time:** 8.45 p.m.

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Please direct any enquiries on these minutes to:

Shirley Agyeman (Democratic Services Officer) Tel: 01225 718089 or (e-mail)  
[Shirley.Agyeman@wiltshire.gov.uk](mailto:Shirley.Agyeman@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr John Thomson (Chairman)  
Cllr Simon Killane (Vice Chairman)  
Cllr Chuck Berry  
Cllr Toby Sturgis

### **Wiltshire Council Officers**

Shirley Agyeman - Democratic Services Officer  
Adam Brown – Snr. Scrutiny Officer  
Janet O'Brien - Head of Housing, Strategy and Assets  
Xina Hart - Community Youth Officer  
Ollie Phipps - Community Engagement Manager

### **Town and Parish Councillors**

Malmesbury Town Council – Cllr John Gundry, Cllr Wayne Jones - Mayor,  
Gavin Grant  
Brinkworth Parish Council  
Dauntsey Parish Council – Ellen Bleck  
Easton Grey Parish Council – John Tremayne

Great Somerford Parish Council – Sid Jevons  
Little Somerford Parish Council – Tony Pooley  
Luckington Parish Council – Ashley Stopforth  
Oaksey Parish Council – Sherston Parish Council – Sarah Wood, John Matthews,  
Jill Cainey, Sean Magee, Phil Cutcher  
St Paul Malmesbury Without Parish Council – Cllrs Roger Budgen, Andy Hatherell and  
Deborah Clogg.

**Partners**

Police - Angus Mcpherson - Police and Crime Commissioner for Wiltshire and Swindon  
Fire - Darren Nixon - District Commander, Chippenham, Corsham and Malmesbury

**Other:**

White Lion Recreation Association  
Malmesbury Farmers & Artisans Market – Lisa Gore  
Malmesbury and the Villages Community Area Partnership - Phil Catch  
South Western Ambulance Service NHS Trust – David Wilmot,  
Jonathan Hardwick- Smith

**Total in attendance: 33**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
31	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Malmesbury Area Board</p>
32	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>
33	<p><u>Minutes</u></p> <p><b>The minutes of the meeting held on 02 March 2016 were agreed as a correct record and signed by the Chairman.</b></p>
34	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
35	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to the announcements included in the agenda pack and drew attention to copies of other reports circulated at the meeting.</p> <p>The Chairman invited Karen Walters, Community Commissioner (Carers), to share more information on the consultation on the Carers in Wiltshire: Joint Strategy 2016 – 2020. Karen Walters encouraged everyone to get involved in the consultation process by getting in touch with her on 07876393890, or going online to complete questions at <a href="http://www.wiltshire.gov.uk/portal">www.wiltshire.gov.uk/portal</a> before the deadline on 13 July 2016. She emphasised that everyone would invariably be a carer at some point in time and it was important that the needs of carers were identified and addressed.</p>
36	<p><u>Partner Updates</u></p> <p>The Chairman invited updates from Town/Parish Councils and other Partners, including outside bodies.</p> <p>He drew attention to written updates submitted by Neighbourhood Policing Team, NHS – Wiltshire Clinical Commissioning Group, Healthwatch Wiltshire, Local Highways and Parish and Town Council.</p> <p>Updates given included the following:</p>

**Police:**

Angus Mcpherson, Police and Crime Commissioner for Wiltshire and Swindon, extended apologies from Sgt. Phil Connors. Commenting on the report submitted Angus Mcpherson noted that the community speed watch were working closely with the special constabulary and that special constables now had powers to issue tickets and this would deter unnecessary speeding and ensure that speed limits were being adhered to.

**Dorset & Wiltshire Fire and Rescue Service:**

Darren Nixon, District Commander, Chippenham, Corsham and Malmesbury, introduced himself as the new Station Manager and assured the meeting that he would be presenting detailed reports at subsequent meetings.

**Malmesbury and the Villages Community Area Partnership (MVCAP)**

A representative of MVCAP announced that the Charity had an A3 printer available to loan out to local organisations. He also noted that there was a limited amount of money to award to local clubs/organisations looking to start up and the Charity was also happy to help set up websites for any such clubs.

**Health & Wellbeing**

Ellen Barker introduced herself as the new Health & Wellbeing Champion. Ms. Barker informed the meeting that her role was about supporting individuals to live independent, happy, healthy and fulfilling lives by offering information on a variety of topics. She noted that she was keen to work to improve outcomes for people by representing their needs at decision making levels and empowering individuals to make decisions; her role among others also included ensuring sustainability for the group by working with local groups, supporting new activities & projects and sign posting people to other relevant services.

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Local Youth Network Update

Xina Hart, Community Youth Officer, gave a verbal update on Local Youth Network (LYN) activities. She noted that changes were underway regarding LYN officers and how they provide support and she would be furnishing the Area Board with more information in due course once the changes had come through and there was more information.

Xina Hart also informed the meeting about some equipment owned by the LYN which was available to be loaned out.

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A list of the items of equipment available to loan out would be sent out to all youth organisations and clubs in the community.

Housing - Meeting Local Need

Janet O'Brien, Head of Housing - Strategy and Assets, was in attendance to provide an update on affordable housing in the Malmesbury area.

Ms. O'Brien revealed that the national policy on housing was to increase owner occupation, make best use of existing social housing stock, reduce the burden on the public sector (housing benefit bill), to increase the supply of new homes and to promote independent living in the community. She noted that the basic stock profile for the Malmesbury area was as follows:

	Malmesbury	Wiltshire
Owner Occupation	75.1%	68.3%
Social Housing	9.7%	14.7%
Private	13.5%	15.4%
Other	1.7%	1.6%

Out of the 1,395 homes proposed to be built between 2006 and 2026, as at April 2015, 25 new affordable homes had been built. With 1,879 households on the register and the median house price for Malmesbury at approximately £300,000, Malmesbury emerged as one of the relatively expensive places to buy a house.

The next steps for providing affordable housing in Malmesbury area would involve commissioning research at community area level & agreeing priorities with local communities and partners to understand local need. There was also the need to consider options to increase choices for those not able to meet needs in the open market.

On being questioned about the relatively low number of people purported to be on the register, Ms. O'Brien revealed that the criteria for joining the register had been made tighter and the data had been cleansed, hence the low figures. She noted that separate registers were kept for different categories of needs. She emphasised the need for people with housing needs to get registered and acknowledged the concerns expressed about difficulties faced by people on low income and their inability to enter the housing market due to a lack of affordability.

Janet O'Brien noted that the housing strategy would be going to consultation very shortly and would be a more effective tool to work with. She emphasised the need to work with local communities and organisations in order to determine where local priorities lie.

In response to questions posed regarding mechanisms in place for parish and town councils to determine local housing needs, Ms. O'Brien explained that local surveys conducted with Wiltshire Council actually revealed that parish councils had an embedded strategy on planning processes and understanding local needs.

