

# AGENDA

**Meeting:** Melksham Area Board  
**Place:** Seend Community Centre  
**Date:** Wednesday 6 September 2017  
**Time:** 7.00 pm

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Including the Parishes of Bremhill, Calne, Calne Without, Cherhill, Compton Bassett, Heddington and Hilmarton.

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

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

**Refreshments and networking opportunity from 6:30pm .**

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

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

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

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## Wiltshire Councillors

Cllr Pat Aves - Melksham North  
Cllr Hayley Spencer - Melksham Central  
Cllr Jonathon Seed - Summerham and Seend  
Cllr Roy While - Melksham Without South  
Cllr Jon Hubbard - Melksham South  
Cllr Phil Alford - Melksham Without North

## **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 request.

	<b>Time</b>
<p>1 <b>Chairman's Welcome, Introduction and Announcements</b> (<i>Pages 1 - 4</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• Community Resilience- Emergency Plans</li> <li>• Voice Your Views at Interactive Public Meetings</li> <li>• Mobile library route consultation</li> </ul>	<b>7:00pm</b>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 5 - 14</i>)</p> <p>To confirm the minutes of the meetings held on Wednesday 7 June 2017 and Thursday 13 July 2017.</p>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Community priorities</b></p> <ul style="list-style-type: none"> <li>• Children and Young People</li> <li>• Health, Wellbeing and Leisure</li> <li>• Transport</li> <li>• Community Safety</li> <li>• Culture</li> <li>• Economy</li> <li>• Our Community and Housing</li> <li>• Environment</li> <li>• Older People</li> </ul>	<b>7:05pm</b>
<p>6 <b>Waste Management Strategy &amp; Information on the Melksham Household Recycling Centre</b></p> <p>Consultation on a new waste management strategy to shape how the Council collects and manages household waste and recycling. The item will include a short presentation, interactive voting to feed into the consultation and time for Q&amp;A.</p>	<b>7:15pm</b>

7	<p><b>Melksham Burial Space</b> (<i>Pages 15 - 20</i>)</p> <p>To receive a report on the extension to Melksham cemetery and consider a request from the Muslim community for dedicated burial space.</p>	7:35pm
8	<p><b>Community Area Transport Group contributions</b></p> <p>To discuss feedback from parish councils on financial contributions and agree the funding arrangements.</p>	7:45pm
9	<p><b>Feedback from grant funding recipients</b></p> <p>An opportunity for previous funding recipients to feedback how an Area Board grant has helped their organisation and the wider community.</p> <ul style="list-style-type: none"> <li>• Seend Community Centre</li> <li>• Melksham Leg Club (Bradford on Avon and Melksham Health Partnership)</li> </ul>	8:05pm
10	<p><b>Area Board sub groups</b> (<i>Pages 21 - 22</i>)</p> <p>Local Youth Network Management Group – Cllr Spencer</p> <p>Melksham Wellbeing Group – Cllrs Aves</p> <p>Community Area Transport Group – Cllr While</p>	8:15pm
11	<p><b>Family Learning Festival</b></p> <p>Rhys Schell – Community Engagement Manager.</p>	8:20pm
12	<p><b>Written Partner Updates</b> (<i>Pages 23 - 38</i>)</p> <p>To receive any written updates from the following partners:</p> <ul style="list-style-type: none"> <li>• Community Area Partnership</li> <li>• Wiltshire Police</li> <li>• Wiltshire Police and Crime Commissioner</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire/Clinical Commissioning Group</li> <li>• Healthwatch Wiltshire</li> <li>• Melksham Town Council</li> <li>• Parish Council Nominated Representatives</li> <li>• Melksham Chambers of Commerce</li> </ul>	8:30pm

- Melksham Senior People's Forum
- Older Persons Champion
- Young Melksham
- Trans Wilts Cic

13 **Grant Funding** (*Pages 39 - 54*)

**8:40pm**

The Area Board members are asked to consider applications to the Community Area Grants scheme and from the Local Youth Network.

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

14 **Public questions**

**8:55pm**

Members of the public are invited to ask questions relating to Area Board business.

15 **Close**

**9:00pm**



## Chairman's Announcements

<b>Subject:</b>	<b>Community Resilience- Emergency Plans</b>
<b>Officer Contact Details:</b>	<b>Sarah Kelly (Emergency Plan Resilience and Response Officer)</b> <a href="mailto:Sarah.Kelly@wiltshire.gov.uk">Sarah.Kelly@wiltshire.gov.uk</a>

Planning for emergencies is an important job for the organisations who respond to incidents, but it is also important for local communities to think about how you may be able to assist the emergency services and other responders.

The main way of doing this is to create a community emergency plan. This can be as simple as a contact list for key people within the community, or a more comprehensive plan which covers the emergencies which are most likely to occur in your area (rather than just the absolute worst-case scenarios), and how your community would respond to them. Your local knowledge is also very important to the organisations who will be responding to the situation. Information such as where floods most often, what roads could be made inaccessible by snow, how badly a power cut would affect your community and where the nearest places of safety are (village/community hall etc) can greatly help the emergency services, council and other groups. Having this recorded beforehand could potentially save a lot of time if the information is needed in response.

Keeping your plans flexible is also important; they should be able to be picked up for almost anything, even if you only use the contact details and information on the nearest community centre for most events.

Getting started with these plans can be difficult, and knowing what to include even harder. If you are stuck with where to begin, there is a template available to get you started with writing an emergency plan for your area. Please contact Sarah Kelly, Emergency Planning Officer, Wiltshire Council, if you would like a template, or advice about writing your plan. There is also a Community Risk Register Available on the Wiltshire & Swindon Local Resilience Forum (LRF) website (<http://wiltshireandswindonprepared.org.uk/community-risk-register/>). This details the different risks to the Wiltshire and Swindon area, and how likely they are to happen. This document should be adapted to your area if you wish to use its information, as not all risks are relevant to each part of Wiltshire.

It is recommended that to keep your plan in its best condition, it should be exercised with everyone who has a role in it once a year, and contact details should be updated at least once a year, or when there has been a change. There is an exercise template available if you would like to exercise your plan, it is available as a PowerPoint presentation or a Word document, again please contact Sarah Kelly if you would like to discuss the exercise or be sent a template.





# Chairman's Announcements

<b>Subject:</b>	<b>Voice Your Views at Interactive Public Meeting</b>
<b>Officer Contact Details:</b>	<a href="mailto:events@wiltshire.gov.uk">events@wiltshire.gov.uk</a>

## Invitation to voice your views at interactive public meetings

You are invited to attend one of a series of meetings that Wiltshire Council is hosting to discuss the challenges that the council is facing and the impact that these could have.

The council currently spends around £900m each year on more than 300 services and has recently agreed a plan to deliver an ambitious programme of work over the next 10 years.

The council's vision is to create strong communities, prioritising growing the economy, protecting those who are most vulnerable, and working with partners in an innovative and effective way.

Changing demographics and the continuing reduction in funding from central government mean we have to continue to find substantial savings and work even more closely with local communities to encourage and support them to do more for themselves.

The council's cabinet members will be attending the meetings to discuss the challenges and to invite and listen to your views and suggestions on how these can be best managed.

Details of the informative and interactive meetings are set out below.

We look forward to seeing you and hope that you will be able to join us. It would be extremely helpful if you could confirm your attendance by emailing [events@wiltshire.gov.uk](mailto:events@wiltshire.gov.uk)

Date	Location	Venue	Time	
5 September	Salisbury	City Hall	5.30pm	Refreshments available
14 September	Chippenham	Monkton Park	5.30pm	Refreshments available
25 September	Trowbridge	County Hall	5.30pm	Refreshments available
26 September	Devizes	Corn Exchange	5.30pm	Refreshments available

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

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham United Church  
**Date:** 7 June 2017  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

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

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Rhys Schell – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Emma Drage – Local Youth Facilitator

### **Town and Parish Councils**

Melksham Town Council – Terri Welch, Katy Iles, Andy Hinchcliffe & Lorraine McRandle

Melksham Without Parish Council – Teresa Strange, Richard Wood & John Glover

### **Partners**

Older Persons Champion – Chris Pickett

**Total in attendance: 45**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Area Board meeting at the Melksham United Church.</p> <p>The members of the Area Board introduced themselves.</p> <p>The following Chairman's Announcement was noted:</p> <ul style="list-style-type: none"> <li>• <b>Melksham Remembers – It was agreed by the Area Board that the remaining £1,649.00 of WW1 funding was transferred to the Melksham Remembers project.</b></li> </ul>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Brian Warwick – Melksham Seniors Forum.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meetings held on Wednesday 8 February 2017 and Tuesday 7 March 2017 were agreed as the correct records.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Jon Hubbard – Chairman of Young Melksham, Agenda item no:8 Young Melksham Proposal.</p>
5	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>The following appointments to outside bodies and working groups for the forthcoming year were agreed:</p> <ul style="list-style-type: none"> <li>• Community Area Transport Group (CAT-G) – Cllr Roy While.</li> <li>• Melksham Wellbeing Group – Cllr Pat Aves.</li> <li>• Local Youth Network (LYN) – Cllr Hayley Spencer.</li> <li>• Melksham Community Area Partnership – To be appointed.</li> </ul>

