

AGENDA

Meeting: MELKSHAM AREA BOARD
Place: Oakfield Stadium, Eastern Way, Melksham, SN12 7GU
Date: Wednesday 8 February 2017
Time: 7.00 pm

Including the Parishes of Atworth, Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington and Seend

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.

Networking opportunities will be available from 6:30pm.

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

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

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

Wiltshire Councillors

Cllr Jonathon Seed, Summerham and Seend (Chairman)
Cllr Pat Aves, Melksham North (Vice-Chair)
Cllr Terry Chivers, Melksham Without North

Cllr Jon Hubbard, Melksham South
Cllr David Pollitt, Melksham Central
Cllr Roy While, Melksham Without South

RECORDING AND BROADCASTING NOTIFICATION

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

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.

Items to be considered	Time
<p>1 Chairman's Welcome, Introduction and Announcements <i>(Pages 1 - 2)</i></p> <ul style="list-style-type: none"> • The Rural Crime Partnership for Wiltshire and Swindon. • PCC – Precept Consultation. • 7 March 2016 - Melksham Area Board. 	15 mins
<p>2 Apologies for Absence</p>	
<p>3 Minutes <i>(Pages 3 - 12)</i></p> <p>To confirm the minutes of the meeting held on Wednesday 16 November 2016.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Updates and Reports <i>(Pages 13 - 16)</i></p> <ul style="list-style-type: none"> • Children and Young people including Local Youth Network (LYN) • Health and Wellbeing • Business and Economy • Read Easy • Melksham Older Persons Champion 	
<p>6 Melksham moves forward</p> <ul style="list-style-type: none"> • Melksham Football Club, Dave Wiltshire, Chairman • Melksham Rugby Club, Pat Holtam and Scott Simmons • Melksham Health and Wellbeing Centre, Cllr Jonathon Seed 	

	<ul style="list-style-type: none"> • Market Place development progress and phases, Steve Hind, Wiltshire Council Highways • Melksham Skate Park – video update, James Threlfall 	
7	<p>Strategic Healthcare Planning and Strategic Outline Case</p> <p>Simon Yeo - Estates Manager, Wiltshire CCG.</p> <p>A presentation from NHS Wiltshire Clinical Commissioning Group on a Strategic Healthcare Planning and Strategic Outline Case being undertaken across the Towns of Chippenham, Melksham and Trowbridge. A strategic exercise to determine projected service need through to 2026 and the accommodation needed to provide this.</p>	15 mins
8	<p>Update from 'Our Community Matters' JSA event (Pages 17 - 42)</p> <p>Rhys Schell – Community Engagement Manager.</p>	5 mins
9	<p>Great British Spring Clean video and presentation</p> <p>Rhys Schell – Community Engagement Manager.</p>	5 mins
10	<p>Area Board Highways Information - 2017/18 (Pages 43 - 76)</p> <p>The Area Board to agree a proposed road resurfacing and maintenance programme with a list of proposed local schemes for 2017/18.</p>	5 mins
11	<p>Community Area Transport Group (CATG) update (Pages 77 - 94)</p> <p>Cllr Roy While.</p>	5 mins
12	<p>Written Partner Updates (Pages 95 - 104)</p> <p>To receive any written updates from the following partners:</p> <ul style="list-style-type: none"> • Community Area Partnership • Wiltshire Police • Wiltshire Police and Crime Commissioner • Dorset & Wiltshire Fire and Rescue Service • NHS Wiltshire/Clinical Commissioning Group 	5 mins

- Healthwatch Wiltshire
- Melksham Town Council
- Parish Council Nominated Representatives
- Melksham Chambers of Commerce
- Melksham Senior People's Forum
- Older Persons Champion
- Young Melksham
- Trans Wilts Cic

13 **Grant Funding** (*Pages 105 - 188*)

15 mins

- **The Area Board members are asked to consider ten applications to the Community Area Grants scheme.**
- **The Area Board members are asked to consider four applications to the Health & Wellbeing Grants scheme.**
- **The Area Board members are asked to consider three applications to the Youth Grants scheme.**
- **The Area Board members are asked to consider one application for Youth Funding Payment of a PAYP Provider.**
- **The Area Board members are asked to consider one application to the Community Toilet scheme.**

Full details of all grant applications are contained in the agenda pack

14 **Any Other Items of Public Concern**

15 **Close**

Chairman's Announcements

Subject:	The Rural Crime Partnership for Wiltshire and Swindon
Officer Contact Details:	PC 1945 MARC JACKSON or Secretary Joe Power joe.power@wiltshire.pnn.police.uk

The Rural Crime Partnership for Wiltshire and Swindon (hereafter 'the Rural Crime Partnership') has been established by Wiltshire Police in consultation with the Police and Crime Commissioner (PCC) for Wiltshire and Swindon. The partnership aims to provide governance for, and oversee the delivery of the rural crime strategy. It provides coherence, direction and guidance to the delivery and apportionment of rural policing resources across the county in the context of the Community Policing Model.

The Rural Crime Partnership is chaired by the Head of Crime Prevention, Supt Phil Staynings of Wiltshire Police.

For the purposes of the Rural Crime Partnership, rural crime is defined as "crime that specifically targets and exploits agriculture, wildlife, the environment and heritage".

The government's own statistics identify 97% of Wiltshire's land area as being 'rural' in nature. Rural crime cost Wiltshire businesses and communities £800,000 in the last financial year. National Farmers Union data suggests that rural crime cost the South West region £6.1m in 2015, and year-on-year reporting indicates that this figure increases by 3% annually. Intelligence suggests that a majority of this crime – particularly rural burglaries, theft of agricultural machinery, livestock and metal theft – is Organised Crime.

The aim of the Rural Crime Partnership is to reduce the number of victims of rural crime; improve the confidence of rural communities in reporting crimes knowing that action will be taken; and to reduce offending and re-offending.

The partnership is made up of members from a number of organisations including the National Gamekeepers' Organisation, the National Farmers' Union, and the Country and Land Business Association.

Wiltshire Police encourage all of the rural communities to sign up for their free messaging system, Wiltshire and Swindon Community Messaging. . Community Messaging is a system where local officers and their press office send out local police and crime updates by email, text and voicemail. You can sign up for free by visiting www.wiltsmessaging.co.uk . Several recent policing operations have resulted in real successes across rural communities, and we intend to maintain these operations going forward.

You can help. Be aware of rural crime and what constitutes it. Report it – on 101 the non- emergency number, or 999 if there is a crime currently in progress. Subscribe to the Community Messaging system. Volunteer to work with Wiltshire Police in the rural crime area, or perhaps join the Rural Crime Team as a Special Constable.

Members of the Area Boards are cordially invited to the next meeting of the Rural Crime Partnership, and further details can be sourced through the Secretary – joe.power@wiltshire.pnn.police.uk or josephlukepower@gmail.com

Chairman's Announcements

Finally, the Rural Crime Partnership serves the County as a whole, and specific policing issues should continue to be addressed through your Community Coordinators in the first instance.

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Melksham Assembly Hall
Date: 16 November 2016
Start Time: 2.00 pm
Finish Time: 4.10 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Pat Aves (Vice-Chair), Cllr Jon Hubbard, Cllr David Pollitt and Cllr Jonathon Seed (Chairman)

Wiltshire Council Officers

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

Town and Parish Councils

Atworth Parish Council – Maureen Weston
Broughton Gifford Parish Council – Mary Jarvis & Angela Andrews
Bulkington Parish Council – A.Read
Keevil Parish Council – Myra Link
Melksham Town Council – Terri Welch
Melksham Without Parish Council – Teresa Strange & John Glover

Partners

Wiltshire Police – Inspectors James Brain & Acting Inspector Louis McCoy
Dorset and Wiltshire Fire & Rescue Service – Jack Nicholson
Melksham Community Partnership – Colin Goodhind
Trans Wilts Cic – Lisa Ellis
Melksham Seniors – Brian Warwick
Older Persons Champion – Chris Pickett

Total in attendance: 79

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p data-bbox="336 376 1137 414"><u>Chairman's Welcome, Introduction and Announcements</u></p> <p data-bbox="336 443 1485 517">The Chairman welcomed everyone to a special older persons themed meeting of the Area Board.</p> <p data-bbox="336 555 1485 663">The Chairman thanked Wiltshire Fine Foods for providing the excellent hot food prior to the meeting, and welcomed representatives of Wiltshire Air Ambulance to the meeting.</p> <p data-bbox="336 701 1115 736">The following Chairman's Announcements were noted:</p> <ul data-bbox="384 779 1485 1189" style="list-style-type: none"> <li data-bbox="384 779 1430 848">• Melksham Skate Park – That work was expected to commence during Spring 2017, with completion of work, May 2017. <li data-bbox="384 891 1474 960">• Wilts Air Ambulance HQ in Semington - That work on this exciting project would start in February 2017. <li data-bbox="384 1003 1453 1072">• Community Toilet Scheme – That Area Board funding allocated for this scheme would used to fund a public toilet at Melksham Railway Station. <li data-bbox="384 1115 1485 1184">• Melksham JSA – That this important event would be held on Wednesday 18 January 2017. <p data-bbox="336 1261 1026 1296">Wiltshire Police Update – Inspector James Brain</p> <ul data-bbox="384 1339 847 1375" style="list-style-type: none"> <li data-bbox="384 1339 847 1375">• The written report was noted. <p data-bbox="336 1447 908 1482">Melksham Rotary Club – Norman Drake</p> <p data-bbox="336 1520 655 1556">Points made included:</p> <ul data-bbox="384 1599 1485 2002" style="list-style-type: none"> <li data-bbox="384 1599 1485 1706">• Lots of community use going on at the Riverside Club, with users including 60+ club, Slimming world, Womans Institute and various singing and dancing groups. <li data-bbox="384 1749 1485 1818">• A big thank you to the Area Board for the grant for work on the reroofing and new kitchen for the Riverside Club. <li data-bbox="384 1861 1485 1930">• That the art House Café had been successfully run by the Rotary Club for over five years. <li data-bbox="384 1973 1485 2002">• That the Art House Café were looking for volunteers to help staff the café.

	<ul style="list-style-type: none"> • That the Rotary Club continued to tackle the issue of polio worldwide. • That the Rotary Club were always looking for new members to join them. <p>The Chairman thanked Inspector Brain and Norman Drake for their updates.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Terry Chivers and Cllr Roy While.</p>
3	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Wednesday 7 September 2016 were agreed as the correct record.
4	<p><u>Declarations of Interest</u></p> <p>Cllr Jon Hubbard – Chairman of Young Melksham, would not vote on the Community Area Grant submitted by Young Melksham for £800 Disco equipment.</p>
5	<p><u>Updates and Reports</u></p> <p>Children and Young people including Local Youth Network (LYN)</p> <p>Cllr Jon Hubbard advised that:</p> <ul style="list-style-type: none"> • The LYN had not met since the last Area Board meeting, at the next meeting the LYN would be looking at strengthening communications with young people. <p>Health and Wellbeing</p> <p>Cllr Pat Aves advised that:</p> <ul style="list-style-type: none"> • The Group was planning to meet on Tuesday 22 November 2016, and would give a full report at the February 2017 Area Board meeting. <p>Community Area Transport Group (CATG)</p> <ul style="list-style-type: none"> • The Melksham Area Board noted all updates and issue closures contained in the CATG notes dated 27 October 2016.

	<p>Read Easy</p> <p>Cllr David Pollitt advised that:</p> <ul style="list-style-type: none"> • The group now had four trained readers, and were looking for a person to join the management committee. <p>Older Persons Champion</p> <p>Chris Pickett advised that:</p> <ul style="list-style-type: none"> • That concerns were raised re the removal of Dog Fouling signage around Melksham. • That concerns were raised re vehicles parking irresponsible on pavements around Melksham. • That the local Melksham asian community had approached the Older Persons Champion highlighting the lack of burial provision in Melksham. <i>It was agreed that Cllr Jonathon Seed would raise this issue with officers at Wiltshire Council and report back to the Area Board.</i> <p>The Chairman thanked all members for their updates.</p>
6	<p><u>Bus Review</u></p> <p>Jason Salter - Head of Wiltshire Council's Passenger Transport Unit gave a presentation that highlighted the responses from Melksham to the Wiltshire Council review of public transport services.</p> <p>Points made included:</p> <p>Who answered the consultation?</p> <ul style="list-style-type: none"> • 11,093 responses (581 (5.24%)). • 42% are male 57% female (48% male, 51% female). • 58% of respondents are over 65 years old (59%). • 28% of respondents say they have mobility problems (27%). • 62% (69%) of respondents have access to a car etc but 38% (31%) do no. • 64% (66%) have a concessionary bus pass.

	<p>October Cabinet decision</p> <ul style="list-style-type: none"> • Review all passenger trip subsidies above the thresholds set out in the Local Transport Plan and together with other measures achieve £500,000 savings in the passenger transport budget. • Wiltshire Council works more closely with the Health Authority to the mutual benefit of both organisations, particularly around the integration of NEPTS with SEND and Social Care transport and the development of the Public Transport Strategy. <p>How are we going to achieve the £500k saving?</p> <ul style="list-style-type: none"> • Focusing on services where the subsidy per passenger exceeds the recommended £3.50 per trip. • Considering bus services where there is a viable alternative. • Changing the way a service is delivered e.g. from a fixed timetable to a more Demand Responsive type service. • Agreeing more realistic joint funding arrangements with neighbouring Councils. • Agreeing contract reductions with suppliers that have minimal affect on services. <p>The Chairman thanked Jason Salter for his presentation.</p>
7	<p><u>Melksham Station Redevelopment</u></p> <p>Paul Johnson - Chairman TransWilts CIC gave a presentation that outlined TransWilts Proposals to Melksham Town Council, Melksham Without Parish Council, Wiltshire Council, GWR and Network Rail.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Facilitates a Station Community Office/Café/Toilet facility. • Operation by Community Rail volunteers and Melksham Rail Users Group with minimal operating cost. • Does not interfere with Melksham Tyre relocation.

	<ul style="list-style-type: none"> • Available for station improvement grants to refurbish and enhances the station facilities and image. • Provides a station facilities fit for future passenger volumes. • Provides passenger information using GWR displays. • Links with community businesses. • Litter collection and station tidying. • Provides additional 6-8 car parking places behind the building. • Remainder of land still available for lease or interim car parking. <p>It was agreed by the Area Board that £1,000 funding allocated for the Community Toilet Scheme would used to fund a public toilet at Melksham Railway Station.</p> <p>The Chairman thanked Paul Johnson for his presentation.</p>
8	<p><u>Melksham Wellbeing Group update</u></p> <p>Rhys Shell – Community Engagement Manager gave a presentation that outlined the work completed to date and the proposed projects, along with Cllr Pat Aves and Martin Elson, representatives of the Melksham Wellbeing group.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Wiltshire Council devolved £6,700 to the Melksham Area Board. • This funding was to be used to establish health and wellbeing priorities for the area and to help isolated and vulnerable people within the community. • The Melksham Wellbeing Group was proposed and agreed at the April 2016 Area Board. <p>Key Findings</p> <ul style="list-style-type: none"> • Looked at data from the JSA, previous older persons Area Board, Market position statements and data from partners. • Very high level of social isolation in comparison to other areas of Wiltshire. • Lack of printed information, publicity and communication.

	<ul style="list-style-type: none"> • Insufficient access to revenue funding for organisations. • Transport and access to activity providers. <p>Proposed projects so far</p> <ul style="list-style-type: none"> • Support funding to launch the Melksham Leg Club. • Revenue funding support to Melksham Seniors, who engage and transport socially isolated individuals. • Promotional support to Contact the Elderly. <p>The Chairman thanked Cllr Pat Aves and Martin Elson for their presentation.</p>
9	<p><u>Support for our volunteer activity providers</u></p> <p>Olly Spence - Adult Care commissioner, Wiltshire Council gave a presentation on the importance of active ageing and the role of local activity providers.</p> <p>Points made included:</p> <p>Prevention</p> <ul style="list-style-type: none"> • The Care Act (2014) introduces a general statutory duty to “Prevent, Reduce and Delay Eligible Needs Arising” for everyone living within a community area. • The duty to prevent needs is closely linked to the duty to promote wellbeing for people living with a community area. <p>The Cost of ‘failing’ to prevent need</p> <ul style="list-style-type: none"> • 6630 People living in the Melksham area board over the age of 65. • Approximately 250 older adults receiving funded care at home services That’s only 4% (It is fair to assume a similar number of adults pay for care themselves). • Projected total Gross spend over 1 million pounds. • Average cost of a care home £38,000 per annum (Gross cost). <p>The Impact Social Isolation</p> <ul style="list-style-type: none"> • The effect of loneliness and isolation on mortality exceeds the impact of well-known risk factors such as obesity, and has a similar influence as

	<p>cigarette smoking.</p> <ul style="list-style-type: none"> • Loneliness increases the risk of high blood pressure. • Lonely individuals are also at higher risk of the onset of disability. • Visit their GP, have higher use of medication, higher incidence of falls and increased risk factors for long term care. • Undergo early entry into residential or nursing care. <p>The Chairman thanked Olly Spence for his presentation.</p>
10	<p><u>Workshop activity</u></p> <p>Attendees at the meeting were given the opportunity to discuss in small group, what type of support does your club, group or organisation need? The results of this exercise would be collated by the Community Engagement Manager and presented at a future Area Board meeting.</p> <p>The Chairman thanked everybody for taking part in the exercise.</p>
11	<p><u>Written Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> • Dorset and Wiltshire Fire & Rescue Service. • NHS Wiltshire. • Healthwatch Wiltshire. • Melksham Community Area Partnership. • Melksham Seniors. • Trans Wilts Cic. • Young Melksham.
12	<p><u>Grant Funding</u></p> <p>The Wiltshire Councillors considered the following Grant Applications:</p> <p>Decision Keevil Community Shed awarded £1,750 towards a mower for Keevil Playing Field. <i>The grant meets the 2016/17 grants criteria.</i></p>

	<p>Decision Larkrise Riding for Disabled Group awarded £1,500 towards equine handling area roof construction. <i>The grant meets the 2016/17 grants criteria.</i></p> <p>Decision Broughton Gifford Safer Access Group awarded £390 towards safety railings. <i>The grant meets the 2016/17 grants criteria.</i></p> <p>Decision Parents and Friends of Shaw School awarded £1,500 towards an outdoor shelter. <i>The grant meets the 2016/17 grants criteria and that the Area Board recognised the community value of this grant.</i></p> <p>Decision Melksham and District 55+ Forum awarded £931.20 towards new office equipment. <i>The grant meets the 2016/17 grants criteria.</i></p> <p>Decision Melksham and District 55+ Forum awarded £623.75 towards their Film Club community programme. <i>The grant meets the 2016/17 grants criteria.</i></p> <p>Decision Young Melksham awarded £800 towards new disco equipment. <i>The grant meets the 2016/17 grants criteria.</i> <i>Note: Cllr Jon Hubbard declared an interest in this grant and did not vote on it.</i></p> <p>Decision Great Hinton Memorial Hall awarded £468 towards kitchen heating. <i>The grant meets the 2016/17 grants criteria.</i></p>
13	<p><u>Any Other Items of Public Concern</u></p> <p>Concerns were raised re the lack of lighting around Melksham House and the bowls lawn. <i>This was noted by the Area Board.</i></p>
14	<p><u>Close</u></p>

Melksham Local Youth Network Management Group Record Template

Area	Melksham community area				
Date	26.01.17	Times	4:00pm – 5:30pm	Venue	Canberra centre
Present	Emma Drage – Local Youth Facilitator John Hubbard – WC counsellor Rhys Schell - Community Engagement Manager Jack Oatley – Young Melksham Helen Wilson – police Teresa Strange – Parish Council				
Apologies	Young person Chris Pugh				
Agenda Items					
1	Hello				
2	Budget position				
3	Scouts grant				
4	Future meeting venues, dates and times				
5	Young Melksham SEND				
6	Young Melksham sessions				
7	How everyone got on with recruiting				
8	Procurement of activities				
Discussions					
2	The Melksham Area Board has £20,140.00 youth funding left in the budget. If all 3 applications and the procurement are awarded at the February Area Board this will results in the budget position being -£6,225.03 for the 2016 / 2017 financial year. As the procurements are for a lot of the 2017 financial year, the LYNMG have decided that part of the procurement should be funded this year than a review of the service being provided and then the rest of the funding can be released if the review is satisfactory.				
3	The group discussed the scout's application in great detail as there is a difference of opinion among the group if they should receive the funding for the air rifles. Some members of the group are un-easy about the sport personally. However it is an Olympic sport and some members felt that it helps to teach young people respect, and it is an efficient way of the club recruiting members by being able to offer young people something new, exciting and different allowing them to increase their membership resulting in further self-funding for their club.				
4	The Local Youth Facilitator has emailed round the dates of the LYNMG meetings, the youth funding cut off dates as well as the Area Board dates for the Melksham community area.				
5	The group asked lots of questions regarding this grant due to the expertise required to run a SEND group. Young Melksham have hired people especially				

	for the SEND group who have experience and training in working with people with SEND. The LYMG questioned the hall hire, young Melksham explained that it is full cost recovery.		
6	The group are pleased to see so many young people engaging in the youth club.		
8	The LYNMG recognise that there is not a lot going on for young people where they live which can cause a negative impact on young people mental and physical health and wellbeing. The LYNMG would like to see the Area Board procure services that directly take activities to the smaller communities in the Melksham area. To help prevent and divert young people away from risky behaviours e.g. teenage pregnancy, substance misuse and involvement in crime and anti-social behaviour in order to minimise the levels of engagement of young people at vulnerable periods in their lives with the Youth Justice System.		
Recommendations to Area Board			
1	To fully fund the scouts grants		
2	To fully fund the Young Melksham grants		
3	To procure 2 organisations to take positive activities, advice and guidance to where young people naturally congregate		
Declarations of interest	<ul style="list-style-type: none"> • Teresa would like it noted that her son attends the scouting camping trip and her daughter attends young Melksham which have both submitted youth grants. • John Hubbard has declared a conflicted of interest as he has submitted 2 funding applications. • Jack has declared that he works for young Melksham 		
Date of Next meeting		Wednesday 29th March	
Notes Taken By	Emma Drage	Position	Local Youth Facilitator

Wiltshire Council

Melksham Area Board
8 February 2017

Melksham Special Older Persons Area Board

1. Purpose of the Report

- 1.1. To provide feedback following the Melksham Area Board meeting on Wednesday 16th November 2016, which focussed on activities for local older people.

2. Background

- 2.1. An annual 'special' Older Persons Area Board is held in Melksham, to better understand the needs of local seniors.
- 2.2. In November 2016, the focus was on prevention, the cost of 'care' and the ways in which local, voluntary activity providers are promoting active ageing.
- 2.3. A 20 minute workshop took place with the 86 attendees at the meeting. Attendees discussed at their table 'What type of support does your club, group and organisation need?'
- 2.4. Attendees were asked to place their suggestion under one of six headings; funding, volunteers, transport, promotion and marketing, paperwork and governance or other.

3. Findings

- 3.1. The three suggestions that appeared most prominently were as follows:
 - i. Not sure where to go for funding
 - ii. Finding/ keeping volunteers
 - iii. Insufficient information about local clubs
- 3.2. The full list was as follows:

Funding

Not sure where to go for funding
Funding towards a volunteer coordinator post
Not enough funding or right type available

Volunteers

Finding/ keeping volunteers
Rewarding/ recognition volunteers

Transport

Better use of community transport
Insufficient transport to RUH

Promotion and marketing

Insufficient information about local clubs

Paperwork and governance

Help/ Coordination from the county, town, parish councils

Other

Information about low cost entertainment providers
Groups working together more closely
Venues
IT skills
Intergenerational work

Misc

Have some leg exercising machines at the Leg Club too – these will need funding
Support and provision of venues for NHW meetings
Will there be transport to the Leg Club?
How about ‘taster sessions’ where villages get transport to the Monday Club to see what is offered. Do one village at a time.
More awareness of how families or individuals can access the services available to them
Isolation – through doctors?
Barrier – elderly residents only want to go out for appointments and not socially
Making the health and wellbeing of older people a regulated priority

4. Recommendation

- 4.1 That the Area Board acknowledges this report and aims to address the issues raised.
- 4.2 That the Community Engagement Manager works along with partners such as Melksham Seniors, and local councils to improve the areas highlighted within this report.
- 4.3 That frequent feedback is given to the board on progress.

Rhys Schell
Melksham Community Engagement Manager
E-mail: rhys.schell@wiltshire.gov.uk
Tel: 01225 716752

**WILTSHIRE COUNCIL
MELKSHAM AREA BOARD**

16th January 2016

Melksham ‘Our Community Matters’

Local priorities for action

1. Purpose of the Report

To update members on the outcome of the ‘Our Community Matters’ Joint Strategic Assessment event held on 18 January 2017 and to recommend that the Area Board endorses the outcomes.

2. Background

The Melksham ‘Our Community Matters’ event was held on 18 January 2017 at the Melksham Assembly Hall. Over 100 members of the public and partner agencies attended and participated in the event, which focused on the data set out in the [Community Area Joint Strategic Assessment 2016-17](#).

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

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

The purpose of the event was to:

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

The Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

3. **Priorities identified**

The following documents set out the outcomes of the meeting and the priorities identified:

- Online video - achievements over the last two years:
<https://animoto.com/play/I6GMLc2IUvQ7HKMgOjMFgg>
- Appendix 1 - summary of issues identified by the research
- Appendix 2 - priorities agreed at the event
- Appendix 3 - potential projects identified

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

To address the priorities, the Area Board will need to use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to facilitate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

It will be up to the Area Board whether it wishes to champion a particular issue or theme over the next year and to target resources to support community-led initiatives around these themes and issues.

5. **Recommendations**

- (1) That the Area Board adopts the priorities identified by the 'Our Community Matters' event and works to facilitate local action to tackle those priorities.
- (2) That the Area Board requests the Local Youth Network, the Health and Wellbeing Group and the Community Area Transport Group (and any other local task groups established by the Board) to adopt and take forward the priorities identified in the relevant theme areas.
- (3) That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to coordinate action around the priorities identified.
- (4) That the Board considers whether it wishes to champion a particular theme or priority and to earmark funding to promote, initiate and support community-led action around the selected priorities.

- (5) That the Board considers appointing a lead member to champion the priorities adopted.
- (6) That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered and that this be made a regular item on future Board meetings.
- (7) The Area Board expresses its thanks to the people who gave their time to participate in the event.

Report Author: Rhys Schell - Melksham Community Engagement Manager
Tel: 01225 716752
E-Mail: rhys.schell@wiltshire.gov.uk



Your Community

Melksham Community Area

Population

Melksham Community Area has an estimated population of 29,361 persons



22% of people are aged 17 or below

57% of people are of working age, between 18-64 years

21% of people are aged over 65 years

(1)

Life Expectancy



Melksham Community Area 81 Yrs

Wiltshire 81 Yrs



Melksham Community Area 84 Yrs

Wiltshire 84 Yrs

(2)

Deprivation

4% of Wiltshire residents live in some of the most deprived areas nationally.
10% of residents in Melksham Community Area live in areas of high deprivation

30% of Wiltshire residents live in some of the least deprived areas nationally.
18% of residents in Melksham Community Area live in areas of very low deprivation

(3)

0-17 Yrs

18-64 Yrs

65+ Yrs



Health Improvement

In 2014/15, 28% 10-11 year olds in Melksham Community Area were obese or overweight. Although this is lower than England (33%) it equates to over 1 in 4 children in Year 6 (1)



Health Protection

In 2015/16 38% of people at particular risk from the impact flu and 55% of pregnant women in Melksham Community Area received the flu vaccination (4)



Page 22



42% of infants in Melksham Community Area were partially or totally breastfed at 6-8 weeks in 2015/16 compared with 50% across Wiltshire (2)

The incidence of skin cancer in Melksham Community Area, at 30 per 100,000 persons is slightly higher than the Wiltshire rate of 28.5 per 100,000 (3)



Mortality (5)

The mortality rate from cancer in under 75 year olds in Melksham Community Area at 130 per 100,000 persons is higher than the Wiltshire rate of 110 per 100,000 persons

The mortality rate from cardiovascular diseases in under 75 year olds in Melksham Community Area is 55 per 100,000 persons compared with 53 per 100,000 across Wiltshire



Children and Young People

Melksham Community Area

Children in Need

13.5% of children and young people under 20 in Melksham Community Area live in low income families. This is higher than the Wiltshire average of 10.6% (1)



Page 28



The rate of 0-18 year olds supported by a Common Assessment Framework (CAF) in Melksham Community Area in 2015 was 13 per 10,000 compared to 34 per 10,000 across Wiltshire (2)

The rate of 0-25 year olds supported by Children's Social Care (CSC) in Melksham Community Area in 2016 was 408 per 10,000 compared with 282 per 10,000 in Wiltshire (3)

Education and Pupil Achievement



In 2015, the percentage of children achieving level 4 or above in reading, writing and mathematics at the end of primary school was slightly lower in Melksham Community Area (79%) than that across Wiltshire (80%) (4)

In 2015, the percentage of young people achieving 5 or more GCSE's including English and Maths at grades A*-C at the end of secondary school was lower in Melksham Community Area (56%) than across Wiltshire (61%) (5)





Older People

Melksham Community Area

Older People



42% of the population over the age of 65 in Melksham Community Area are at a higher risk of social isolation compared to 35% across Wiltshire (1)

85+ Years

2.6% of the population of Melksham Community Area are over the age of 85 years. 39% are male, 61% are female (4)

Page 24

68% of persons estimated to have Dementia in Melksham Community Area have been diagnosed with the condition. This is slightly higher than the Dementia diagnosis rate throughout Wiltshire (67%) (2)

Carers



13 per 1,000 persons under 65 in Melksham Community Area are unpaid carers. This is slightly higher than across Wiltshire as a whole (11 per 1,000)

In 2014/15, the rate of hospital admissions due to falls in persons over the age of 65 in Melksham Community Area (2,076 per 100,000 persons) was higher than in Wiltshire (1,880 per 100,000) (3)



45 per 1,000 persons over 65 in Melksham Community Area are unpaid carers compared with 39 per 1,000 in Wiltshire



(5)



Community Safety

Melksham Community Area

Safer Communities



In 2015/16, the rate of reported anti social behaviour in Melksham Community Area was 17 reports per 1,000 persons. This is slightly lower than across Wiltshire (19 per 1,000) (1)

In 2015/16 22 referrals to Community Resolution, a mechanism used to manage cases of anti social behaviour, were made from Melksham Community Area (2)



In 2015/16, the rate of reported domestic abuse in Melksham Community Area was 7 incidents per 1,000 persons. This is similar to that across Wiltshire over the same time frame (7 per 1,000) (3)



Substance Misuse



There are over 1,500 premises licensed to sell alcohol in Wiltshire, 5% of them (78 premises) are in Melksham Community Area (4)

In 2014/15, rates of alcohol related hospital admissions were similar in Melksham Community Area (1,912 per 100,000 persons) to that across Wiltshire (1,905 per 100,000) (5)



Road Safety

Reported road traffic collisions in Wiltshire have risen by almost 30% between 2010-2014.