With regard to the projected stock of developments coming into the Malmesbury area Ms O' Brien informed the meeting that this was going to be phased over the next few years and more detailed information on what was in the pipeline of delivering houses would be supplied. Mention was made of well-known and established developers and other affordable local housing schemes operating in the area.

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#### Community First Responders

A presentation was delivered by David Wilmot and Jonathan Wardwick-Smith from the South Western Ambulance Service NHS Foundation Trust's Community Responder Officers.

The meeting was informed that volunteers were trained to attend emergency calls received by the ambulance service and to provide care until the ambulance arrives. Having a trained volunteer in the community who could arrive at an emergency scene in a matter of minutes could and usually made a big difference to patient survival. The organisation set up was described as a community partnership between NHS and local ambulance service trusts.

A physical demonstration of how to use a defibrillator in the event of an emergency was given.

It was revealed that there were just over 100 defibrillator schemes set up in Wiltshire and Community First Responders were looking to recruit more volunteers. On being questioned about training requirements, the meeting was informed that training usually took two weekends and volunteers were asked to be available for at least 12 hours a week. The minimum age for registering was 18 years and uniforms were also supplied. On the issue of the 200 metre rule on range of operation it was explained that the 200m rule was a control mechanism and guide for the range of distance within which a defibrillators could be used by a registered volunteer to allow for quick access and use.

For storage, it was recommended that the equipment was kept in an unlocked cupboard and to be checked monthly.



	<p>The average cost of defibrillators was estimated to be in the range of £700 - £1,500 depending on the type of scheme signed up. All private owners of defibrillators were encouraged to register their equipment in order to increase chances of accessibility and survival for those very precious moments within which a life could be saved.</p>
40	<p><u>Update From Community Engagement Manager</u></p> <p>Ollie Phipps, Community Engagement Manager, gave an update on events happening throughout the month and showed two documentary films – one on Dementia aimed at creating awareness and changing the way people think, talk and act about dementia; the other documentary was about people’s experiences of living in Wiltshire and most of the sentiments expressed were positive and complementary.</p>
41	<p><u>The Big Pledge</u></p> <p>The Community Engagement Manager took the meeting through ‘Road to Rio – The Big Pledge activity challenge’- a series of sporting activities like running, cycling, walking and swimming simulating similar activities that would be taking place at the Olympic games in Rio.</p> <p>Mr. Phipps emphasised that teams from all over Wiltshire – businesses, schools, town/ parish councils, community groups, sports clubs and families were free to register without any charge and revealed that over 500 people had already signed up to take part in various sporting activity challenges.</p>
42	<p><u>Area Board Funding</u></p> <p>The Community Engagement Manager presented the applications for Community Area Grant Funding.</p> <p>Representatives of the organisations applying were in attendance to present more information to support their applications. The organisations applying for funding were Malmesbury Farmers and Artisans Market and White Lion Recreation Association.</p> <p><b>Resolved:</b></p> <p><b>To award Malmesbury Town Team £4,000 towards the Malmesbury Farmers and Artisans Market.</b></p> <p><b>To award White Lion Recreation Association £5,869 towards a disabled wheel chair swing.</b></p>

43	<p><u>Urgent items</u></p> <p>There were not urgent items to consider.</p>
44	<p><u>Close</u></p> <p>The next meeting of Malmesbury Area Board would be on Wednesday, 06 July 2016, at 7.00pm, at The Activity Zone, Bremilham Rd, Malmesbury, SN16 0DQ.</p> <p>The Chairman thanked everyone for attending.</p>

## Chairman's Announcements

<b>Subject:</b>	<b>Groundwork and Tesco 'Bags of Help' funding</b>
<b>Officer Contact Details:</b>	Caroline McKenna <a href="mailto:Caroline.mckenna@groundwork.org.uk">Caroline.mckenna@groundwork.org.uk</a>
<b>Weblink:</b>	<a href="http://www.groundwork.org.uk/Sites/tescocommunityscheme">http://www.groundwork.org.uk/Sites/tescocommunityscheme</a>

Groundwork have partnered with Tesco to deliver a new community grants scheme. Last funding round there were many successful projects from across Wiltshire and we would like even more applications this round!

The Tesco Bags of Help scheme was launched in October 2015 and enables local community groups to apply for money to develop local resources and promote greener living and working. There are grants of £8,000, £10,000 and £12,000 available.

There are several rounds of applications throughout the programme and the first round of funding completed in February. Over 8 million Tesco customers voted across 2,500 stores nationwide for variety of community group projects, and from this nearly £13 million will be awarded to 1,284 community groups.

The second round of funding applications is now open and application process will be ongoing until 3rd June. To find out more, go to our website at <http://www.groundwork.org.uk/tescocommunityscheme>

As part of our work to promote the programme across the South West region, we would also be interested in any funding events we may be able to attend to provide information to prospective applicants, so if you have any relevant events or groups you think this may be applicable to, please get in touch.



# Chairman's Announcements

<b>Subject:</b>	<b>Your Care Your Support Wiltshire</b>
<b>Officer Contact Details:</b>	<b>Dr. Sara Nelson Information and Communications Manager Healthwatch Wiltshire <a href="mailto:sara.nelson@healthwatchwiltshire.co.uk">sara.nelson@healthwatchwiltshire.co.uk</a> Olly Spence Wiltshire Council <a href="mailto:olly.spence@wiltshire.gov.uk">olly.spence@wiltshire.gov.uk</a></b>
<b>Weblink:</b>	<b><a href="http://www.yourcareyoursupportwiltshire.org.uk/home/">http://www.yourcareyoursupportwiltshire.org.uk/home/</a></b>

Healthwatch Wiltshire is working in partnership with Wiltshire Council to manage and develop *Your Care Your Support Wiltshire*, the new health and social care information website for the county.

The website contains:-

- Information about different topics such as, dementia, keeping well and paying for care as well as explanations of an overview of how the NHS and social care work in Wiltshire.
- A service directory that provides details of local organisations, clubs, societies, GPs, dentists and care homes.

## **Your Care Your Support Wiltshire's First Birthday**

The site launched on April 1<sup>st</sup> 2015 and so has now been up and running for a year. In this year, it has been viewed 164,669 times and has been visited by 20,669 users. Of those who visited, 67% were new to the site whilst approximately 33% were return users. The most popular pages on the site were:

1. Paying for Care
2. How do I get care and support in Wiltshire?
3. Living with a disability/learning disability

## **Future plans and how you can help.**

Future plans include adding more detailed, localised information on end of life care and mental health services, updating and building on existing information and adding more videos and easy read pages. In addition we will continue to engage with local communities to ensure that the service directory contains all the information they need to access services and groups in their area.