	<ul style="list-style-type: none"> <li>• Melksham Neighbourhood Plan – Cllr Pat Aves &amp; Cllr Phil Alford.</li> </ul> <p>The Area Board noted the Melksham Community area priorities:</p> <ul style="list-style-type: none"> <li>• Health, Wellbeing and Leisure</li> <li>• Children and Young People</li> <li>• Culture</li> <li>• Economy</li> <li>• Older People</li> <li>• Environment</li> <li>• Transport</li> <li>• Our Community and Housing</li> <li>• Community Safety</li> </ul>
6	<p><u>Updates and Reports</u></p> <p>Children and Young People (including Local Youth Network Management Group) – nothing to report.</p> <p>Health and Wellbeing – nothing to report.</p> <p>Business and Economy – nothing to report.</p> <p>Melksham Older Persons Champion – Chris Pickett</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That concerns continued to be raised for an “Other Faiths” cemetery located in the Melksham community area. Cllr Seed advised that work was ongoing to find a suitable site.</li> <li>• Concerns over the possible closure of Melksham Hospital.</li> <li>• Chris Pickett thanked the Area Board for being appointed the Melksham Older Persons Champion.</li> </ul> <p>The Chairman thanked Chris Pickett for his update.</p>

7	<p><u>Parks, Play Areas and Open Spaces</u></p> <p>The Chairman introduced local community representatives from Bowerhill Residents Action Group (BRAG), Community Action Shaw and Whitley (CAWS) and Melksham Tidy Town Team who highlighted some of the work that they had carried out in their community areas.</p> <p>It was noted that there was a real need for good play areas and parks in Melksham, and that Melksham was very willing to take on the responsibilities of running these facilities.</p> <p>The Chairman advised that Wiltshire Council was looking at this issue, and that he was hopeful that it would be successfully resolved.</p> <p>It was felt that Melksham Town Council and Melksham Without Parish Council should liaise, and share their respective expertise and local knowledge.</p> <p>It was noted that the grounds of Melksham House were now in a poor state.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Area Board was supportive of local groups being able to take on the responsibility of running local play area and parks.</b></li> <li>• <b>That this happens as soon as possible where communities want to take on the running local play area and parks.</b></li> </ul> <p>The Chairman thanked all the local groups for their dedication and continued hard work.</p>
8	<p><u>Young Melksham proposal</u></p> <p><i>Note: Cllr Hubbard hands over to Cllr Seed for this item.</i></p> <p>The Vice-Chairman introduced Teresa Strange – Trustee, Young Melksham who outlined Young Melksham’s bid to re-locate to the Wiltshire Council site at the King George V playing field, Melksham. It was felt that although Young Melksham needed a new home, the Melksham Campus site was not the right location for this.</p> <p>A short power point presentation was shown, highlighting the proposed site and its suitability for youth provision.</p> <p>Questions were asked regarding the potential future cost of the proposed new home for Young Melksham. Cllr Hubbard and Teresa Strange confirmed that no financial support was being requested from the Area Board at this stage.</p>

	<p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Area Board supports Young Melksham’s bid to re-locate to the Wiltshire Council site at the King George V playing field, Melksham.</b></li> </ul> <p>The Vice-Chairman thanked Teresa Strange for her presentation.</p> <p><i>Note: Cllr Hubbard did not vote on the Young Melksham proposal.</i></p>
9	<p><u>Big Pledge - London Calling</u></p> <p>Rhys Schell – Community Engagement Manager introduced a short film highlighting Wiltshire Council’s Big Pledge 2017, London Calling.</p>
10	<p><u>Wiltshire Commemorates the First World War</u></p> <p>Rhys Schell – Community Engagement Manager outlined a proposal from Wiltshire Council to plant 10,000 trees to commemorate the centenary of the end of the First World War. It was to be decided whether a large Wiltshire wood, or smaller community areas would be planted.</p>
11	<p><u>Feedback from grant funding recipients</u></p> <p>The Area Board received feedback from the following grant funding recipients on how Area Board funding had helped their group/organisation:</p> <ul style="list-style-type: none"> <li>• Bowerhill Residents Action Group – new noticeboard.</li> <li>• Devizes and District Opportunity Centre – outdoor shelter.</li> <li>• Young Melksham – new disco equipment.</li> </ul> <p>The Chairman thanked all groups for attending the Area Board meeting to give their feedback.</p>
12	<p><u>Written Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> <li>• Dorset and Wiltshire Fire &amp; Rescue Service</li> <li>• Melksham Town Council</li> </ul>

	<ul style="list-style-type: none"> <li>• Melksham Without Parish Council</li> <li>• TransWilts Cic</li> <li>• Melksham Bus User Group</li> <li>• Chamber of Commerce</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
13	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider six applications to the Community Area Grants scheme:</p> <ul style="list-style-type: none"> <li>• <b>Keevil Parish Council awarded £1,083.00 for Kerbing in Main Street Keevil.</b></li> <li>• <b>Steeple Ashton Guides awarded £4,000 for Steeple Ashton Guides Storage Project.</b></li> <li>• <b>Bulkington Parish Council awarded £281.25 for 1918 Commemorative Memorial Stone.</b></li> <li>• <b>Melksham Forest Community Centre awarded £1,797.60 for Melksham Forest Community Centre 15x tables 100x Chairs.</b></li> <li>• <b>Devizes &amp; District Opportunity Centre awarded £279.83 for Garden Tools.</b></li> <li>• <b>Strange Old Things - The Mobile Museum awarded £1,000 for Strange Old Things - The Mobile Museum.</b></li> </ul>
14	<p><u>Any Other Items of Public Concern</u></p> <p>There were none.</p>
15	<p><u>Close</u></p>



# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Canberra Children and Young People's Hub, 56 Spa Road, Melksham  
**Date:** 13 July 2017  
**Start Time:** 5.00 pm  
**Finish Time:** 5.55 pm

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Please direct any enquiries on these minutes to:

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Rhys Schell – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Emma Drage – Local Youth Facilitator

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the meeting.</p> <p>The Chairman outlined a statement from Cllr John Thomson - Deputy Leader and Cabinet Member for Communities, Campuses, Area Boards and Broadband, Wiltshire Council re the Melksham Campus project. <i>(A copy of the statement is attached).</i></p>
17	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
18	<p><u>Declarations of Interest</u></p> <p>Agenda item no.4 – Grant Funding</p> <p>Melksham card reader – Young Melksham – Cllr Hubbard (Chairman of Young Melksham).</p> <p>St Georges School - replacement of chain linked fence for natural Hedge – Seend Primary School – Cllr Seed (Former school governor).</p>
19	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider five applications to the Community Area Grants scheme:</p> <p><b>Decision</b>  <b>Melksham Adventure Centre awarded £1,955 for Melksham Adventure Centre.</b>  <b><i>Note: Cllr Hubbard abstained from the vote.</i></b></p> <p><b>Decision</b>  <b>Whitley Reading Rooms awarded £1,040 for Storage improvement and safety.</b></p> <p><b>Decision</b>  <b>Young Melksham awarded £876.09 for Membership Card Printer.</b>  <b><i>Note: Cllr Seed in the chair for this application and that Cllr Hubbard abstained from the vote.</i></b></p>

	<p><b>Decision</b>  <b>Back On Track - Stroke Rehab Service awarded £925 for Stroke Rehabilitation Equipment.</b></p> <p><b>Decision</b>  <b>Seend Church of England aided Primary School Parents Social Committee awarded £250 for St Georges School - replacement of chain linked fence for natural Hedge.</b></p> <p>Youth Grant Funding</p> <p><b>Decision</b>  <b>Steeple Ashton Guides and Senior Section Activity Weekend awarded £560.</b></p> <p><b>Decision</b>  <b>Youth adventure trust awarded £2,286.</b></p> <p>Youth Funding Procurement of PAYP providers</p> <p><b>Decision</b>  <b>Community area youth activities of sports, youth work, sign posting advice and guidance awarded £4,600.</b></p>
20	<p><u>Community Area Transport Group</u></p> <p>Cllr Roy While outlined the Community Area Transport Group Funding recommendations made by the Community Area Transport Group at it's meeting held on 13 June 2017.</p> <p><b>Decision</b>  <b>Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate awarded £400.</b></p> <p><b>Decision</b>  <b>Broughton Gifford – request for No through road sign at Newleaze Park awarded £ 125.</b></p> <p><b>Decision</b>  <b>Melksham King Street and Church Street– request for 3 sets of dropped kerbs awarded £1,800.</b></p> <p><b>Decision</b>  <b>A361 Semington Roundabout – request for safe crossing point between Little Marsh and Semington agreed. Sum of £8,800 approved, following</b></p>

	<b>£5,000 agreement match funding by Semington Parish Council.</b>
21	<p><u>Any Other Items of Public Concern</u></p> <p>Concerns were raised re taxi provision in Melksham town centre – agreed that Cllr Hubbard and the Community Engagement Manager would discuss this issue with taxi representatives.</p> <p>Inspector Andy Fee – Wiltshire Police was introduced as the new Sector Inspector for Melksham.</p>
22	<u>Close</u>

Wiltshire Council

AGENDA ITEM 7

Melksham Area Board  
6<sup>th</sup> September 2017

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**Melksham Cemetery – Grave space allocation**

**1. Introduction**

Wiltshire council has received a request from the Muslim Community, via Melksham Family of Churches, to allocate part of the new cemetery extension solely for Muslim burials.