In 2015, 76 road traffic collisions were reported in Melksham Community Area, the sixth highest number of RTCs reported across all 20 Community Areas (6)





Housing

Melksham Community Area

Local Housing

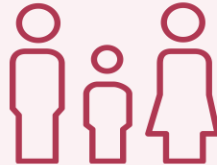


13.2% of households in Melksham Community Area are socially rented. This is lower than Wiltshire as a whole (14.7%) (1)



Between April 2013 and March 2016, 163 affordable homes were completed in Melksham Community Area (4)

Page 26
In September 2016 there were 99 families in the Community Area awaiting social housing. There is a higher demand for 2 bedroom properties from persons on the housing register in this area (32% of requests) compared to Wiltshire as a whole (29%) (2)



Between 2014-16, over 400 homes were adapted to help older residents and persons with disabilities live independently in their own homes, 8% of these were in Melksham Community Area (5)



It is estimated that the number of households affected by the 2016 Benefit Cap will be higher in Melksham Community Area (25 per 10,000 households, than across Wiltshire (19 per 10,000 households) (3)

Property Prices



The average house price in Melksham Community Area is £175,000, lower than the Wiltshire average of £230,000 (6)



Environment

Melksham Community Area

Wildlife Rich Areas

2% of Melksham Community Area is classified as either as a Site of Scientific Interest or a County Wildlife Site.

Wiltshire has 168 SSIs and 1,560 County Wildlife Sites, covering 15% of the Local Authority Area (1)



Local Emergency Plans

A community resilience workshop in Melksham Community Area brought people together to consider local emergency plans. Since then 3 local parish plans have been completed (4)



Page 27

Risk of Flooding and River Quality

Large areas in the North West and South East of Melksham Community Area have a high chance of flooding (2)



In 2015, samples taken from the monitoring stations at Clackers Brook and Summerham Brook in Melksham Community Area were rated as 'poor' by the Environment Agency (3)



Waste and Recycling

In 2015/16, over 760 kgs of waste was collected per household from the West Area Collection Zone incorporating Melksham, Bradford on Avon, Trowbridge, Warminster and Westbury Community Areas.



Over 40% of this was either recycled or composted (5)



Transport

Melksham Community Area

Local Roads



In 2015/16, 2% of principal roads (motorways and A roads) in Melksham Community Area were identified as requiring treatment. This is slightly lower than across Wiltshire (3%)

Page 28

4% of non principal roads (B roads) in Melksham Community Area were identified as requiring treatment in 2015/16. This is similar to that across Wiltshire as a whole (4%)



In 2015/16, the cost of re-surfacing roads in Melksham Community Area was £8,660 per km compared to an average of £2,397 per km throughout Wiltshire

(1)

Local Traffic

Average daily traffic has increased by almost 3% in Melksham Community Area since 2007 (2)



Parking

The usage of car parks owned by Wiltshire Council in Melksham Community Area was 61.2% in 2015. This is higher than the average usage across Wiltshire (52.9%) (3)





Economy

Melksham Community Area

Employment

Retail (3)

According to a 2014 survey of local businesses, the biggest two employment sectors in Melksham Community Area are manufacturing and wholesale/retail (1)



In 2015/16, 3% of retail units in Melksham Community Area were vacant compared to 12.4% nationally

Page 29



1% of people of working age in Melksham Community Area receive Jobseekers Allowance. This is slightly higher than Wiltshire (0.8%) yet lower than England (1.8%) (2)

54% of retail units in Melksham Community Area are shops - this does not include restaurants, pubs or professional services



2.4% of people aged 18- 24 yrs in Melksham Community Area receive Jobseekers Allowance. This is higher than Wiltshire (1.7%) and similar to England (2.5%)
64% of this group are young men (2)

18-24

Local Developments

Herman Miller constructed a new factory on the former running track site in Bowerhill. The move in 2015 to a new purpose-built facility saw 150 jobs relocated to Melksham. The development will support the regeneration of the wider area (4)





Culture

Melksham Community Area

Cultural Assets



Melksham Community Area is home to an array of food, drink and music festivals, an annual comic convention, 615 listed buildings and 22 venues hosting cultural programmes



Melksham Community Area has 4 Sites of special Scientific interest and 24 County Wildlife Sites

(1)

Page 30

Your Library



34% of residents in Melksham Community Area are currently members of the local library compared with 41% across Wiltshire.

A total of 63,911 visits to Melksham library were recorded in 2015/16

Over 800 volunteers help out at libraries across Wiltshire including 21 in Melksham Community Area



(2)

Local Engagement



1.7% of working people in Melksham Community Area are employed in the arts, entertainment and recreation sector (3)

Local clubs and organisations promote cultural activities alongside news and events on the Melksham 'Our Community Matters' website which was accessed over 190,000 times in 2015/16. Across Wiltshire local information held on these sites was accessed almost 4 million times (4)

Melksham 'Our Community Matters'

Appendix 2

Each attendee placed 3 votes for each theme. There were 8 options available. The top 3 for each category were as follows.

Children and Young People

1. Child poverty – 70%
2. Mental & emotional health – 65%
3. Childhood obesity – 60%

Community Safety

1. Anti-social behaviour – 71%
2. Alcohol and drug abuse – 67%
3. Highway safety – 49%

Culture

1. Diversity and social inclusion - 52%
2. Library use 51%
3. Participation in arts, crafts and culture – 47%

Economy

1. Training, skill and apprenticeships – 79%
2. Employment opportunities and jobs – 51%
3. Support for existing businesses – 48%

Our Community and Housing

1. Deprivation and poverty – 82%
2. Affordable housing – 74%
3. Volunteering – 47%

Environment

1. Wildlife and Biodiversity – 54%
2. Fly tipping and litter – 52%
3. Green energy – 50%

Health, wellbeing and leisure

1. Mental health and wellbeing – 70%
2. Promoting healthy lifestyles – 64.77%
3. Support for carers – 61%

Older people

1. Social isolation and loneliness – 74%
2. Support for carers – 62%
3. Promoting healthy and active lifestyles – 57%

Transport

1. Access to public transport (inc railway) – 80%
2. Promoting cycling and walking – 56%
3. Highway management and infrastructure – 54%

Melksham 'Our Community Matters'

Appendix 3

Proposed projects

Older people

- 1) Safe Places - Window stickers indicate places where people can go when they feel threatened, anxious, confused or worried. Staff can offer a word of advice, support and a few minutes quiet respite.
- 2) Neighbourhood Wardens - Representatives who live on a estate act as a point of contact. Consulting, canvassing views and feeding those into consultations and policy planning.
- 3) Community Bus - A group of villages get together to fund a local bus or taxi scheme, can also involve public bus subsidy scheme.
- 4) Good Neighbours - Volunteers provide support, help, advice and friendship for the most isolated and vulnerable members of the community - who often want little more than the occasional chat and cuppa
- 5) Link Schemes - Link schemes are community-based, volunteer run charities providing a structured 'good neighbour' service including transport.
- 6) Key-ring - People in need linked by telephone to one person who can respond in times of need. Coordinators trained responders and able to signpost quickly
- 7) Dial-a-ride - Older and vulnerable people can access community drivers through a directory system organised by community volunteers. Similar to local LINK schemes.
- 8) Lift Share - Local people form local schemes to share cars to get to work, markets, GPs, hospital appointments, etc.
- 9) Singing for the Brain - Social clubs for people with later stage dementia, singing is a social activity and the sessions often involve other recreational activities that give carers a break.
- 10) Dementia Café - A drop in and self help session for people with dementia, can involve trips and walks.
- 11) Men's Shed - A shed where people come together to learn and share DIY skills and carry out repairs and build things for the community such as benches, bird hides, nest boxes, etc.
- 12) Stroke Club - Staffed by volunteers, stroke clubs provide recreational and social activities for stroke survivors while giving carers a break.
- 13) Coffee Clubs - Nothing brings people together like a cup of coffee. Can also create social activity at schools for the morning drop off. Generates community spirit and gets people talking.
- 14) A world of difference - Activities targeted at children who would otherwise not be able to participate. Can include outdoor activities, sports and recreation. Requires volunteer leaders.
- 15) Tenants group - Tenants of social housing schemes come together to tackle priorities and allocate neighbourhood budgets.

Community Safety

- 1) Storen safety - Local shops and stores use a radio system to keep in contact to address theft, street cleaning and other concerns in real time.
- 2) Safe places – Window stickers indicate places where people can go when they feel threatened, anxious, confused or worried. Staff can offer a word of advice, support and a few minutes quiet respite.

- 3) Safe cycle routes - Keen and social cyclists come together to work on mapping, improving access, waymarking and maintaining routes to encourage cycling for leisure and as a sustainable transport option.
- 4) SPLASH - Targeted diversionary activities for young people experiencing life challenges. Coupled with advice and support services to help young people make positive choices.
- 5) Street Pastors - Volunteers who patrol the streets of towns in the evenings and early hours of the morning to help and signpost revellers. Helps to tackle anti-social behaviour and health risks.
- 6) Action on traffic - Villages and towns focus on traffic issues, looking at how to tackle speeding, congestion, dangerous parking with a view to changing driver behaviour and improving safety.
- 7) Stay Safe, Stay Alive - Road traffic awareness for community groups provided by the Fire and Rescue Service. A hard hitting presentation for audiences aimed at changing driver behaviour.
- 8) Street Watch - Neighbourhood and community watch - local volunteers monitor streets and communities for unusual activity and report concerns to the police.
- 9) Neighbourhood Watch - Volunteers work with community policing teams to extend their reach and to report concerns.
- 10) Speedwatch - Villagers highlight areas of concern, these are monitored by the Council and if there is a problem, volunteers carry out speed checks with training and support from the Police.
- 11) Street base – Street based youth workers employed to engage young people and sign them to positive activities – aimed at reducing anti-social behaviour.
- 12) Pub watch - Pubs linked up by radio to track antisocial behaviour, manage high risk customers and call to the police in emergency situations. Fast response system that minimises ASB.
- 13) Community payback - Gets offenders to give something back to their communities in reparation for the crimes they have committed. Usually voluntary work such as litter picking, graffiti removal, etc
- 14) The Onion Shed - Cycle groups adopt a local school and offer after school workshops on everything from maintenance, and cycle skills to safety and navigation.
- 15) Street Wardens – Volunteers work with community policing teams to extend their reach and to report concerns.
- 16) Community CCTV - Local CCTV schemes managed by the community can help create safer places and reduce fear of crime. Can include mobile units to target specific issues - such as fly tipping.
- 17) Neighbourhood Wardens - Representatives who live on a estate act as a point of contact. Consulting, canvassing views and feeding those into consultations and policy planning.
- 18) Salamander - Holiday scheme run by the Fire and Rescue Service aimed at providing activities for young people with serious life challenges.
- 19) Community Safety Partnerships - Residents of a settlement come together to work with schools, police and other partners to address safety concerns with positive community-led actions.
- 20) Graffiti wall - Somewhere for spray can artists to display their works without fear of prosecution or annoying the neighbours.
- 21) Youth advisors – Young People in a community act as a point of contact for other young people in the area. Consulting, canvassing views and feeding those back to local decision makers.

Culture and Arts

- 1) Graffiti wall - Somewhere for spray can artists to display their works without fear of prosecution or annoying the neighbours.
- 2) Youth theatre - Regular activities for older children interested in performing arts, writing, performing, directing, music and set design. Performances often provided in schools and for the public.
- 3) Town map boards - Information board with a map to identify village facilities, amenities and safe routes for pedestrians, cyclist, mobility scooters in a town/village.
- 4) Mosaics and murals - Using arts and community creativity to brighten up derelict or dowdy areas such as underpasses with mosaic or murals.
- 5) Diversity fair - Ideal in multi-cultural towns. Multi-cultural groups come together to share food and arts.
- 6) Town trails - Walks linking villages and exploring historic landscapes, local heritage, archaeology and nature. Villages co-operate to maintain paths, produce guides and put up way-signs.
- 7) Christmas market - Christmas markets can be small or large, a day or a month. A place where local producers can sell direct to local people. Can be themed and part of wider Christmas celebrations.
- 8) Community choir - An intergenerational activity that is fun and very cheap to get off the ground.
- 9) Cider festivals - A community cider press can bring people together in autumn to use surplus apples to create juice and cider. Can be the focus of a weekend of fun activities for the whole family.
- 10) Art therapy - Arts sessions organised for people with long term conditions such as dementia, stroke and disability. Supported sessions also provide advice and help and enable carers to take a break.
- 11) Unfair funfair – Young people organise a fun event tackling social justice and equality. Challenges young people to address the social issues in the community.
- 12) River fest - Celebrating a local environmental or historical asset such as a river, woodland, hill, building or archaeological. Also great for tourism and business.
- 13) Little drummers - An introduction to music for young children using drums and percussion, leading to a live performance in the village or town.
- 14) Music shed - Low budget public recording studios often run as a community enterprise or community interest company. Can give access to recording facilities and instruments for budding musicians.
- 15) Art trails - Groups of villages combine to showcase local artists in all media. Can include arts trails, performances, sales and participatory activities. Build and supports vibrant arts community.
- 16) Have a go - Local sports and social clubs in a community organise taster sessions to recruit new members and get people involved. Can take the form of a fayre with stalls, demonstrations and activities.
- 17) Apple festivals - Young people take part in a festival that includes arts, dance music, performance, cooking and sports. Can be themed and involve local schools and groups.
- 18) Our lives, our history - The memories of older people captured through interviews for posterity. Can focus on past trades and industry, farming, vocations, memorable events, etc.
- 19) Art for autism - Provides arts activities for children on the autism spectrum. Can build confidence, skills and independence.
- 20) Local history clubs - Local people research and document the history of the village with materials and archives posted online, in print, display boards, exhibitions and through local history walks.

- 21) Strictly ballroom - Dancing for seniors, encourages people to mix socially, stay active and fit.
- 22) Community art - Volunteers raise funds or make art works that are installed around an estate. Builds civic pride and encourages people to get involved with the arts.
- 23) Festivals and fayres - Communities come together to launch a new fayre or festival, have fun and benefit local groups and causes. Can be themed to support the local economy or tourism.
- 24) Livecast - Bringing world class arts and sports events into the heart of rural communities - using satellite broadcast receivers in public venues such as town and village halls.
- 25) Your ideas – Library space being used after hours or on the day it's closed for the community
- 26) Your ideas – intergenerational arts activities in library – history exhibitions in the library
- 27) Your ideas – inclusion of schools into the community Dementia/ Loneliness/ Older People agenda

Your Community and Housing

- 1) Self-builders - Interested residents come together to acquire a potential development site for schemes based on local needs - incorporating low cost housing, work spaces and recreation facilities.
- 2) Community campaigns - Community-led campaigns to address local issues such as dental and sexual health, prostate cancer and any number of local concerns.
- 3) Mission possible - Parishes adopt a priority for action - such as reducing obesity, speeding, getting fit - and then link up clubs, facilities, schools and community groups to initiate a programme of activities.
- 4) Missing voices - Using video to enable people to have a say about local issues. Targeted at those who do not or cannot participate in civic life. Builds understanding and helps target 'hidden issues.'
- 5) DoNation - Willing volunteers recruited to undertake a range of tasks in a community - clearing gardens, decorating, shopping trips, renovation of village facilities, etc.
- 6) The Big Lunch - An annual get together for local people to come along and share food and drink. Great for building community spirit and support.
- 7) Wiltshire Voices - Using discussions groups and video to enable people to tell their own stories and highlight the issues they face. Provides insightful observations to help shape services and policies.
- 8) Church team - Local churches bring together their members to sponsor, initiate, fund or support local community projects.
- 9) Community hub - A local place in the village or town staffed by volunteers that can give advice, support and signposting for anyone in need of help. Often incorporates a coffee bar and social area.
- 10) Master gardeners - Often run by the local allotment club and keen volunteers, this provides help and advice for people wanting to grow their own produce at home or in a communal setting.
- 11) Time Credits - An hour for an hour. Rewards those who volunteer with an hour's worth of credit to be 'spent' on a range of local activities. Encourages new volunteers and provides a 'thank you.'
- 12) Spare Share - Things going spare or not wanted are listed on the village notice board for collection by those who need them. Encourages reuse and recycling.
- 13) Leisure credits - Villages offer leisure credits in return for organised volunteering activities for young people. Credits can be used on buses, at local facilities and for entry to local attractions.

- 14) Village shop - Faced with closure of their shop, communities have raised funds and taken over the shop with help of local volunteers. Can provide an outlet for local producers within a cooperative model.
- 15) Community reporters - Local volunteers who are trained and equipped to blog about local events and activities. Encourages participation, awareness and positive news.
- 16) Friends - Local people form a friends groups to look after a local asset such as a park, river, woodland, meadow or heritage asset. Can be part of the management or ownership of the asset.
- 17) Big project - An idea to motivate volunteers around a big project in a town or village. A major advertising campaign gets people involved and everyone joins together to complete the project.
- 18) The amazings - A community identifies people with skills and assets that can be called upon to help others. From gardeners and plumbers to web designers and musicians.
- 19) Good for nothings - Volunteers recruited and trained by parish councils to undertake a range of tasks - from footpath maintenance and litter picking to website managers and flood wardens.
- 20) Skillshop – Local experts in a village or community who can help and mentor others. Might be business mentors, fitness mentors, youth mentors, anything. A local register is set up and matches made.
- 21) Local housing trust – Voluntary housing advice centre where people can get help with buying or renting properties.
- 22) Skills4life – Workshops run for young people, providing info and help with understanding and planning for careers, finances, budgeting, cooking, housing etc.
- 23) Village builders – Local self build housing projects with support from parish councils and local land owners, local people can build low cost homes where they want to live.
- 24) Estate management - Tenants on a housing estate (usually social) become members of a Board that co-manages the estate with landlords.
- 25) Community land trust - A community can promote housing or employment to meet local needs, shape the development of their place and retain control of housing and workshop allocations to benefit local people.
- 26) Housing advocacy - Volunteer-led services to young people and groups to address housing and homelessness issues through advice, information, advocacy, support, education and training.
- 27) Doorways - This projects works with homeless people and rough sleepers to bring us their view of life and the challenges they face. Can help build empathy and initiate action.
- 28) Step out housing - Supported housing units for people with learning disabilities, providing support and care as they transition to independent living.
- 29) Solar bulk discount - Solar Panels can be costly to purchase and install but less so when a community organises a bulk buy and install contract. Cheaper access to renewable energy.
- 30) Tenants group - enants of social housing schemes come together to tackle priorities and allocate neighbourhood budgets.
- 31) Neighbourhood wardens - Representatives who live on a estate act as a point of contact. Consulting, canvassing views and feeding those into consultations and policy planning.
- 32) Good neighbours - Volunteers provide support, help, advice and friendship for the most isolated and vulnerable members of the community - who often want little more than the occasional chat and cuppa
- 33) Key-ring - People in need linked by telephone to one person who can respond in times of need. Coordinators trained responders and able to signpost quickly when the need arises.
- 34) Your ideas – engaging younger volunteers – those who work and have skills to support groups with older members.

Environment

- 1) Green Halls - Village hall committees organise an energy audit and carry out measures to reduce use - installing solar panels, insulation, double glazing, heat pumps, low energy bulbs, etc.
- 2) Community energy - A community comes together to create a low energy plan and initiate green energy projects.
- 3) Landshare - Towns and villages identify and seek to purchase land for social, environmental, housing, leisure or employment use. Can spark ideas and creativity that addresses local needs.
- 4) Swapshop - A publicity campaign culminates in a day of junk swapping. People clear out garages, sheds and lofts - placing items on the driveway. People are free to take what they want from each other.
- 5) School tree nursery - School tree nurseries - local schools grow a range of native trees from saplings or seeds and then plant them out in locations around the town or village.
- 6) Green team – Young people involved in various environmental projects and fun activities in the great outdoors
- 7) Go Wild - Villages and communities research their local wildlife and develop projects to improve and protect important habitats. Can involve nest boxes, ponds, bird hides, wildflower meadows, etc.
- 8) Transition towns - Volunteers come together to plan and deliver low carbon and sustainability initiatives across a town.
- 9) Solar Schools - Local schools using roof space generate electricity from solar panels and turbines. Surplus income can be used to generate money to support the school. Also works for village halls.
- 10) Community Farm - Landholdings run and managed by the local community with participants sharing in the produce according to the time they give. A more social alternative to traditional allotments.
- 11) Your ideas – Ensure campus has the most sustainable heating, lighting and waste management e.g. a district heating system and the town and parish councils and other buildings use the supply.
- 12) Your ideas – independent environmental audit of impact of using canal boats in the river.
- 13) Your ideas – Compulsory solar panels on new housing
- 14) Your ideas – more allotments
- 15) Your ideas – green spaces built into every new housing estate and green buffer/ corridor
- 16) Your ideas – a micro hydropower scheme on the avon. Electricity produced by nearby businesses.
- 17) Your ideas – promotional campaign on how long rubbish takes to bio-degrade

Transport

- 1) Cycle routes - Keen and social cyclists come together to work on mapping, improving access, waymarking and maintaining routes to encourage cycling for leisure and as a sustainable transport option.
- 2) Link schemes - Link schemes are community-based, volunteer run charities providing a structured 'good neighbour' service including transport.
- 3) Liftshare – Local people form local schemes to share cars to get to work, markets, GPs, hospital appointments, etc.
- 4) Footpath groups - Volunteers look after local footpaths. Work includes replacing stiles, cutting back overgrowth, surface maintenance and preparing maps and walks for publication.

- 5) Bike it – Villages and towns identify a network of safe routes for cycling and walking to school. Often involves children in mapping and improving routes.
- 6) Community bus – A group of villages get together to fund a local bus or taxi scheme, can also involve public bus subsidy scheme.
- 7) Transport hub - A community based place or information board where the community can access information to enable them to plan their journey. Can also be leaflet and web based.
- 8) Off the tracks – Creating a new path to link up a network or access an area of landscape, heritage or archaeology can increase use of existing paths.
- 9) Spider maps - Usually seen in large cities, show bus routes within the town and to the surrounding areas. Communities can work to develop their own to make sure bus services are clear and easy to use.
- 10) Your ideas – free parking is full to capacity and should be addressed
- 11) Your ideas – awareness of station and information on times of services

Health, Wellbeing and Leisure

- 1) Adoption groups – support groups for adaptive parents providing mutual support and assistance for those facing the challenges associated with adoption.
- 2) Sling library – a group that promotes the benefits of baby slings, offers loans and advice as well as support for new mums and dads.
- 3) Baby basics – a project led by a local church seeking to help new families living in poverty. It offers a Moses basket filled with the essentials for a new baby and mum and words of support and help.
- 4) Good neighbours – Volunteers provide support, help, advice and friendship for the most isolated and vulnerable members of the community - who often want little more than the occasional chat and cuppa
- 5) Boardwalk – Paths and boardwalks adapted for use by wheelchairs, prams and buggies that enable more people to experience wildlife areas.
- 6) Care swap – Run for people with learning disability, care swap schemes provide people with work opportunities where they gain confidence, independence and life skills.
- 7) Key-ring – People in need linked by telephone to one person who can respond in times of need. Coordinators trained responders and able to signpost quickly when the need arises.
- 8) Green gyms – A range of outdoor fitness equipment laid out over a course that takes in a walk or jog around the village, park or play area.
- 9) Meals on wheels – Once or twice a week, volunteers make and deliver meals to older and vulnerable people in the community - includes a chat and a cuppa, often the most important part of the scheme.
- 10) Outbox scheme – Boxing clubs can offer diversionary activities for challenged young people. Provides a highly disciplined and focused activity, within a safe and supported environment.
- 11) Scarecrow festival – Local people make scarecrows that are displayed over the course of a weekend festival of fun and games. Great for building community spirit.
- 12) Punkie night – An old west country tradition where children make lanterns and parade on Halloween as a diversion from Trick-or-Treet. Fun and games included at the village hall.
- 13) Gardenshare – People who find it difficult to look after their garden can allow others to use the land at no cost to grow local produce.
- 14) Little drummers – An introduction to music for young children using drums and percussion, leading to a live performance in the village or town.
- 15) Digital village – Digital maps created by volunteers to map and share all of the assets in a village from footpaths and bus stops to play facilities and open spaces. Posted on a public website for easy access.

- 16) Your ideas – a health care community trust watching over and coordinating integrated social, mental and physical health delivery.
- 17) Your ideas – provide facilities to enable support groups to contact and help people with similar issues e.g. mother and toddler groups, mental health group etc
- 18) Your ideas – all local clubs and organisations begin to collaborate and share resources and secretariat functions to reduce costs overall, and capital expenditure.

Economy

- 1) Skills4life - Workshops run for young people, providing info and help with understanding and planning for careers, finances, budgeting, cooking, housing etc.
- 2) Local food directory – listing local community shops, those selling local produce and local producers, it aims to encourage people to buy fresh local food.
- 3) Barn doors – Putting redundant farm buildings to use for the community as business units, housing projects, arts venues and much more.
- 4) Juiced – Young people started a business initiative to gather apples that have fallen from trees from local residents, turn them into juice and sell for fund raising purposes
- 5) School gate café – One innovative school has opened a school gate café. Staffed by students with produce made on the site - develops skills and provides work experience.
- 6) Street pastors – Volunteers who patrol the streets of towns in the evenings and early hours of the morning to help and signpost revellers. Helps to tackle anti-social behaviour and health risks.
- 7) Co-work clubs – Space for businesses and start-ups to work together, encourages sharing of skills, recourses and marketing.
- 8) Apprentice schemes – Creating supported work placements can build self-confidence, self-esteem and skills leading to improved job prospects for local young people.
- 9) Job club – Locally based support for job-seekers. Raising skill levels, CV writing , interview tips, job hunting strategies and local work experience.
- 10) Business in the community – Local businesses 'adopt' a local group for a year with sponsorship, mentoring, in kind support or employee volunteering days. Builds reputation and custom and supports community life.
- 11) Community cooperative – Small scale local producers cooperate to share marketing and promotional costs under a common brand name - such as 'Made in Bradford'
- 12) Women on Wednesday – A group offering support, self-help and social time for women running their own business.
- 13) Village shop - Faced with closure of their shop, communities have raised funds and taken over the shop with help of local volunteers. Can provide an outlet for local producers within a cooperative model.
- 14) Your ideas – maths and English club – more adult literacy and skills.
- 15) Your ideas – Personal development skills with aim of achieving employment

Children and Young People

- 1) Springfest, Summerfest – a programme of organised activities through the summer holiday and half term breaks. Involves local groups and clubs.
- 2) Streetbase – street based youth workers employed to engage young people and sign post them to positive activities – aimed at reducing anti-social behaviour
- 3) Little drummers – An introduction to music for young children using drums and percussion, leading to a live performance in the village or town.
- 4) Green team – young people involved in various environmental projects and fun activities in the great outdoors.

- 5) Come and have a go – a menu based approach that invites young people to try different activities, local groups provide the sessions.
- 6) Beat the street – Using local electronic ‘beacons’ to encourage walking; fun, healthy, competitive and successful in Devizes and Calne.
- 7) Young advisors – Young people aged 15-21, who work with community leaders and decision makers to engage young people in community life, local decision making and improving services.
- 8) Time credits – An hour for an hour. Rewards those who volunteer with an hour's worth of credit to be 'spent' on a range of local activities. Encourages new volunteers and provides a 'thank you,'
- 9) Skills4life – Workshops run for young people, providing info and help with understanding and planning for careers, finances, budgeting, cooking, housing etc.
- 10) Project inspire – Using inspiring projects to re-introduce young people back into learning. Can be almost anything, but often involves environmental or work based projects.
- 11) Apprentice scheme – Creating supported work placements can build self confidence, self-esteem and skills leading to improved job prospects for local young people.
- 12) Breakthrough – Self confidence and personal resilience skills for young people, helps combat loneliness, health issues, family worries and bullying includes signposting to support services.
- 13) Graffiti wall – Somewhere for spray can artists to display their works without fear of prosecution or annoying the neighbours.
- 14) Your ideas – Dad and children groups
- 15) Your ideas – young parents groups
- 16) Your ideas – outdoor gyms
- 17) Your ideas – more funding for counselling

175 projects

Wiltshire Council

Melksham Area Board

DATE 8 February 2017

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: No

Executive Summary

The local highway network is vital to providing connectivity for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.

The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance, which has been a problem nationally for many years.

The significant investment of £21 million annually for six years by Wiltshire Council has already seen a substantial improvement in the condition of the county's road network, with a 30% reduction in the carriageway maintenance backlog in the first two years of the investment.

Information has been prepared for each Area Board (see **Appendix 1**) showing the schemes completed in recent years, and a summary of road condition information.

An indicative list of priority sites for treatment in 2017/18 has been developed (see **Appendix 2**). The list includes skid resistance at key locations, and major reconstruction at Coronation Road and Ruskin Avenue, with a recycling scheme at New Road.

Proposals

It is recommended that:

- (i) It is noted that good progress has been made on implementing the 'Local Highways Investment Fund 2014 – 2020', and there has been a substantial improvement in road conditions in Wiltshire.
- (ii) The list of proposed are reviewed and any amendments or potential future sites for treatment are forwarded to the Highways Asset Management Team for further investigation.

Reason for Proposals

The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of asset management and whole life costing approaches to inform investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure appropriate investment with longer term planning. The list of proposed sites for treatment in 2017/18 should further improve the condition of the Council's roads.

Parvis Khansari
Associate Director Highways and Transport

Wiltshire Council

Melksham Area Board

DATE

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: Yes

Purpose of Report

1. To provide an update on progress on the 'Local Highways Investment Fund 2014 – 2020', and to consider future road resurfacing sites.