Healthwatch Wiltshire will continue to involve local people in the development of the site so that we can make sure that it meets their needs. We would like to hear your views on the site. You can tell us about groups and clubs in your community or

## ***Chairman's Announcements***

suggest topics that we can add to the site. This site is for Wiltshire people – make your voice heard!

## Chairman's Announcements

<b>Subject:</b>	<b>Carers in Wiltshire: Joint Strategy 2016 - 2020</b>
<b>Officer Contact Details:</b>	<b>Karen Walters, Community Commissioner (Carers)</b>
<b>Weblink:</b>	<a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a>

Wiltshire Council and NHS Wiltshire Clinical Commissioning Group, in consultation with their other strategic partners (especially Carer Support Wiltshire, Wiltshire Parent Carer Council and Spurgeons) and over 50 carers have developed a new strategy for carers. The draft document is now available for the public to view and comment on before being finalised. It can be viewed in full on the council's consultations webpage:

<http://consult.wiltshire.gov.uk/portal>

Information postcards and leaflets are also available at this meeting.

Publicity materials can be provided from Karen Walters, Wiltshire Council, for any partners who would be willing to support spreading the message or if you would like to invite her to attend any local carer groups or meetings during the consultation period.

Please feedback comments by **13 July 2016** to: Karen Walters, Community Commissioner (Carers) at:

**Address:** County Hall, Bythesea Road, Trowbridge BA14 8JN

**Email:** [Karen.walters@wiltshire.gov.uk](mailto:Karen.walters@wiltshire.gov.uk)

**Mobile:** 07876 393890

### Who do we mean when we talk about carers?

Anyone can become a carer. A carer is someone of any age, including a child (young carer), who provides unpaid support to a family member or friend who could not always manage without this help. This could be caring for a relative (a parent, grandparent, sibling, child, spouse, partner) or friend who is ill, frail, disabled or who has mental health or substance misuse problems. They should not be confused with paid or volunteer support workers.

Most people are likely to be undertaking a caring role at some point in their lives, with many of us needing to access some form of information, advice and support during this difficult time.

### Have we got things right in the new strategy?

We believe we have a strategy that is truly representative of the needs of Wiltshire carers. However, now is the time for you to have your say and influence the way services are commissioned over the next 4 years.

We invite members of the public, especially carers, to comment on this document to influence the future commissioning of support for carers in Wiltshire. We need you to tell us if we have got things right. We also want to

## **Chairman's Announcements**

know if you, as a carer, feel represented within this strategy and if not, what is it you would like to see added or changed. What services do you currently access (if any) that you value and why they are important to you?

We invite organisations and business in Wiltshire to comment on the document and to inform us of any contributions they are already making or could make, in order to support the delivery of this strategy.

A detailed action plan will be developed once the strategy is finalised to support its delivery.

### **Why is this strategy needed?**

A Carers UK press release on 12 November 2015 stated “Unpaid carers save the UK **£132 billion a year** – the cost of a second NHS.”<sup>1</sup>

70% of the 47,608<sup>2</sup> carers living in Wiltshire continue to remain hidden and it is believed that many of these people will not be aware of their carer status. Accessible information and advice is therefore vital to ensure that these people know where to get help and support when they need it.

The Care Act places additional duties on social care services in assessing and addressing the needs of carers. Carers now have parity of esteem with those people they care for. We need to ensure that carers' of people with mental health issues are able to access appropriate services to meet their needs. There is a requirement for all health, social care and educational professionals to identify young carers and ensure their needs are being met and that they are not carrying out inappropriate caring roles.

The 2015 Healthwatch report “Unpaid Carers in Wiltshire: help in a crisis” highlights the need to review how we support carers in a crisis. Whilst early intervention and prevention measures is expected to reduce the likelihood of this point being reached, there will be unavoidable circumstances when a carer reaches crisis point and it is vital targeted support is available to help them when they reach this point.

### **Our shared vision for carers in Wiltshire:**

Wiltshire cares for carers by ensuring that carers living in Wiltshire are identified and accepted as expert partners in care; are well informed; and maintain a good quality of life and healthy lifestyle outside of their caring responsibility.

To find out more please read the full strategy and / or contact Karen Walters direct.

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<sup>1</sup> Valuing Carers 2015 – the rising value of carers' support Lisa Buckner (University of Leeds), Sue Yeandle (University of Sheffield)

<sup>2</sup> Census 2011



## ***Chairman's Announcements***



# Chairman's Announcements

<b>Subject:</b>	<b>Wiltshire Online Programme – Extension of the Basic Broadband Commitment Scheme</b>
<b>Weblink:</b>	<a href="http://www.wiltshireonline.org">http://www.wiltshireonline.org</a>

## ***What is the Basic Broadband Commitment scheme?***

This scheme has been designed to provide support to the homes and businesses that are unable to receive broadband speeds in excess of 2 megabits per second (Mbps) and who will not be benefitting from the superfast broadband rollout. The scheme was previously referred to as the Universal Service Commitment (USC).

## ***Who is eligible for the scheme?***

Residents who are unable to receive a service of more than 2Mbps and who are not benefitting from the Wiltshire Online superfast broadband rollout programme are eligible to apply to the scheme.

## ***Why is there a subsidy available?***

The subsidy is to provide support for premises which do not have access to broadband speeds of more than 2Mbps at an affordable price; 2Mbps is the minimum speed required to undertake routine activities over the internet. The basic requirement is that premises should not have to pay more than £400 over a 12 month period to access a basic broadband service; this cost represents the monthly charges, installation, hardware and activation costs. The subsidy scheme helps make basic broadband affordable by contributing towards the cost of the equipment and installation.

## ***How does the scheme work?***

Eligible residents are provided with a subsidy code which allows residents to gain access to a subsidised broadband connection, with all of the capital costs and at least part of the installation cost paid for. Residents are able to choose from a number of retail service providers and from a variety of packages to suit their budget and needs.

## ***How has the scheme altered?***

The scheme was originally launched in December 2015 in line with our contractual commitment to provide a basic broadband service via a satellite solution. However, Wiltshire Council has been working closely with BDUK since the launch of the scheme and we are pleased to advise that it has now been extended to include alternative technologies. For a list of current suppliers operating in Wiltshire please see Annexe 1.

Opening up the scheme to alternative technologies should see Wiltshire's residents being able to access a wider range of suppliers.

## ***Does the scheme work the same for wireless technologies as with satellite providers?***

Yes, the subsidy code can be used in exactly the same way with a wireless provider; the subsidy is used to fund the installation and equipment costs the same as with a satellite solution.

The one difference with the wireless technology is that it can be designed to serve multiple premises and could lend itself to a community based solution.