**2. Background**

2.1 Wiltshire Council is responsible for seven cemeteries including Melksham Cemetery. All seven cemeteries are in the former West Wiltshire District Council area; other cemeteries in Wiltshire are either run privately or by Parish/Town Councils.

2.2 Melksham Cemetery is nearing capacity and the council is in the process of providing an extension.

2.3 The approved planning layout for the extension (Appendix A) shows an increase in capacity of 68 full size plots, 17 child plots and 134 ashes plots.

It is likely the extension will last 10-15 years at current burial rates.

2.4 The Melksham Cemetery extension is not yet complete nor in use.

2.5 Planning regulations do not prohibit the cemetery extension being laid out in an alternative manner.

**3. Muslim burial areas**

3.1 Muslim funerals take place in accordance with Islamic law and custom. In terms of burials, the graves should be dug at right angles to the direction of Mecca.

3.2 Usually graves in council cemeteries are not oriented at right angles to Mecca unless they are in designated Muslim areas; this is to ensure best use is made of available cemetery space.

3.3 West Wiltshire District Council allocated Muslim Areas in Trowbridge and Warminster Cemeteries. The last Muslim burial in a council cemetery was in 2012.

3.4 Figures from the 2011 census show 105 Muslims living in the Melksham Community Area. This represents less than 0.5% of the population, although anecdotal evidence suggests this is growing.

3.5 Melksham contains a mosque which serves people of the town and also people from Corsham, Calne, Devizes and Westbury. The other mosques in the area are in Trowbridge and Chippenham.

**4. Legislation and Process**

4.1 By virtue of the Unitary process in 2009, Wiltshire Council is a Burial Authority.

4.2 In accordance with Article 5(1) of the Local Authorities' Cemeteries Order 1977 a Burial Authority may set apart an area of a cemetery which has not been consecrated for use by a particular denomination or religious body. The burial authority must satisfy themselves that a sufficient part of the cemetery remains available for general use (Appendix B).

- 4.3 Wiltshire Council's constitution stipulates that certain Key Decisions are reserved to Full Council. This matter does not fall into that category, nor does it fall into the Local Choices options which are reserved to Cabinet or the Solicitor to the Council or the Associate Director for Economic Development and Planning.
- 4.4 This matter could therefore be determined by the Associate Director for Waste and Environment or could be determined by the Area Board.
- 4.5 The purpose of area boards is to promote the development of stronger and more resilient communities across Wiltshire's community areas through:
- Shaping the delivery of local services;
  - Addressing local issues;
  - Building community leadership and local engagement.
- 4.6 It is considered that the allocation, or not, of a Muslim area in a cemetery would be shaping the delivery of a local service and as such an appropriate decision for the Area Board to take.

## 5. **Options for consideration**

- 5.1 Wiltshire Council has received a request to allocate a specific area of Melksham Cemetery for Muslim burials. The request is for a separate area, delineated by a path or similar low maintenance feature, which is only for Muslim Burials and where the plots can be oriented at right angles to Mecca.
- 5.2 **Option 1:** Grant the request and provide a separate delineated area for Muslim burials. There would be the cost of installing and maintaining a boundary feature and this would contradict the council's policy not to allocate graves prior to them being required. There would also be a risk that the rest of the cemetery extension would reach capacity and any space in the Muslim area would then be unavailable for the general population.
- 5.3 **Option 2:** Grant the request to allocate a separate area for Muslim burials, but not to delineate this and not to pre-allocate any plots. A Muslim area could be placed at one end of the extension, whilst the other is used for 'non-Muslim' burials. Both areas would be filled as needed. The Muslim graves could be oriented at right angles to Mecca in this scenario. There would be no financial implications.
- 5.4 **Option 3:** Decline the request to allocate a separate area for Muslim burials. This would carry some reputational risk to the council.

## 6 **Conclusion**

- 6.1 The Area Board is asked to consider the report and to confirm their preferred solution from the 3 options available.

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### **Report authors**

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Appendix B:

### **Legislation**

The Local Authorities' Cemeteries Order 1977 sets out the provisions for burial authorities on consecration and the setting apart for particular denominations.

Article 5 of the order sets out that:

5(1) subject to further provisions in article 5 a burial authority may if they think fit (b) set apart for the use of a particular denomination or religious body any part of the cemetery which has not been consecrated. (2) When doing so the authority shall satisfy them that there is a sufficient part of the cemetery that remains unconsecrated and not set apart for the use of any particular denomination or religious body.

(4) the consecrated area shall be marked off in a manner considered suitable.

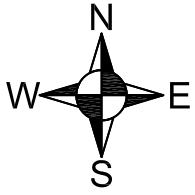
(5) Notwithstanding the consecration or the setting apart for the use of a particular Christian denomination of the part of a cemetery in which any burial is to be effected, the burial may take place without any religious service or with such Christian and orderly religious service at the grave, conducted by such person or persons, as the person having the charge of or being responsible for the burial may think fit.

(6) A burial authority may at the request of a particular denomination or religious body prohibit the interring or scattering of cremated human remains in or over a part of the cemetery set apart for their use.



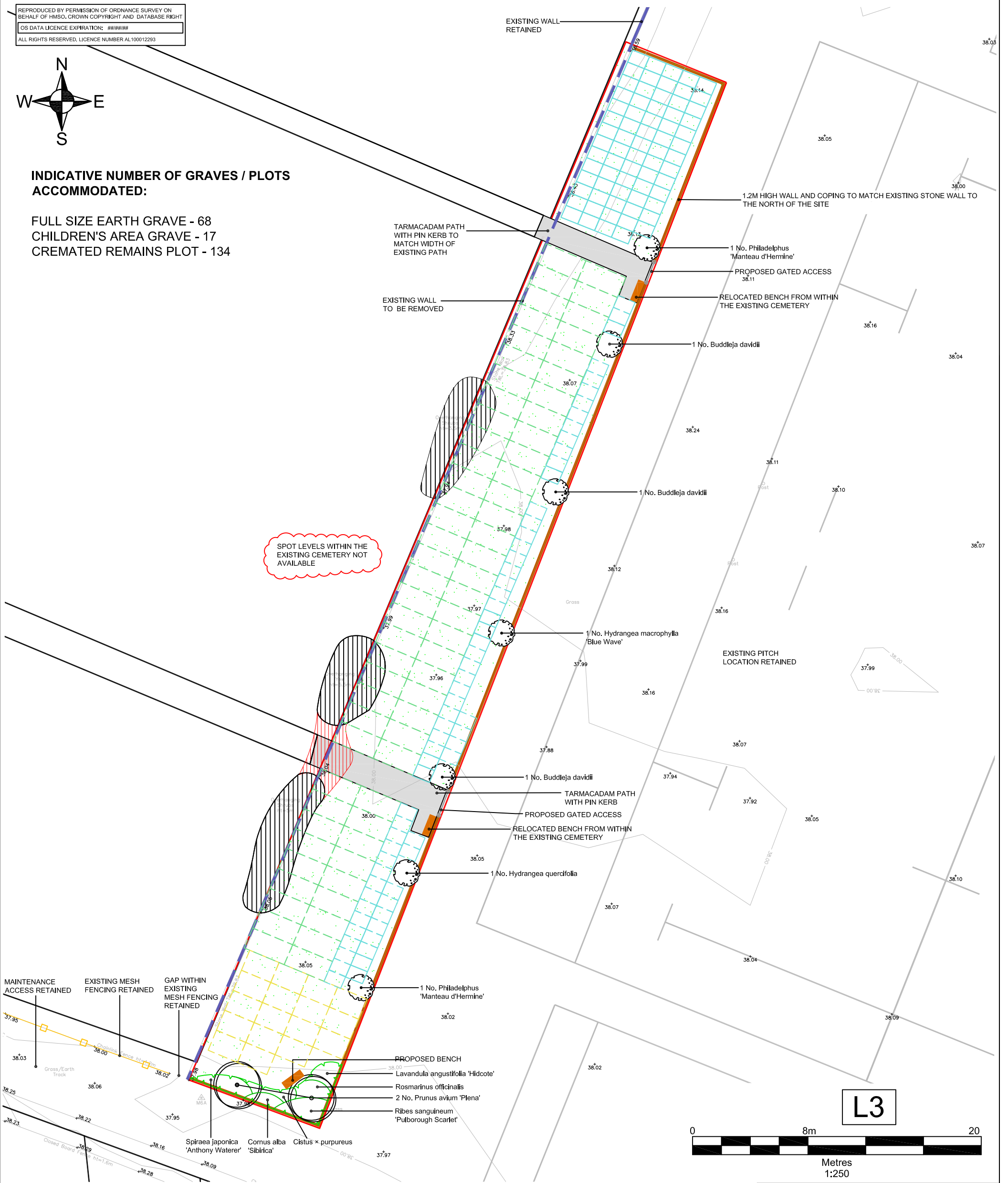


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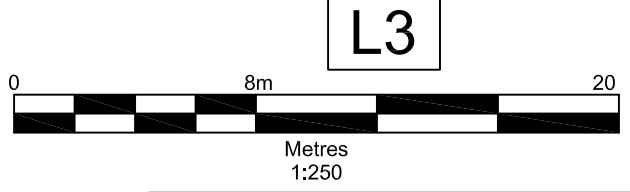
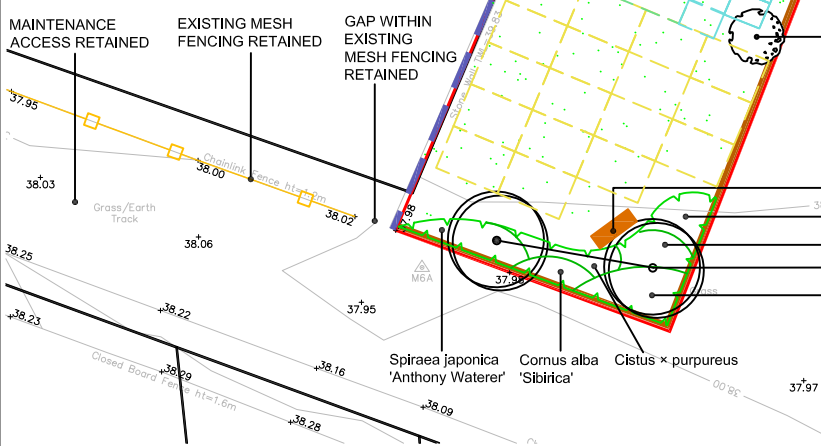