Relevance to the Council's Business Plan

2. The highways service supports three priorities of the Council's Business Plan:
 - Outcome 2 – People in Wiltshire work together to solve problems locally and participate in decisions that affect them
 - Outcome 3 – People in Wiltshire have a high quality environment
 - Outcome 6 – People are as protected from harm as possible and feel safe

Background

3. The local highway network is vital in providing connectivity for businesses and communities; effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.
4. The highway network in Wiltshire comprises 4,400 kilometres of road, 3.9 million square metres of footway, 981 bridges and over 50,000 street lights and illuminated signs. The replacement value of the assets is over £5 billion, and it would cost over £330 million to resurface all of the Council's roads.
5. The condition of the county's roads is important to the public. This is demonstrated by the results of the Council's People's Voice and the National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally.
6. In October 2013 Cabinet agreed to increase highway maintenance funding to £21 million for six years. This was subsequently included in the Council's future budget, and forms the basis of the 'Local Highways Investment Fund 2014 – 2020'. The increased investment in highways maintenance has enabled a large

number of schemes to be progressed to improve the condition of the network and its infrastructure.

7. The Council has applied the principles of asset management to the maintenance of the highway network, which involves taking into account the lifecycle of the assets and monitoring performance of the intervention and investment strategies. The Highways Asset Management Policy and Strategy were reviewed by the Environment Select Committee in October 2015 and subsequently adopted by Cabinet.

Main Considerations for the Council

Local Highways Investment Fund 2014 – 2020

8. The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance and consequent backlog, which has been a problem nationally for many years. The proposed significant investment of £21 million annually for six years by this Council is delivering substantial improvements in the condition of the highway network in Wiltshire.
9. A range of investment options was initially considered, which ranged from spending the minimum necessary to keep road conditions unchanged to treating the whole of the network. It was intended that the investment should be used to improve approximately 664 kilometres of the network (about 15%), and that annually up to 238 Kilometres of road could be surfaced, depending on the treatment required and the deterioration of the network.
10. In the first two years of the investment there were a number of sites which needed substantial reconstruction work and, as expected, the lengths of road treated were consequently less than the indicative target. In 2016/17 a substantial programme of surface dressing has been undertaken and the total length of road resurfaced has increased considerably.

Year	Length treated (km)
2014/15	148
2015/16	182
2016/17	250

11. A total of 580 kilometres of road has been resurfaced to date, and the Council is currently on target to achieve the anticipated improvement by 2020, subject to funding continuing at current levels. There have also been a significant number of smaller sites treated with hand patching, which has addressed localised areas in poor condition.
12. The detailed calculation of the backlog carried out by the Council's specialist consultants WDM indicates that there has been a significant reduction in the highways maintenance backlog in the first two years of the investment:

	2013/14	2014/15	2015/16
Calculated backlog	£69.4 million	£63.3 million	£48.2 million

13. The backlog has decreased by 30% since the 'Local Highways Investment Fund 2014 – 2020' started. Good progress has been made in reducing the backlog, but continuing investment, as originally planned, would be required to remove the remaining backlog.
14. A summary of road conditions and other highway information has been prepared for the Area Board (see **Appendix 1**). This information will form the basis of data to be made available on the Council's website, including regularly updated information on potholes and other reports through the My Wiltshire app, the website and by telephone. The website will also be developed to explain the Council's highway maintenance policies and strategies in greater detail.
15. The Council's highways maintenance investment strategy was developed using the Department for Transport funded Highways Maintenance Efficiency Programme (HMEP) toolkit, which identified that timely investment in surface dressing of the minor rural roads would be cost-effective given the current condition of the local road network.
16. The individual sites for treatment were identified from the technical surveys of the road conditions, and were assessed and confirmed by the highway engineers. The lists of proposed sites for treatment have been reviewed by the Area Boards where representatives of the town and parish councils have been given the opportunity to consider local priorities.
17. Surface dressing work was carried out on a number of minor roads across the county last summer. This work sometimes known as 'tar and chippings' is preventative maintenance to seal the road construction and restore skid resistance. It is a cost effective way of extending the useful life of the roads.
18. Not carrying out any maintenance on these minor roads may initially appear attractive in order to save money, but in the longer term that would be a false economy as the repairs would be substantially more expensive if the roads were allowed to deteriorate, and there would be an increasing risk of claims as a result of accidents. The cost of injury compensation claims can be significantly higher than the repair costs, and the cost of doing repairs once a road is in bad condition would be much higher.
19. The overall condition of the road network in Wiltshire is now broadly similar to other authorities in the south west. However, based on the 2015 survey results, which are the latest available nationally, the condition of Wiltshire A roads is the same as the national average, but is below the south-west average. The B and C road conditions in Wiltshire are better than both the national and south west averages, but still not as good as in some of the other authorities in the south west.

20. The condition of the unclassified roads is more difficult to compare as the assessment methods are not necessarily consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with similar authorities, but further assessment will be required to get a better understanding of conditions across the south west.
21. The National Highways and Transportation (NHT) surveys indicate that public satisfaction with road conditions in Wiltshire is below the national average, and for some years has been consistently lower than for similar authorities in the south west. It is anticipated that the effects of the current investment strategy will improve the results of future public satisfaction surveys.

Proposed Surfacing Programme 2017/18

22. Road safety is the top priority, and it is important to treat those sites identified as having reduced skid resistance in accordance with the Council's Skid Resistance Policy. It is necessary to have adequate skid resistance in order to reduce accidents and avoid claims against the Council.
23. There are a number of processes used to improve the road surface:
 - a. Retexturing- the surface is roughened by high pressure steel shot or water to abrade the surface to produce a rougher surface texture. This is cost-effective and avoids the substantially more expensive resurfacing which would otherwise be required.
 - b. Surface dressing – the traditional 'tar and chip' where the road is sprayed with hot bitumen and stone chippings are spread and rolled in. This is a cheap solution to seal the road surface and protect the underlying construction. This process should ideally be repeated every six or seven years.
 - c. Resurfacing – the existing road surface is usually milled off and a new layer of bituminous material is laid. In many cases stone chippings are rolled in to provide additional texture. This is the most durable surfacing but is expensive compared to the other treatments.
24. Careful consideration is given to which treatment to use, taking into account the condition of the existing road surface, volume and type of traffic. In some cases deeper reconstruction is required on sections of road to ensure there is a suitable foundation for the new surface.
25. There are a number of sites which were identified for treatment in previous years which for various reasons it has not yet been possible to complete yet. These have been included in the proposed programme for 2017/18, and will generally be programmed for the start of the programme.
26. There was an extensive programme of surface dressing of rural roads across the county this year. Within the villages and the more built up areas this treatment can be less robust, especially where there are significant vehicle turning

movements, and other surfacing materials can be more effective in these locations. It is intended to carry out surfacing in many of the built up areas adjacent to these recently surface dressed roads.

27. It has been some years since there has been surface dressing on many of the county's minor roads and this is a process which should ideally be repeated every six or seven years. It is proposed to continue the programme of surface dressing in 2017/18, with a large number of sites in the south of the county identified for treatment.
28. A list of priority sites for carriageway resurfacing work has been identified for the Area Board in 2017/18 (see **Appendix 2**). The list of sites will be reviewed and developed in more detail following consideration by the relevant Area Board.
29. The condition of many of the footways in residential areas has been a concern for some years. It has been possible to treat some of these in conjunction with adjacent carriageways when they have been resurfaced, but there are many footways which would benefit from treatment even though the road is in reasonable condition.
30. A survey of the condition of the county's footways is approaching completion and is being used to develop a list of sites for treatment. In view of the amount of footway in need of treatment it is proposed to prioritise the renewal or resurfacing of those areas identified as being in worst condition. The local Highways Engineers are reviewing the sites for treatment, taking into account the survey data.

Safeguarding Implications

31. None.

Public Health Implications

32. The condition of roads and related infrastructure can have serious safety implications. Improving the condition of highways contributes to reducing accidents, especially with regard to improving skid resistance. Roads, bridges, highway structures, signs and street lighting need to be kept in good condition in order to protect the public and those maintaining the assets.
33. The investment through the 'Local Highways Investment Fund 2014 – 2020' is improving the condition of the highway network and safety.

Corporate Procurement Implications

34. There are no procurement implications at this stage.

Equalities Impact of the Proposal

35. The improved maintenance of the highway network, its management using sound asset management principles, and good performance by the highways

contractors, should benefit all road users, including public transport, and vulnerable road users such as cyclists and pedestrians.

Environmental and Climate Change Considerations

36. The effects of climate change could be significant for the highway network as was seen in the flooding of 2014, and the consequent damage to the roads, footways and drainage systems. Having robust maintenance strategies to improve the condition of the network helps build resilience into the infrastructure.
37. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are used to repair damage on rights of way and on county farms, or provided to community groups. The presence of tar bound materials in older carriageways has caused problems on some sites as it has to be disposed of as contaminated waste, with consequent cost implications. Options for in-situ and other recycling processes are being examined in order to increase the recycling of highway materials.

Risk Assessment

38. The application of good asset management principles, including the planned maintenance of the highway infrastructure and the establishment of formalised asset management policies, helps reduce the risk of incidents and claims.

Risks that may arise if the proposed decision and related work is not taken

39. There is a risk of increased accidents, claims and public dissatisfaction if the programme of highway maintenance is not delivered or delayed. The principles of asset management have been followed by this Council for many years, but as future DfT funding will be dependent on demonstrating the application of good practise and asset management principles. Failure to do so will result in reduced funding in future years.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

40. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams established. These include representatives from the Council, consultants and contractors involved in delivering the services, and report to the Contract Management Meeting comprising senior managers from those organisations.

Financial Implications

41. The highway network and related infrastructure forms the Council's largest asset, and has a replacement value of over £5 billion. It is important that they are maintained in the most cost-effective way in order to achieve value for money. This includes the use of a whole life costing approach to inform investment decisions.

42. The increasing drive for asset management from DfT will mean that failure to demonstrate the application of this approach will result in reduced funding from central government. An increasing proportion of available funding will be potentially withheld as an incentive. By 2020/21 Wiltshire could lose out on £2,782,000 of DfT funding if good asset management is not followed.
43. The financial pressures on the Council are well understood, and it may be necessary to reduce investment in the future. This would reduce the scope for consultation with the Area Boards as resurfacing work would need to be concentrated on those sites with serious safety defects.

Legal Implications

44. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions is helping the Council meet its responsibilities with regard to road maintenance.

Options Considered

45. There is a need to continue to apply asset management principles to the highway network and to ensure the performance of the contractors involved in delivering the service is good in order to keep the network in good condition and to ensure value for money.

Conclusions

46. The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of whole life costing approaches to inform investment decisions.
47. The 'Local Highways Investment Fund 2014 – 2020' has provided the opportunity to address the long standing under investment in highways maintenance, which has been a problem nationally for many years. The significant investment of £21 million annually by Wiltshire Council is seeing a substantial improvement in the condition of the highways network.
48. Good progress has been made in delivering the programme of highway maintenance and has included the involvement of the Area Boards to help set local priorities. It is intended that this process should continue in future years.

Parvis Khansari
Associate Director Highways and Transport

Report Author:
Peter Binley
Head of Highways Asset Management and Commissioning
January 2017

The following unpublished documents have been relied on in the preparation of this report:

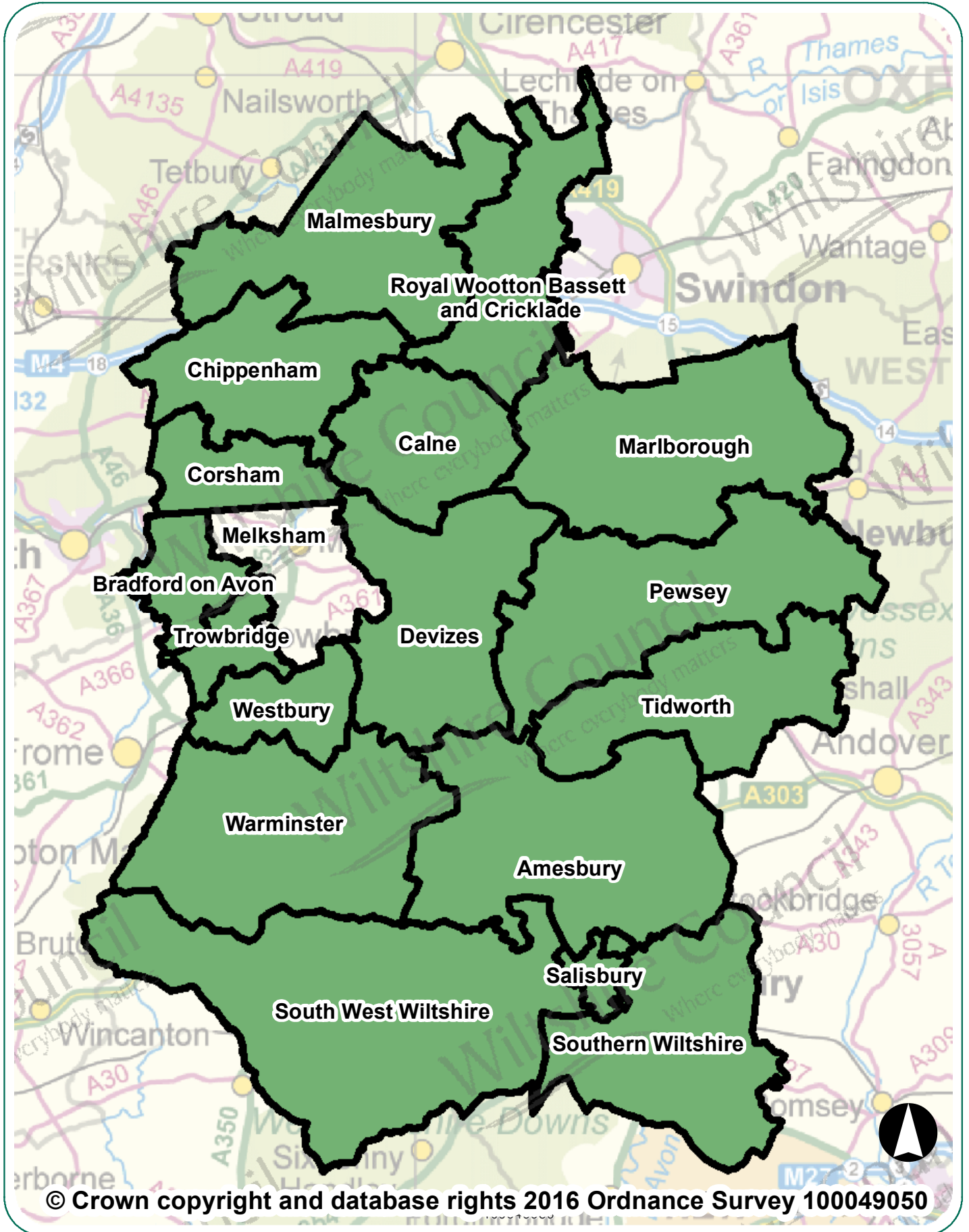
None

Appendices

Appendix 1 – Local Highways Information

Appendix 2 – Proposed priority surfacing sites for 2017/18

Melksham Area Board Highway Information



Melksham Area Board Highway Information

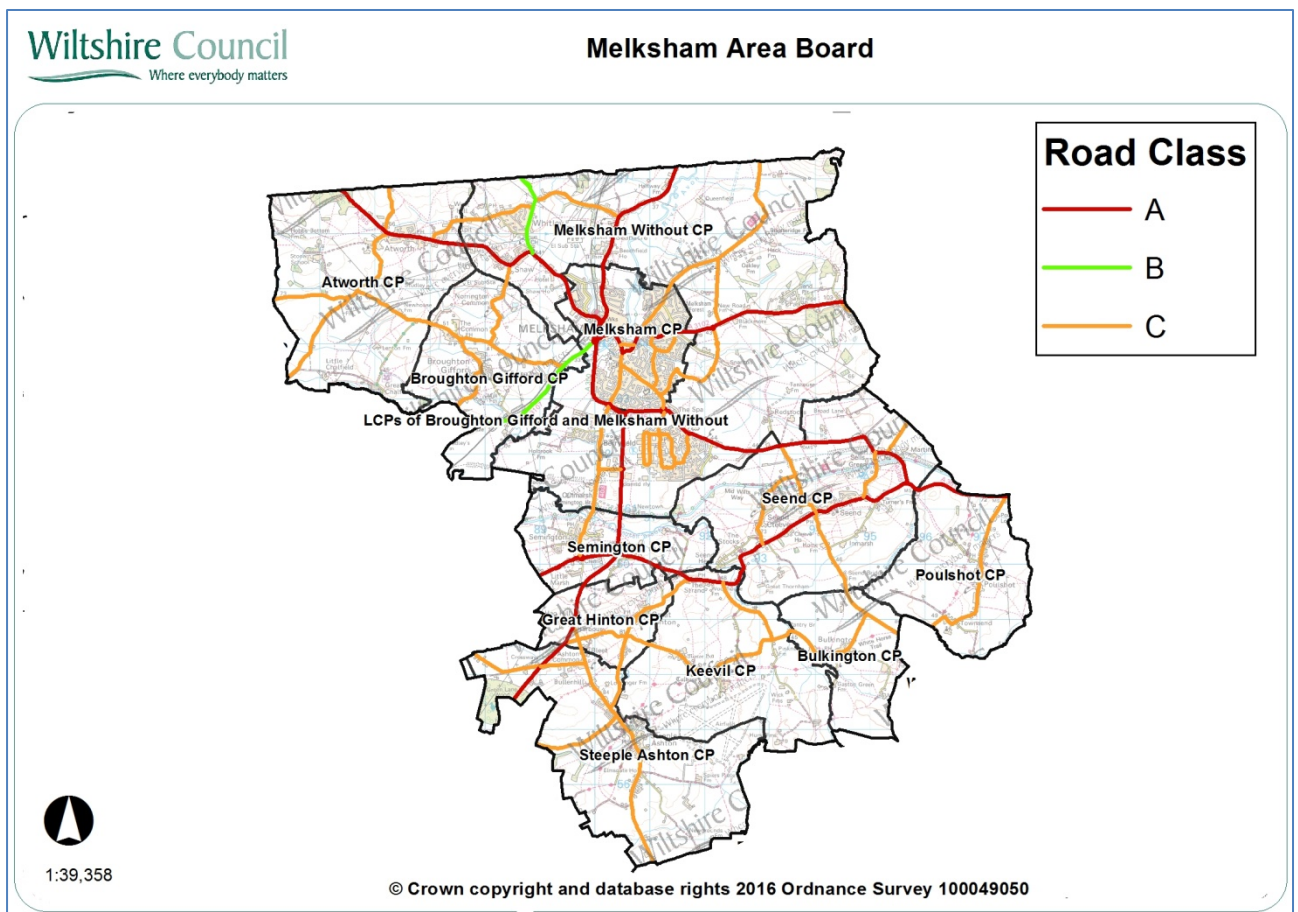
Introduction

This document summarises highway information for your area board. It lists the recent highway and related work carried out by Wiltshire Council, including the road resurfacing carried out during the first two years of the 'Local Highways Investment Fund 2014 – 2020', and includes other information which should be of interest.

Further information on the Council's activities is available at the website www.wiltshire.gov.uk. If you wish to report a specific highway issue please use My Wiltshire. Details are provided at the end of this document.

Parishes in the community area are:

Melksham, Melksham Without, Atworth, Broughton Gifford, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington, Seend



Network statistics in your area

Road length by class

Road type	Urban (km)	Rural (km)
A Class Roads	17.68	23.31
B Class Roads	0.9	2.71
C Class Roads	31.04	36.64
Unclassified Roads	69.68	18.97
Total	119.3	81.63
	Overall Total	200.93

The council categorises its roads to reflect their importance. This enables an effective assignment of highway inspection frequencies and maintenance standards.

Highway assets in your area

The council keeps an inventory of its highway assets in order to assist planning its highway maintenance. Important statistics relating to your board area are:

Asset Type	Measure
Carriageway	200.93 km
Footways adjacent to road	157 km
Footways (linked)	16.65 km
White road centre lines	84 km
Road kerbs	196 km
Grass verge (maintained)	260 km
Drainage grips	1, 502 number
Drainage pipe grips	204 number
Drainage gullies	5, 833 number
Road signs	2, 109 number
Street lights	3, 801 number

Major highway maintenance

Road resurfacing

Wiltshire has over 3,000 miles of road. The Council's 'Local Highways Investment Fund 2014 – 2020' is making a massive investment to improve the condition of the roads in Wiltshire over six years. The programme of work started in April 2014, and is designed and supervised by the Council's consultants Atkins, with the work carried out by our main highway contractors Tarmac and Eurovia.

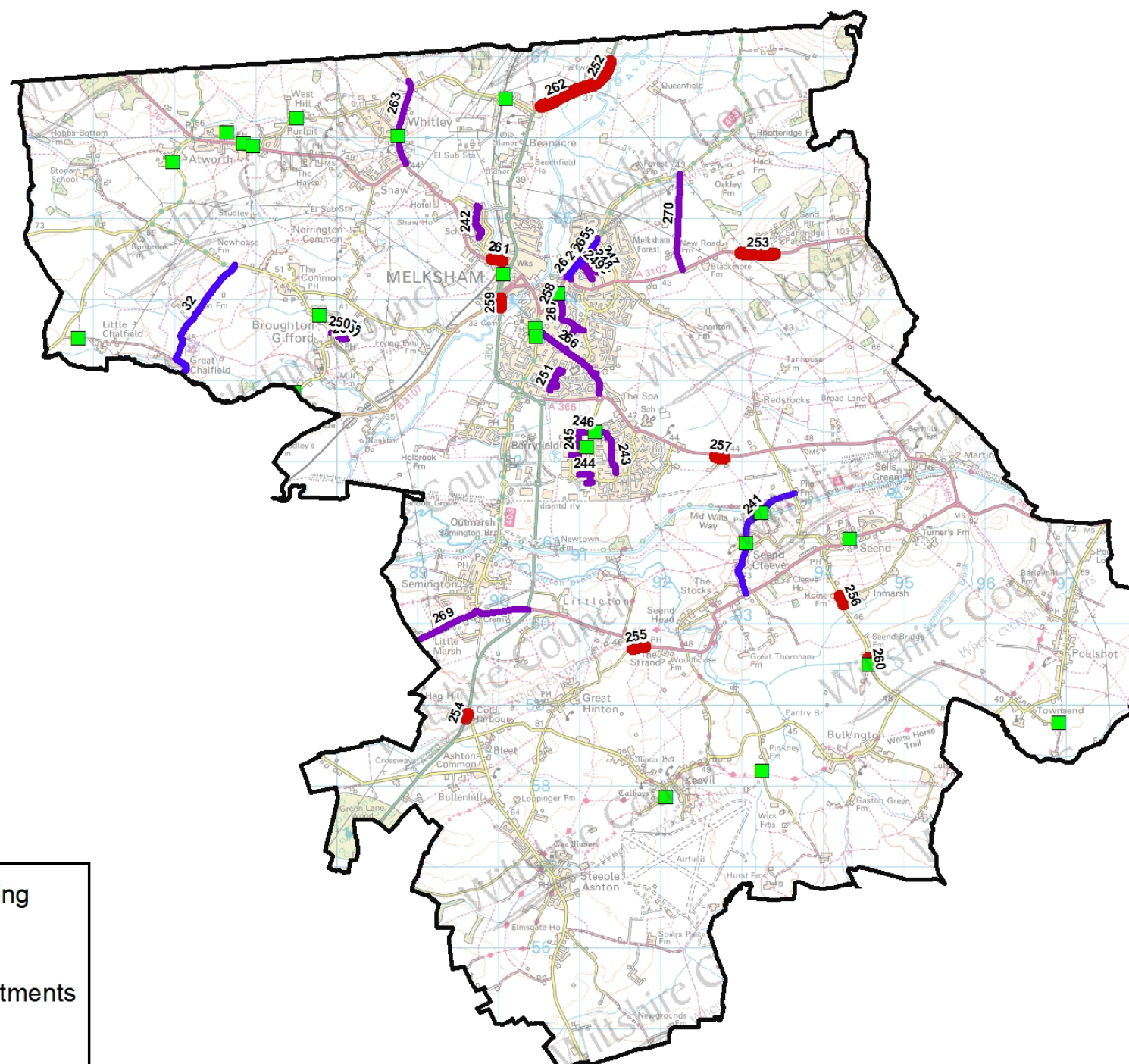
The work carried out in the first two years of the programme has improved a considerable number of the roads in previously poor condition. The locations of sites treated in recent years are shown below.

Carriageway repairs

As well as resurfacing roads other works are undertaken to make localised repairs to keep the roads safe. The works undertaken in your area since 2014 are shown on the map below.

The wet winter and flooding in previous years has resulted in substantial damage to the road network. It is important that serious defects are treated promptly to keep the roads safe. The Council currently operates four Pothole teams that respond to urgent issues to keep the roads safe.

Plan showing major maintenance schemes & hand/machine patching sites completed since 2014



- Hand/Machine Patching
- Resurfacing
- Skid Resistance Treatments
- Surface Dressing

1:39,339

© Crown copyright and database rights 2016 Ordnance Survey 100049050



Major maintenance completed since 2014

No	Location	Works
32	Summer Lane (junction with Leigh Road) to Chalfield Manor to Coombe Lane junction	Surface Dressing
241	Trowbridge Road north east C226 to Bollands Hill	Surface Dressing
242	Addison Road, Melksham	Resurfacing
243	Halifax Road, Bowerhill	Resurfacing
244	Hercules Way, Bowerhill	Resurfacing
245	Connecting Rd between Lancaster and Lysander Road	Resurfacing
246	Lysander/Lancaster Road, Bowerhill	Resurfacing
247	Craybourne Road/Barnwell Road, Melksham	Resurfacing
248	Heathcote Road, Melksham	Resurfacing
249	St Margarets Gardens, Melksham	Resurfacing
250	Curtis Orchard, Broughton Gifford	Resurfacing
251	Sarum Avenue, Melksham	Resurfacing
252	At Halfway Farm, South of Lacock	Skid Resistance Improvements
253	30mph Sandridge To Entrance Home Farm	Skid Resistance Improvements
254	Stoney Gutter crossroads To C19 (Top Of Hagg Hill)	Skid Resistance Improvements
255	Semington Bypass Rbt East To The Strand	Skid Resistance Improvements
256	Seend Bridge To Inmarsh Lane To Inmarsh Lane	Skid Resistance Improvements
257	40mph Devizes Road To Redstocks	Skid Resistance Improvements
258	Lowbourne Mini Rbt To Forest Road	Skid Resistance Improvements
259	A350 Western Way, Melksham	Skid Resistance Improvements
260	Seend Bridge To Inmarsh Lane	Skid Resistance Improvements
261	Inter City T.E. Slip To Bullnose of Island	Skid Resistance Improvements
262	Westlands Lane To 30mph Beanacre	Skid Resistance Improvements
263	B3353 Corsham road, Whitley	Resurfacing

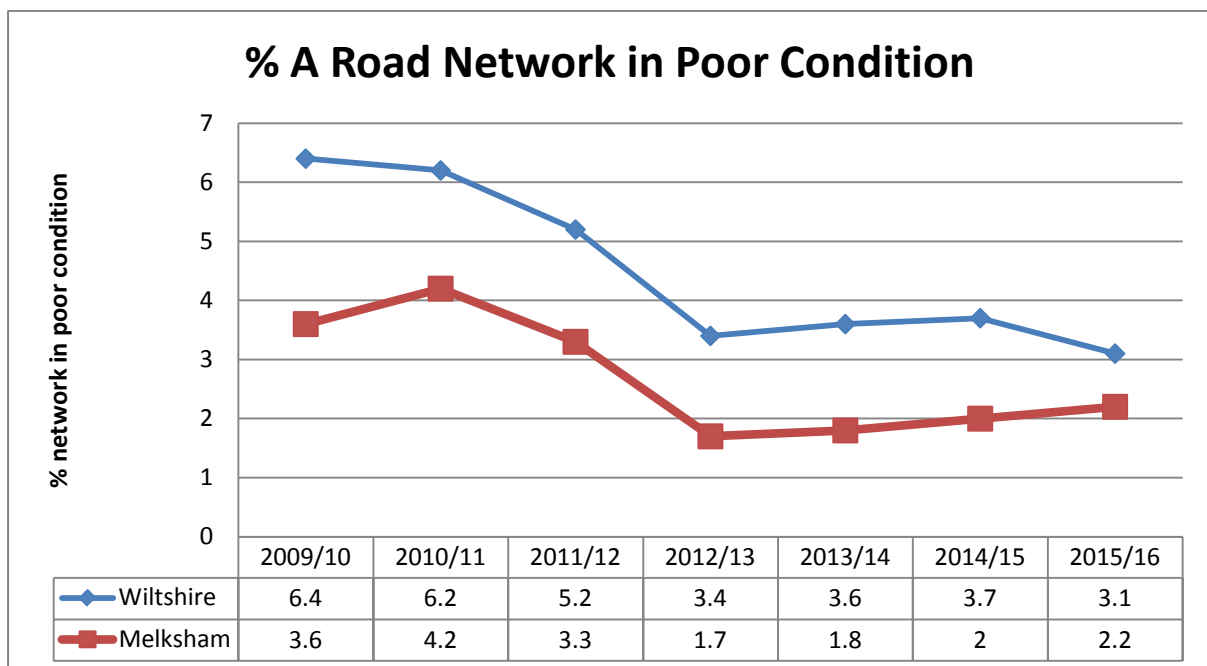
No	Location	Works
264	Craybourne Road, Melksham	Resurfacing
265	Forest Road. Melksham	Resurfacing
266	B3122 Spa Road, Melkham	Resurfacing
267	Unclassified Road/Pembroke Road & Ruskin Avenue, Melksham	Resurfacing
268	Melksham - C165 Forest Road, Melksham	Surface Dressing
269	Paxcroft To Semington	Resurfacing
270	New Road, Melksham	Resurfacing