# **Chairman's Announcements**

## ***How do residents apply for the scheme?***

Information about the scheme, including a list of participating providers and an online application form, can be found on the Basic Broadband Commitment pages on the Wiltshire Online website: [www.wiltshireonline.org](http://www.wiltshireonline.org)

## ***Who do I contact if I have any queries about the scheme?***

The Wiltshire Online website ([www.wiltshireonline.org](http://www.wiltshireonline.org)) is intended to be the first port of call for information. However, for specific queries, there is a dedicated email address which is [broadband@wiltshire.gov.uk](mailto:broadband@wiltshire.gov.uk)

## **Annexe 1**

The following is a list of providers who are currently participating in the Basic Broadband Commitment scheme in Wiltshire:

### **Wireless Providers:**

Wessex Internet - <https://www.wessexinternet.com/>

### **Satellite Providers:**

Avonline - [www.avonlinebroadband.com/](http://www.avonlinebroadband.com/)

Bentley Walker - <http://toowayinfo.bentleywalker.com/bduk/>

Broadband Wherever - [www.broadbandwherever.net/home](http://www.broadbandwherever.net/home)

Corsat - [www.corsat.co.uk/bduk/](http://www.corsat.co.uk/bduk/)

Digiweb - [www.digiweb.com/satellite/](http://www.digiweb.com/satellite/)

Europasat - [www.europasat.com/](http://www.europasat.com/)

ibub Communications - <http://www.ibub.co.uk/satellitescheme/>

Not Spot Broadband - <http://notspotbroadband.com/grant-schemes/>

Prime Satellite Broadband - <http://www.primesatellitebroadband.com/>

Primetech - [www.primetech-bduk.co.uk](http://www.primetech-bduk.co.uk)

Rural Broadband - [www.ruralbroadband.co.uk/](http://www.ruralbroadband.co.uk/)

Satellite Internet - [www.satelliteinternet.co.uk/](http://www.satelliteinternet.co.uk/)

**MALMESBURY AREA BOARD  
6 JULY 2016**

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2016/17**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2016/17.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2016/17.

**3. Main Considerations**

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

**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.
- 5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

## **6. Environmental Impact of the Proposals**

- 6.1 None.

## **7. Equality and Diversity Implications**

- 7.1 None.

## **8. Delegation**

- 8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

## **9. Recommendation**

- 9.1 The Area Board is requested to:
  - a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
  - b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
  - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

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**Will Oulton**  
**Senior Democratic Services Officer**  
01225 713935  
[william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

### **Appendices:**

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)  
Appendix C – Terms of Reference for Working Group(s)

**Unpublished background documents relied upon in the preparation of this report**

None.





**WILTSHIRE COUNCIL OUTSIDE BODIES**

Outside Body Title ( A to Z )	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Malmesbury and Villages Community Area Partnership	Area Board - Malmesbury	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally every 6 weeks	No	1	Cllr John Thomson
Malmesbury Community Trust	Area Board - Malmesbury	Trust deed states that two WCC reps appointed by Dir of Social Services	Help and assistance to the elderly	Four meetings per annum	Yes	2	Cllr John Thomson and Cllr Simon Killane
Malmesbury Local Youth Network (LYN)	Area Board - Malmesbury	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr Simon Killane



## **Appointments to Working Groups - Malmesbury Area Board**

Community Area Transport Group:

Cllr John Thomson  
Cllr Simon Killane  
Cllr Toby Sturgis  
Cllr Chuck Berry

And nominated for the coming year:

Brinkworth: Ellen Blacker (Dauntsey PC)  
Malmesbury: Roger Budgen (Malmesbury TC)  
Sherston: Graham Morris (Sherston PC)

### **Local Youth Network (LYN):**

Young People:

Finn Wood (Rural Rep)  
Shaina Snashall (Chair)  
Jade Sanders (Secretary)  
Erica Boldy

Community Members:

Cllr Simon Killane (Area Board Rep)  
Fran Vandelli (Town Council Rep)  
Shelly Ball (School Rep)  
Denise Little (Voluntary Community Sector)



# Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

## 1. Purpose

### Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

## 2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

## **Roles of all members of the LYN**

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

### **3. Structure and operation**

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, 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 management group (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.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

#### **4. Media Relations**

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

#### **5. Review**

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.





## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

The CATG will normally be made up of not more than 10 members from the following groups:

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

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

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 CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG 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 CATG Members**

Appointment of members to the CATG 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 CATG (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 CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Meetings**

It is recommended that the CATG meet at least four times a year. 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 Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

#### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided by a democratic services officer.

#### **Terms of Reference**

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

The CATG's terms of reference are set out at Appendix A:

# **COMMUNITY AREA TRANSPORT GROUP (CATG)**

## **TERMS OF REFERENCE**

### **Appendix A**

#### **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 Highways and Transport. The funding allocation is for 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 maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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.

*(Cabinet Member Decision HT-021-10)*

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 in excess of the total discretionary amount available.

*(Cabinet Member Decision HT-026-11)*

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HT-027-11)*

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

*(Cabinet Member Decision HT-031-11)*

## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

June 2016

### £2.7m each year in Wiltshire wasted on unused repeat prescriptions

NHS Wiltshire Clinical Commissioning Group is asking people to review their current repeat prescriptions to see if they still need all the items listed and to only order the medication that they need.

Making sure you have the right medication is important to help you stay well, however, not all prescriptions in Wiltshire are required; recent figures show that 1 in 15 repeat prescriptions ordered were not needed.

Alex Goddard, Deputy Head of Medicines Management said: "If we are to be able to continue to provide high quality health services in Wiltshire, we need the help of local people to enable us to do it.

"By double checking your prescription and by only ordering items that you need you can help us to save thousands of pounds every year. Try not to over order. Although it's comforting to keep a stock of medication in the cupboard, you may find that your medication expires before you have the chance to use it and you can always order more for when you need it. "

In Wiltshire, over 450,000 prescription items are dispensed each month. With the average cost of one prescription item currently calculated as £7.58, you can see just how much funding is needed across the county to help keep people well.

For any items that are returned unused Wiltshire CCG have to spend approximately £42,000 each year collecting and incinerating them as they cannot be used again, even if the medication is unopened.

Taking personal responsibility for your own medication will not only ensure that you continue to receive the right medication but it will also help us to save a considerable amount of money. These wasted medicines equate to a massive £2.7 million drain every year on an already challenged health budget.

If you have stopped using certain medication, or are taking a different dose, speak with your GP who can carry out a medication review with you to double check that your prescription is still right for you.



**PRESCRIPTION**

**Only order and collect what you need**  
Wasted repeat prescriptions costs Wiltshire  
£2.7million every year





## Area Board Update - June 2016

### Help us to help local people speak up about health and social care services

Our volunteers play a really important role in engaging with people in the community to discover their views on local services, as well as supporting us with our statutory power to 'Enter and View' publicly funded services to speak to people about their experiences. Our volunteers also spread the word about the work we do and act as ambassadors for us at local health and social care events.