**INDICATIVE NUMBER OF GRAVES / PLOTS ACCOMMODATED:**

FULL SIZE EARTH GRAVE - 68  
 CHILDREN'S AREA GRAVE - 17  
 CREMATED REMAINS PLOT - 134



SPOT LEVELS WITHIN THE EXISTING CEMETERY NOT AVAILABLE



**LEGEND**

[Red outline]	SITE BOUNDARY	[Orange line]	PROPOSED 1.2M HIGH WALL (SEE IMAGE ABOVE)
[+37.96]	EXISTING SPOT LEVELS	[Blue line]	PROPOSED GATE
[Hatched box]	EXISTING VEGETATION RETAINED	[Blue dashed line]	EXISTING CONCRETE WALL RETAINED
[Red hatched box]	VEGETATION TO BE REMOVED	[Blue dashed line]	EXISTING CONCRETE WALL TO BE REMOVED
[Circle with dot]	PROPOSED FEATURE SHRUB	[Yellow dashed line]	EXISTING MESH FENCING TO BE RETAINED
[Circle]	PROPOSED TREE	[Orange box]	PROPOSED / RELOCATED BENCH
[Green box]	PROPOSED ORNAMENTAL SHRUBS	[Green dashed line]	INDICATIVE LOCATION OF BURIAL PLOT (FULL SIZE EARTH GRAVE - 3 X 1.5M DIMENSION)
[Green dotted box]	PROPOSED AREA TO BE SEEDED / TURFED	[Yellow dashed line]	INDICATIVE LOCATION OF BURIAL PLOT (CHILDREN'S AREA GRAVE - 2.2 X 1.5M DIMENSION)
		[Red dashed line]	INDICATIVE LOCATION OF BURIAL PLOT (CREMATED REMAINS PLOT - 1.25 X 0.9M DIMENSION)

**PLANT SCHEDULE**

Trees			
Botanical Name	Girth/Dia. cm	Root Zone	Specification
Prunus avium 'Plena'	10-12	RB	2x; SS; RB; clear stem 175-200cm; 4 brks

Specimens			
Botanical Name	Height cm	Root Zone	Specification
Buddleja davidii	60-80	5L	Branched; 5 brks
Hydrangea macrophylla 'Blue Wave'	60-80	10L	Branched; 7 brks
Hydrangea quercifolia	40-60	7.5L	Branched; 4 brks
Philadelphus 'Manteau d'Hermine'	40-60	10L	Branched; 7 brks

Shrubs				
Botanical Name	Height cm	Root Zone	Specification	Density / m <sup>2</sup>
Cistus x purpureus	30-40	3L	Bushy; 4 brks	3
Cornus alba 'Sibirica'	40-60	3L	Branched; 3 brks	2
Lavandula angustifolia 'Hidcote'	20-30	5L	Bushy; 7 brks	6
Ribes sanguineum 'Pulborough Scarlet'	40-60	2L	Branched; 3 brks	3
Rosmarinus officinalis	20-30	2L	Bushy; 3 brks	4
Spiraea japonica 'Anthony Waterer'	30-40	3L	Branched; 6 brks	4

DRAFT

LANGFORD LODGE  
109 PEMBROKE ROAD  
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BS8 3EU  
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www.slrconsulting.com

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MELKSHAM  
CEMETERY EXTENSION  
LANDSCAPE PROPOSALS

00210.00026.16.005.1

Scale 1:250@A3
Date MAY 2015

00210.00026.16.005.1-Landscape Proposals.dwg



**Melksham Wellbeing Group  
07.08.2017**

<b>Attendees:</b>	Pat Aves, Amanda Brookes, Chris Pickett, Martin Elson, Tracey Manners, John Truss, Sue Brown, Martin Pain, Karen Spence, Rhys Schell
<b>Apologies:</b>	Helen Henderson
<b>Feedback/ recap on last years grants</b>	<b>Melksham Seniors Community Day (Martin Pain)</b> – The event took place in April with over 600 registered attendees and 41 stall holders. A huge success which showcased the extent of activities available for Melksham residents. The seniors will be looking to turn this into an annual event.
	<b>Melksham Leg Club (Amanda Brookes)</b> – The club launched in April and within 3 months they are now treating approximately 35 patients each week. Volunteers are greatly helping the smooth running of the service, however, more are required. <b>Action:</b> outline of the volunteer requirement to be circulated so members can help promote this opportunity. The carers café has also launched which is organised by the patient reference group from Spa and the falls clinic has also started. There is an open invitation to Wellbeing Group members to attend one of the sessions on a Thursday morning. Ruth Randall or Sarah Coombes are the contacts.
	<b>West Wilts Multi Faith Forum (Pat Aves)</b> – 17 ladies from the forum visited Bowood Gardens earlier in the summer and the feedback was very positive. They used public transportation and met with representatives from the venue who showed them around. The reports back (and photos) were very encouraging and another trip is planned for the future.
<b>Recap of Melksham priorities</b>	<p>Brief recap of the agreed local priorities and that all grants should look to tackle the highlighted issues.</p> <p><b>Health, wellbeing and leisure</b> 1. Mental health and wellbeing – 70% 2. Promoting healthy lifestyles – 65% 3. Support for carers – 61%</p> <p><b>Older people</b> 1. Social isolation and loneliness – 74% 2. Support for carers – 62% 3. Promoting healthy and active lifestyles – 57%</p>
<b>Potential new project ideas</b>	<b>John Truss, Age UK</b> – 11 toe nail cutting services taking place across county with 1 already taking place at Kestrel Court in Bowerhill. This service runs for one morning per month. Demand exceeds the available slots and there are issues with transportation to the current location. Discussions around a suitable town centre venue that could be used all day have stalled. Once resolved, Age UK would like to request support funding for start-up costs with exact amounts TBC. <b>Action:</b> Martin to speak with Selwood Housing re: use of rooms at Thornbank and feedback to John and Tracey. <b>Action:</b> John/ Tracey to submit funding application to the group.
	<b>Amanda Brookes, BOA and Melksham Health Partnership</b> – given the success of the services at the Spencer’s Social club on a Thursday, the health partnership are looking to add a Strength and Balance class. This has worked very effectively in

	<p>BOA and there is a known demand for the service. There is already a class at Christie Miller, however, more local demand for this service remains. There would be a requirement of approximately £45 subsidy per class needed to keep costs reasonable for participants. This would equate to approximately £2,000 per annum.</p> <p><b>Action:</b> Amanda to submit funding application form to the group.</p>
	<p><b>Connie's Colander</b> (<a href="https://humanstorytheatre.com/productions-connies-colander/">https://humanstorytheatre.com/productions-connies-colander/</a>) – a one-off production (during October) that follows the story of the impact that Alzheimer's has on a mother and daughter. This could be shown within Melksham for approximately £500.</p> <p><b>Action:</b> members to review the link above and feedback on whether they feel this is a good use of our funding.</p>
	<p><b>Rhys Schell, on behalf of Melksham Family of Churches</b> – an initial idea to expand the free lunch services offered by some of the churches. There was some confusion over the current offer from the churches and their ability to expand such a programme, whilst recognising in theory that this would be an excellent project.</p> <p><b>Action:</b> Chris and Rhys to speak with Family of Churches contacts to gain further detail.</p>
<b>Other project ideas</b>	<p>Melksham Seniors may request some support funding for the International Older Persons day event proposed for 2<sup>nd</sup> October. Further detail to be ironed out.</p>
	<p>Interest from the group in supporting carers locally and discussed whether some of the funding could be used to support a 'sitting service'.</p> <p><b>Action:</b> Rhys to make contact with Carer's Support to discuss.</p>
<b>AOB</b>	<p>Next meeting to be scheduled for September.</p> <p><b>Action:</b> Rhys to circulate a doodle poll</p>



## Melksham Area Board

Hello and welcome to this Community Policing report.

I would like to take this opportunity to talk about a new proactive team that has recently been introduced in to the Community Policing model.

The team consists of a Detective Sergeant, nine Police Officers and two Local Crime Investigators, that are responsible for the Central hub, which covers the north and west areas of the county.