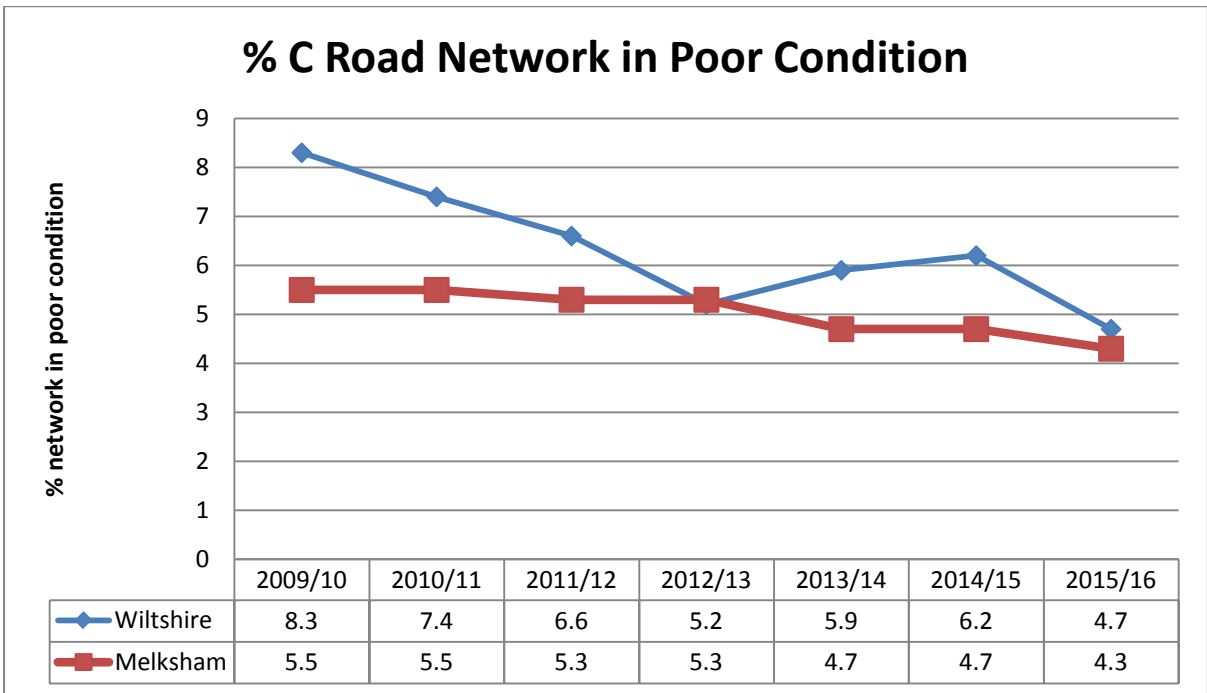
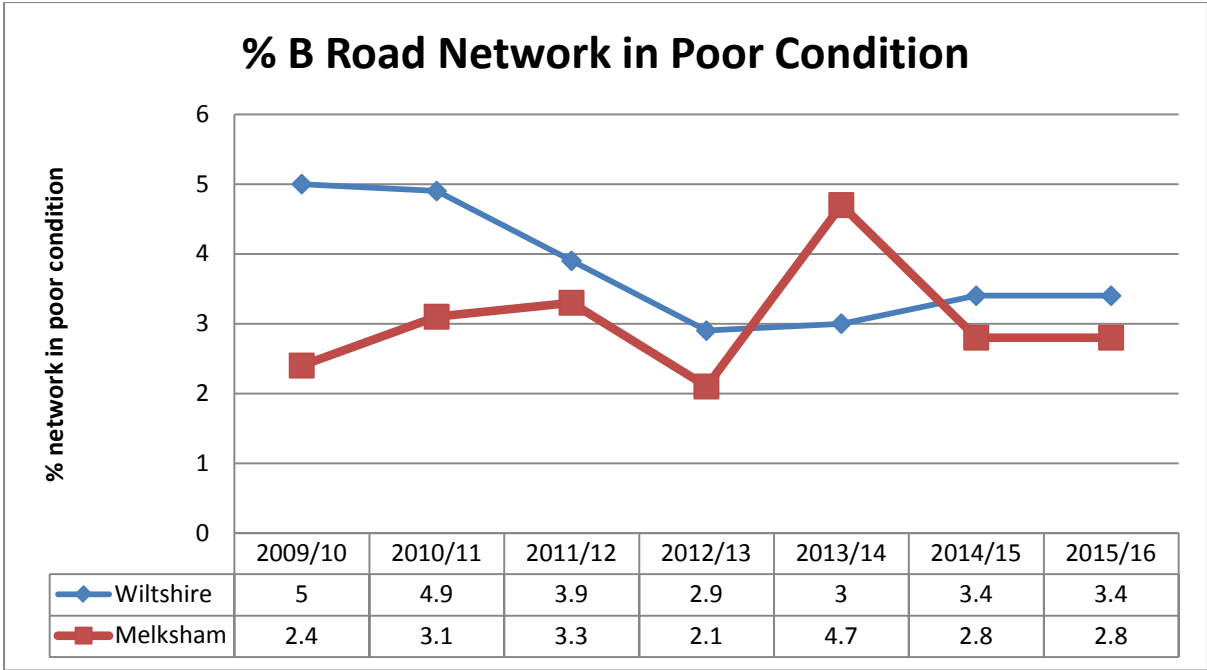
Highway conditions and technical surveys in your area

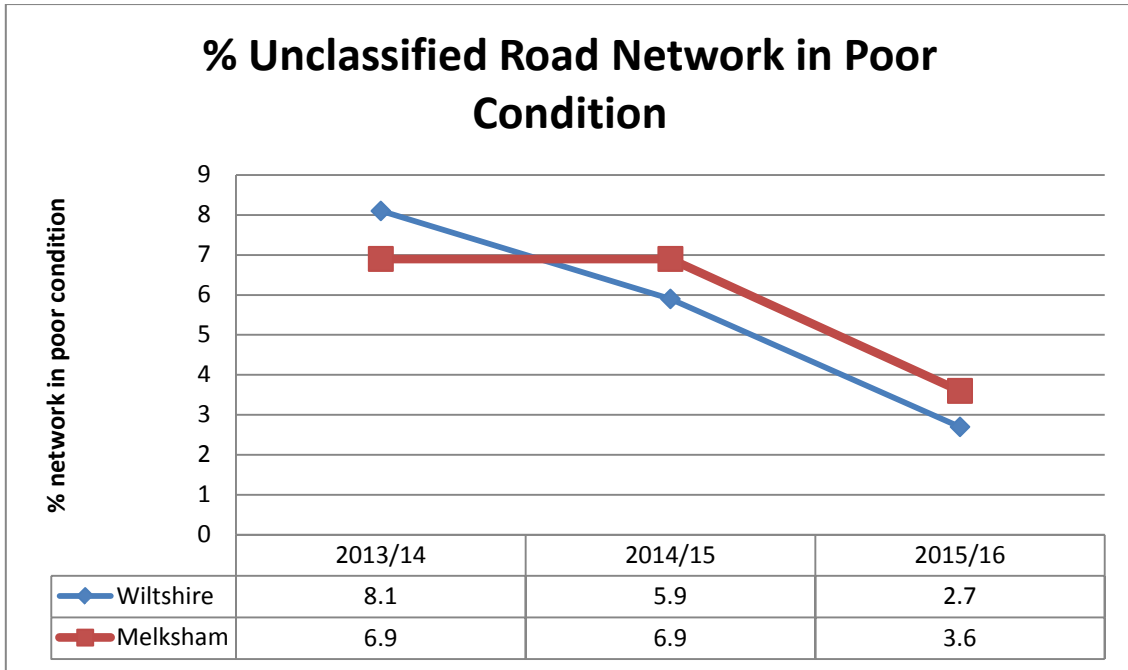
Roads deteriorate in condition because of various factors, including traffic volumes, ground conditions, and weather and drainage issues. Technical surveys of the condition of the highway network are carried out annually and the information is used to help prioritise schemes. Road safety is the priority, and maintaining adequate skid resistance on the busy high speed roads is vital.

The surveys include the use of a vehicle equipped with lasers and cameras to record road surface condition, which allows us to report on road conditions to the Department for Transport and to prioritise maintenance work. Other surveys include measuring skid resistance on the busier roads.

The road conditions in your area are shown below. It should be noted that low numbers are good because it indicates that less road length should be considered for treatment. More detailed information is shown in Appendix A.







Integrated transport, bridge and drainage works

Integrated transport

The Council's traffic engineering team work with our contractors to plan and deliver a range of projects to the local community, most notably through the Area Boards and Community Area Transport Groups (CATGs). The schemes range in size and complexity from simple sign installation through to more complex road safety and improvement schemes.

Bridges

The Council regularly inspects its bridges and other highway structures. There is a programme of renewal and refurbishment works to keep them in good condition, as well as having to respond to damage caused by collisions.

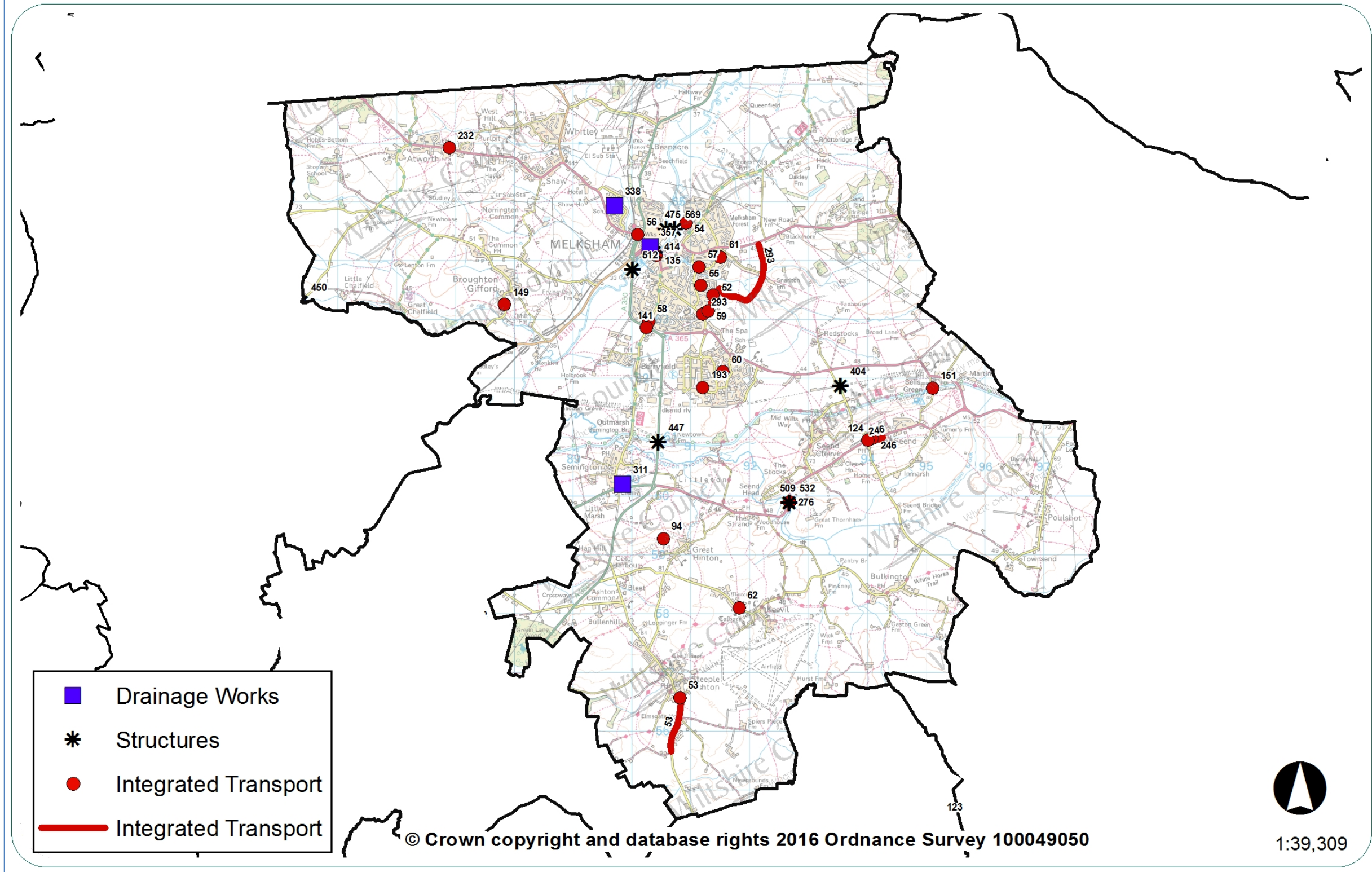
Drainage

Programmes of drainage investigations, repairs and flood alleviation schemes are undertaken throughout the year, but the flooding in recent years has meant that there has been a need to respond immediately to flooding issues, as well as dealing with previously identified problem sites. The drainage improvement and flood alleviation work is co-ordinated through the Council's Operational Flood Working Groups that include the Environment Agency, Wessex Water, other organisations and stakeholders.

Recent work in your area

The Integrated Transport, Bridge and Drainage schemes carried out in your area since 2015 are listed below.

Plan showing completed integrated transport, bridge and drainage schemes since 2015



Integrated transport schemes since 2015

No	Location	Description
193	DeHaviland Place, Bowerhill	Drop kerbs
232	A365 Atworth business park	Mini roundabout signs
246	A361 High Street Seend	VAS signs
276	A361 Seend Baldham Bridge	Warning signs
293	A350 / Portal Road Melksham	Installation of direction signs
52	Snowberry Lane, Melksham	Pedestrian crossing
53	C19	Speed limit implementation C19
54	Bowmans Court	Bollard
55	Berkshire Green / Dorset Crescent, Melksham	Cycling signs
56	Melksham Railway Station	Pedestrian signs
57	Melksham	Various 3no bus shelters Blackmore Rd
58	Melksham	Various 3no bus shelters Semington Rd
59	Melksham	Various 3no bus shelters Snowberry Lane
60	Hurricane Road, Bowerhill	Footway link to Grassmere
61	Blackmore Road, Melksham	Drop kerbs and footway alterations
62	High Street, Keevil	Hand rails
94	Bratton	Bratton, The Hollow, horse warning signs
124	C20 Seend Bell Hill	Give way / speed limit signs
135	A3102 Melksham Bath Road	Mini roundabout - signs and markings
141	A350 Melksham	Removal of Waney Edge signs
149	Broughton Gifford	School warning signs
151	Spout Lane, Seend	Verge marker posts (white edgemasters)

Bridge schemes since 2014

No	Location	Description
569	Melksham	General Maintenance Works
404	Seend	Seend Station - drainage investigation
414	Melksham	C6/177 Melksham Town concrete repairs to footway extension
447	Semington	A350 Semington Brook - Canal Bridge
475	Melksham	Murray Walk, Maintenance Works
509	Keevil	C6/175 Baldham Mill Bridge RTA repair
512	Melksham	Challymead Bridge barrier repair
532	Keevil	Baldham Bridge Temporary Traffic Management 22-12-15 to 31-3-16

Drainage works since 2015

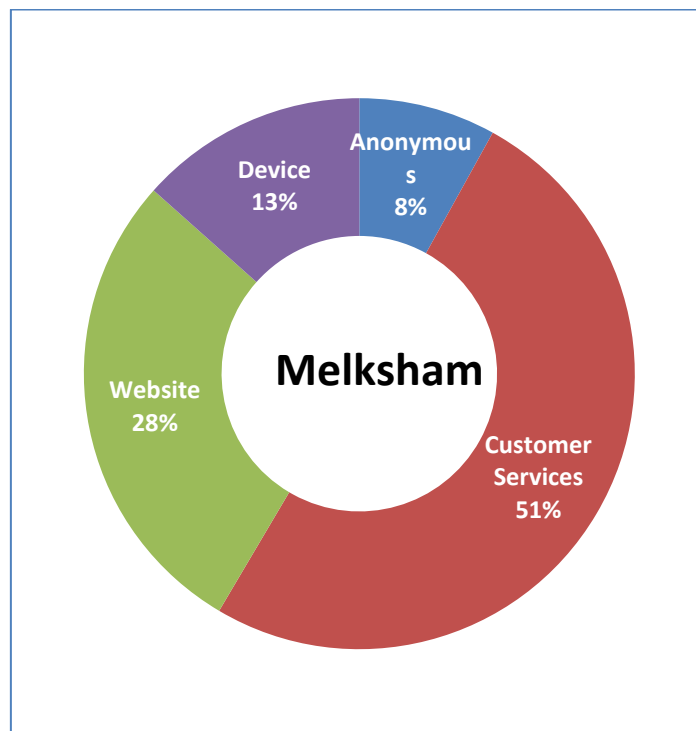
No	Location	Description
311	Melksham	Repairs to surface water system
338	Melksham	Installing soakaways as no outfall
357	Melksham	New Gully and connecting pipework



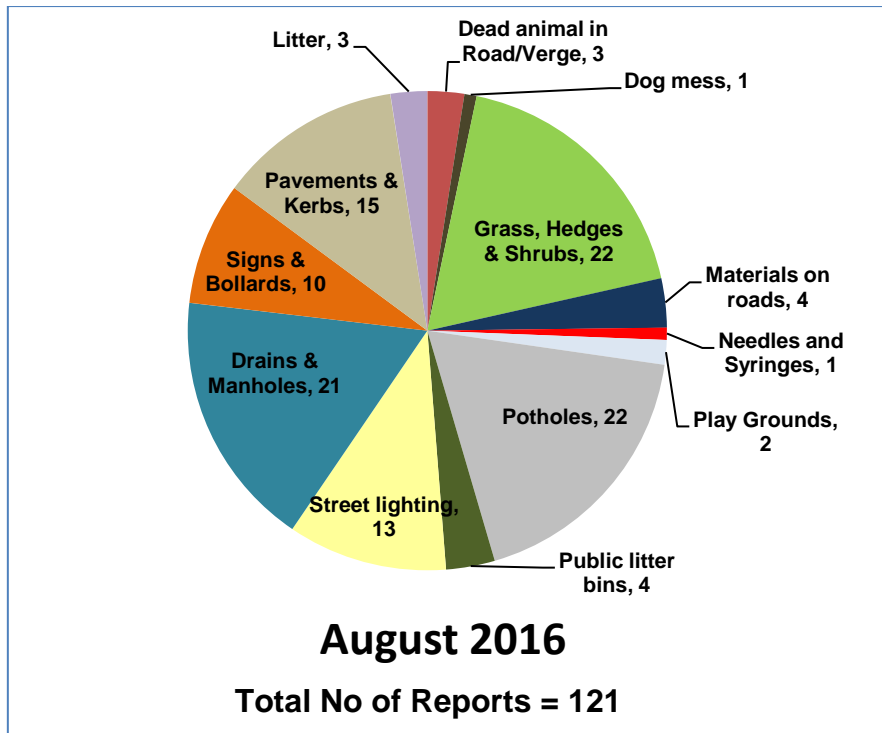
My Wiltshire provides an easy way to report highway issues, including using the Council's website. We have an app so you can report on the go using your smartphone. The My Wiltshire app is available to download at both the [App Store](#) (for iPhones and iPads), from [Google Play](#)[™] (for Android phones) and Windows Store. You can attach information such as photos or videos and pinpoint the location of your report using the mapping software on your phone.

A summary of recent reports in your area is shown below, and further details are shown in Appendix B.

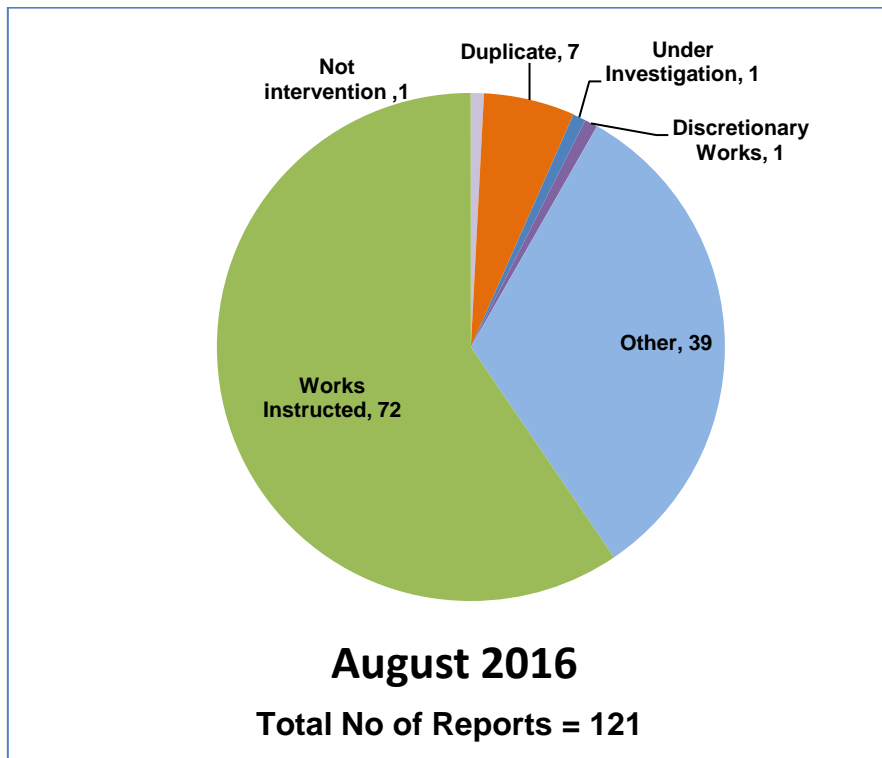
Customer reporting methods in your area



Customer reports in your area for the month of August 2016



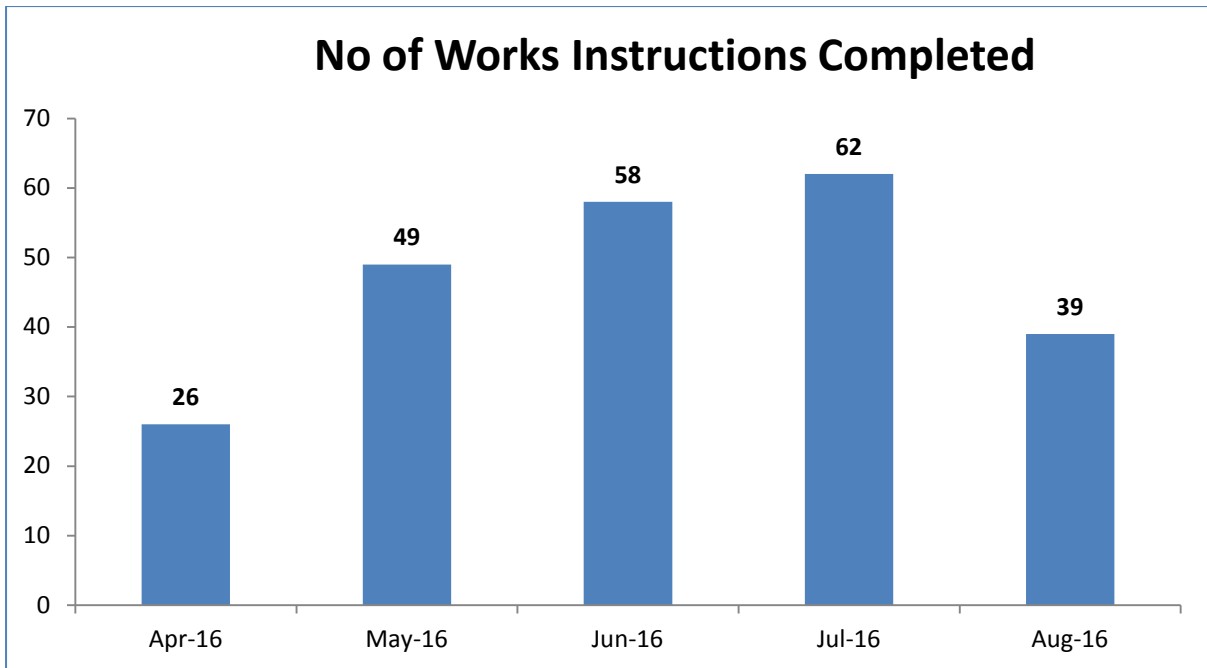
Actions following recent reports in your area



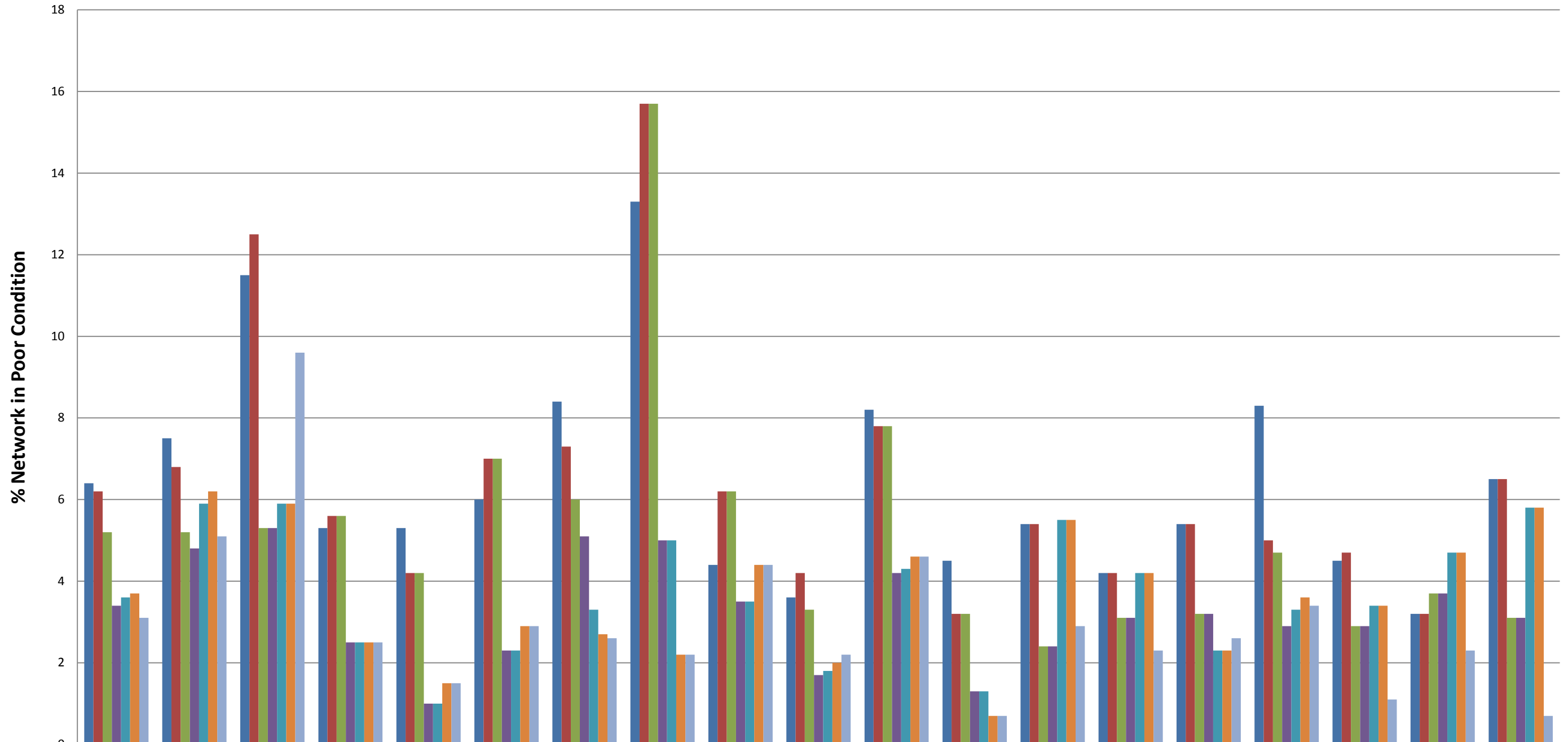
Action definitions

1. **Not Intervention** – the technician has attended site and classified the defect as not meeting intervention levels as per the Highway Inspection Manual 2013 or in the case of streetscene reports, service level agreements.
2. **Duplicate** – a report has already been received in relation to this issue and a works instruction has previously been passed to the contractor to undertake a repair/carry out the necessary works.
3. **Under Investigation** – this issue is currently with a Highways technician or engineer – they may be awaiting information from the customer or the issue requires further investigation e.g. wet weather inspection, drainage survey, exploratory excavation, ownership query.
4. **Discretionary works** – this issue is not a highway safety issue and has been identified as one which falls within the remit of the parish steward scheme.
5. **Other** – the issue has been identified as one which does not require any action by Local Highways. This could be for a number of reasons –
 - the report has been cancelled by the user,
 - there is insufficient information provided to assess the issue and the customer has not provided contact details,
 - the issue is not the responsibility of Wiltshire Council e.g. un-adopted highway, gas/electricity/telephone/water/cable company, Highways England, housing association,
 - the technician attended site and nothing was found at the stated location
 - the issue has been passed to another service within Wiltshire Council e.g. rights of way, bridges.
6. **Works Instructed** – the technician has assessed the issue as requiring works to be carried out and has either dealt with the issue personally or has referred it to the contractor for repair.