We have several different volunteering roles, so there is something for everyone.

Visit our website and take our volunteering quiz to see which role would suit you best!

### Healthwatch Wiltshire would like to learn more about how well discharge processes are working for you or the person you care for

Healthwatch Wiltshire want to hear the experiences of patients and their unpaid carers when they are transferred between health and care settings (e.g. from an acute hospital to a community hospital bed or a care home, or back to their own home). We want to hear from Wiltshire people who have been discharged from hospital in the last 12 months, and the friends or relatives who care for them. We also want to talk to people who have used intermediate care beds in nursing homes as an alternative to going in to hospital or on the way home from hospital.

As well as visiting care locations to talk to people about their discharges being planned, we have produced a questionnaire that can be accessed online or in hard copy. The questionnaire can be found at [www.wiltshire.gov.uk/hospital-discharge-survey.htm](http://www.wiltshire.gov.uk/hospital-discharge-survey.htm) or paper versions can be requested from the Healthwatch Wiltshire office. We are offering one-to-one conversations on the phone or in a person's own home, if they would prefer.

#### Contact us:

Tel 01225 434218

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

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

#### New Healthwatch Wiltshire Website

Healthwatch Wiltshire recently launched its new website. The overall look and feel of the site has been improved as well as the navigation which hopefully means information and reports are now easier and quicker for people to find. Please visit [www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk) to have a look at the new website, we hope you like it as much as we do!





**Report to** Malmesbury Area Board  
**Date of meeting** 6<sup>th</sup> July 2016  
**Title of report** Youth Grant Funding

**Purpose of the Report:**

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Malmesbury Town Council St Aldhelm's Fair	£250	That the application meets the grant criteria and is approved for the amount of £250.
HEALs – Wills Friends Pilot	£3275	That the application meets the grant criteria and is approved for the amount of £1500, subject to the following conditions: <ul style="list-style-type: none"> <li>• A breakdown of project costs is supplied</li> <li>• Must prioritise Malmesbury community area residents.</li> </ul>
Brinkworth Board Gaming Group	£250	That the application meets the grant criteria and is approved for the amount of £250.
The Last Baguette Theatre Company	£600	That the application meets the grant criteria and is approved for the amount of £600.

**1. Background**

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.

- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision had been made to cover this expenditure.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

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

**7. Equality and Inclusion Implications**

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

**8. Safeguarding Implications**

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

**9. Applications for consideration**

<b>Application ID</b>	<b>Applicant</b>	<b>Project Proposal</b>	<b>Requested</b>
<a href="#">ID 300</a>	Malmesbury Town Council	St Aldhelm's Fair - Archery	£250
<p><b>Project description</b>            St. Aldhelm's Fair is held every year to celebrate the feast of St. Aldhelm. Last year we had a relaunch and held it on the Bank Holiday. St. Aldhelm's Fair is for everybody young and old. Last year young people were involved making badges and other craft things. We are applying for a LYN grant to cover the cost of Medieval archery. Adding archery to the event will engage young people who may not attend ordinarily. We expect to have 400-500 people attend over the day.</p>			
<p><b>Recommendation of the Local Youth Network Management Group</b>            That the application meets the grant criteria and is approved for the amount of £250.</p> <p>This grant was approved by delegated authority between area board meetings by agreement on the Area Board chair, the CEM and CYO.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">ID 296</a>	HEALS of Malmesbury	Wills Friends Pilot Summer Programme	£3275
<p><b>Project description</b>            Holiday programme that consists of full and half of day activities aimed at young people with mild developmental and/or emotional behaviour issues such as learning disability Autism and Aspergers. The programme will cover aspects such as improving communication and listening skills and develop learning, knowledge and social skills. Sessions will include healthy cooking, sport, exercise and coordination, art &amp; craft and building confidence, self-esteem and developing the ability to work as a team which will help these young people in their day to day lives.</p>			
<p><b>Recommendation of the Local Youth Network Management Group</b>            That the application meets the grant criteria and is approved for the amount of £1500, subject to the following conditions:</p> <ul style="list-style-type: none"> <li>• A breakdown of project costs is supplied</li> <li>• Must prioritise Malmesbury community area residents.</li> </ul> <p>Reason for part funding: The full project costs HEALS are asking for is almost a quarter of the LYN's in year funding which needs to cover the entire community area and meet the needs of all young people. The LYN feels that it would not be able to fully support the project as there would not be enough funding left in the area board's pot to meet the needs of all the young people in the Malmesbury Community area.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">ID 302</a>	Brinkworth Board Gaming Group	Brinkworth Board Gaming Group	£250
<p><b>Project description</b>            The aim is to run a group in Brinkworth village hall for young people to play board games and to socialise. The group is aimed at teenagers and young adults to help connect them and get them to socialise and build new friendships.</p>			
<p><b>Recommendation of the Local Youth Network Management Group</b>            That the application meets the grant criteria and is approved for the amount of £250.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">ID 308</a>	The Last Baguette Theatre Company	Halloween theatre workshops for Malmesbury area teenagers	£600
<p><b>Project description</b>            To run 2 theatre workshops in Malmesbury based around the themes of Halloween and Dracula. Young people will create their own Halloween characters using physicality voice and costumes and explore comedy and theatre techniques. 20 young people aged 11-18 will have the opportunity to participate in the workshops on Monday 17th October and Saturday 22nd October. The sessions will build young people's confidence in speaking and performing develop teamwork skills and encourage interest in literacy and reading. Participants will be offered free tickets to a theatre performance of Dracula in Malmesbury providing accessible and affordable cultural activity in the town.</p>			
<p><b>Recommendation of the Local Youth Network Management Group</b>            That the application meets the grant criteria and is approved for the amount of £600.</p>			