Whilst assisting the Community Policing Team, their core responsibilities include :

- Proactively tackling any ongoing crime / antisocial behavior series, which are highlighted within the weekly tasking meeting that is chaired by Inspector Andy Fee. These series are raised by the local officers on the front line, and proactively targeted to prevent any escalation
- Locate and arrest outstanding offenders
- Manage any local enquiries relating to our serial perpetrators, also referred to as SWITCH nominals
- Following on from the matters raised in the weekly tasking meeting, gather intelligence which will facilitate in obtaining warrants from the court relating to drugs, stolen property and other issues
- Carry out drug warrants with assistance from the Community Policing Team
- Tackling ongoing community issues

The Proactive Team has been in place since the beginning of August 2017, and have already produced some fantastic results. Across the Central hub they have made 39 arrests which has assisted us in being able to charge a number of offenders.

Examples of some of their great work include :

Members of the Proactive Team assisted in the investigation and arrest of a male who was arrested and charged with theft, having stolen a large quantity of cash from a person within the town centre.

Members of the Proactive Team located a caravan that had been stolen from the Dorset area, and brought to West Wiltshire. The perpetrator was arrested and the caravan was recovered. Dorset Police are currently investigating the theft.

## **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/>

## **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.

The crime rate for the Melksham area over the Month of July was in line with what we would expect. We recorded 142 crimes for this month, which is a very slight increase compared to last month. There were no crime exceptions throughout the month.

Throughout the month of July, the Melksham area saw four reports of Dwelling Burglaries, whereby homes have been entered and quantities of cash have been stolen. With the warmer weather, please ensure that windows are not left open overnight, or when the property is empty, and that front doors are locked at all times.

## **OTHER INFORMATION**

For those looking to organize an even within the community, please have a look at the toolkit available from Wiltshire Council, which gives guidance and advice with regards to most types of events, including information about traffic management and which agencies / departments need to be contacted when applying for various licenses / road closures.

## **CHARGES TO NOTE**

On the 03<sup>rd</sup> July a theft occurred at Asda, Bradford Road, whereby a male entered the store and selected a large amount of electrical items. The male returned to the store and stole further items on the 04<sup>th</sup> July. Tobi KENT, 29 years of No Fixed Abode was arrested on the 28<sup>th</sup> July and charged with three offences of theft. A number of other theft offences were 'taken into consideration'.

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)

On the 29<sup>th</sup> July 2017, Wiltshire Police received a report of a male having been detained in Asda, Bradford Road, having been witnessed attempting to steal a purse from a female shoppers handbag. Tudorel IONICA, 38 year old male from an address in St Austell was bailed to attend Salisbury Magistrates Court on the 18<sup>th</sup> August.

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

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

**Sector Inspector Andy Fee**

[feedback@wiltshire.police.uk](mailto:feedback@wiltshire.police.uk)





**August 2017****Overview**

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

**The right healthcare, for you, with you, near you**

**Patients in Bath and North East Somerset, Swindon and Wiltshire Sustainability and Transformation Partnership (STP) area are set to benefit from expansion of diabetes prevention programme as NHS England drives forward changes to support people to live healthier lives.**

The head of NHS England, Simon Stevens, has announced 13 new areas, including Bath and North East Somerset, Swindon and Wiltshire partnership, are now live and ready to offer a leading NHS prevention programme to patients identified at risk of developing Type 2 diabetes.

Wave 2 of the [Healthier You: NHS Diabetes Prevention Programme](#) is part of a wider package of measures to support people at risk of type 2 diabetes to get healthier, keep well and reduce their risk of developing the disease.

Local people from the Bath and North East Somerset, Swindon and Wiltshire (BSW) area who are referred on to the programme will get tailored, personalised help to reduce their risk of developing the disease. Their support will include education on healthy eating and lifestyle choices, reducing weight through bespoke physical exercise programmes and portion control, which together have been proven to reduce the risk of developing the disease.

The programme, which is run collaboratively by NHS England, Public Health England and Diabetes UK, was officially launched last year, with the first wave made up of 27 areas and covering 26 million people – almost half of the country. The latest national figures reveal the programme is making good progress, with just under 50,000 people referred in Wave 1 and more than 18,000 on the programme in at the end of April. This exceeds the original target set in the NHS Mandate of 10,000 referrals during 2017/18.

Wave 2 areas will cover another 25% of the population, with an estimated 130,000 referrals and up to 50,000 additional places made available thanks to the expansion.

The ambition is for the programme to eventually cover the whole of the country and these figures could rise to as many as 200,000 referrals and more than 80,000 people on programmes by 2018/19.

Early evidence is positive and suggests that just under half of those taking up the programme are men – a much higher proportion than traditional weight loss programmes, while roughly a quarter of people are from black and ethnic minority communities.

# Around the clock healthcare in Wiltshire this summer



✓ Advice on how to stay well during the summer  
✓ Tips on treating a number of minor ailments

**NHS Choices**

- UK's biggest website: [www.nhs.uk](http://www.nhs.uk)
- Wiltshire advice available at: [www.yourcareyoursupportwiltshire.org.uk](http://www.yourcareyoursupportwiltshire.org.uk)

**NHS 111**

- A free non-emergency phone service
- Available 24 hours a day, 365 days a year
- Trained call handlers to help you

✓ Medical help and advice that is not an emergency  
✓ Advice about which NHS service to use  
✓ Information and support about what to do next

✓ Insect bites that cause a serious allergic reaction  
✓ Tick bites that cause a circular rash spreading from the bite site  
✓ New moles appearing or existing moles changing shape, size or colour  
✓ Conditions that can't be treated with over the counter medication or advice from a Pharmacist

**GP out of hours**

- Deal with a range of health problems and also run clinics and carry out simple surgical operations
- Most GP surgery services are available 8am - 6.30pm
- The GP out of hours service is available 6.30pm - 8am and all day at weekends and bank holidays. Call your GP surgery to access this service

**Walk-in centre**

- Treats non life-threatening minor illness and injuries
- Run by experienced clinicians who will see you on a first come, first served basis. You don't need to book an appointment
- The local service is Salisbury Walk-in Health Centre, Avon Approach, SP1 3SL. The centre is open: Mon - Fri: 6.30pm - 10pm, Sat - Sun and bank holidays: 8am - 8pm

✓ Insect bites  
✓ Sunburn  
✓ Stomach upsets

✓ Infection and rashes  
✓ Bruises and scratches  
✓ Emergency contraception

• Medicine experts who can provide advice on common ailments  
• See your pharmacist at the first sign of illness before it gets more serious

**Pharmacy**

✓ Sunburn  
✓ Hayfever  
✓ Insect bites  
✓ Aches and pains

✓ Coughs and colds  
✓ Sore throat  
✓ Skin rashes

✓ Insect bites  
✓ Sunburn  
✓ Sprains and strains  
✓ Infection and rashes  
✓ Bruises and scratches  
✓ Broken bones

× Heat exhaustion  
× Allergic reactions  
× Chest pain  
× Breathing difficulties  
× Stomach pains  
× Pregnancy problems

✓ Stroke  
✓ Persistent, severe chest pain  
✓ Breathing difficulties  
✓ Severe bleeding  
✓ Severe burns or scalds

✓ Fits that do not stop  
✓ Choking  
✓ Heart attack  
✓ Severe head injury  
✓ Severe allergic reactions

**A&E**

- Provides emergency care for people who have a life-threatening illness or injury
- Available 24 hours a day, 365 days a year
- Only use an A&E service in very serious or life-threatening situations

**Minor injuries unit**

- Treats non life-threatening minor injuries
- Run by experienced nurses who will see you on a first come, first served basis. You don't need to book an appointment
- The local MIUs are in the community hospitals at:
  - Chippenham, Rowden Hill, SN15 2AJ
  - Trowbridge, Adcroft Street, BA14 8PH

Both services are open 7am - 11pm

Follow us at: [@NHSWiltshireCCG](https://twitter.com/NHSWiltshireCCG)  
[www.facebook.com/NHSWiltshireCCG](https://www.facebook.com/NHSWiltshireCCG)

#RightPlaceRightTime

Wiltshire Clinical Commissioning Group is helping people to make the right decision about where to go for healthcare treatment over the summer months in Wiltshire, with the help of an easy to use healthcare clock – a signposting tool to help people choose the right healthcare service for their illness or injury.



## Roadshow aims to put Wiltshire people in the driving seat on health and care issues

Staff and volunteers from the county's independent health and care champion will be taking to the roads of Wiltshire in September to find out what people think about their local health and care services.

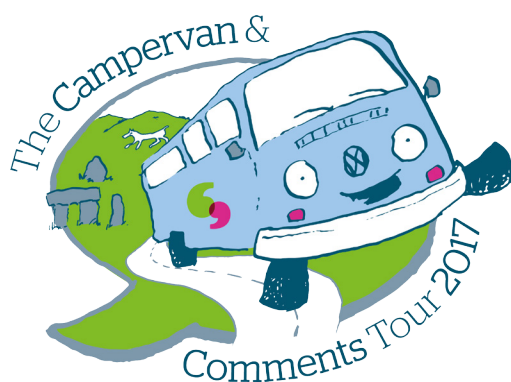
Healthwatch Wiltshire aims to speak to at least 1000 people from all corners of the county as part of its 'Campervan and Comments Tour.'