Highway defects completed in your area in recent months

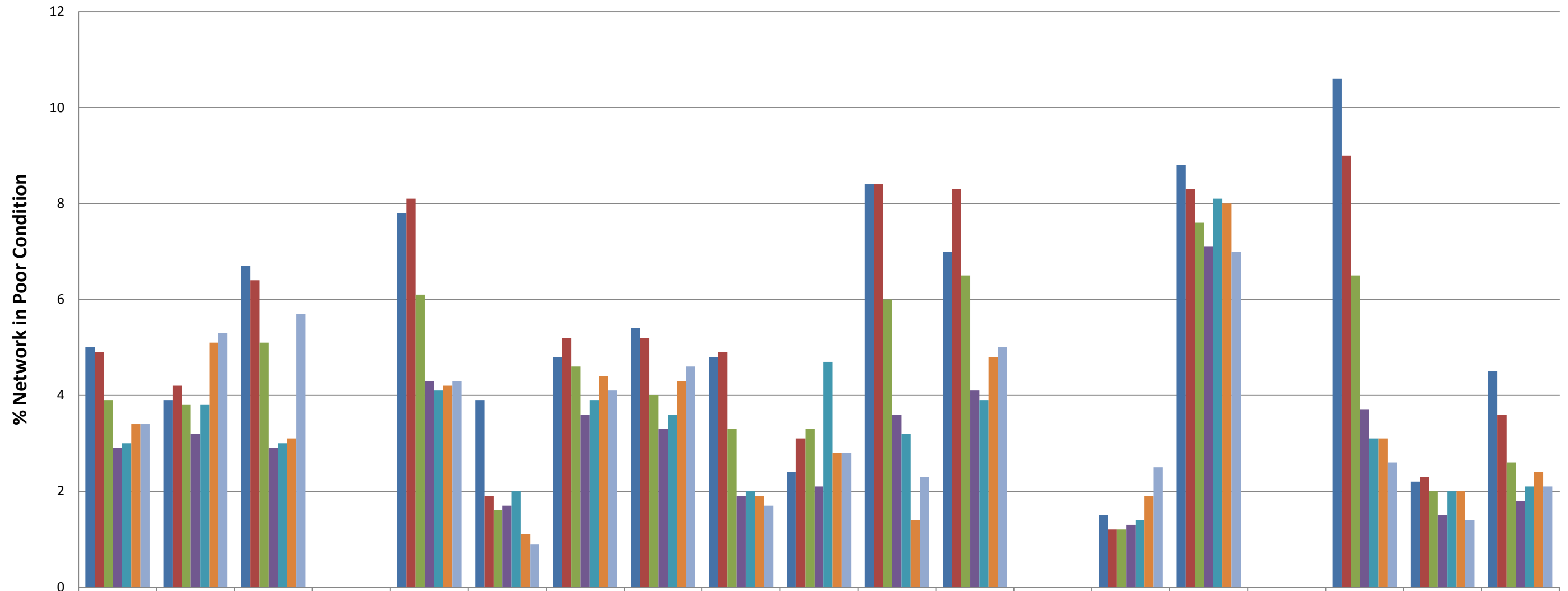


% A Road Network in Poor Condition



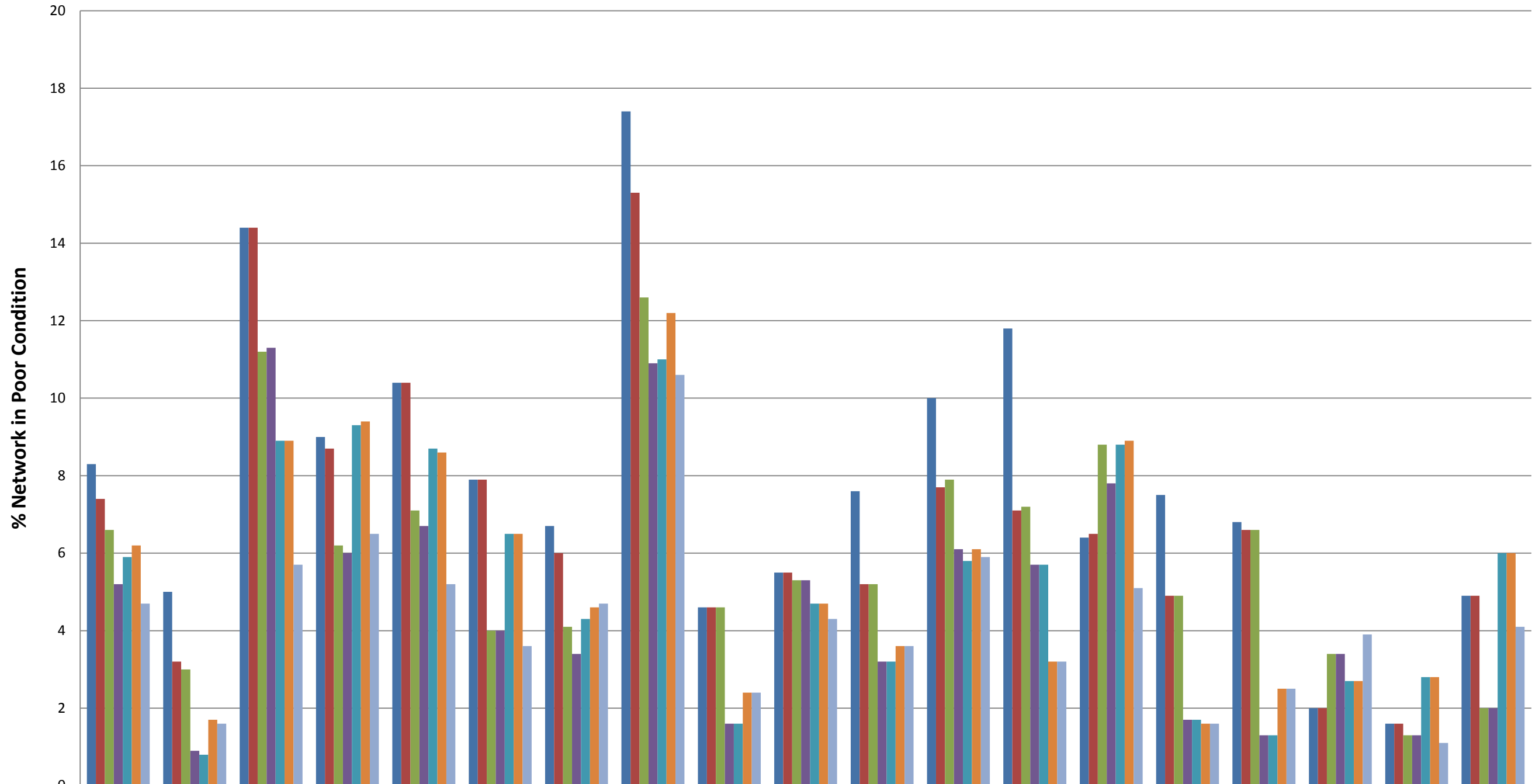
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	6.4	7.5	11.5	5.3	5.3	6	8.4	13.3	4.4	3.6	8.2	4.5	5.4	4.2	5.4	8.3	4.5	3.2	6.5
■ 2010/11	6.2	6.8	12.5	5.6	4.2	7	7.3	15.7	6.2	4.2	7.8	3.2	5.4	4.2	5.4	5	4.7	3.2	6.5
■ 2011/12	5.2	5.2	5.3	5.6	4.2	7	6	15.7	6.2	3.3	7.8	3.2	2.4	3.1	3.2	4.7	2.9	3.7	3.1
■ 2012/13	3.4	4.8	5.3	2.5	1	2.3	5.1	5	3.5	1.7	4.2	1.3	2.4	3.1	3.2	2.9	2.9	3.7	3.1
■ 2013/14	3.6	5.9	5.9	2.5	1	2.3	3.3	5	3.5	1.8	4.3	1.3	5.5	4.2	2.3	3.3	3.4	4.7	5.8
■ 2014/15	3.7	6.2	5.9	2.5	1.5	2.9	2.7	2.2	4.4	2	4.6	0.7	5.5	4.2	2.3	3.6	3.4	4.7	5.8
■ 2015/16	3.1	5.1	9.6	2.5	1.5	2.9	2.6	2.2	4.4	2.2	4.6	0.7	2.9	2.3	2.6	3.4	1.1	2.3	0.7

% B Road Network in Poor Condition



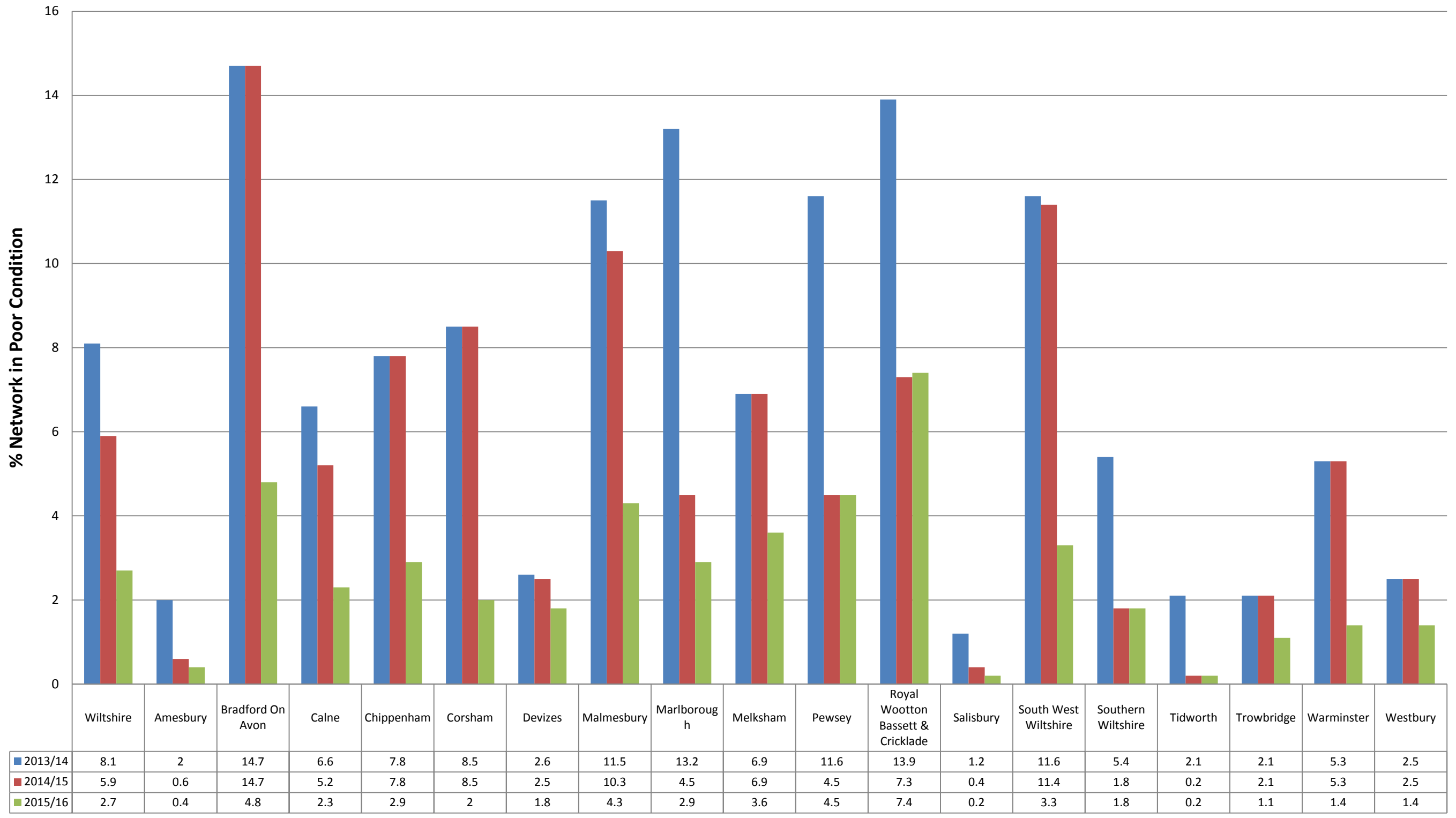
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	5	3.9	6.7	0	7.8	3.9	4.8	5.4	4.8	2.4	8.4	7	0	1.5	8.8	0	10.6	2.2	4.5
■ 2010/11	4.9	4.2	6.4	0	8.1	1.9	5.2	5.2	4.9	3.1	8.4	8.3	0	1.2	8.3	0	9	2.3	3.6
■ 2011/12	3.9	3.8	5.1	0	6.1	1.6	4.6	4	3.3	3.3	6	6.5	0	1.2	7.6	0	6.5	2	2.6
■ 2012/13	2.9	3.2	2.9	0	4.3	1.7	3.6	3.3	1.9	2.1	3.6	4.1	0	1.3	7.1	0	3.7	1.5	1.8
■ 2013/14	3	3.8	3	0	4.1	2	3.9	3.6	2	4.7	3.2	3.9	0	1.4	8.1	0	3.1	2	2.1
■ 2014/15	3.4	5.1	3.1	0	4.2	1.1	4.4	4.3	1.9	2.8	1.4	4.8	0	1.9	8	0	3.1	2	2.4
■ 2015/16	3.4	5.3	5.7	0	4.3	0.9	4.1	4.6	1.7	2.8	2.3	5	0	2.5	7	0	2.6	1.4	2.1

% C Road Network in Poor Condition



	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
2009/10	8.3	5	14.4	9	10.4	7.9	6.7	17.4	4.6	5.5	7.6	10	11.8	6.4	7.5	6.8	2	1.6	4.9
2010/11	7.4	3.2	14.4	8.7	10.4	7.9	6	15.3	4.6	5.5	5.2	7.7	7.1	6.5	4.9	6.6	2	1.6	4.9
2011/12	6.6	3	11.2	6.2	7.1	4	4.1	12.6	4.6	5.3	5.2	7.9	7.2	8.8	4.9	6.6	3.4	1.3	2
2012/13	5.2	0.9	11.3	6	6.7	4	3.4	10.9	1.6	5.3	3.2	6.1	5.7	7.8	1.7	1.3	3.4	1.3	2
2013/14	5.9	0.8	8.9	9.3	8.7	6.5	4.3	11	1.6	4.7	3.2	5.8	5.7	8.8	1.7	1.3	2.7	2.8	6
2014/15	6.2	1.7	8.9	9.4	8.6	6.5	4.6	12.2	2.4	4.7	3.6	6.1	3.2	8.9	1.6	2.5	2.7	2.8	6
2015/16	4.7	1.6	5.7	6.5	5.2	3.6	4.7	10.6	2.4	4.3	3.6	5.9	3.2	5.1	1.6	2.5	3.9	1.1	4.1

% Unclassified Road Network in Poor Condition



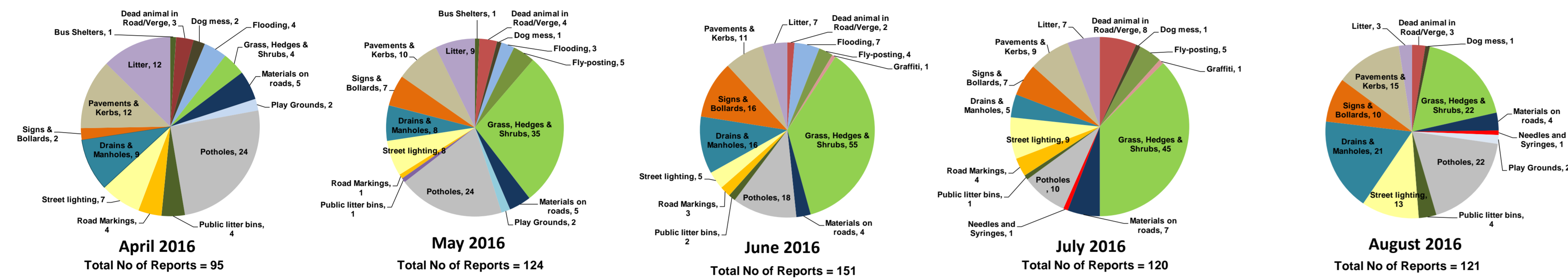
Appendix B: My Wiltshire Statistics



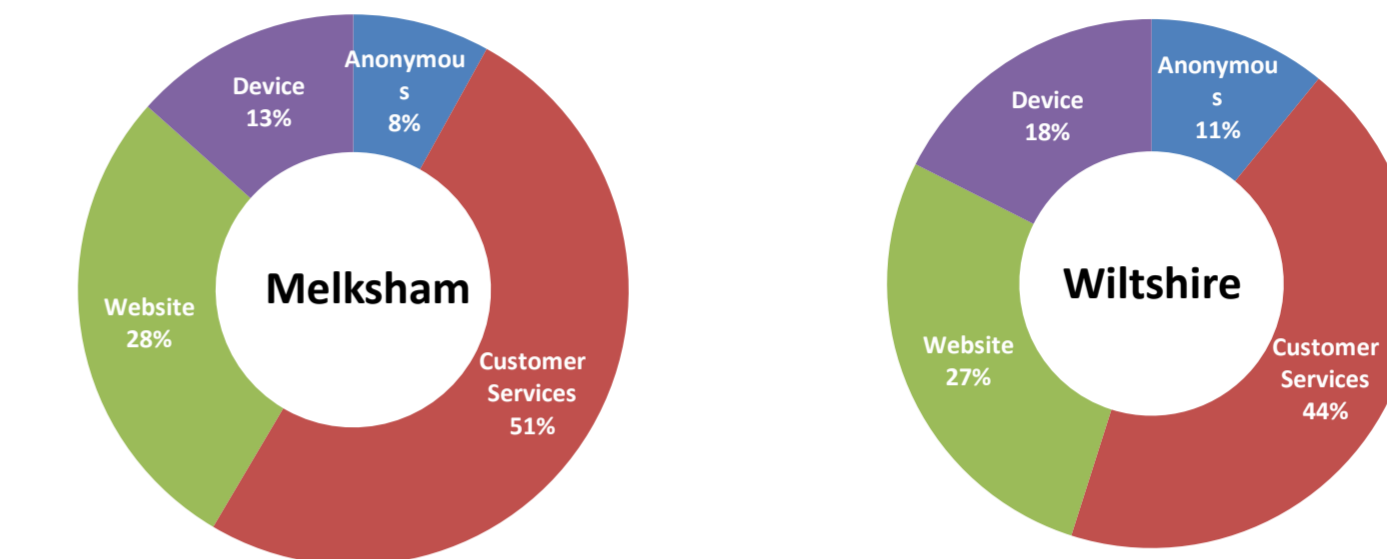
Melksham Area Board



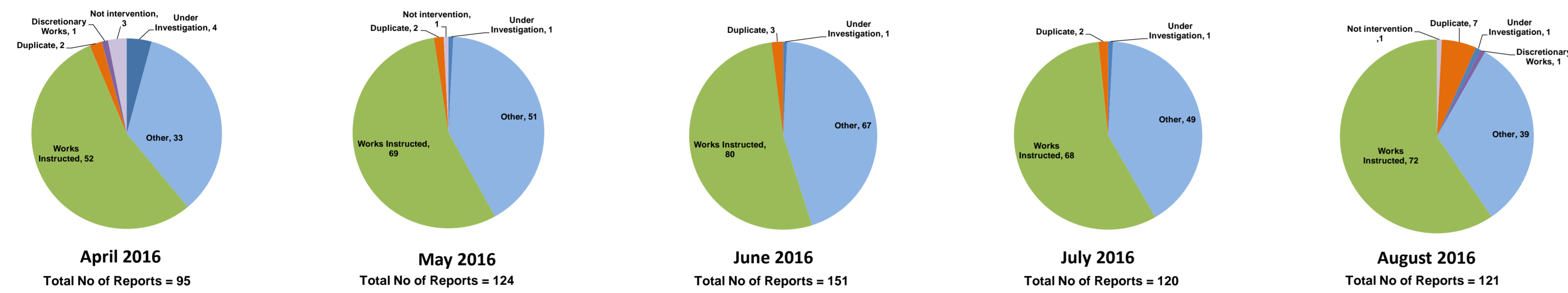
Customer Reported Issues



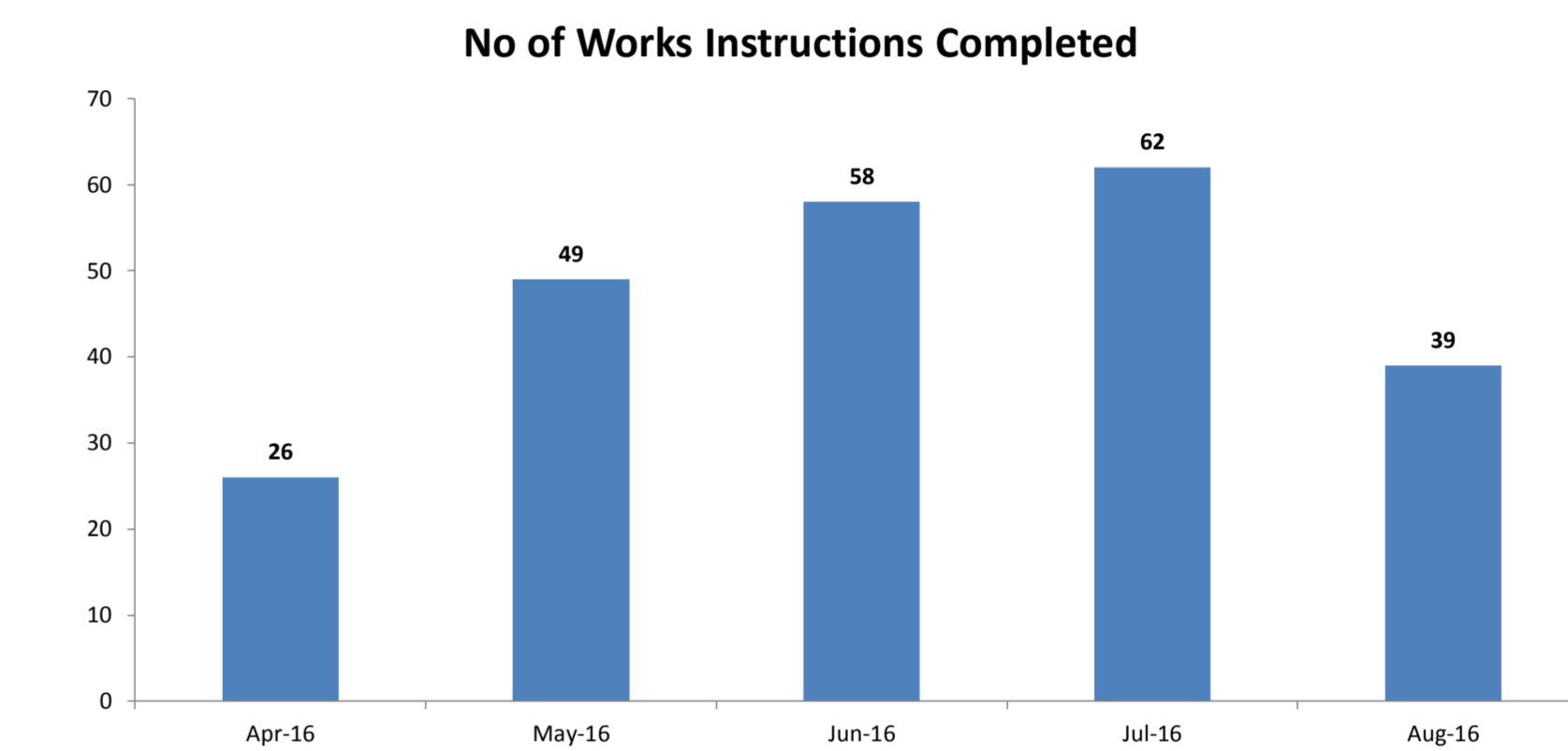
Reporting Channels



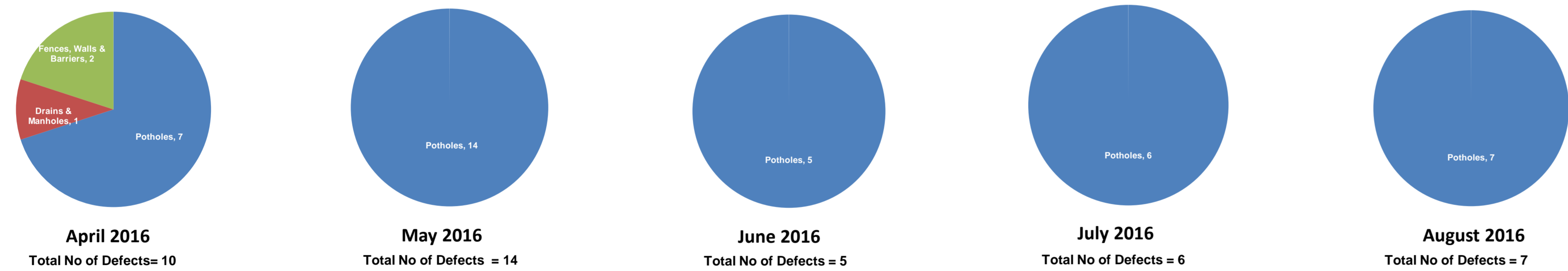
Customer Call Outcomes



Completed in Month



Safety Inspections



APPENDIX 2

Road	Melksham	Recommended Treatment	Estimated Length (m)	Est Area of Site (m²)
A361	A361 Seend Bends north of Baldham Bridge	Retexture	100	500
A361	A361 The Strand	Retexture	150	600
A350	A350 Beanacre at Halfway Farm	Retexture	170	646
B3107	B3107 Bradford Rd at Melksham Lane	Retexture	100	500
B3107	B3107 Melksham Rd at East Lane	Retexture	70	238
B3107	B3107 Melksham Rd at Mill Lane	Retexture	280	952
B3107	B3107 Melksham Rd at Old Milestone Nursery	Retexture	100	340
B3353	B3353 Corsham Road Whitley at First Lane & Middle Lane	Surfacing	200	1,280
C226	Seend Cleeve	Surface Dressing	835	4,115
C20	C20 Bell Hill Seend at Inmarsh Lane	Retexture	100	590
C165	New Road Melksham	Recycling	1,195	5,280
C395	Semington Road, Melksham	Surfacing	99	659

Road	Melksham	Recommended Treatment	Estimated Length (m)	Est Area of Site (m ²)
UC	Coronation Road, Melksham	Reconstruction	337	2,497
UC	Ruskin Avenue, Melksham	Reconstruction	331	1,797

MELKSHAM COMMUNITY AREA TRANSPORT GROUP (CATG)

NOTES OF THE MELKSHAM COMMUNITY AREA TRANSPORT GROUP (CATG) MEETING HELD ON 19 JANUARY 2107 AT MELKSHAM FIRE STATION.

1 **Note Tracker**

Please refer to the attached Note Tracker.

If you have any questions about the attached Note Tracker please contact:

e-mail: georgia.tanner@wiltshire.gov.uk

This page is intentionally left blank

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Melksham CATG - Date of meeting: 19th January 2017			
1.	Attendees and apologies			
	Present: Apologies:	Roy While, Mark Stansby, Spencer Drinkwater, Pat Aves (Melksham TC), Mary Jarvis (Broughton Gifford), Thelma Carr (Seend), Andy Cadwallader, Alan Lee (Atworth), Alan Baines (MWPC), Jon Hubbard (Melksham TC)		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 16 th November 2016. Alan Lee asked if the link for the 'Guide to the cost of highway works' document by Highways. Link is http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/costwiltshighwaysworks.htm	CATG to note.	
3.	Financial Position			
		Finance sheet was presented. Current Balance = £11,479.77	Area Board to note. Scheme 3991 in Atworth has come in under budget £530. Cllr Roy While suggested that we offer the savings to the parish who have made a significant contribution to this project. All agreed with this approach.	Highways to invoice

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

4.	Top 5 Priority Schemes			
a)	Seend High St – Traffic management features at narrow section	The sign suppliers have revisited the site with highways. Adjustments to the sensors and timings have been made. Highways now content with their operation. Awaiting confirmation from Parish Council that all is in order.	Parish have provided confirmation that the signs are working effectively and are pleased with their effectiveness. To recommend to the Area Board that this is closed.	
b)	Melksham Snowberry Lane – new bus shelter	Council legal team have been liaising with Hallam, the Agent for the Land Owner. Cllr Hubbard to liaise with the Agent and report back to CATG.	Still chasing. Area board to note.	Cllr Hubbard
c)	Melksham Kenilworth Estate – 20mph speed limit	Revised Estimate now £7,500. Scheme to be implemented in two phases. Phase 1 – signs, Phase 2 road markings and coloured surfacing. Town Council have agreed to increase their contribution to £2,000. Signs to be installed by 27 January when Legal Order comes into force. Construction pack for surface treatment and road markings issued – completion anticipated at end of financial year.	Area Board to note.	
d)	3715 Melksham Tower Rd - Devonshire PI shared use footpath link.	Cost of construction estimated at £8,974.97, inclusive of legal fees. Town Council to fund £3,000, CATG £6,000. Work commenced on 9 January for anticipated period of 10 days.	This has been completed. Accounts to be settled. Area Board to note.	Highways to invoice
e)	3843 Drop Kerbs, Corsham Rd, Whitley.	Revised estimate stands at £3,968.93. Area Board £500, CATG to fund £2,468.93 with the Parish contribution agreed at £1,000.	Area Board to note.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		Construction pack nearing completion. Build now anticipated in April.		
5.	Other Priority schemes			
a)	3991 Atworth Zebra Crossing improvements.	Awaiting upgrade of flood lighting above the crossing – Contractor has been chased.	Area Board to note	
b)	4158 Berkshire Green "Cyclists Dismount" sign.	Remedial measures now complete.	To recommend to the Area Board that this issue be closed.	
c)	4182 Drop kerb opposite De Havilland PI, Bowerhill.	Remedial actions now complete. Final account settled at £1,458.68. No additional costs to be charged to AB, CATG or PC (contributions fixed at £400 each).	To recommend to the Area Board that this issue be closed.	Highways to issue invoice.
d)	4371 Atworth Mead Park and Chapel Rise. Dropped Kerbs.	Detail design complete. Estimate stands at £2,000 and the Parish have agreed a 1/3 contribution of £667. Work substantially complete.	Area Board to note.	
e)	Issue 3895 Bus shelter outside United Reform Church, Melksham High Street	Town Council to fund new Shelter - CATG to fund demolition of existing and preparation of hard standing area estimated at £5,000. Construction pack has been issued. Work to commence on 20 January.	Bus shelter has been removed. Work should be complete by the end of the month. Area Board to note.	
f)	4532 Request from Parish Council for Berryfield Nameplate	Work complete and final account settled at £276.62. Parish contribution to be reduced to £76.62.	To recommend to the Area Board that this issue is closed.	Highways to issue invoice.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

g)	4789 – A361 Semington Roundabout – request for safe crossing point between Little Marsh and Semington	Site meeting with Parish held on 16/12/16. Preliminary design work underway.	Area Board to note.	
6.	New Requests / Issues (issues can be viewed in full from Area Board section on Wiltshire Website)			
a)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	Issue was placed on reserve list for a 20 mph assessment in 2014. MTC would like Metrocount. Cllr Hubbard to liaise with residents and report to highways.	RS to send metrocount form to Jon H, to discuss with residents and fill in form.	Rhys Schell & Cllr Hubbard
b)	4044 Speeding, C19 Ashton Common.	This is a straight section of road from Stoney Gutter past Bullen Hill Farm. 85th percentile speeds were 49.9mph with mean speed of 42mph. Results issued to Parish Council – awaiting their comments.	No further response from Parish on the issue. To recommend to the Area Board that this issue is closed.	
c)	4283 Kerb required Melksham Lane, Broughton Gifford.	Approximate cost = £5,000 to include minimum 2 day road closure. Melksham Lane is on the resurfacing list but no timetable can be given. PC to speak to the haulage company.	Parish reported that interim measures have been taken. Will be reviewed when resurfacing of the road takes place. To recommend to the Area Board that this issued is closed.	
d)	4554 Atworth Bradford Road – request to consider positioning of Children Warning Sign	Approx cost of new sign £250. PC have noted that the obstruction has been cut back and residents have not complained since. Issue parked.	To recommend to the Area Board that this issue is closed.	
e)	4680 & 4871 Melksham, Union Street – request for an “access only” Order.	A briefing note (Appendix 1) has been issued to Town Council for consideration. Town Council to comment in due course.	Area Board to note.	Town Council