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

**Report Author**      Xina Hart, Community Youth Officer  
 Email: Xina.hart@gmail.com

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 14<sup>th</sup> June 2016</b>			
1.	<b>Attendees and apologies</b>			
	Present:	Cllr John Thomson (JT), Cllr Simon Killane (SK), Cllr Toby Sturgis (TS), Cllr Chuck Berry (CB), Martin Rose (MR), Matt Perrott (MP), Spencer Drinkwater (SD), Ellen Blacker (EB), Owen Gibbs (OG), Elizabeth Threlfall (ET), Tracey Ainsworth (TA), Roger Budgen (RB), Eldegard Chivers (EC), Graham Morris (GM), Richard Moody (RM), Sarah Ibbotsen (SI), Charles Cook (CC)		
	Apologies:	Julie Scott		
2.	<b>Notes of last meeting</b>			
		The minutes of the previous meeting held were agreed at the Malmesbury Area Board meeting on the 2 <sup>nd</sup> March 2016  <i>Link can be found at</i>  <a href="#">Malmesbury CATG Meeting Notes 160209</a>	Agreed.  ET questioned the parish input. Previously agreed at Feb meeting at 30% from April 2016. JT commented that the CATG can vary if appropriate for larger bids.	
3.	<b>Financial Position</b>			
		Finance sheet was presented.		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		The current balance for the Malmesbury CATG as at 26 <sup>th</sup> May is <b>£29,865.63</b>		
<b>4.</b>	<b>Top 5 Priority Schemes (Priority 1)</b>			
a)	<a href="#">Issue 3963</a> New Pavement Holloway Hill Malmesbury	. <u>26/05/16 -Topo survey complete. Pedestrian survey complete. Initial assessment for virtual pavement required. Outline design to be prepared.</u>	Update in 2 weeks. £8k allocated. Options to be presented to RB for discussion. To be combined with waiting restriction work currently being undertaken by Jamie Mundy	MR
b)	<a href="#">Issue 3897</a> Road safety concerns bottom of Swindon Road Malmesbury	. 26/05/16 - Works package ordered. Awaiting implementation.	Lining works imminent. Estimated completion in next 2 weeks. Remove as Priority 1 scheme.	
c)	<a href="#">Issue 4042</a> Church Street /Noble Street, Sherston. HGVs demolishing Sherston at Jubilee Triangle	26/05/16 Agreement in principal from Sherston PC. Planter & sign options to be prepared.	Ongoing consultation with Sherston PC re. Planter and sign options. Once agreed, should be completed within 6-8 weeks	MR
d)	<a href="#">Issue 4022</a> Junction of Katifer Lane / West Street, Malmesbury	Issue with regular contravention of 'No Entry' sign on West Street. CATG agreed to allocate as Priority 1 scheme. Cost £880. Malmesbury TC contribution of 25% (£220) be confirmed  26-05-16. – Complete	Ad hoc work undertaken by Ringway. Minimal cost. Cost against CATG to be reduced accordingly. Remove as Priority 1 from next tracker	
e)	<a href="#">Issue 4387</a> Corston main road. Lack of	CATG Agreed to allocate as priority 1 scheme Proposed Chevron warning signs on bend. Cost of £1500 agreed. St Paul Malmesbury Without Parish Council to contribute 25%	Road marking are complete. Issue with signs due to bridge deck clearance. Bespoke	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	clear and obvious signage warning drivers coming from the Malmesbury	(£400). TBC  26/05/16 -Works package ordered but subsequent issue with bridge deck clearance. Additional costs likely.	brackets required for mounting to Installation should be within 3-4 weeks of ordering.	
<b>5.</b>	<b>Other Priority schemes</b>			
a)	<a href="#">Issue 3879</a>  Station Road, Minety SN16 9QY pedestrian safety, Minety	New footway Request Estimated £30.000+ cost  MR to do site visit, liaise with local members/ publican  CB to check with Parish amount to contribute.  26/05/16 Contact made with Mr Denman Vale of the Inn PH. Site meeting required.	Possible land use on same side as PH. Planning application may result in cost covered by successful application. On hold	
b)	<a href="#">Issue 4104</a> Priority Change at junction of Oaksey Road / Crossing Lane Minety	26/05/16 Site visit made and metro-counts requested.	Priority 2 scheme	
c)	<a href="#">Issue 3699</a>  Road safety concerns about Bristol Street, Malmesbury	Metro-count results to be presented to Feb 9 <sup>th</sup> CATG meeting.  Metro count shows speeds sufficient to implement 20MPH zone extension if required. Issue to be placed on hold for time being.	Extension of 20mph zone to be combined with other work, including Gloucester Road Priority 2 scheme	MR
d)	<a href="#">Issue 3661</a>  Dangers. West Street, Great Somerford	Site meeting with Cllr Sturgis required to discuss outstanding issues. MR to arrange meeting with Cllr Sturgis prior to next CATG meeting.	Ditch clearance has removed walkway, Pending clearance of ditch spoil. On hold	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	<p><a href="#">Issue 3309</a></p> <p>Willesley village seeking 30mph speed limit</p>	<p>CATG discussed various options. Local concerns that drivers were ignoring the No entry signs and using the C27 Link road to access the A433. Possible amendment to existing no through road sign to say No access to the A433. CATG agreed to consider to relocating the current No Entry signs to increase visibility and placing marking on the road. Two metro counts to be undertaken. Turning onto A433 - No entry reminder required that drivers are breaking law.</p> <p>Further Metro count to be undertaken to re-assess risk and ascertain numbers still contravening the No Entry</p>	<p>Police enforcement taking place at site which has reduced issue.</p> <p>Issue to be Closed. Remove form next tracker.</p>	
f)	<p><a href="#">Issue 4435</a></p> <p>Gosditch Ashton Keynes. Wider vehicles such as the school bus cannot proceed along Gosditch as cars are often parked.</p>	<p>Wider vehicles such as the school bus cannot proceed along Gosditch as cars are often parked at a point in the road where the road opposite Pebble Lodge in Gosditch is at its narrowest. The owner of the car usually has to be summoned from the school or the playground so the car can be moved to a place where it does not block the road. Otherwise the bus driver waits until the driver returns.</p> <p>CB to speak to AK Parish Council to ascertain if problem can be resolved locally</p>	<p>CB suggested PCSO support to manage parking concerns. Issue to be closed and removed from tracker</p>	
g)	<p><a href="#">Issue 4411</a></p> <p>Junction of B4042 with Wood Lane and Callow Hill. Traffic presumably travelling too fast before during and after the bend</p>	<p>Junction of B4042 with Wood Lane and Callow Hill. Traffic presumably travelling too fast before during and after the bend visibility issues road signage and faded white lines.</p> <p>MR to arrange site meeting with Parish Council. See issue 4561 below</p>	<p>See new issues below.</p>	



## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	visibility issues road signage and faded white lines.			
h)	<p><a href="#">Issue 4391</a></p> <p>The Street Oaksey. 20 mph zone to be installed along The Street Oaksey</p>	<p>Issue to be placed on hold pending release of new Wiltshire policy on advisory 20mph speed limits is known.</p> <p>See 'Other items' below</p>	<p>Other options to be considered in new issues below.</p> <p>SID option discussed. Retention socket option considered. Essential that work and SID installation is covered by contractor with the necessary Street works Accreditation.</p>	CB to investigate
i)	<p><a href="#">Issue 4351</a></p> <p>Rixon Gate Ashton Keynes. Parking along Rixon Gate by the gateway to the Waterhay bridle path and in private gateways in the vicinity.</p>	<p>This issue will go to the next CATG meeting on the 9th February 2016 for consideration.</p> <p>CB to consult with residents. MR to site visit and report to next CATG meeting</p>	<p>PCSO to attend and post advisory notices where appropriate</p> <p>Issue to be closed and requester informed</p>	MR
j)	<p><a href="#">Issue 4317</a></p> <p>Burton Hill SN16 0EW. Dangerous levels of speed on A429 in 40 mph speed limit area between Malmesbury PCC and Grange Lane to Startley Seagry</p>	<p>Metro count Requested. To be left on list – further review next meeting.</p> <p>Metro count results: 85<sup>th</sup> percentile = 51.0mph, Mean speed =44.9mpn</p>	<p>Results show that the criteria is not met at this stage for CSW. Planned development in 40mph zone will cause concerns, but area does not meet criteria for reduction to 30 mph limit.</p> <p>Carriageway Roundels to be implemented to support 40 limit £2k provisionally allocated subject to MTC approval of 30% contribution. Police enforcement is also required – AB issue. Priority 2</p>	MR  RB