The roadshow will travel almost 400 miles zig-zagging around Wiltshire in a classic 1969 VW campervan and park up at key locations around the county to gather the views of people of all ages.

Lucie Woodruff, Healthwatch Wiltshire Manager, explained: "We want to reach at least 1000 people from all over Wiltshire in just two weeks. We thought it would be a great idea to hire a campervan and visit places where people might not have heard of Healthwatch before.

"The role of a local Healthwatch is to make sure the health and care system in the area meets the needs of the people who use it. Feedback is gathered from patients and their families on services such as GP surgeries, care homes, hospitals, mental health and social care. These findings are then taken to the organisations which plan, pay for and deliver health and care services.

"Wiltshire is such a huge county and we thought a roadshow would be a great way to reach more people and give them the opportunity to have their voice heard. Plus, everyone who we speak to will get free refreshments and a cupcake too!"



### Planned tour dates

Monday 18 September to Friday 29 September.

For venues, see list overleaf

### Get social!

People can tweet or share on Facebook or Instagram #hwwiltsonatour at one of the campervan locations to enter a competition to win a hamper of cupcakes.

For the most up to date details on the roadshow visit our dedicated website page: [healthwatchwiltshire.co.uk/healthwatch-wiltshire-annual-event](http://healthwatchwiltshire.co.uk/healthwatch-wiltshire-annual-event)

#### Contact us:

Tel 01225 434218

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

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

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.



## Planned tour dates:

Malmesbury Town Hall, Malmesbury	Mon 18 Sept am
Tesco Express and Leisure Centre, Purton and Cricklade	Mon 18 Sept pm
Salisbury Charter Market, Salisbury	Tues 19 Sept all day
Bouverie Hall Tuesday Market, Pewsey	Tues 19 Sept am
Royal Wootton Bassett Library, Royal Wootton Bassett	Wed 20 Sept am
Market and Jubilee Centre, Marlborough	Wed 20 Sept all day
Market and Devizes School, Devizes	Thurs 21 Sept all day
Tesco, Amesbury	Thurs 21 Sept pm
Chippenham College, Chippenham	Fri 22 Sept am
Beverbrook Medical Centre, Calne	Fri 22 Sept pm
Chippenham Farmers' Market, Chippenham	Sat 23 Sept all day
Rosemary Goddard Centre, Mere	Mon 25 Sept am
Giffords Surgery and Young Melksham, Melksham	Mon 25 Sept pm
Springfield Community Hub and Market, Corsham	Tues 26 Sept am
Bradford on Avon Medical Centre, Bradford on Avon	Tues 26 Sept pm
The Shires and Trowbridge Men's Shed, Trowbridge	Wed 27 Sept am
Health & Wellbeing Fair, Nadder Centre, Tisbury	Wed 27 Sept pm
Wilton Market, Wilton	Thurs 28 Sept am
Tesco, Tidworth	Thurs 28 Sept pm
Warminster Market, Warminster	Fri 29 Sept am
Leigh Park Community Centre, Westbury	Fri 29 Sept pm

For the most up to date details on the roadshow visit our dedicated website page:  
[healthwatchwiltshire.co.uk/healthwatch-wiltshire-annual-event](http://healthwatchwiltshire.co.uk/healthwatch-wiltshire-annual-event)

## ***Update for Melksham Area Board***

<b>Name of Parish/Town Council</b>	<b>Melksham Without Parish Council</b>
<b>Date of Area Board Meeting</b>	6 <sup>th</sup> September 2017
<b>Headlines/Key successes</b>	

### **Fantastic results in the first round (West Wiltshire) of the CPRE Best Kept Village Competition for villages in the Parish:**

- Shaw – 1<sup>st</sup> in Medium Village category
- Berryfield – 4<sup>th</sup> in Medium Village category
- Whitley – 6<sup>th</sup> in Medium Village category
- Bowerhill – 2<sup>nd</sup> in Large Village category

Shaw now goes forward to the next round, which is County wide

### **Tree Charter**

The Parish Council has signed up to support the Woodland Trust's **Tree Charter** and supports its 10 principles:

- Thriving habitats for diverse species
- Planting for the future
- Celebrating the cultural impact of trees
- A thriving forestry sector that delivers for the UK
- Better protection for important trees and woods
- Enhancing new developments with trees
- Understanding and using the natural health benefit of trees
- Access to trees for everyone
- Addressing threats to woods and trees through good management
- Strengthening landscapes with woods and trees

### **Community working at its very best!**

You may have noticed some colourful new additions to the villages of Shaw & Whitley?

Members of CAWS (Community Action: Whitley & Shaw) and the Shaw & Whitley Gardening Club installed three wooden planters at key sites around the villages (by the Churchyard, Whites Corner and Top Lane).

The sites were chosen in conjunction with Wiltshire Highways department for maximum visibility whilst avoiding obstruction of lines of sight at junctions; with Melksham Without Parish Council taking responsibility of the necessary Highways Licence.

The planters were bought by CAWS using money received from the Waitrose 'Community Matters' collection last year. They were brought to life using compost they won in last year's Best Kept Villages competition and plants donated by the Gardening Club.

Parish Council allotment sites in Berryfield were opened to the public to view as part of the Melksham Open Gardens event in July, which raised funds for The Childrens' Society

## Update for Melksham Area Board

### Projects

- Continuing flood prevention works in the villages of Shaw & Whitley, with ditch inspections with the Wiltshire Council Drainage Team, and the CAWS CEG (Community Action: Whitley & Shaw Community Emergency Group) continuing to go from strength to strength with live exercises being run and more funding sought from the SSE Community Resilience Grant scheme for additional equipment.
- Working with the Melksham Neighbourhood Plan team and the local community to find out what local green space is important to the community and why? To consider protecting under the NPPF Local Green Space designation through the Neighbourhood Plan.
- **Bowerhill Sports Field and Pavilion**  
The Pavilion and adjacent field makes an ideal facility for any groups or families organising picnics, rounders matches, children's parties or even an excellent venue for local businesses to hold meetings or training sessions; or yoga/pilates, friendship clubs meeting for refreshments, or local craft groups. If you would like to have a tour of the new facilities please contact us.

### Forthcoming events/Diary dates

#### **Next meetings:**

MONDAY 4 <sup>TH</sup> SEPTEMBER	PLANNING COMMITTEE
MONDAY 11 <sup>TH</sup> SEPTEMBER	FULL COUNCIL MEETING
MONDAY 25 <sup>TH</sup> SEPTEMBER	PLANNING COMMITTEE
MONDAY 25 <sup>TH</sup> SEPTEMBER	HIGHWAYS & STREETSCENE COMMITTEE
MONDAY 9 <sup>TH</sup> OCTOBER	FULL COUNCIL MEETING
MONDAY 16 <sup>TH</sup> OCTOBER	PLANNING COMMITTEE
MONDAY 6 <sup>TH</sup> NOVEMBER	PLANNING COMMITTEE
MONDAY 13 <sup>TH</sup> NOVEMBER	FULL COUNCIL MEETING

Signed: Teresa Strange, Clerk

Date: 25<sup>th</sup> August 2017



#### **Want to keep in touch?**

Follow us on facebook ***Melksham Without Parish Council*** or ***Teresa Strange (Clerk)*** for additional community news or on twitter ***@melkshamwithout***, or visit our website.

# Melksham & District Seniors 55+ Forum

C/O 2 ORCHARD GARDENS  
MELKSHAM SN12 6HH

TEL:01255 792959



26 August 2017

## Area Board Report

It has been a very busy summer season for Melksham & District Seniors 55+ Forum, following on from the busy and highly successful Community Day event.

As well as our normal Summer Activity events and Film matinee we have hosted a most successful Melksham Age Friendly Project. We propose to report back to the Area Board on the progress of this project at the Area Board April meeting.

In the coming months, we shall be holding series of our regular activities and Film Matinee and a celebrity Chef Cookery demonstration. In October, we are in addition to our busy programmes we are having a Special High Tea and entertainment to event to Celebrate the International day of Older People.

Then later in the month a meeting with a speaker event on the October 16th, then in addition to our normal events, in November we have a business meeting on the 20<sup>th</sup> and our Film Matinee. Whilst in addition to normal events in December, we are also holding a Bumper Christmas Party on the 18 December for 150 Seniors

Then we start the New Year with out formal activity and Film Club events along with our Annual General Meeting on the 15<sup>th</sup> January when we shall have a key Speaker on a subject yet to be decided.

Brian Warwick  
Chairman





## Melksham Older Peoples Champion Update

“Since the last Area Board Meeting I have been present at a Health and Wellbeing Group, ‘Age Friendly Community –Melksham’, NHS Community Forum meeting and my regular slot of Melksham Shed Group.

From this small list of meetings I think that the proposal to make Melksham ‘Age Friendly’ is one of the biggest challenges yet. This scheme is designed at making people aware of how we all interlock as a society or community. This is not just Older People or Young People, it is all of us working together – supporting each other and looking out for each other. My hope is that the formal bodies that act on the public’s behalf – namely THIS Area Board – will take the challenge on and will make, not just Melksham Age Friendly, but ALL of Wiltshire Age Friendly. It can be done – the Isle of Wight did it !!!

Being part of the Health and Wellbeing Group is a privilege and I hope that my contribution can perhaps give support to the small and active voluntary groups that may not know of the financial advantages being offered by Wiltshire Council’s funding.