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

f)	4715 Bowerhill Lancaster road, Merlin Way – request for 4 x dropped kerbs.	There are two private accesses requiring a pair of drop kerbs and also 1 pair of drop kerbs at Merlin Way (entrance to Denmans). Improvements to the surface at the entrance to Denmans would also need to be made to make this pedestrian / wheel chair / push chair / motorised buggy friendly. Day time access would need to be maintained and an uplift for out of hours working should be anticipated here. As a ball park estimate, suggest £4,000 to cover the two standard crossing points and £5,000 at the entrance to Denmans. Update from Cllr While.	To recommend to the Area Board that this issue is closed.	
g)	4719 Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate.	Two bollards and removing the “except buses” notice: £600. A more comprehensive scheme to remove all signs and posts and replace with six bollards would cost approximately £2,000. CATG agreed to support the basic solution. Town Council must pay for the comprehensive solution. Awaiting feedback from Town Council.	Still awaiting comments from the Town Council.	Town Council
h)	4776 - A350 Hagg Hill junction with C19 Common Hill – request for larger left filter lane	Awaiting comments from Parish Council.	To recommend to the Area Board that this issue is closed.	
i)	4864 – Melksham Spa Road – speeding between Market Place and New Lawns	Metrocount results showed 85 th percentile speed of 30.4 mph and average speed of 25.9 mph. This location does not meet the criteria for enforcement measures.	To recommend to the Area Board that this issue be closed.	
j)	4930 – Melksham Roundpond – parking issues	New issue supported by Town Council Site inspection has been made. Work at Blenheim Care home appears to be complete. Parking available at Blenheim at time	Spencer Drinkwater to check plans for Bleinheim House re: car parking.	Spencer Drinkwater

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>of visit. Spaces also available at rail station car park. Off-street parking by Gym was full, approximately 8 vehicles were parked opposite to gym, on-street. Parking controls can be considered to regulate on street parking.</p> <p>Next assessment of parking in Melksham anticipated during 2017/18 but changes are unlikely to be implemented until 2018/19. There is an option to fast track requests via the CATG, although the cost of advertising changes and implementation will have to be met by the CATG. A ball park estimate to process this scheme is £4,000 including legal fees.</p>		
k)	4960 – Broughton Gifford – parking issues outside of primary school	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. It is noted that this site is situated within a designated conservation area and that an updated school travel plan is under development. There is scope to physically narrow the carriageway to create a one-way priority operation. Consideration would need to be given to drainage, and upgrade of lighting and signing. Similar features elsewhere have cost up to £30,000 to design and build.</p>	Supported by CATG. To move onto the priority list. Parish/ local residents willing to make contribution.	
l)	4966 – Seend High Street – request for crossing facility at Church Walk	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. It is noted that this site is situated within a designated conservation area. Crossing from North to South is straightforward with reasonable sight lines in both directions but the view towards the west from Church walk is restricted. This could be improved by shifting the crossing point to the East by approximately 20 metres. A new footpath would be required over that length. A ball park estimate to include a pair of drop kerbs and new footway would be in the</p>	Supported by CATG. To move onto the priority list. Parish willing to make contribution.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		region of £5,000.		
m)	4975 – Steeple Ashton – request for drop kerbs	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. There are 3 crossings or 6 sets of drop kerbs required to provide a link from Homeleaze to the village centre, at Sandpits Lane, St Mary's and Butts Lane. Butts Lane features sets and not modern kerbs and is likely to be more labour intensive. A ball park estimate to for all 3 crossings would be in the region of £4,000.</p>	RS to check with Parish that they are willing to make a contribution.	
n)	5035 – A350 Beanacre, request for SLOW road markings	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. Highways content to provide 2 x SLOW markings (to be funded centrally in the next financial year), 1 for southbound as requested and 1 northbound by Bus Stop lay-by, on approach to Westlands Lane. The right hand bend (northbound) is not considered significant enough to warrant highlighting beyond the provision of the marker posts already in situ. There have been no recorded personal injury collisions on this bend in the past 6 years and there is no evidence of any recent damage to private property such as walls or fencing.</p>	This to move ahead and will be funded centrally.	
7.	Other items			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Handover of Wiltshire Council Speed Indicator Devices Issue 4533 Request for funding of new batteries for SIDs	Parish Council must submit an Invoice and covering receipts to Highways to claim the £300 from CATG. Highways have settled the invoice.	To recommend to the Area Board that this issue be closed.	
b)	Freight Management	Update from Spencer Drinkwater. Roads for consideration: <ul style="list-style-type: none"> • C19/ C219, Steeple Ashton • A365, Bowerhill/ Seend Fork • Bollands Hill, Seend • C222/ C220 Top Lane/ Purlpit Bridge, Whitley 	CATG recommends that the following roads are put forward for consideration: <ul style="list-style-type: none"> • C19/ C219, Steeple Ashton • C222/ C220 Top Lane/ Purlpit Bridge, Whitley 	
c)	Melksham, Shurnhold and Dunch Lane	A briefing note was circulated (see Appendix 2), also issued to the Town Council. Members of the CATG and Town Council were asked to consider this and feedback comments. The matter will be discussed again at the next CATG meeting in May.	The CATG will await feedback from the Town Council.	Town Council
8.	Date of Next Meeting: 11th May 2017, venue and times tbc			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Highways Officer – Mark Stansby

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 Melksham Area Board.

3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£10,949.06**

4. Legal Implications

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

5. HR Implications

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

6. Equality and Inclusion Implications

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

7. Safeguarding implications

8. Recommendations to the Melksham Area Board

To close issues: 3202 (Seend High Street), 4158 (Berkshire Green), 4182 (DeHavilland Place), 4532 (Berryfield), 4044 (Ashton Common), 4283 Broughton Gifford, 4554 (Atworth), 4715 (Bowerhill), 4776 (Hagg Hill), 4864 (Spa Road), 4533 (SIDs).

To add Issues 4960 Broughton Gifford (parking issues by school) and 4966 Seend High Street (crossing facility) to the Priority Schemes list.

This page is intentionally left blank

Briefing Note, Union Street, Melksham

Area Board Issues 4680 & 4871 - requests for "Access Only" Traffic Regulation Order / Traffic Management measures

The issue of motorists using Union Street as an alternative route to avoid the town centre has been raised with the Area Board and discussed at a recent Community Area Transport Group (CATG) meeting.

Residents are concerned about the speed and volume of traffic and have asked if an "Access only" Traffic Regulation Order (TRO) could be introduced or other traffic management measures be considered.

Background information

- The road is subject to a 30 mph speed limit.
- There is a 7.5t weight limit, with an exemption to allow access.
- There is a one-way TRO for vehicles (West to East).
- Parking controls are provided. No parking is permitted on the South side, time limited parking is available on parts of the North side.
- The road provides vehicular access to a church, public car park, various businesses and to residential properties.
- Some properties have off street parking but there is high demand for the limited number of on-street parking places from residents.
- The road is situated within the town's designated conservation area.

Proposed prohibition of motor vehicles, except for access

Whilst this might appear to be the obvious solution in reality this is unlikely to work effectively due to access requirements, not least for the public car park but also the take away food outlet. Enforcement would be difficult as vehicles would need to be observed travelling the entire length of the road without attempting to stop. It is unlikely that the Police would support such a proposal or have resources available to enforce this.

Other options

Clearly, some motorists use this road in the belief that it is the most convenient route to take. Whilst some motorists will always look to travel the shortest distance there are others who are more concerned about journey time. Options need to be considered which will make this road less attractive to use.

Review of on-street parking. The introduction of some parking on the South side of the road to create a slalom effect for through traffic may help to regulate speed. However, this type of treatment works better when there is an opposing flow of traffic and is likely to have a minimal impact here.

Provision of physical traffic management features. A scheme similar to the one provided on Forest Road would help to control speed and make the route less appealing. On the negative side, this may increase noise levels and may also cause some vibration issues as vehicles ride over these features. Schemes like this are

also relatively expensive but other CATGs have been successful in securing Substantive Funding for similar projects.

Reverse the flow of traffic. A more radical option might be to reverse the flow of the one way operation. This would almost certainly deter through traffic because of the difficulty of entering and exiting the road at each end. However, those needing access and in particular the residents would also be severely hampered by this, particularly at the Western end, the junction with Bank Street. The position of the signal controlled pedestrian crossings on Bank Street and Lowbourne would also hamper access and egress and there are obvious safety concerns to factor in against such a proposal. Extensive consultation would be needed and it is unlikely that the residents and businesses would be in favour of this. There would have to be clear evidence of significant local support for this option to prompt a feasibility study by Highway Officers.

Briefing Note, Dunch Lane, Melksham

Wiltshire Council has recently received contributions from the Shurnhold development. These contributions are to be used primarily to:-

- Upgrade the footway along the A365 to improve access to Shaw School.
- Provide traffic management measures relating to the access from Dunch Lane to the A350 (Beanacre Road).
- Provide pedestrian and cycle signing to the town centre and other key locations.

These improvements are to be for the benefit of the wider local community as well as the residents of the new development. Wiltshire Council has up to ten years to implement any changes using this funding stream.

Before we commence any preliminary work, we would like to canvass local opinion about Dunch Lane and how it might be used in the future, as part of the local road network.

Background information

- The lane is subject to a 30 mph speed limit.
- There is a 7.5t structural weight limit, with no exemption for access, due to concerns about the integrity of the bridge over the railway.
- The lane is currently closed to all motor vehicles, Monday to Friday from 8.15 to 8.45 am and again from 3.00 to 3.30 pm, imposed to create a safe route to the former school site.
- The lane provides vehicular access to residential properties on Addison Road, Northbrook Road, Southbrook Road and Dunch Lane.
- The lane also provides a link between the A365 and A350, although through traffic is not directed along this route.
- Some properties have off street parking but there is also a demand for on-street parking. There are currently no parking controls provided.
- The lane is predominantly single track at its Eastern end, from Southbrook Road to the A350.

Options to consider

- Revoke the part time closure for all motor vehicles.
- Amend the part time closure for all motor vehicles at peak times.
- Regulate on-street parking.
- Permanently close its Eastern end to all motor vehicles to prevent use by through traffic and to create a safe route for pedestrians, cyclists and horse riders.
- Introduce a one-way traffic order at the Eastern end to limit through traffic, (which way would traffic flow)?
- Do nothing in the short term except to monitor the use of the lane until the George Ward site is fully occupied.

This page is intentionally left blank

Melksham CATG expenditure 2016 / 17 as of 12/01/17

Budget £13,225 + £22,323.53 c/fwd = £35,548.53

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Seend High Street VAS	£17,750.00	£2,750.00	£17,750 plus	£17,750.00 Final
Melksham Kenilworth Estate 20 mph limit	£7,500.00	£4,167.00	£0,000.00	£7,500.00
Whitley Middle Lane dropped kerb	£3,968.93	£2,468.93	£0,000.00	£3,968.93
Atworth Bath Rd Zebra Crossing zig-zags / halos	£6,500.00	£1,750.00	£5,969.29 Final	£5,969.29 Final**
Bowerhill DeHavilland Place dropped kerb	£1,200.00	£400.00	£1,200 plus	£1,200.00 Final
Replacement batteries for SIDs	£300.00	£300.00	£280.54 Final	£280.54 Final
Melksham Tower / Devonshire shared use link	£8,974.97	£6,000.00	£0,000.00	£9,000.00
Melksham High Street – Replacement Bus Shelter	£5,000.00	£5,000.00	£0,000.00	£5,000.00
Berryfield Nameplate	£300.00	£200.00	£276.62 Final	£276.62 Final
Atworth Drop Kerbs	£2,000.00	£1,333.00	£0,000.00	£2,000.00

Totals	£53,493.39	£24,368.93	£25,476.45	£52,945.38
--------	------------	------------	------------	------------

Budget	£35,548.53
--------	------------

Projected Spend	£52,945.38
-----------------	------------

Balance	-£17,396.85
---------	-------------

** Under budget by £530.71 - consider adjusting contributions?

Contributions: See separate page

Contributions:

Seend High St VAS	£2,750.00	Seend Parish Council – invoice upon completion
Seend High St VAS	£2,750.00	Melksham Area Board – transfer upon completion
Seend High St VAS	£9,250.00	Substantive Expenditure fund
Melksham Kenilworth 20mph limit	£1,333.00	Melksham Area Board – to be collected upon completion
Melksham Kenilworth 20 mph limit	£2,000.00	Melksham Town Council – to be collected upon completion
Whitley dropped kerb	£500.00	Melksham Area Board – to be collected upon completion
Whitley dropped kerb	£1,000.00	Melksham Without Parish Council – invoice upon completion
Atworth Zebra	£3,000.00	Atworth Parish Council – invoice upon completion
Atworth Zebra	£1,750.00	Melksham Area Board – to be collected upon completion
Bowerhill DeHavilland dropped kerb	£400.00	Melksham Area Board – to be collected upon completion
Bowerhill DeHavilland dropped kerb	£400.00	Melksham Without Parish Council – invoice upon completion
Melksham Tower / Devonshire link	£3,000.00	Melksham Town Council – invoice upon completion
Berryfield Nameplate	£76.62	Melksham Without Parish Council – invoice upon completion
Atworth Drop Kerbs	£667.00	Atworth Parish Council
	Total	£28,876.62
Overall Balance	£11,479.77	



Melksham Area Board

Hello and welcome to this Community Policing report.

The New Year is well underway and over the coming months and into the future, Wiltshire Police will be continuing to develop its workforce model. The policing landscape that we face is ever more complex and challenging and within that is the reality of financial pressures that continue to present difficulties. With this in mind Wiltshire Police is committed to effective and efficient policing through making sure we have the right people with the right training in the right place. We have reinforced our efforts to embrace diversity, give everybody the opportunity to succeed and be inclusive in all we do. Ultimately, we do this to ensure that you are provided with the service that you expect.

Many of you may know that the Police and Crime Commissioner's Police and Crime Plan has been out for consultation. When finalised, it will set Wiltshire Police clear priorities and highlight opportunities for us to work to improve our service.

Over February Wiltshire Police will be involved in a number of campaigns revolving around vulnerability as well as youth engagement and will participate in three national campaigns:

- 6-12 February: Sexual Abuse and Sexual Violence Awareness Week
For further information, to find support in your local area or to find details of awareness events happening near you, please visit www.sexualabuseandsexualviolenceawarenessweek.org
- 7 February: Safer Internet Day
- 27 February: Student Volunteering Week.
This event will give us an opportunity to promote our successful Volunteer Police Cadet scheme, which currently has units in Swindon, Chippenham, Trowbridge and Salisbury.

Additionally Wiltshire Police will be attending the Wiltshire Youth Summit, which will take place at Devizes School. We are also delighted to be welcoming police colleagues from across the South West region as it hosts a regional conference for the Black Police Association in February.

As always we are grateful your feedback; Wiltshire Police is here to serve you and we always like to hear what we have done well or where you think we could improve.

feedback@wiltshire.police.uk

COMMUNITY MESSAGING

Working with our local communities, we have been developing ways to reach out to all our communities and keep everyone up to date with the latest information that matters to you in your area.

Through feedback and working with our local communities, we have developed the use of <https://www.wiltsmessaging.co.uk/> and are now sending out daily updates around crimes that matter to you in your area. This is enabling us to reach as much of our community as possible, as quickly as possible and impart any new crime prevention advice or information about incidents that may affect you in your community that we feel you need to know about.

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

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

CONTROL STRATEGY

Below is our control strategy for your reference. This focuses on where how we conduct our operational Policing based on the Police & Crime Plan. We will continue to align our resources with the threat/harm/risks presented in line with the control strategy.

- Domestic abuse / Cyber Crime / High risk offenders / High risk victims



feedback@wiltshire.police.uk

CURRENT SECTOR SERIES

Crime Exceptions are the volume of crime that exceeds the levels we would expect over a specified period. This is based on evaluation of data, over like to like periods historically.

December has shown no Crime Exceptions, with all crime types falling within the parameters that we would expect to see.

Although not an exception, as numbers still within the limits, offences of Criminal Damage rose slightly during December, compared to the previous month. This was largely due to a series of damages caused to vehicles in the Hampshire Place and Devonshire Place areas of Melksham, whereby 10 vehicles had damage caused to their tyres. Extensive house to house enquiries were conducted by local Police Community Support Officers, who as a result of the incidents, increased their patrols in the area. I am pleased to report that there have been no further incidents of this nature.

On the 9th December we reported a burglary that had occurred to a hairdressers in High Street, Melksham, whereby a vehicle that had been stolen in a dwelling burglary earlier in the evening, had been used to reverse into the shop window, allowing entry, before a number of hair products were stolen from within. The stolen vehicle was later located in North Somerset, and a suspect has since been arrested and interviewed in relation to the incident.

Our previous priority set at the Community Safety Partnership centered around antisocial behavior around the Canberra Youth Centre, and as such our local Police Community Support Officers have increased their visits to the area at the key times the antisocial behavior had been reported. I am pleased to report that there have been no recent reports of antisocial behavior and as such the priority has now been closed. Community Support Officers will continue to patrol the area, however will now focus their patrols on priorities set at the next meeting on the 09th February 2017.

Charges to Note

A theft occurred at Asda Stores, Bradford Road, Melksham during the afternoon of the 06th February 2016. As a result of enquiries Nicholas GADD, 40 years of an address in Semington Road, Melksham has been charged with theft by shoplifting (x2). He was remanded to appear before Swindon Remand Court on the 17th December 2016.

Following a disorder in High Street, Melksham during the early hours of the 22nd January, Jordan PHILLIPS, 21 years of an address in West End Mews has been charged with Assault and Possession of a controlled Class B drug (x2). He has been bailed to attend Chippenham Magistrates Court on the 23rd February 2017.

Following the stop of a vehicle in Sherwood Avenue at approximately 2220 hours on the 23rd January, Mark PULLINGER, 56 years of an address in The Friars, Melksham has been charged with Driving a motor vehicle when alcohol above legal limit, failing to provide a specimen for analysis (drugs) and possession of a controlled Class B drug. He has been bailed to attend Chippenham Magistrates Court on the 09th February 2017.

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

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

Community Coordinator Pc 2446 Charly Chilton : charlotte.chilton@wiltshire.pnn.police.uk

Deputy Sector Head Ps 1801 Louis McCoy : louis.mccoy@wiltshire.pnn.police.uk

Sector Head Insp 2517 James Brain : james.brain@wiltshire.pnn.police.uk

feedback@wiltshire.police.uk



Melksham Area Board Report

February 2017

Dementia Action Alliance

Since May 2016 the Service has engaged with Alzheimer's Support (Wiltshire) who have run sessions for teams all over the county, making around 180 'Dementia Friends' of Fire Service, front line, Operational Staff.

The Service has also signed up to the Dementia Action Alliances in Calne, Bradford on Avon, Devizes, Salisbury, Royal Wootton Bassett as well as Melksham. So if we can be of any help, particularly in assisting people to remain safe in their own homes, please contact us.

Check out our actions here:

http://www.dementiaaction.org.uk/members_and_action_plans/6102-wiltshire_fire_and_rescue_service

Safe and Well Advisors

The Melksham area has a Fire Service '**Safe and Well**' advisor to undertake the new Safe and Well visits, advising people in their homes. The Service would be keen to explore the link between our **Safe and Well advisors** and **Health and Wellbeing** activities across the Devizes area. This seems a logical step towards joint working and information sharing in order to protect the most vulnerable members of our community.

My contact details are at the bottom of this report, I'd be happy to discuss the matter further.

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

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you

PROTECT



- Identifying and discussing any further support the occupier may need

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/> to book one.

Chimney Safety

The Service would like to remind residents about chimney safety and getting your chimney swept. This is particularly important if you have a thatched roof.

These types of fire can be particularly devastating for thatched property owners if a fire occurs. Unless swift action is taken, to either stop the fire or save the house contents, significant loss can occur.

There is specific safety advice on our new website for thatch owners - <http://www.dwfire.org.uk/safety/thatched-properties/>

In any case, our general advice is to ensure you get your chimney swept regularly, particularly if you burn wood as a fuel and always ensure the fire is out before going to bed.

Incidents (01/12/2016 to 31/01/2017)

- Two fires in domestic premises following cooking. (Hot-strike carried out by crews)
- One fire in domestic premises involving candles and Christmas decorations
- Two chimney fires
- Two car fires
- Four Fires in Commercial premises (being dealt with by Business Fire Safety Department)
- One Fire involving garden waste and bench adjacent to domestic garage

Please make sure that, when cooking, items are not left unattended on the cooker.

Ensure you regularly test your smoke alarms.

PROTECT

PROTECT



Want to become a firefighter ?

Or know someone who does?

On-call Firefighters provide a part-time service around other commitments. They let us know when they are available and respond to emergency call outs.

To find out more about the role please visit the 'Working for us' pages of our website or drop into the station on a Monday, at 7pm, for a chat.

Jack Nicholson GIFireE
District Commander. Devizes, Melksham and Calne

Dorset & Wiltshire Fire and Rescue Service
Telephone: 01722 691 242
Mob. 07809 548048

Email: jack.nicholson@wiltsfire.org.uk
Web: www.dwfire.org.uk

PROTECT



Area Board Update - January 2017

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

Listening to children and young people

What better way to find out what children and young people think about health and care services than by inviting them to speak to a specially trained ‘young listener’? During 2016 Healthwatch Wiltshire worked with Youth Action Wiltshire on this innovative approach to engagement. A team of Young Listeners were supported to find out about what it is like to be a young carer, live with a special educational need, or with mental ill-health. We plan to build on the work with the Young Listeners in 2017 looking specifically at mental health and school health services. Find out more here: www.healthwatchwiltshire.co.uk/project/young-listeners/

The first ever Wiltshire Youth Summit is taking place in February. It is being planned and delivered by a team of young people working with Wiltshire Council, Healthwatch Wiltshire and Wiltshire Police, delivered in partnership with Devizes School and Wiltshire Community Foundation. Representatives are invited from all of Wiltshire’s secondary schools, special schools and colleges. It promises to be an exciting day giving delegates the opportunity to meet young people from all parts of the county, express their views on a range of issues linked to health, wellbeing, and safety and speak directly to the decision-makers.



Your Care Your Support Wiltshire (YCYSW)

Your Care Your Support Wiltshire is focused on continuous improvement. The team at Healthwatch continue to have a two-way conversation with our users. We help our community understand how to use our site, how to interact with our content and how to use the internet to solve their problems. In doing so we learn how real people approach the internet, their search for resolutions to the issues they face, and how they plan to maintain their health and independence at home. We feed this information back into our site design and content provisioning.

We have added 70 new directory entries this month, and will be adding these to pre-prepared Area Guides. New pages are coming about End of Life Care and older pages are being refreshed. The community of site users is growing, with 1000 page views on busy days, 24% of which are from users on mobile or tablet devices, 76% from desktop devices. Most of our users come from organic search, referral or direct to the site; so we might be doing more on social media during 2017.

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk



Your local information and support site for Health and Social Care

www.yourcareyoursupportwiltshire.org.uk

Update for Melksham Area Board

Name of Parish/Town Council	MELKSHAM TOWN COUNCIL
Date of Area Board Meeting	8 February 2017

Headlines/Key successes

Budget Setting

At a Town Council meeting on 16 January 2017, Councillors unanimously resolved that budgeted expenditure for 2017/18 be set at £780,485, with a precept requirement of £600,115. This represents an increase of 21.45% or £20.40 on the equivalent Band D charge which will increase from £95.09 to £115.49 per annum.

This increase reflects the current economic climate which has seen Wiltshire Council declare its intention to withdraw from or reduce its delivery of a variety of community services given the lack of available funding. In setting its budget and precept requirement for the 2017/18 financial year, the Town Council has attempted to offset some of the effects of Wiltshire Council's decisions that will impact upon our community and enhance the services provided.

This includes £20,000 for additional street cleaning services; £10,000 to finance supplementary grass cutting in King George V Park and the Cemetery where the frequency of grass cutting provided by Wiltshire Council is considered to be inadequate; £10,000 to repair and install new equipment in play areas within the town; an additional £5,000 for grants funding to support the work of community and voluntary groups; £3,000 to fund sporting activities for children during the summer holidays; and £3,600 to finance the care and maintenance of the town's superb floral displays.

In addition, the Town Council recognises that the Assembly Hall requires significant investment to enable its redevelopment as a valued community asset and resource located at the heart of the community it serves. Acknowledging the key role it plays as part of the social and recreational fabric of the town by promoting and hosting an eclectic mix of events and activities, the Town Council has made provision to meet the future financial challenges associated with redeveloping the Hall and thereby enhancing the social and recreational offer that it provides.

The Town Council regrets the need to increase the council tax burden on local residents but the revised precept seeks to ensure that it can meet the additional financial demands associated with this increased service provision and the redevelopment of the Assembly Hall whilst remaining on a viable and sustainable footing that will ensure that it is able to operate effectively in the future.

Market Place Redevelopment

The Town Council have recently had the opportunity to consider street furniture requirements as part of the new Market Place redevelopment scheme which is now underway and looks forward to the redeveloped Market Place coming to fruition.

Update for Melksham Area Board

Projects

Assembly Hall

The Assembly Hall has a full calendar of events for the spring including the Three Degrees; Abba Mania Night; The Smyths; The Barron Knights as well as many other exciting events.

The Assembly Hall are pleased to now offer customers the opportunity to buy tickets on-line.

Lewington Close Play Area

Melksham Town Council will take over the management of the new play area in Lewington Close. Following concerns regarding litter in the area, Melksham Town Council have recently installed a litter bin installed in this location to try and alleviate concerns.

Visit Wiltshire

In order to attract more visitors to the area, Melksham Town Council have agreed partnership status with Visit Wiltshire for 2017 with Melksham and the surrounding area being included in the 2017 edition of Visit Wiltshire, this initiative has been jointly funded Melksham Without Parish Council who have contributed 50% of the costs.

Forthcoming events/Diary dates

- 10 March – Mayor's Reception
-

Signed: Steve Gray, Town Clerk

Date: 31 January 2017

Update for Melksham Area Board

Name of Parish/Town Council	Melksham Without Parish Council
Date of Area Board Meeting	8 February 2017

Headlines/Key successes

- Refurbishment of Berryfield and Kestrel Court play areas; including request of Bowerhill Primary School council for extra basketball hoop at Kestrel Court (devolved service from Wiltshire Council of these play areas)
- SID (Speed Indicator Device) successfully being relocated between Melksham Without, Melksham Town and Atworth parishes every 14 days at proven speeding sites (eligible metrocount)
- Melksham Without Parish Council have taken over responsibility and cost of cleaning all Wiltshire Council bus shelters in the Parish (8no) on a regular basis (every 3 months)
- 8 sessions of Training held across the parish to accompany the Community Access Defibrillators installed in the Summer resulting in 92 residents, local businesses, councillors and council staff being trained
- Continued joint working on Melksham Neighbourhood Plan.
- Initiated new opportunity for Clerks of the Parish and Town Councils in the Melksham Community Area to meet every 2 months to share information/best practice informally (opportunity the alternate month to meet with the SLCC Wiltshire Branch)
- The Parish Council set the Precept for 2017/18 at £178,000 which is £43,000.27 less than in 2016/17, a decrease of 19.5%. The contribution of an average Band D household is £70.19, a rise of £1.25 (10p per month) an increase of 1.81% on last year. The Council agreed that although there was a loss of Precept Income from the movement of 733 houses out of the parish (some £46,000 less), it had not reduced the Parish Council's liabilities in any way and therefore there would have to be an increase to the average Band D payment just to reach a "standstill" position. The Council had taken on a lot of additional responsibility in the last year (Wiltshire Council play areas, cleaning of bus shelters including those of Wiltshire Council, supporting public toilets in town and the decision to take on the ex George Ward playing fields in the Parish) and had been restrained in its planned Expenditure for 2017/18.
- The Council's facebook page is [Melksham Without Parish Council](#) or for additional community news find and friend request [Teresa Strange \(Clerk to Melksham Without\)](#). On Twitter the Council's account is [@melkshamwithout](#)

Update for Melksham Area Board

Forthcoming events/Diary dates

- Annual Parish Meeting on Mon 27th March, 6.30 for refreshments for 7.00pm start, including grant cheque presentations to local groups

- Neighbourhood Plan public consultation event Thurs 9th February 6-8pm at Melksham Rugby Club

- **SAVE THE DATE:** Following the successful Seniors Community Day held in June, the Parish Council will be supporting a similar event being held on Sat 22nd April 10am – 3pm at Melksham Assembly Hall where local groups and organisations will be able to showcase their services and activities to the residents

Signed: Teresa Strange, Clerk

Date: 30th January 2017

Melksham Seniors February 2017

Delighted to see so many new members joining in our widening range of activities and such a fantastic public turnout for our public meeting 25/1/17 on the new local STP plan for Care and Health.

It clearly demonstrated the keen interest in the community to working in partnership to improve our local Care and Health structure, Though disappointing that there were only two members of the Area Board present for such an important meeting, There will be further feedback on the subject in the coming month.

There are many other key meetings and activities planned for the coming months, On the 6th February we have our first Monday in the month activity club meeting 1.30pm at the Forest community centre. On the third Monday 20th February at 1.30pm the Seniors will be meeting at the Assembly Hall for our film matinee, this month we are showing by special request the great classic Love is a Many-Splendored Thing, There will also be an opportunity for members to discuss future programmes and their suggestion and ideas for other activities to overcome loneliness.

Other important events in the pipe line is the live Musical production of Scam- Busters on the 20th March in the Assembly Hall, in conjunction with Wiltshire Council Public Protection team.

Then in April in addition to our monthly Activity Club and Film matinee, we shall be hosting a major event on Saturday the 22 April in the Assembly Hall where we are hosting a Community Day with Melksham Town Council. This is when all the local organisations and service providers that have any affinity with the over 50's are offered the opportunity to have a stand to promote their wares to the wider community. More information will be available in the coming weeks. We invite all the local organisations to make a special note of the date.