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k)	<a href="#">Issue 4290</a> Market Cross. Pedestrianisation and improvement of the Market Cross area of Malmesbury	Issue to be sent to Town/ Parish Council for their input and agreement as to whether they want this issue to be pursued further.	Members felt this was larger public realm scheme which is outside the remit and resources of the CATG. Issue to be closed and requester informed.	
l)	<a href="#">Issue 4260</a> The Triangle grid ref ST 930 874. Junction layout at the Triangle War Memorial.	Requested change of priority and removal of carriageway restrictions at the commencement of the 20mph zone . MR to do site visit – review at June CATG	Parking Services attend to issue parking tickets.Part of wider scheme to be considered at next meeting See issue 3699	MR
m)	<a href="#">Issue 4252</a> Charlton Road turning to Bisley - A 'No Through Road'. Request to place a mirror on the small Bridleway sign post opposite the lane down	This issue will be discussed the next meeting of the Malmesbury CATG (Community Area Transport Group). It will be up to members to decide if they wish to investigate other options for improvement. Wiltshire council do not permit the use of the mirrors on the public highway. They are in effect treated like un-prescribed traffic signs and as such are illegal. This does not preclude the use of individual to erect mirrors on public land if they so wish, however full responsibility lies with the landowner. If the mirror is resulting in a road safety issue (i.e. dazzling drivers or obstructing visibility) we do have powers under the Highways Act 1980 to enforce its removal.  MR speak to MP and undertake site visit Refer to Parish council for their view	Members unable to support this request. Issue to be closed and requester informed.	
n)	<a href="#">Issue 4244</a> The Street Little Somerford. Speeding in Little Somerford	Metro count Results as follows  85 <sup>th</sup> percentile 41.4mph , Mean speed 34.4mph	Eligible for CSW. Back to community to action	
<b>6.</b>	<b>New Requests / Issues</b>			

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a)	<p><a href="#">Issue 4620</a> Submitted 04/05/16</p> <p>Inappropriate Parking Pool Gastons St Aldhelm Burnham Road</p>	<p>Local Malmesbury town bus service unable to complete its route around the town owing to inconsiderate parking of vehicles on the junction of Pool Gastons Rd St Aldhelm Rd and Burnham Rd</p>	<p>Parking restriction already requested. Results to next meeting. Issue being addressed under current waiting restriction review in Malmesbury. Remove from next tracker.</p>	
b)	<p><a href="#">Issue 4600</a> Submitted 18/04/16</p> <p>Unsuitable for HGVs Signage Blicks Hill Malmesbury</p>	<p>Very large sometimes articulated lorries are being sent down Blicks Hill by their sat nav instructions. The lorries are being sent from the top of Blicks Hill from the by-pass and are unable to get through as the lane narrows and is steep. They cannot turn round so have to back up cutting up the verges and then reversing back out on to the by-pass which is dangerous. The mess they are leaving is unacceptable</p>	<p>Site visit undertaken. Matter referred to Mark Stansby for assessment. Report to next meeting.</p>	
c)	<p><a href="#">Issue 4571</a> Submitted 29/03/16</p> <p>Tarmac Erosion around Wessex Water Manholes Lea Malmesbury</p>	<p>Erosion of tarmac around several Wessex Water manholes in Lea Village. One outside of Pine Cottage Crab Mill Lane. Two outside of Wayside The Street Lea also St Giles Church Lea and 33 Pembroke Green Lea. Another outside the Beeches Already mentioned 2 to Highway Coordinator.</p>	<p>Not CATG issue. Local highways / Street works. Remove from next tracker</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

d)	<p><a href="#">Issue 4569</a> Submitted 29/03/16</p> <p>Speeding Along B4042 The Common Brinkworth</p>	<p>Speed of vehicles danger to pedestrian's road layout on B4042 The Common Brinkworth from increase speed limit from 40mph to 50mph up to and including Callow Hill / Wood Lane Cross Roads. Repeated vehicular collisions repeated near misses with children walking to from school bus stop. Local residents near misses when walking in road to get to bus stops. Residents near misses when walking children to Little Foxes Nursery. An example of the speed number of collisions is the number of missing or damaged road signs in this area.</p>	<p>Replacement ADS on Malmesbury approach due to be re-erected within next 2-4 weeks. CSW not available due to 50 mph speed limit. Criteria not met to reduce speed limit to 40 mph. Signing and lining option presented to group approx. cost £6-7k. May become part of the Safety Scheme 2017/8 but agreed to bring forward as CATG scheme. High friction surface not appropriate. New proposal to be formally costed. Discussion with utility co to move pole required.</p> <p><b>Priority 1</b></p>	MR
e)	<p><a href="#">Issue 4561</a> Submitted 21/03/16</p> <p>CATG Callow Hill Cross Roads Brinkworth</p>	<p>TODAY another accident 9.30 Monday 21st March 2016 Traffic presumably traveling too fast before during and after the bend visibility issues road signage and faded white lines action traffic lights required before they are in the Cottage</p>	As 4569	
f)	<p><a href="#">Issue 4560</a> Submitted 21/03/16</p> <p>Speeding Callow Hill Cross Roads Brinkworth</p>	<p>Speeding too fast please reduce to 30 mph Road markings need stop at the Cross Road signs to be replaced action of traffic lights requested</p>	As 4569	
g)	<p><a href="#">Issue 4524</a> Submitted 07/03/16</p> <p>Install Dropped Kerb Lower</p>	<p>Install Dropped Kerb Lower High Street, by the Memorial Gates</p>	<p>Scheme agreed subject to agreement with MTC re. 30% contribution. Estimated cost of £2500. Priority 2</p>	