As I write this short report I am in the throes of the final planning for the Melksham Shed Grand Opening. This will have been on 6<sup>th</sup> September and will be the culmination of almost three years of working, since the inaugural meeting in January 2014. Due to the support of many – including those members who were in the first talks about a Shed – we now have our own purpose built and autonomous Shed Group. Thanks to the North West Wiltshire Area Board we can boast three other active Sheds now in this area, plus three others in the birth pains of their own Shed. This is a very worthwhile movement as retired and older men often do not have groups organised for them, that cater for the type of activities, that the Shed offers.

Thank you for the post of Melksham’s Older Peoples Champion which I will endeavour to treat as a serious link between our elected political members in Wiltshire Council, Melksham Town Council and Melksham Without Council, and the people of Melksham.”

Chris Pickett





# \*\*\* Report for Melksham Area Board from TransWilts CIC

\* prepared 28th August 2017  
- by Graham Ellis, grahamellis@transwilts.org

## \*\*\* RAIL

### \*\* Train services

#### \* Lack of Reliability

- Staff shortages mean that cancellation rates have rocketed to around 10% v target of 1%
- GWR fully aware and "urgently" addressing, but not possible just to take someone from Job Centre and tell them to drive
- TransWilts is often the easiest service to cancel, but leaves huge gaps since it's only infrequent in the first place

#### \* Still the fastest growing community rail line

- Currently at 10% year on year (other lines at 1%)
- Melksham estimate 70k journeys per annum up from 60k last year
- Business estimates that given services and capacity Melksham journeys should rise to over 300k per annum

#### \* Lack of Capacity

- 2nd carriage on peaks trains was scheduled for May 2017 but now scheduled for January 2018
- Full and standing daily - peak and "shoulder peak" trains too
- very long gap to next / previous train if yours is filled beyond comfort

#### \* Engineering Disruption

- 8th to 16th July no trains Chippenham to Swindon

- 3 of those days no trains at Melksham
- Rail replacement buses provided. Information good but connections awful
- Journey time on Sat 8th up from 25 mins to 100 mins Melksham to Swindon

**\* Passenger number robust**

- In spite of service "Meltdown" passenger number have been holding up well
- We have no train capacity left for any more significant growth until we get more carriages or trains
- Double the capacity and it will be filled within a couple of years

**\*\* News**

**\* Appointment of Horace to board**

- TransWilts welcomes Horace Prickett (Wiltshire Council Portfolio Holder) to our board, 30th August
- Horace is a long time active supporter of TransWilts

**\* Change of secretary and office**

- With changes at the company where we were previously based and provided support services, our base is moving
- secretary@transwilts.org and Rosemarie Johnson (welcome, Rosemarie)
- office base to be Chippenham - see later
- Current Community Rail Officer (Graham Ellis) working from home / 404 The Spa Melksham / small meetings AOK

**\* Other potential changes**

- Health issues and changing workload now that we have grown so much may lead to further changes
- Possible that the Community Rail Officer role will need to be re-assigned

**\* Peter Blackburn shortlisted for ACoRP award**

- Peter Blackburn is our President, without whom Melksham probably wouldn't have a service
- Peter shortlisted for national volunteer award, to be presented 5th October, Derby
- Well done Peter - you're already a winner and we owe you a huge debt of gratitude!

**\* CCIF for this year**

- GWR Grant fund, Â£60k, matching funding from councils
- Station Masterplan for Melksham to ensure everything aligns for 5 x current station usage

**\* CCIF application for next year**

- Applying to refurbish room at Chippenham Station as base and community / visitor welcome point
- VisitWiltshire's Great West Way will bring in overseas visitors to TransWilts via Chippenham Rail

**\* Friends**

- Thank you to Bob Morrison for continued management of TransWilts Friends / Members
- Thanks also to Bob for the production of the newsletter to keep friends in touch

**\* Facebook and Coffee Shop promotions**

- On line marketing and information - continued active source of questions

**\* CHRUG and MRUG**

- Chippenham Rail User Group, founding meeting, 21st September
- Melksham Rail User Group, next meeting 29th September, 17:30, Town Hall

### \* **Research Survey**

- 2014 on train survey was immensely useful
- 2016 survey was damaged due to severe train cancellation and disruption
- Planning to run another survey in Mid September, with Wiltshire Council and Atkins

### \* **Evening train options**

- Cost of a later train has been increased from Â£50k pa to Â£200k pa / alternatives being sought
- also noting lack of late train from Bristol / Bath to Chippenham / Swindon
- unlikely to be improved for 2018

### \* **Afternoon train options**

- Extra capacity via extra train at 16:36 Swindon to Melksham / 17:20 back rejected
- GWR don't have enough staff, and don't want to start something that could only last a year

## \*\* **Coming up**

### \* **2 coach trains (but when?)**

- Current schedule is January 2018 (but previous schedules have slipped)
- Once trains are 2 coaches in the peak, we can start active marketing again

### \* **Sunday morning service all year**

- The first train on Sunday morning has been summer only (ends 3rd September)
- From 10th September, a new train Sunday train runs Melksham to Westbury at 09:20
- First Swindon service remains at 10:44

### \* **Sunday morning to Swindon from January**

- From January 2018, first Sunday train to Swindon will be at 08:44 (i.e. summer service all year)
- Extra Sunday trains are a huge boost for Melksham passengers making Sundays out practical all year

### \* **Breaking of connection at Westbury**

- As from January 2018, the 15:12 from Swindon becomes 15:18
- This train will NO LONGER offer a good connection to Salisbury (5 mins wait becomes 55 mins)
- We have severely protested this, been promised a new look, but connection remains broken in draft timetable
- Very disappointed. This connection is used by many people. We see no reason for the change

### \* **Longer Platform**

- Melksham Platform is due to be lengthened early in 2018
- These works will enable longer trains to call without delays while passenger use a single door as at present with longer trains
- Platform surface and camber will also be improved
- Anti trespass system to be installed to stop people walking onto the track
- This latter needed due to some of the idiots wandering around when steam trains pass through

### \* **Thanks to Paul Johnson**

- recording huge THANK YOU to Paul Johnson for his ongoing work on Melksham Station's future and service futures
- Paul's experience in the rail industry and with the LEP and his drive give him the tools to do things none of the rest of us could

### \* **2 year hire of yard**

- Wiltshire Council is short term letting the land with the potential community hut for 2 years
- This is because they require the income, and there is no definition on Master Plan completion
- It is stated to be a short term let, but still waiting for the lease to expire may become critical path
- This letting prevents TransWilts from setting up information point / cafe / facilities / office at Melksham Station

### \* **Master Plan**

- Melksham Master Plan work underway - joined up planning for a station to meet future needs
- Platform length and access, parking, bus facilities
- Northern access and access towards the west (George Ward Gardens)
- Moving of Melksham Tyres to the yard across
- Objective of Master Plan is to specify facilities for 300k+ annual passenger flow
- Once scheme is "shovel ready" it can be submitted for DfT new station funding, and to LEP, or similar

### \* **SWR obligations on Wilton Parkway and Southampton - Swindon flow analysis**

- New operator (First / MTR) on the old SWT (Stagecoach) franchise to the south
- New franchise is required to progress Wilton Parkway station
- New franchise is required to Study Swindon / Southampton service flows
- TransWilts (Swindon - Westbury - Salisbury) and Three Rivers (Salisbury - Southampton) promoting joint service

### \* **Capacity reports**

- Wiltshire Council, Network Rail, GWR studying what needs to be done to improve robust capacity on line through Melksham
- Future service requirements may include hourly train each way and increased freight
- Options include extra signalling, passing loops (at or away from the station) and significant redoubling

### \* **Other timetable changes**

- As from December 2018, express trains will all be retimed between Swindon and Chippenham, and at Westbury
- This will have a significant knock-on effect on TransWilts timings.
- The DfT requires an extra morning train from December 2018 to arrive into Swindon before 06:15!
- We are concerned at loss of connections and some useful trains too.
- We are working with GWR at a very early stage of timetabling to ensure the best possible outcome across Wiltshire

## \*\* **Diary**

\* **Board - 30th August 2017**

\* **Food and River - 2nd and 3rd September 2017**

\* **CHRUG and MRUG - 21st and 29th September 2017**

\* **ACoRP awards - 5th October 2017**

\* **TWSW - 7th October 2017**

\* **ACoRP update - 22nd November 2017**

\* **Santa - 17th December 2017**

\* **Hosting GWR Community Rail Conference, Spring 2018**

# \*\*\* BUS

## \* **TransWilts adoption**

- Bus work has moved very much from campaign to partnership with Wiltshire Council
- As such, TransWilts is taking elements such as the Melksham Bus proposals under its approval wing

## \* **Retendering (General)**

- All Melksham Supported services being retendered at present
- Some already out for bidding, other were due out but are currently delayed by WC staff sickness
- TransWilts not actively involved in evening 271 or Zigzag retenders
- Our suggestion for Sunday 271 (already out for tender) has not been forwarded to bidders as an option
- We are disappointed at this rejection which could have brought Sunday buses to Rugby, Football and Station
- We understand Council Officers felt that our timetable needed adjustment to make it feasible

## \* **Monday to Saturday town bus retendering**

- Significant work has been put in by Lee Fletcher, Natacha Tagholm and others to revise the service
- Huge thanks, especially to Lee. He has also done lots for rail.
- Lee will be splitting his time in future between Wiltshire and a new home in France.
  