A number of people have approached us with the suggestion of inviting speakers and round table discussions say once a quarter, it is a worthy suggestion which will be considered along with other calls for Groups for Whist, IT training and 3 or 4 Cookery and Baking classes for males and females. We are now holding small but regular film matinees along with an invited speaker in the villages and Sheltered housing schemes. The next one is at Kestrel Court, Bowerhill on Monday 27th February

Brian Warwick
Chair, Melksham Seniors

TransWilts

* Most rail fares to / from Melksham rose marginally in line with inflation at the beginning of January - 10p or 20p on local journeys which still represent excellent value. The return fare on the 08:49 from Swindon to Melksham has fallen by £2.40 as off-peak tickets are now accepted for this journey - and that should be very attractive to staff coming to work at Melksham businesses and to day visitors - the first train off peak didn't previously arrive until 11:13 on Monday to Friday

* At the previous area board, Jason Salter (head of public transport at Wiltshire Council) promised no cuts to Melksham's supported bus services in the 2017/18 financial year and this was hailed as good news. We have however learned of significant cuts from 6th February - that's prior to the 2017/18 year - to routes 14 and 15. For example, the no. 15 which served Thyme Road (stop for the new Rugby and football fields at which the area board is meeting) is cut. Only 2 journeys pick up there on Saturdays now (previously 6) - and Saturday looks like the busiest day in the calendar for rugby and football.

* Melksham Rail User Group meets at 17:30 on 24th February at Melksham Town Hall. All welcome. We will be looking forward to developments and potential developments at Melksham Station in the light of area board and public support and continued massive growth in passenger numbers, which are giving rise to trains that are very full indeed. The improvements cannot come soon enough.

Chamber of Commerce

Hugely successful meeting hosted in December at Well House Manor, where the various event-running organisations got together to co-ordinate dates for 2017, and to set up a pool to share event equipment.

Concern at the removal of suitable places for customers of King's Street takeaways to pick up, and of removal of spaces at Melksham House which mean that staff working in Melksham businesses may have considerable extra expense that's very tough on low wages. Noted that this removal of spaces coincides with major cuts to the no 15 and north east section of the no. 14 bus just at the time that co-ordinated marketing could have been attracting more passengers.

Next chamber meeting at Well House Manor on evening of 7th February - secretary is Phil McMullen

Graham Ellis

Report to	Melksham Area Board
Date of Meeting	08/02/2017
Title of Report	Community Area Grant funding

Area Board Grants Budget			
Opening balance 2016/17	Spend to date	Current balance	Balance if all grants are agreed in Feb 17'
£49,655.70	£39,765.00	£9,890.32	-£3,254.90

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Atworth Village Hall and Recreation Ground Committee Project Title: Atworth Village Hall - New Kitchen View full application	£5000.00
Applicant: Broughton Gifford and Holt Scouts Project Title: Broughton Gifford Scout Hut Improvements View full application	£2074.92
Applicant: Broughton Gifford and Holt Scouts Project Title: Broughton Gifford Scouts Hut Kitchen Renewal View full application	£1500.00
Applicant: Bowerhill Residents Action Group Project Title: Bowerhill Residents Action Group picnic area notice board View full application	£390.80
Applicant: MELKSHAM UKULELE SOCIAL CLUB Project Title: Melksham Ukulele Social Club new Microphones View full application	£250.00

Applicant: Melksham Air Cadets Project Title: Chairs and Tables for Melksham Squadron ATC View full application	£941.10
Applicant: Melksham Country Dancers Project Title: Melksham Country Dancers View full application	£936.00
Applicant: BACK ON TRACK -STROKE REHAB SERVICE Project Title: Back On Track -Vocational Rehab Project View full application	£676.00
Applicant: Bulkington Parish Council Project Title: Improvement of war memorial site View full application	£550.00
Applicant: South West in Bloom Melksham Project Title: South West in Bloom Litter Picking View full application	£826.40

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
1412	Atworth Village Hall and Recreation Ground Committee	Atworth Village Hall - New Kitchen	£5000.00
<p>Project Description: The existing kitchen must have been installed back in the sixties and over time the equipment have worn out and not replaced. We need to bring the kitchen back to a modern standard with proper equipment including a double sink cookers fridges etc. We would like to make the hall available for weddings cookery class's lunch clubs etc. but without a kitchen fit for purpose we cannot do this. A modern kitchen would also help provide the equipment for existing users who can currently only make teas and coffees and cannot offer any additional food for their users.</p> <p>Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria</p> <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2240	Broughton Gifford and	Broughton Gifford Scout Hut	£2074.92

	Holt Scouts	Improvements	
Project Description: Our ageing hut is in need of attention in repairs to the exterior cladding and improving the hardstanding outside.			
Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
2256	Broughton Gifford and Holt Scouts	Broughton Gifford Scouts Hut Kitchen Renewal	£1500.00
Project Description: The kitchen in our aged hut is showing its age and approaching a condition that is no longer hygienic or fit for purpose. We wish to replace the cupboards work surfaces sink taps flooring and cooker. We would also like to install an instantaneous boiling water tap to remove the need for the large urn of boiling water we use for fundraising events.			
Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
2224	Bowerhill Residents Action Group	Bowerhill Residents Action Group picnic area notice board	£390.80
Project Description: BRAGs current notice board was a cheap board installed in 2010 when we started the project and it has discoloured and deteriorated. It now looks out of place compared with the smart information lecterns that we have erected here. South West In Bloom judges commented on the state of the notice board this year when judging our entry. The new board will come from the same suppliers of the lecterns and will match. It will be weatherproof and be an asset to the picnic area.			
Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
2214	MELKSHAM UKULELE SOCIAL CLUB	Melksham Ukulele Social Club new Microphones	£250.00
<p>Project Description: Purchase of microphones and stands to enable gigs to be played in the community</p> <p>Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2221	Melksham Air Cadets	Chairs and Tables for Melksham Squadron ATC	£941.10
<p>Project Description: Melksham Sqn is in need of additional school bucket type chairs after expanding our numbers. We also need some new foldable school type plastic tables. Looking to purchase an additional 20 bucket seats and 7 tables.</p> <p>Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2191	Melksham Country Dancers	Melksham Country Dancers	£936.00
<p>Project Description: Replacement of sound equipment</p> <p>Input from Community Engagement Manager: The grant application meets the 2016/17 grants criteria</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2248	BACK ON TRACK - STROKE REHAB SERVICE	Back On Track - Vocational Rehab Project	£676.00
<p>Project Description: Back On Track - Stroke Rehab Service provides long term rehabilitation for young</p>			

Stroke Survivors in Wiltshire. We run a 11 Home Visiting Service providing information and advice and a Stroke Support Service for young working age Stroke Survivors supporting them to re-learn skills access Rehabilitation Activities and attend Courses to work towards regaining their independence. We are going to start a Vocational Rehab Project that will support clients to find Volunteering Work Experience and hopefully eventual Re-employment. We are asking the Area Board if they could fund four Ipads to be used at this group to enable the clients to search for information apply for Volunteering and Work Experience opportunities and to be supported to complete Job Applications.

Input from Community Engagement Manager:

The grant application meets the 2016/17 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2222	Bulkington Parish Council	Improvement of war memorial site	£550.00

Project Description:

Phase 1 of commemorating the end of WW1 in 2018 the removal of a rotten ivy and bramble-clad tree stump very close to the present war memorial and restoring the site of this stump to grass prior to the installation of a granite memorial tablet.

Input from Community Engagement Manager:

The grant application meets the 2016/17 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2253	South West in Bloom Melksham	South West in Bloom Litter Picking	£826.40

Project Description:

There are groups of volunteers who pick litter around Melksham and there are monthly Tidy Town Days. At the moment equipment from the Town Hall is used but there often isnt enough for the amount of people who would like to help. We would like to purchase some litter picking equipment to support volunteers in keeping Melksham tidy.

Input from Community Engagement Manager:

The grant application meets the 2016/17 grants criteria

Proposal

That the Area Board determines the application.

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

Report Author:

Rhys Schell

Community Engagement Manager

01225 716752

Rhys.Schell@wiltshire.gov.uk

Grant Applications for Melksham on 08/02/2017

ID	Grant Type	Project Title	Applicant	Amount Required
1412	Community Area Grant	Atworth Village Hall - New Kitchen	Atworth Village Hall and Recreation Ground Committee	£5000.00
2240	Community Area Grant	Broughton Gifford Scout Hut Improvements	Broughton Gifford and Holt Scouts	£2074.92
2256	Community Area Grant	Broughton Gifford Scouts Hut Kitchen Renewal	Broughton Gifford and Holt Scouts	£1500.00
2224	Community Area Grant	Bowerhill Residents Action Group picnic area notice board	Bowerhill Residents Action Group	£390.80
2214	Community Area Grant	Melksham Ukulele Social Club new Microphones	MELKSHAM UKULELE SOCIAL CLUB	£250.00
2221	Community Area Grant	Chairs and Tables for Melksham Squadron ATC	Melksham Air Cadets	£941.10
2191	Community Area Grant	Melksham Country Dancers	Melksham Country Dancers	£936.00
2248	Community Area Grant	Back On Track - Vocational Rehab Project	BACK ON TRACK - STROKE REHAB SERVICE	£676.00
2222	Community Area Grant	Improvement of war memorial site	Bulkington Parish Council	£550.00
2253	Community Area Grant	South West in Bloom Litter Picking	South West in Bloom Melksham	£826.40

ID	Grant Type	Project Title	Applicant	Amount Required
1412	Community Area Grant	Atworth Village Hall - New Kitchen	Atworth Village Hall and Recreation Ground Committee	£5000.00

Submitted: 16/07/2015 00:05:17

ID: 1412

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Atworth Village Hall - New Kitchen

6. Project summary:

The existing kitchen must have been installed back in the sixties and over time the equipment have worn out and not replaced. We need to bring the kitchen back to a modern standard with proper equipment including a double sink cookers fridges etc. We would like to make the hall available for weddings cookery classes lunch clubs etc but without a kitchen fit for purpose we cannot do this. A modern kitchen would also help provide the equipment for existing users who can currently only make teas and coffees and cannot offer any additional food for their users.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

Sn128JY

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

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

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

12/2015

Total Income:

£19604.78

Total Expenditure:

£11381.45

Surplus/Deficit for the year:

£8223.33

Free reserves currently held:**(money not committed to other projects/operating costs)**

£1330.66

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

We try to keep in reserve between 12 to 18 months for hall maintenance invoices. We also have a lot of other project we are working on to update the village hall to a modern standard. All this takes a lot of money which we do not have. The income seems high, but have already raised approx. £5900 towards the kitchen project which is included in our income figures. We are trying to think of events that may bring in additional funds but the amount of money required to bring up the hall to a decent standard is large.

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

10b. Project Finance:

Total Project cost		£14125.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Work carried out by one company	12875.00	Grants received from BHCT	yes	5300.00
Provision for new electric supply	500.00	Grant from Parish Council	yes	3000.00
Provision for Floor Finishes	750.00	Money from Atworth On Show	yes	300.00
		Atworth Village Fete	yes	611.00

Total **£14125** **£9211**

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

No

12. If so, which Area Boards?

Melksham

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

The whole community will ultimately benefit from the new kitchen. We have several groups who uses the hall on a regular basis. these are as follows History group Short mat Bowls Keep Fit Pilates Over 55s Brownies Guides W.I. and the local Parish Council. Many local people either use the hall in one or more of the above groups or use the hall when events are put on. With a new kitchen we will be able to offer the new facility to existing users and new services we will also attract new users which will bring in additional funds which we can use on other items within the hall and the wider community.

14. How will you monitor this?

Resident Surveys. Satisfaction surveys from single use users and surveys from regular user groups.

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

The project will either stop until we either obtain funds from donations other fund providers fund raising event etc. This said it will put back the project until funds are available which will be at least until next year.

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

We have several project on the go at this time but we are treating this as a standalone project.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):**And finally...**

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

2240	Community Area Grant	Broughton Gifford Scout Hut Improvements	Broughton Gifford and Holt Scouts	£2074.92
------	----------------------	--	-----------------------------------	----------

Submitted: 07/01/2017 23:06:55

ID: 2240

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Broughton Gifford Scout Hut Improvements

6. Project summary:

Our ageing hut is in need of attention in repairs to the exterior cladding and improving the hardstanding outside.

7. Which Area Board are you applying to?

Melksham

Electoral Division**8. What is the Post Code of where the project is taking place?**

SN12 8LX

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

Children & Young People
Health, lifestyle and wellbeing
Heritage, history and architecture
Inclusion, diversity and community spirit
Recycling and green initiatives
Safer communities
Sport, play and recreation
Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

02/2016

Total Income:

£5000.00

Total Expenditure:

£5000.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£5000.00

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

We are proposing to match-fund the grant application using up all but a small float of our current reserves in the process.

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

10b. Project Finance:

Total Project cost		£4149.85		
Total required from Area Board		£2074.92		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Exterior cladding repairs	1249.45	Our reserves	yes	624.73

Concrete outside area	2900.40	Our reserves	yes	1450.20
Total	£4149.85			£2074.93

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

No

12. If so, which Area Boards?

Melksham

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

Broughton Gifford and Holt Scout Group have been providing development opportunities for young people in the local area for 103 years and we currently have 105 6-18 year olds in our group. We are looking at maintaining the fabric of our meeting hut which is now more than 70 years old as well as providing concrete to our outside space to enable it to be fully used all year round.

14. How will you monitor this?

The benefits of the hut repairs will be immediately obvious in enabling our increased numbers to operate comfortably with groups working inside and outside the hut simultaneously. This will allow us to offer a greater range of activities and to work more easily in smaller groups where appropriate.

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

na

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

na

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

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

And finally...

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

2256	Community Area Grant	Broughton Gifford Scouts Hut Kitchen Renewal	Broughton Gifford and Holt Scouts	£1500.00
------	----------------------	--	-----------------------------------	----------

Submitted: 14/01/2017 17:12:21

ID: 2256

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Broughton Gifford Scouts Hut Kitchen Renewal

6. Project summary:

The kitchen in our aged hut is showing its age and approaching a condition that is no longer hygienic or fit for purpose. We wish to replace the cupboards work surfaces sink taps flooring and cooker. We would also like to install an instantaneous boiling water tap to remove the

need for the large urn of boiling water we use for fundraising events.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 8LX

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Recycling and green initiatives

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

02/2016

Total Income:

£5000.00

Total Expenditure:

£5000.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£5000.00

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

This is part of a wider schedule of improvements to the hut which will have depleted our current reserves. We plan to match fund the grant.

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

10b. Project Finance:

Total Project cost		£3000.00		
Total required from Area Board		£1500.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Kitchen refurbishment	3000.00		Our reserves	yes 1500.00
Total	£3000			£1500

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

No

12. If so, which Area Boards?

Melksham

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

Broughton Gifford and Holt Scout Group have been providing development opportunities for young people in the local area for 103 years and we currently have 105 6-18 year olds in our group. We are looking at maintaining the kitchen area of our meeting hut which is now more than 70 years old to enable it to be fully used safely and hygienically.

14. How will you monitor this?

The improvements to the kitchen will be immediately obvious and will enable the various scouting groups to continue to use it during meetings and for fundraising events.

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

na

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

na

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section)

above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

2224	Community Area Grant	Bowerhill Residents Action Group picnic area notice board	Bowerhill Residents Action Group	£390.80
------	----------------------	---	----------------------------------	---------

Submitted: 19/12/2016 12:37:48

ID: 2224

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Bowerhill Residents Action Group picnic area notice board

6. Project summary:

BRAGs current notice board was a cheap board installed in 2010 when we started the project and it has discoloured and deteriorated. It now looks out of place compared with the smart information lecterns that we have erected here. South West In Bloom judges commented on the state of the notice board this year when judging our entry. The new board will come from the same suppliers of the lecterns and will match. It will be weatherproof and be an asset to the picnic area.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 6RA

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

Children & Young People
Countryside, environment and nature
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2016

Total Income:

£2980.12

Total Expenditure:

£2365.79

Surplus/Deficit for the year:

£614.33

Free reserves currently held:

(money not committed to other projects/operating costs)

£588.97

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

Money needed for our day to day work such as buying bird seed or petrol for our strimmer and for paying the public liability insurance that we must hold to enable us to operate as a

community group

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

10b. Project Finance:

Total Project cost		£1390.80		
Total required from Area Board		£390.80		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Notice board including delivery and erection	1159.00	Tescos Bags of Help Scheme	yes	1000.00
VAT	231.80			
Total	£1390.8			£1000

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

No

12. If so, which Area Boards?

Melksham

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

By having a better quality notice board we can advertise clearly when we are organising working parties in the picnic area and encourage more residents to help us in our work.

14. How will you monitor this?

We will tell by the number of people who turn up to help.

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

The notice board will be guaranteed for a year. BRAG will ensure it is cleaned and polished to ensure it remains in a good condition.

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

This is not part of a bigger project

17. DECLARATION

Supporting information - Please confirm that the following documents will be available

to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

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

And finally...

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

2214	Community Area Grant	Melksham Ukulele Social Club new Microphones	MELKSHAM UKULELE SOCIAL CLUB	£250.00
------	----------------------	--	------------------------------	---------

Submitted: 12/12/2016 17:07:33

ID: 2214

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Melksham Ukulele Social Club new Microphones

6. Project summary:

Purchase of microphones and stands to enable gigs to be played in the community

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 8ef

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Food, farming and local markets

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2016

Total Income:

£2330.05

Total Expenditure:

£2012.99

Surplus/Deficit for the year:

£317.06

Free reserves currently held:

(money not committed to other projects/operating costs)

£317.06

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

This will be part funded with our reserves

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

10b. Project Finance:

Total Project cost		£500.00		
Total required from Area Board		£250.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Microphones and stands	500.00	Our reserves	yes	250.00
Total	£500			£250

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

No

12. If so, which Area Boards?

Melksham

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

We are a community group helping all from young to old creating music for enjoyment learning and therapy

14. How will you monitor this?

Feedback from the audience

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

By monthly member subscriptions donations and paid gigs

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

17. DECLARATION

Supporting information - Please confirm that the following documents will be available

to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

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

And finally...

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

2221	Community Area Grant	Chairs and Tables for Melksham Squadron ATC	Melksham Air Cadets	£941.10
------	----------------------	---	---------------------	---------

Submitted: 16/12/2016 16:22:21

ID: 2221

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Chairs and Tables for Melksham Squadron ATC

6. Project summary:

Melksham Sqn is in need of additional school bucket type chairs after expanding our numbers. We also need some new foldable school type plastic tables. Looking to purchase an additional 20 bucket seats and 7 tables.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

sn12 6ss

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

Children & Young People

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2016

Total Income:

£20536.02

Total Expenditure:

£18706.88

Surplus/Deficit for the year:

£1829.14

Free reserves currently held:

(money not committed to other projects/operating costs)

£1525.31

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

We are saving for a new minibus and therefore dont have the capital to invest in other

projects currently.

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

10b. Project Finance:

Total Project cost		£941.10		
Total required from Area Board		£941.10		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
20 Chairs	197.00			
7 Tables	744.10			
Total	£941.1			£0

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

No

12. If so, which Area Boards?

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

Young people in Melksham aged 13-20 who are involved with the Air Cadets in the Town. By having these extra chairs and tables we will be able to increase the number of cadets we can cater for from 30 to 60. This project is to directly allow us to double the number of young people we can support with our activities and outreach. By joining the Air Cadets young people have activities to do during the weekday evenings and at weekends they would otherwise be unable to achieve. These tables and chairs will directly be used to support our classroom work which provides for BTECS and other formal qualifications also. In summary Who - Young people of Melksham aged 13-20How - Qualifications activities opportunities. This project directly facilitates the growth of the Sqn from 30 to 60 cadets. Thank you

14. How will you monitor this?

Continued growth of the Squadron and registers are taken each night. Our syllabus is also published annually.

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

This is a capital expenditure project and these chairs and tables are expected to last at least 10 or more years.

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

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

2191	Community Area Grant	Melksham Country Dancers	Melksham Country Dancers	£936.00
------	----------------------	--------------------------	--------------------------	---------

Submitted: 30/11/2016 20:29:39

ID: 2191

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Melksham Country Dancers

6. Project summary:

Replacement of sound equipment

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 6LP

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

Children & Young People

Arts, crafts and culture

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

Other

If Other (please specify)

English Country Dancing

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2016

Total Income:

£6397.10

Total Expenditure:

£6230.09

Surplus/Deficit for the year:

£167.01

Free reserves currently held:

(money not committed to other projects/operating costs)

£1102.85

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

1102.85 is held in a deposit account for use as an emergency contingency fund and has not been increased for a number of years. 1073.39 is in our current account and is our working balance.

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

10b. Project Finance:

Total Project cost		£936.00		
Total required from Area Board		£936.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Coomber Dance Combo	630.00		We are looking for the Grant to cover all costs please.	0.00
Radio Mic Socket	100.00			
Carrying Bag	50.00			
Carriage pp	0.00			
VAT	156.00			
Total	£936			£0

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

No

12. If so, which Area Boards?

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

Our Club provides an excellent opportunity for people of all ages above the age of 16 to engage in gentle to moderate exercise whilst enjoying English Country Dancing. We find that in practice our Members tend to be at the older end of the spectrum and our evening and weekend dances provide them with a very pleasant social outlet where they can meet other likeminded individuals. The equipment is also used by other Clubs and by our Callers when holding dances at other venues etc. We have a very good record for raising funds for other charities including amongst others the Wiltshire Air Ambulance Appeal and Dorothy House Hospice Care. We have also held annual Children's Day of Dance events for local school children to experience Country Dancing and to introduce them into an area of their historic culture. We were pleased to have been provided with grants from Melksham Town Council and Melksham Without Parish Council over the years which reduced our overspends to tolerable levels. Unfortunately after 40 years 2016 was the last year this event will be held

due to difficulties with schools attending the events and securing volunteer availability. Please visit our website for further information at www.melkshamcountrydancers.com or of course let me know if you require further information. Thank you so much for your time in consideration of this matter.

14. How will you monitor this?

We have a dynamic committee that maintains a watchful eye on all aspects of the Club.

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

This request is for a one-off grant to replace aging audio equipment. The equipment is somewhat specialist in nature as it needs to be able to slow music down and to accommodate various inputs including CD DVD USB and SD Card.

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

Please be aware that we are currently in consultation with the manufacturer-supplier to determine the precise specification of the equipment we believe we will need. The figures submitted above are in line with equipment we have identified as most likely meeting all our needs. Please be aware also that we have been informed that the equipment will likely increase in price this January.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

2248	Community Area Grant	Back On Track - Vocational Rehab Project	BACK ON TRACK - STROKE REHAB SERVICE	£676.00
------	----------------------	--	--------------------------------------	---------

Submitted: 12/01/2017 10:50:43

ID: 2248

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Back On Track -Vocational Rehab Project

6. Project summary:

Back On Track - Stroke Rehab Service provides long term rehabilitation for young Stroke Survivors in Wiltshire. We run a 11 Home Visiting Service providing information and advice and a Stroke Support Service for young working age Stroke Survivors supporting them to re-learn skills access Rehabilitation Activities and attend Courses to work towards regaining their independence. We are going to start a Vocational Rehab Project that will support clients to find Volunteering Work Experience and hopefully eventual Re-employment. We are asking the Area Board if they could fund four Ipads to be used at this group to enable the clients to search for information apply for Volunteering and Work Experience opportunities and to be supported to complete Job Applications.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 7DZ

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

Economy, enterprise and jobs

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

07/2016

Total Income:

£22148.00

Total Expenditure:

£22867.00

Surplus/Deficit for the year:

£719.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£4081.00

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

The reserves are required for salary and running costs of our Service.

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

10b. Project Finance:

Total Project cost		£7204.00		
Total required from Area Board		£676.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Staff x 1	2400.00	The Fulmer Trust	yes	1500.00
Volunteer Drivers x 2	1728.00	Roger Vere Foundation	yes	500.00
ipads x 4	676.00	Walter Guinness Foundation	yes	1000.00
		Waitrose	yes	560.00
		Donations	yes	568.00
Total	£4804			£4128

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

financial year?

No

12. If so, which Area Boards?

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

The young Stroke Survivors of Wiltshire will benefit from this project. They will be given guidance and support to look for opportunities for Volunteering Work Experience and part time fulltime work. The Vocational Rehab sessions will look at what skills the client has and or needs to be able to Volunteer or regain Employment and work with the client to regain those skills. The session will be run by the Managing Director O.T and a Neuro Occupational Therapist who will be able to assess the client's abilities/difficulties and support them to find ways of overcoming their shortfalls. The client will also be supported to apply for any openings and to attend interviews etc.

14. How will you monitor this?

The clients will be assessed at the beginning of the project and their abilities and goals recorded. Throughout the project their progress will be monitored and goals adjusted accordingly. The outcomes will be recorded.

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

The project will continue so long as there is a need for it. Depending on the ongoing needs of future Stroke Survivors we will continue to offer this Vocational Rehab Support. We will apply to various Funders for future funding.

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

This does not form part of a larger project.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such

as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

2222	Community Area Grant	Improvement of war memorial site	Bulkington Parish Council	£550.00
------	----------------------	----------------------------------	---------------------------	---------

Submitted: 17/12/2016 18:50:51

ID: 2222

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

Yes

4. If yes, please state why this project cannot be funded from the Parish Precept

Insufficient funds current precept is just sufficient to cover present day running costs - already running a deficit

5. Project title?

Improvement of war memorial site

6. Project summary:

Phase 1 of commemorating the end of WW1 in 2018 the removal of a rotten ivy and bramble-clad tree stump very close to the present war memorial and restoring the site of this stump to grass prior to the installation of a granite memorial tablet.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN10 2AJ

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

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2016

Total Income:

£7021.00

Total Expenditure:

£7816.00

Surplus/Deficit for the year:

£854.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£6962.00

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

Advised by County Auditors that reserves should be kept at 150 of precept.

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

10b. Project Finance:

Total Project cost		£550.00		
Total required from Area Board		£550.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Labour	550.00	No funding from parish	yes	0.00
Total	£550			£0

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

No

12. If so, which Area Boards?

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

Refurbishment will create a supplementary war memorial to commemorate the end of the Great War which will last for another 100 years benefitting the parishioners of Bulkington as they continue to reflect on the warnings from history.

14. How will you monitor this?

Impossible to quantify or monitor the effects of this project.

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

No further funding required for the removal of the old tree stump. A further request to the area board for the stone tablet might be submitted in 2018.

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

Phase 1 of the project is for removal of an old tree stump. Phase 2 is the installation of an engraved granite tablet costing a further 440 although this could be funded in a different way. Total cost of project is 990

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

2253	Community Area Grant	South West in Bloom Litter Picking	South West in Bloom Melksham	£826.40
------	----------------------	------------------------------------	------------------------------	---------

Submitted: 12/01/2017 15:34:13

ID: 2253

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

South West in Bloom Litter Picking

6. Project summary:

There are groups of volunteers who pick litter around Melksham and there are monthly Tidy Town Days. At the moment equipment from the Town Hall is used but there often isn't enough for the amount of people who would like to help. We would like to purchase some litter picking equipment to support volunteers in keeping Melksham tidy.

7. Which Area Board are you applying to?

Melksham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN12 6ES

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

Children & Young People

Countryside, environment and nature

Economy, enterprise and jobs

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit
 Recycling and green initiatives
 Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

11/2016

Total Income:

£386.47

Total Expenditure:

£359.46

Surplus/Deficit for the year:

£27.01

Free reserves currently held:

(money not committed to other projects/operating costs)

£27.01

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

.

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

10b. Project Finance:

Total Project cost		£826.40		
Total required from Area Board		£826.40		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
50 x litter pickers	397.50	Mayors Reception donations		200.00
50 x litter bag hoops	325.00			
10 x children's sets	103.90			
Total	£826.4			£200

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

No

12. If so, which Area Boards?

Melksham

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

This project brings all generations of people together through the healthy active community spirited initiative of voluntarily keeping the Melksham area tidy. Around 200 people are on the mailing list for voluntary litter picking they benefit each time they take part and all the people in Melksham benefit by having a clean and tidy town.

14. How will you monitor this?

We keep track of all volunteers and activities that take place to enhance the town and document all activities in the South West in Bloom portfolio including examples of the regular press coverage. Additionally all volunteers earn Melksham Community Vouchers for the time they spend litter picking which can be exchanged for cinema tickets at Melksham Assembly Hall.

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

There are no ongoing costs to litter picking as the equipment is the only expense.

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

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health &

Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

Report to Melksham Area Board
Date of meeting 08.02.2017
Title of report Health and Wellbeing Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Health and Wellbeing Group.

Applicant	Amount requested	Health and Wellbeing Group recommendation
Bradford and Melksham Health Partnership	£2000	£2000
Melksham & District Seniors Forum	£450	£450
Melksham Community Area Partnership (on behalf of Melksham Neighbourhood Watch)	£650	£650
Wiltshire MIND	£4448	£1000

1. Background

The recommendation from the Health and Wellbeing Group has been made in accordance with the following guidelines:

- **Health and Wellbeing Groups Spending Guidelines**

Members of the Health and Wellbeing Group 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 Health and Wellbeing Groups awarded in the 2016/2017 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to be assured that carers, older and/ or vulnerable people will benefit from the funding being awarded. The money must be used to invest in projects that will support adults living within a community area. While not exclusively restricted to older people, the investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding older and vulnerable people.

3. Environmental & Community Implications

Health and Wellbeing 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

4.1. Melksham Area Board was allocated £6700

4.2. The Melksham Area Board Health and Wellbeing Funding balance for 2016/17 is £6700

4.3. All decisions must fall within the Health and Wellbeing Funding allocated to X Area Board.

4.4 If funding is awarded in line with the Health and Wellbeing recommendations outlined in this report

1. Legal Implications

There are no specific legal implications related to this report.

2. Human Resources Implications

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

3. Equality and Inclusion Implications

Ensuring that Community Area Boards and Health and Wellbeing Groups 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.

4. Safeguarding Implications

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

5. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
Melksham Leg and Wellbeing Club	Melksham Leg and Wellbeing Club	To bring a leg club to the Melksham area	£2000
<p>Project description Melksham GP Practices wish to set up a social model for leg ulcers and other wounds/conditions. Leg ulceration has been referred to as 'the hidden epidemic'. This phrase has a double meaning as many patients with this disease are virtually hidden away, isolated, depressed and attempting unsuccessfully to self-care. We wish to hold the Club on a Thursday at the Spencers Sports and Social Club, this requires specialist equipment which is different to that currently in the GP surgeries and we are requesting capital monies to fund this.</p>			
<p>Recommendation of the Health and Wellbeing Group That the application meets the grant criteria and is approved for the amount of £2000.</p>			

Application ID	Applicant	Project Proposal	Requested
Melksham & District Seniors Forum	Melksham & District Seniors Forum	Support funding for the 'Monday Club'	£450

Project description

Melksham Seniors run monthly activity sessions for over 55's within the Melksham area for their health and wellbeing. We provide transport to and from the venue and put on a range of activities for them to participate in. Our aim is to target isolated and lonely people and to promote their physical and mental wellbeing, by combating social isolation and using arts, crafts and culture, digital literacy, sports, play and recreation.