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	High Street			
h)	<p><a href="#">Issue 4512</a></p> <p>Submitted 28/02/16</p> <p>Tetbury Hill, Malmesbury</p>	<p>My daughter was recently knocked over at the pedestrian crossing at the bottom of Tetbury Hill outside the Primary School after a motorist failed to stop at the red traffic light. After making an entry in the school newsletter and a Facebook post on the Make Malmesbury Even Better page urging caution to both pedestrians and motorists I was shocked at how frequently there are near misses at this crossing where vehicles are driving through the red light and for how long this has been an issue. The proximity of the crossing to the roundabout means that motorists are focused on rights of way and often don't see the lights. In addition cars coming down Tetbury Hill towards town are often going too fast.</p>	<p>Crossing referb scheduled 2021. Cost £40k.</p> <p>Travel plan/Safer routes to Schools consultation in progress. Resurfacing of road is needed. Before road markings can be replaced Replacement of school Wig-wags and signage agreed subject to agreement of 30% contribution from MTC Estimated costs of £2.5k. <b>Priority 1</b></p> <p>Meeting required with Peter Binley to discuss re-surfacing issues.</p>	<p>MR RB JT</p>
i)	<p><a href="#">Issue 4491</a></p> <p>Submitted 18/02/16</p> <p>Road safety concern. Walking up and down the B4042 between Sir Bernard Lovell Road and beyond the roundabout.</p>	<p>Road safety concern. Walking up and down the B4042 between Sir Bernard Lovell Road and beyond the roundabout. The footpath is too narrow can only accommodate single pedestrian meaning the need to step in the road. Speeding traffic which sometimes overhangs the footpath in the case of HGVs has been proven by speed watch efforts making the issue more dangerous. No safe place to cross the road near the roundabout. We end up crossing on the blind bend as the carriageway is wide at the roundabout and traffic speeds around the roundabout going onto the B4042 making it difficult to cross safely. The housing estate at Sir Bernard Lovell Road is getting bigger but no improvements have been made for pedestrians to use this route to the doctors or supermarket or school. What happened to the Section 106 money provided by</p>	<p>Carriageway width of 5.9m. Footway width of between 1.0m - 1.40m. No scope to further widen footway <i>cannot be sacrificed to widen footpath</i>. Parish Steward to keep verges clear and bank cut back to full footway width. Future development on the B4042 at Cowbridge may resolve some of the issues raised</p> <p>Issue to be closed and requester informed. Closed</p>	<p>MP  June Cooke</p>

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		Redrow when the estate was built What improvements were made to the local area with this money		
j)	<a href="#">Issue 4481</a> Submitted 09/02/16 The pavement between 36 and 48 Bristol St	The pavement between 36 and 48 Bristol Street has always been in a very bad state of repair is getting worse - most paving slabs are broken and many are loose and uneven and are serious tripping hazards.	Not a CATG issue. Local highways to address. Remove from next tracker.	
<b>7.</b>	<b>Other items</b>			
a)	Proposal to CATG for traffic calming measures in Oaksey. Letter, dated May 2016 from Richard Moody, Chair Oaksey Parish Council.	This relates to issue 43981 above	Request to dome centre circles at both mini roundabouts in village Carriageway condition poor in places, especially outside Shop. Works could not take place without this issue being addressed first. Resurfacing costs aside, the cost to dome rdbts approx. £4 – £5k Request for drop and go markings outside school (approx. cost £880). . Priority 2 2roundabout top priority. Check maintenance programme prior to costings. Provisionally allocate £7k to project.	MR
<p><b>Confirmation of ' 5' agreed Priority 1 Schemes as of 14<sup>th</sup> June 2016</b></p> <ol style="list-style-type: none"> <li>1. Issue 3963 Holloway / Wychurch Hill Virtual Footway / Waiting Restrictions</li> <li>2. Issue 4042 Church Street / Noble Street Sherston – HGV Jubilee Triangle</li> <li>3. Issue 4387 Corston Signing / lining on bend</li> </ol>				

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	<p>4. Issue 4561 / 4560 / 4524 B4042 Callow Hill Crossroads, Minety Safety improvements</p> <p>5. Issue 4512 Tetbury Hill Malmesbury - Replacement of School Wig Wag / Signs</p>
8.	<p><b>Date of Next Meeting: 11<sup>th</sup> October 2016</b></p>

### Malmesbury Community Area Transport Group

#### Highways Officer – Martin Rose

#### 1. Environmental & Community Implications

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

#### 2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Bradford on Avon Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Malmesbury Area Board will have a remaining Highways funding balance of **£0**

#### 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







<b>Report to</b>	Malmesbury Area Board
<b>Date of Meeting</b>	06/07/2016
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Oaksey Village Hall <b>Project Title:</b> Oaksey Village Hall floor Refurbishment.  <a href="#">View full application</a>	£1780.00
<b>Applicant:</b> Crudwell Village Hall & Recreation Ground <b>Project Title:</b> Crudwell Village Hall Refurbishment (Kitchen/Bar, Showers/Toilets)  <a href="#">View full application</a>	£5000.00

**1. Background**

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

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

**2. Main Considerations**

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

**3. Environmental & Community Implications**

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

#### 4. Financial Implications

Financial provision had been made to cover this expenditure.

#### 5. Legal Implications

There are no specific legal implications related to this report.

#### 6. Human Resources Implications

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

#### 7. Equality and Inclusion Implications

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

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

#### 8. Safeguarding Implications

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

#### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">1975</a>	Oaksey Village Hall	Oaksey Village Hall floor Refurbishment.	£1780.00
<b>Project Description:</b> The village hall was built in 2000. We have a wooden floor which is now in need of refurbishment. Since 2000 it has been in constant use by Community Groups and outside hirers. It is now needs to be sanded and resealed. We need the hall to be maintained to a high standard in order to attract hirers for weddings and other special events.			
<b>Input from Community Engagement Manager:</b> This is an incredibly important project to continue to maintain and refurbish this well used community facility. The hall floor is over 16 years old, and has a very high usage as a multi-use space. I commend the group overseeing the hall and making ongoing efforts to ensure the hall is kept at a high standard to continue to encourage people/ groups to utilise this great community hall.			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">1892</a>	Crudwell Village Hall & Recreation Ground	Crudwell Village Hall Refurbishment (Kitchen/Bar, Showers/Toilets)	£5000.00

**Project Description:**

The Crudwell Village Hall Committee plan to upgrade the present outdated facilities and appliances. The committee plan to alter the Kitchen/Bar, Showers/Toilets and provide better and safer storage for the pre-School group. We are also planning to widen a door in the shower area to make it more accessible for users. The original water supply to the kitchen and showers is in need of renovation before it becomes a health hazard.

**Input from Community Engagement Manager:**

Crudwell Village Hall committee are committed to making significant upgrade to this community facility. These changes are incredibly important to ensure the facility is kept up to high standard, to regulations and is fit for future usage. These upgrade will improve the facility and increase accessibility for the whole community, this will also make the hall more attractive to future booker, thus securing the future sustainability of the hall.

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

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