Recommendation of the Health and Wellbeing Group

That the application meets the grant criteria and is approved for the amount of £450.

Application ID	Applicant	Project Proposal	Requested
MCAP	Melksham Community Area Partnership (on behalf of Melksham Neighbourhood Watch)	Melksham Neighbourhood Watch Support	£650

Project description

Melksham Neighbourhood Watch uses a network of volunteers to encourage residents to interact, offer discreet care for vulnerable members of the community and indirectly tackles loneliness. This project aims to further encourage the development of Neighbourhood watch by providing some much needed resources. The Community Area Partnership would like to request a grant of £650 to cover the cost of paying for printed promotional leaflets, a pull-up banner and a gazebo on behalf of Melksham Neighbourhood Watch, which does not have any status as an organisation in itself and therefore no accounts or banking details (hence why MCAP manages funding on its behalf)

Recommendation of the Health and Wellbeing Group

That the application meets the grant criteria and is approved for the amount of £650.

Application ID	Applicant	Project Proposal	Requested
Wiltshire Mind	Wiltshire Mind	Weekly evening peer support social group for adults with mental health issues	£4448

Project description

An evening peer support social group for adults of all ages with mental health issues. This will be held in Melksham and will support good health and wellbeing. The group will be open to all: those with serious disorders like bipolar, schizophrenia or less serious issues like anxiety, stress and depression. The group would be led by an experienced facilitator. 1-1 support will be available together with talks/activities. There is a real need to have an evening group in the area which will enable those in work to remain in work and also gain support/help from a group.

Recommendation of the Health and Wellbeing Group

That the application meets the grant criteria and is approved for the amount of £1000.

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

Report Author

Rhys Schell, Melksham Community Engagement Manager
rhys.schell@wiltshire.gov.uk

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Charles Brunner
Organisation	Wiltshire Mind
Address	Part 1 st /2 nd Floor, 21/23 High Street, Melksham SN12 6JY
Phone number	01225 706532
Email address	charles.brunner@wiltshiremind.co.uk

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	√
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	√

4. If yes, please state why this project cannot be funded from the Parish Precept?

Not Applicable

5. Project title?

Weekly evening peer support social group for adults with mental health issues

6. Project summary: (100 words maximum)

An evening peer support social group for adults of all ages with mental health issues. This will be held in Melksham and will support good health and wellbeing. The group will be open to all: those with serious disorders like bipolar, schizophrenia or less serious issues like anxiety, stress and depression. The group would be led by an experienced facilitator. 1-1 support will be available together with talks/activities. There is a real need to have an evening group in the area which will enable those in work to remain in work and also gain support/help from a group.

7. Which Area Board are you applying to?

Melksham ▼

8. What is the Post Code of the place where your project is taking place?

SN12 6JY

9. Please tell us which themes best describe your project:

<input type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input checked="" type="checkbox"/> Inclusion, diversity and community spirit
<input type="checkbox"/> Carers Support/Activities	<input type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input checked="" type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

Our project links to the Joint Strategic Assessment priorities for Melksham in particular the priority for Health and Wellbeing. The agreed priority is that Melksham urgently needs the right health resources in order to meet the growing demands of the community area. Our project will support a wide range of people with mental health issues in the community area and will provide an option for those in work to attend. Many find that they would like to attend our daytime groups but cannot due to work commitments. We know that those who gain support and help early can make a good recovery which enables them to continue their lives and take a full and active role in their community.

Our project also supports local priorities as documented in the Melksham Community Area Action Plan 2012. In particular the project supports priorities under Community Development and Inclusion of "Reaching lonely people", "Ensure inclusion for all", "Raise community spirit" and "Increase volunteering". In addition the project

How many older people/carers to do you expect to benefit from your project?

Our project will be open to all adults suffering with mental health issues in the local community including older people and carers. We estimate that between 10-15 people will attend the group on a weekly basis and approximately 20 per cent of these will be older people or carers. As the group is new we cannot clearly define but a large number of attendees at our groups are those living isolated lives, who are older and live alone.

How will you encourage volunteering and community involvement?

We will encourage people to volunteer in their communities. Wiltshire Mind opened a charity shop in 2015 and this provides excellent volunteering opportunities to local people. The shop has to date provided a good placement for people to gain confidence, talk to local people and to then attend other local groups, leading to community involvement and cohesion. The project will offer provision of speakers and activities that encourage community involvement. At other groups we have conducted photography sessions which involved people going out into their communities and taking photographs. Some of these photographs were used in Wiltshire Mind's calendar in 2015. Participation in activities like art therapy has previously proven to engage people in their communities. There is the opportunity to develop new skills and interests. This can improve the mental health and wellbeing of our client members leading to increased confidence, self-esteem and resilience and also a reduction in isolation. Every opportunity is taken to engage members in their local communities,

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

We will ensure the project is accessible to everyone through promoting the project widely in the community. In particular we will promote the project in Melksham Area Board's "Our Community Matters" and also place posters around the town including in the library, in community hubs, Town and Parish Council noticeboards and in local supermarkets. We will also promote the group in the Melksham News with a press release and advertisement. The point of an evening group is so that it is accessible to all rather than our day time groups which are only realistically open to those who are not in work.

How will you work with other community partners?

We will work with other community partners in various ways. We work in partnership with other local third sector organisations such as Carers Support and other statutory providers, for example the CCG, AWP, Public Health and Wiltshire Council, to support people with mental health issues in Wiltshire through our key services, namely one to one counselling and support groups. We also sit on the Wiltshire Council Mental Health and Wellbeing Partnership Board. It is worth noting that GPs are referring clients to us as a matter of course. We receive many people through GPs, IAPT services and through local publicity. We work with many who also promote our services - we receive referrals from specialised services through to the local library. We will work with the CAB to promote the services to the community.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

Wiltshire Mind has an Adult Protection and Safeguarding Policy to show our commitment to safeguarding and protecting adults at risk of abuse from other members of the community.
All staff and volunteers have induction training when they commence their roles at Wiltshire Mind. As part of induction training, all staff, volunteers and trustees will receive basic training in protecting adults at risk of abuse. All staff, volunteers and trustees will be made aware of the potential types of abuse: verbal, physical, sexual, psychological, financial, neglect and discriminatory. Our group facilitators know how to handle safeguarding issues within their groups and have a duty of care to protect members.
Our Chief Executive Officer, Carolyn Beale, is ultimately responsible for safeguarding.

12. Monitoring your project.

How will you know if your project has been successful? *required field

We have both quantitative and qualitative methods of collecting evidence that measure a range of key indicators for the project. These demonstrate the difference the project has made to both individuals and the community.
Key indicators include: attendance records, number of new attendees, levels of confidence and any changes: levels of participation and contribution to the group and over time, contribution and expression of their own views and experiences, interaction levels with other members of the group, reduction in isolation through friendships and activity outside the group, ability to deal with challenge and self-challenge, levels of personal development and progression on trying new activities, attendance at other organisations/new hobbies, clients attending less frequently and requiring less support, feedback where possible from families and friends, returning to full/part time employment or voluntary work and improvements in physical health and wellbeing.

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

We anticipate the project will continue after the Wiltshire Council funding runs out. We will continue to fund it by applying for grants from various organisations including Wiltshire Community Foundation and also to local, regional and national Trusts and Foundations. In the past a number of funders have supported our work. Wiltshire Mind is totally unfunded which means we need to raise every penny to continue and extend services.

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

Not applicable.

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

- Yes
- No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

- I confirm that the information on this form is correct, any award received will be spent on the activities specified.

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Melksham Leg Club
Organisation	Bradford on Avon and Melksham Health Partnership
Address	Station Approach, Bradford on Avon, BA15 1DQ
Phone number	07792783916
Email address	amanda.brookes@nhs.net

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£2000
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	x

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

6. Project summary: (100 words maximum)

Melksham GP Practices wish to set up a social model for leg ulcers and other wounds/conditions. Leg ulceration has been referred to as 'the hidden epidemic'. This phrase has a double meaning as many patients with this disease are virtually hidden away, isolated, depressed and attempting unsuccessfully to self-care.

We wish to hold the Club on a Thursday at the Spencers Sports and Social Club, this requires specialist equipment which is different to that currently in the GP surgeries and we are requesting capital monies to fund this.

7. Which Area Board are you applying to?

8. What is the Post Code of the place where your project is taking place?

SN12 8AG

9. Please tell us which themes best describe your project:

<input checked="" type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input type="checkbox"/> Inclusion, diversity and community spirit
<input checked="" type="checkbox"/> Carers Support/Activities	<input type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

The Leg Club model moves away from service delivery in a busy GP Practice into a non medical setting. Evidence from other Clubs shows that people with leg ulcers and other wounds benefit from being treated collectively and in an environment where their social and mental wellbeing needs can be met. The Leg Club model brings together other services to wrap around patients, so that we can offer a one-stop location for treatment, social interaction, self care support and empowerment of the individual to self care. As patients become members of the Leg Club they are able to access the additional services on offer even when their legs are healed.

This model builds on the success of the Bradford on Avon Leg Club, which has been operating since 2014 and now has over 600 members. The Club has won national awards and evidence of faster healing rates

How many older people/carers to do you expect to benefit from your project?

Patients will be encouraged to seek support from the Club. Leg Ulcers are not only the problem for older people although the prevalence is higher in the over 65s group. Any patient with other conditions such as renal problem previous drug dependencies and other conditions can experience a leg ulcer.

Over time, we anticipate that we will be treating around 50 patients a week with leg ulcers and other lower limb this could result in a membership of 400 in the first year.

In addition to those requiring treatment, the Carers can attend the Club for support and refreshments and as with the BoA Club we intend to open up the social side to other patient groups such as Dementia, Stroke, Falls and other problems which are life limiting.

How will you encourage volunteering and community involvement?

Community involvement is key to the success for the Club. We need a strong team of volunteers to provide befriending services, refreshments, attend the short walks programme and other duties.

We find that once patients/members are healed, they want to volunteer for the leg club, either by attending wees or by taking part in fundraising activities. The Club is owned by the members and it is important that the Club is able to develop according to the needs of the Community.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

The Club has no costs for patients/members. The refreshments and services are provided free. The Spencers Club has excellent parking, disabled access and toilets. Every person who drop in to the Club are made to feel welcomed and staff spend as much time as needed to support people who are vulnerable, living with a disability or socially isolated.

We plan to involve the Older Peoples Team (TCOP) so we can pick up any patients or their carers who may be struggling. We will offer sign-posting information to other services. As we will have access to all patients medical records, we can also deal with any medical issues or refer to the doctors as we need to.

How will you work with other community partners?

The Project Lead, Amanda Brookes is already working in the Melksham Community, through the Health & Wellbeing other community partners. She is also the Locality Lead for Bradford on Avon and is keen to offer a standardised service across the Towns.

Amanda will be involved in other community works, such as the Dementia Friendly Town, Safe Places and will have links through the Integrated Teams, such as Adult Social Care, Carers UK, Mental Health and ofcourse the GP and Clinical Teams of the Practices.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

All clinical staff working at the Leg Club will be from the GP Surgeries, who have very robust safeguarding experience. All Surgeries have a CQC rating of Outstanding or Good and have mandatory training in safeguarding.

Any volunteer joining the Club has a standard induction, which includes safeguarding, infection control and health and safety training.

Treatment is collective and there is no 1-1 private service delivery.

The Clinical Lead will be responsible for safeguarding and will liaise with the GPs on any safeguarding issues or

12. Monitoring your project.

How will you know if your project has been successful? *required field

The Leg Club Foundation requires the service to provide weekly information on numbers attending the Club, type of wound, number of visits and healing/recurrence rates.

The GP Practice clinical system will record a range of additional information regarding the assessment details, dressings, any problems and referrals to other services.

Regular monthly reports will be available to the Leg Club Committee and Doctors.

There will be quarterly committee meetings and a yearly annual general meeting as well as frequent new settlers to members. Progress on the Club will be shared with the Health and Wellbeing Board.

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

The initial set up is required to buy equipment. Ongoing needs of the Club are funded through donations and fundraising. The clinical aspects are delivered through the GP contracts with the Clinical Commissioning Group.

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

N/A

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

15b. Project Finance:

Total Project cost £ 13,000

Total required from Area Board £ 2,000

Expenditure £13,000 Income 7,000 £11,000 Tick if income confirmed

NB. If your organisation
reclaims VAT you should
exclude VAT from the
expenditure
(Planned project costs [help](#))
(Planned Income [help](#))

Equipment	5,000	Rotary	1,000	<input checked="" type="checkbox"/>
Social Club	1,000			<input type="checkbox"/>
Accommodation	7,000			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total	13,000	Total	1,000	

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

- Yes
- No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

- I confirm that the information on this form is correct, any award received will be spent on the activities specified.

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Brian Warwick
Organisation	Melksham and District Seniors Forum
Address	2 Orchard Gardens, Melksham
Phone number	
Email address	Brian.warwick@mac.com

2. Amount of funding required from the Area Board:

£0 - £1000	X
£1001 - £5000	
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	X

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

The Monday Activity Club

6. Project summary: (100 words maximum)

Melksham Seniors run monthly activity sessions for over 55's within the Melksham area for their health and wellbeing. We provide transport to and from the venue and put on a range of activities for them to participate in. Our aim is to target isolated and lonely people and to promote their physical and mental wellbeing, by combating social isolation and using arts, crafts and culture, digital literacy, sports, play and recreation.

7. Which Area Board are you applying to?

Melksham ▼

8. What is the Post Code of the place where your project is taking place?

Forest Community Centre

9. Please tell us which themes best describe your project:

<input checked="" type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input checked="" type="checkbox"/> Inclusion, diversity and community spirit
<input checked="" type="checkbox"/> Carers Support/Activities	<input checked="" type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input checked="" type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input checked="" type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input checked="" type="checkbox"/> Technology & Digital literacy
<input checked="" type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

We are aware that Melksham has a high level of social isolation and loneliness and our activity club aims to tackle this. Our clubs are widely promoted and take place every month in an area of high deprivation. We organise transport to and from the venue so there are no barriers to taking part. We work with care home and sheltered housing organisations to reach out to our most vulnerable in the community.

Our group undertakes activities such as sing-a-longs, a variety of sports, dancing and much more.

In order for us to continue our work within the community, we need to meet the fees of the facilitators, cost of the venue, transport costs and the cost of equipment.

How many older people/carers to do you expect to benefit from your project?

We hold our activities once per month and regularly exceed 40 - 50 attendees.

How will you encourage volunteering and community involvement?

Melksham Seniors is run by volunteers. We are always looking for more local volunteers to help out at and would actively encourage this.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

As previously stated, the transport is free and we only request a donation for taking part.

How will you work with other community partners?

We already work with sheltered housing, care homes, care providers, town and parish councils, Wiltshire Council, the community transport, plus many, many other organisations.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

We have support for carers from Mears and from Wiltshire and Swindon Users Network.

We have a full safeguarding policy and public and third party insurance.

12. Monitoring your project.

How will you know if your project has been successful? *required field

By continuing to see high attendances.

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

We ask for a small donation up to £3 from each attendee, how ever, this is not mandatory. We also put grant applications into many other local organisations.

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

Our reserves are already allocated to other projects

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

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure	£	Income	£	Tick if income confirmed
--------------------	----------	---------------	----------	---------------------------------

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure
(Planned project costs [help](#))

(Planned Income [help](#))

Hall hire costs	450.00			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total	450.00	Total		

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

- Yes
- No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

- I confirm that the information on this form is correct, any award received will be spent on the activities specified.

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Philip McMullen
Organisation	Melksham Community Area Partnership
Address	37 Sandridge Road, Melksham
Phone number	01225 706134
Email address	melkshamcap@gmail.com

2. Amount of funding required from the Area Board:

£0 - £1000	X
£1001 - £5000	
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	X

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

Melksham Neighbourhood Watch Support

6. Project summary: (100 words maximum)

Melksham Neighbourhood Watch uses a network of volunteers to encourage residents to interact, offer discreet care for vulnerable members of the community and indirectly tackles loneliness. This project aims to further encourage the development of Neighbourhood watch by providing some much needed resources. The Community Area Partnership would like to request a grant of £650 to cover the cost of paying for printed promotional leaflets, a pull-up banner and a gazebo on behalf of Melksham Neighbourhood Watch, which does not have any status as an organisation in itself and therefore no accounts or banking details (hence why MCAP manages funding on its behalf)

7. Which Area Board are you applying to?

Melksham ▼

8. What is the Post Code of the place where your project is taking place?

N/A

9. Please tell us which themes best describe your project:

<input checked="" type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input checked="" type="checkbox"/> Inclusion, diversity and community spirit
<input checked="" type="checkbox"/> Carers Support/Activities	<input checked="" type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input checked="" type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input checked="" type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input checked="" type="checkbox"/> Technology & Digital literacy
<input checked="" type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

Neighbourhood Watch is seen as a method of reducing crime through residents looking out for suspicious activities and reporting them to the police. It therefore seeks to reduce crime by:

- Increasing surveillance in an area – residents acting as “eyes and ears” of the police;
- Reducing opportunities for crime to be committed – residents reporting suspicious behaviour;
- Increasing community cohesion – residents working together to solve problems;
- Enhancing police detection.

See also:

<http://www.telegraph.co.uk/news/politics/10179141/Neighbourhood-watch-groups-should-provide-care-to-miserable-and-lonely-pensioners-says-health-minister.html>

How many older people/carers to do you expect to benefit from your project?

Our Volunteers attend community events throughout the year, providing free information and guidance to everyone who attends. Having a gazebo to keep dry under and some professional looking publicity material including a pull-up banner will help to ensure as many people as possible get to hear about the good work that NW does.

How will you encourage volunteering and community involvement?

NHW is just as much about getting neighbours to recognise and discretely care for vulnerable members of their communities as for working with the police. We currently have groups operating in the following areas: Atworth, Whitley, Shaw, Poulshot, Bowerhill, Berryfields, Sandridge Common, Seend, Seend Cleeve, Semington, Steeple Ashton, Bulkington, Broughton Gifford, Great Hinton, Keevil, Keevil Wick, Beanacre, Sells Green, Melksham Forest, Melksham Lowbourne, Melksham Snowberry, Melksham Skylark, Melksham Greenfinch and Melksham Town. In total there are about 154-5 schemes active with an average of 20 - 30 members each scheme. Information is circulated electronically, paper copy and word of mouth. NHW is structured into schemes with a Co-ordinator, all the schemes in a given location will have an Area Co-ordinator and the whole district will have a Community Area Co-ordinator (me). Every quarter there is a meeting at Devizes Police HQ of all CACs in Wiltshire when wider issues can be discussed and feedback is given down through the network. Despite all this, without the Melksham Community Area Partnership Safety Group, NHW may well have declined. To date, all printed material is provided by the police and, therefore, very crime prevention orientated, whereas the social awareness side of NHW needs to be promoted more professionally with better printed material and more prominence at Community Events.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

A common argument against NW is that it seems to work best where it is needed least - relatively affluent areas of low crime. However, there is evidence to suggest that NW is an effective tool in both affluent and more deprived areas. For example, a 30 per cent reduction in burglary was achieved following the introduction of NW in one neighbourhood on the edge of Birmingham where three-quarters of households were on state benefits and one-third were single-parent families.

How will you work with other community partners?

NW already works closely with the police, with Speedwatch, with Safe Places and other groups via the Melksham Area Community Safety Group.

Some examples:

Trees in one street were dangerously overhanging houses and residents' pleas to the Council had had no effect. They approached Neighbourhood Watch and obtained the support of a local Councillor; the trees have now been lopped and pruned to a safe height.

One older Neighbourhood Watch member with a disability was 'hard sold' into ordering a £4,000 bed. She paid £600 up front. However, her GP told her that it was useless. She contacted Neighbourhood Watch who, after taking advice from Trading Standards, contacted the bed company and the order was successfully cancelled and the deposit returned.

A Neighbourhood Watch coordinator alerted the police to a suspicious car parked late at night in a quiet road. Officers investigated, found drugs in the car, and arrests followed.

One Close had their street sign at ground level. Lorry drivers could not see it and tried to use the Close as a short cut, causing chaos. Residents asked Neighbourhood Watch for

help. They contacted the correct department of the Council and the sign was re-sited, high up and easy for drivers to see.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

The Community Area Partnership has a wealth of experience and policies in place to ensure that all of our volunteers act in a responsible manner.

We are co-signatories to Wiltshire Council's COMPACT, details of which can be found here:

<http://www.wiltshire.gov.uk/communityandliving/voluntarycommunitysector.htm>

12. Monitoring your project.

How will you know if your project has been successful? *required field

Through the establishment of yet more Neighbourhood Watch schemes in the community area

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

Through the Community Area Partnership as before

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

N/A

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

CAP running costs - accounts

Bank Account Details:

Account name:	Melksham Community Area Partnership
Sort code (Co-Operative Bank):	08-92-99
Account no.	65387852

Income:

Balance of funds at beginning of year b/f	£447.90
Income from: Neighbourhood Plan work, Grant Awards	£2,727.70
	£3,175.60

Outgoings:

Administrator / Project Officer expenses:	
<i>Payment at £12.50 ph</i>	£2,437
	A
	TOTAL
	£2,437

Consultation activities, public events, analysis, etc:	
<i>Room hire, printing, advertising</i>	£250
	B
	TOTAL
	£250

Tools, software, subscriptions (inc websites):	
<i>Website maintenance & renewal</i>	£0
<i>Hardware (printer supplies, backups)</i>	£90
<i>Software Subscriptions</i>	£76
	C
	TOTAL
	£166

Miscellaneous other expenses	
<i>NB misc costs covered by Partnership Officer out of earnings</i>	£0
	D
	TOTAL
	£0

total outgoings 2016/17: £2,853

TOTAL CARRIED FORWARD £323

I confirm that the costs detailed here have been incurred by the Melksham Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement

Signed: 

Philip C.E. McMullen
(MCAP)
Sue Stoker (Neighbourhood Watch)
27/09/2016

Date:

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

We have no reserves.

15b. Project Finance:

Total Project cost £650

Total required from Area Board £650

Expenditure £ Income £ Tick if income confirmed

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned project costs [help](#))
(Planned Income [help](#))

Gazebo purchase	240.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Leaflet design & printing	180.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Pull-up banners	80.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Hire of community hall	100.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
4 hours of MCAP admin support	50.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Total	650.00	Total	<input type="text"/>	

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

Yes

No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

X I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

I will make available on request the organisation's **latest accounts**

Constitution:

I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

I will make available on request evidence of ownership of buildings/land

I will make available on request the relevant planning permission for the project.

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

And finally...

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

Report to Melksham Area Board
Date of meeting Wednesday 8th February
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
Broughton Gifford Scouts Group	£872.50	Fully fund
Young Melksham	£5000	Fully fund
Broughton Gifford Scouts Group	£1292.53	Fully fund
Young Melksham	£5000	Fully fund

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

Application ID	Applicant	Project Proposal	Requested
ID 414 (hyper link)	Broughton Gifford Scouts Group	Camping trip	£872.50
Project description : BGH Scouts has held an annual weekend Group camp where the 100 Young People spend a weekend camping learning practical skills and experiencing adventurous activities			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £872.50, subject to the following conditions: A representative from the group attends a lynmg meeting in 2017 A representative from the group attends an area board meeting to share with the public and the group how the funding has supported the group.			

Application ID	Applicant	Project Proposal	Requested
ID 406 (hyper link)	Young Melksham	Youth Club for 13- 18year old Young People	£5000
Project description We are looking for funding to support the continued delivery of our youth clubs for 13-18yo year olds based at the Canberra Centre in Melksham.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5000, subject to the following conditions: A representative from the group attends a lynmg meeting in 2017			

A representative from the group attends an area board meeting to share with the public and the group how the funding has supported the group.

Application ID	Applicant	Project Proposal	Requested
ID 402 (hyper link)	Broughton Gifford scouts	Air riffles	£1292.53
<p>Project description Broughton Gifford and Holt Scout Group have been providing development opportunities for young people in the local area for 103 years and we currently have 105 6-18 year olds in our group. Our project to improve and maintain the air rifle shooting activities within the group will enable us to continue to offer an activity which children would otherwise be unlikely to experience and one which gives invaluable opportunities to develop self control discipline and respect for the equipment and safety. This grant for servicing our existing rifles buying additional new rifles and a new and permanent backstop for the shooting range in our hut will allow us to continue to offer this activity</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1292.53, subject to the following conditions:</p> <p>A representative from the group attends a lynmg meeting in 2017</p> <p>A representative from the group attends an area board meeting to share with the public and the group how the funding has supported the group.</p>			

Application ID	Applicant	Project Proposal	Requested
ID 405 (hyper link)	Young Melksham	No Limits SEND Youth Club	£5000
<p>Project description We are planning to open a new Monday night group for young people aged 13 - 25 with disabilities or learning difficulties supported by an experienced team of youth workers. Through this project young people will meet new people from their local community develop social skills provide them with valuable practical learning opportunities and experiences that will help them later in life and of course have some fun. Activities will include Cooking baking Sewing Stitching Pool table tennis Drawing writing Football Basketball Karaoke Just dance Job search and CV writing and much more. A free hot drink and snack available on the night.</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5000, subject to the following conditions:</p> <p>A representative from the group attends a lynmg meeting in 2017</p> <p>A representative from the group attends an area board meeting to share with the public and the group how the funding has supported the group.</p>			

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

Report Author

Emma Drage – Local Youth Facilitator
emma.drage@wiltshire.gov.uk – 07775410523

Report to Melksham Area Board
Date of meeting Wednesday 8th February
Title of report Youth Funding Procurement of PAYP providers

Purpose of the Report:

To consider the listed procurement purchases of positive activity providers; using youth funding, as detailed below, together with the recommendations of the Local Youth Network (LYN) Management Group.

Activity	Amount requested	LYN Management Group recommendation
Community area youth activities of sports, youth work, sign posting advice and guidance	£ 14,200	Half fund review and then half fund again dependent on funding available and activity progress

1. Background

The recommendations 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
- Procurement Policies and Guidelines <http://thewire.wiltshire.council/index/service-areas-carolyn-godfrey/business-services-procurement/procurement-policies-and-guidance.htm>

Young people have considered these and identified them as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth 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 Funding procurement process, through the Local Youth Network Management Group.
- 2.5. Councillors will need to be satisfied that procurement policies and guidelines have been adhered to.

3. Environmental & Community Implications

Youth 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

Wiltshire Council has ensured that the necessary policies and procedures are in place; through its' procurement process, to safeguard children and young people. However, the Area Board needs to be satisfied that the providers being procured have everything necessary in place. The Community Youth Officer has assessed this and agreed providers meet safeguarding requirements.

9. Procurement of PAYP for consideration

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	Go Active in partnership with Young Melksham	Sports activities and youth work	£7,100
Positive activity description 2 organisations in partnership to provide a range of sporting activities including alternative sports and youth work for 13-19 year olds across 5 areas during the April half term, May bank holiday and the summer holidays including two weeks before the summer area. We are looking for all five locations to have 2 hours each over 10 weeks giving a total of 100 hours of sporting provision and 50 hours of youth work provision. Explanation why chosen this supplier			
Recommendation of the Local Youth Network Management Group, with any conditions That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Melksham Joint strategic assessment for young people and is approved for the amount of £14,200. On the condition that the procurement is half funded, reviewed and then the rest of the funds are released on condition of the review.			

Background documents used in the publication of this report:

- Quotation form (from the procured service provider).

Report Author Emma Drage – Local Youth Facilitator,
emma.drage@wiltshire.gov.uk 07775410523

Wiltshire Council Community Toilet Scheme Application Form

Is Funding being Requested

Yes/ No

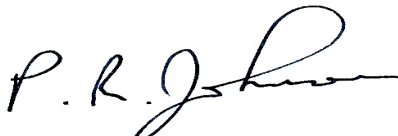
Name	Paul Johnson		
Business Name (if different to above)	TransWilts CIC		
Address	46 Spa Road Melksham SN12 7NY		
Telephone Number	08454590153 / 07545980016		
Number and type of toilets to be made available through the scheme	Male	Female	Disabled
	Included in	Disabled	One
Are baby changing facilities available?			
Business opening hours	Monday	Monday - Friday	
	Tuesday	Hours to suit train timetable, staffed by volunteers using a rota	
	Wednesday		
	Thursday		
	Friday		
	Saturday	Weekends to be decided as usage demands evolve	
	Sunday		

The basis of Wiltshire Council's Community Toilet Scheme will be as set out below:

- If funding is being requested, the first priority will be given to high user areas to ensure the maximum benefit of any funding is achieved.
- The Community Toilet Scheme is a partnership with local service providers. It enables local businesses like pubs, restaurants and shops, to work together with the Council to make more clean, safe and accessible toilets available to the public. The scheme will be run by the Council.
- Members of the public will be able to use toilet facilities during the premise's opening hours and without the need to make a purchase.

- Any participating premise must have adequate public liability insurance and the premise will be responsible for ensuring the safety of any users.
- Where funding is allocated the participating premises will display a sticker in their window showing they are a member of the scheme. Signage will be organised by Wiltshire Council officers prior to an official start date being established.
- Any interested provider can apply to the Council for inclusion in the scheme. The application will initially be considered based upon its location and existing local provision. If appropriate, the premises will then be assessed by a Council Officer and, where suitable, a financial offer made depending on how many, the standard and types of facilities available and opening hours.
- The maximum award will not exceed £500 pa. If a provider is successfully placed on the scheme payment will be made at the earliest opportunity. Funding is only available in the financial year 2016/ 17.
- If funding is given the agreement will be for a period of three years, but may be negotiable where this is considered inappropriate. Withdrawal from the scheme can be made at any time by giving three months written notice.

I confirm that I/my business wishes to be considered for participation in the Wiltshire Council Community Toilet Scheme.

Signature  Date 17/01/17

Please return this form to:

Your local Wiltshire Council Community Area Board
Please see the council's Website for details.

Tel. 0300 4560105