- Our proposal is to reroute 15 from Berryfield via Bowerhill Industry, and to run on to / from Station
- Service 14 to fill gaps between 272 runs, with 1 departure running a shortened route.
- Longer lunch break (hour rather than minimal) for drivers, allowing a vehicle at both commuter peaks
- Timetables, driver rotas, passenger forecasts, train connections all submitted to Wiltshire Council
- Summary analysis suggests 40% increase in passengers - perhaps 12,000 extra journeys to/from station
- Most extra journeys will be paid by passengers traveling rather than subsidy or ENCTS kickbacks.
  
- Wiltshire Council have promised to include our option in requests for bid (but then they had promised to include Sundays ...)
- Indications are that decision will be made almost entirely on price of bids rather than future prospects, quality or price per journey
- it would be possible for a commercial operator to provide a limited town bus service (1 vehicle between school runs) in which case it would be unlikely that Wiltshire Council would be able to provide a supported work bus service
  
- Our proposals have support on Melksham Town and Melsham Without Parishes, Melksham Community Bus Group, GWR, ACoRP, Department for Transport
- We have volunteers who could help to look after information at bus stops and distribute leaflets within the community
- DCRDF and other funding (est. £10k ) available, but only if an integrated solution (Train connects to bus) is selected.
- Should the community bus option be selected and our offer of support accepted, we would anticipate bringing on extra resource to assist but well within that extra funding.

## \* **Prepared Graham Ellis, 28th August 2017 / update 29.8.2017**

- at request of Kevin Fielding on 23rd August, submit by 28th August for 18th October Area Board.
- Much of this information may usefully updated by that date and I would be happy to come along on that date and provide a quick update.





Grant Applications for Melksham on 06/09/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2518	Community Area Grant	Street Cleaning Equipment	Melksham Town Council	£4500.00
2478	Community Area Grant	New Children's Karate Club in Melksham	UK Shotokaido	£650.00

ID	Grant Type	Project Title	Applicant	Amount Required
2518	Community Area Grant	Street Cleaning Equipment	Melksham Town Council	£4500.00

**Submitted:** 21/08/2017 16:48:07

**ID:** 2518

**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?**

Yes

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

Recognising the financial pressures on Wiltshire Council and the consequential impact on service provision at a local level the Town Council resolved to fund supplementary street cleaning activities and has made financial provision to recruit additional resource in this regard. Whilst the financial impact associated with this recruitment has been funded through the precept it has become evident that capital investment in more efficient and effective street cleaning equipment is necessary to optimise the benefits associated with this initiative.

**5. Project title?**

Street Cleaning Equipment

**6. Project summary:**

The Town Council would wish to purchase a refurbished electric waste collection vehicle capable of removing litter detritus and debris from pavement services. It is envisaged that the equipment will prove five times more efficient than a conventional two wheeled waste cart and broom operation and will significantly enhance the cleanliness of the town's streetscene and public realm.

**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:**

Countryside, environment and nature

Economy, enterprise and jobs

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:**

03/2017

**Total Income:**

£769314.00

**Total Expenditure:**

£631003.00

**Surplus/Deficit for the year:**

£138311.00

**Free reserves currently held:**

(money not committed to other projects/operating costs)

£0.00

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

The Town Council has no financial reserves specifically earmarked for this purpose. However recognising the community benefits that would accrue from utilisation of this equipment the Town Council would be prepared to part fund the capital expenditure necessary.

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

**10b. Project Finance:**

Total Project cost		£9000.00		
Total required from Area Board		£4500.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed    £
Refurbished electric collection vehicle	9000.00		Town Council	4500.00
Total	<b>£9000</b>			<b>£4500</b>

**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 enhanced streetscene and public realm cleanliness that this initiative will deliver will benefit all those who live in work in or visit the town. Recognising that Wiltshire Council are unable to provide the standards of street cleaning that were previously enjoyed by the community this project seeks to supplement the cleaning activity currently undertaken to create an attractive and welcoming environment which particularly in the context of the town centre will serve to enhance civic pride increase pedestrian activity and dwell time and improve health and well-being.

**14. How will you monitor this?**

Street cleaning activity will be regularly reviewed to ensure that optimum use is made of the equipment. Public perception and feedback will be key indicators in assessing the efficacy of the enhanced street cleaning initiative.

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

The Wiltshire Council funding requested is in respect of capital equipment to support the Town Councils initiative to supplement and enhance the standard of street cleaning provided. Depreciation over time will provide the opportunity to make financial provision for replacement equipment if as expected the outcomes of this initiative generate a standard of street cleaning that the community requires and expects.

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

As explained in section 4 above this expenditure seeks to support the efforts of the Town Council to fund and resource additional street cleaning activities. The Town Council has made a financial provision of some 20000.00 to fund the recruitment of a Town Warden whose remit includes providing a high standard of cleanliness within the town.

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.

2478	Community Area Grant	New Children's Karate Club in Melksham	UK Shotokaido	£650.00
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**Submitted:** 13/07/2017 14:53:15

**ID:** 2478

**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?**

New Children's Karate Club in Melksham

**6. Project summary:**

To set up a new Karate club aimed at 6-13 year olds in the Melksham area. The Grant will be used for initial club set up in particular the purchase of Mats to practice on 20 x 1m square Focus Pads and strike pads x 4 of each and to provide a starter pack to each student.

**7. Which Area Board are you applying to?**

Melksham

**Electoral Division**

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

SN126SP

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

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

**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: yes

**10b. Project Finance:**

Total Project cost		£2425.00		
Total required from Area Board		£650.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Hall Hire	630.00	Projected Membership Fees		1039.50
Advertising	995.00	Donations		500.00
Promotional Leaflets	150.00	Funding to be found		235.50
Equipment	500.00			
Starter Packs	150.00			
<b>Total</b>	<b>£2425</b>			<b>£1775</b>

**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 new members of the club will benefit the new members will benefit from learning new skills through the practise of Karate we are also keen to get the parents as involved as possible and ideally practice alongside their children. This can be a great opportunity to do something fun as a family promoting values beliefs respect and discipline as well as developing skills such as leadership confidence and resilience. We are are very inclusive group and encourage children from all backgrounds and abilities to take part the lessons can

help with how to gain better control of emotions such as aggression fear anxiety tension weariness this can be of particular benefit to children that are on the spectrum or suffer from ADHD etc.

**14. How will you monitor this?**

We use various tools to monitor the progress of our students including star charts as well as formal assessments at least 3 times per year.

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

After the funding runs out the club should be in a position to be self-sufficient going forward through membership fees.

**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)

**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.





<b>Report to</b>	Melksham Area Board
<b>Date of Meeting</b>	06/09/2017
<b>Title of Report</b>	Community Area Grant funding

Area Board Grants Budget			
Opening balance 2017/18	Spend to date	Current balance	Balance if all grants are agreed in Sept. 17'
£46,710.00	£13,128.00	£33,582.00	£28,432

**Purpose of the report:**

To consider the applications for funding listed below.

Applicant	Amount requested
<b>Applicant:</b> Melksham Town Council <b>Project Title:</b> Street Cleaning Equipment  <a href="#">View full application</a>	£4500.00
<b>Applicant:</b> UK Shotokaido <b>Project Title:</b> New Children's Karate Club in Melksham  <a href="#">View full application</a>	£650.00

## 1. Background

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

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

## 2. Main Considerations

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

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

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

### 3. Environmental & Community Implications

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

### 4. Financial Implications

Financial provision had been made to cover this expenditure.

### 5. Legal Implications

There are no specific legal implications related to this report.

### 6. Human Resources Implications

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

### 7. Equality and Inclusion Implications

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

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

### 8. Safeguarding Implications

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

### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">2518</a>	Melksham Town Council	Street Cleaning Equipment	£4500.00
<b>Project Description:</b> The Town Council would wish to purchase a refurbished electric waste collection vehicle capable of removing litter detritus and debris from pavement services. It is envisaged that the equipment will prove five times more efficient than a conventional two wheeled waste cart and broom operation and will significantly enhance the cleanliness of the town's streetscene and public realm.			
<b>Input from Community Engagement Manager:</b> The grant application meets the 2017/18 grants criteria			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2478</a>	UK Shotokaido	New Children's Karate Club in	£650.00

	Melksham	
<p><b>Project Description:</b>  To set up a new Karate club aimed at 6-13 year olds in the Melksham area. The Grant will be used for initial club set up in particular the purchase of Mats to practice on 20 x 1m square Focus Pads and strike pads x 4 of each and to provide a starter pack to each student.</p> <p><b>Input from Community Engagement Manager:</b>  The grant application meets the 2017/18 grants criteria</p>		
<p><b>Proposal</b>  That the Area Board determines the application.</p>		

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](mailto:Rhys.Schell@wiltshire.gov.uk)



**Report to** Melksham Area Board  
**Date of meeting** 6<sup>th</sup> September 2017  
**Title of report** Community Area Grant funding

**Purpose of the Report:**

To consider a councillor-led initiative requesting funding from the Area Board.

Applicant	Amount requested
Cllr Jon Hubbard for the Family Learning Festival	£400

**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](#)

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2016/2017 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 and practice papers for [councillor-led initiatives](#)
- 2.4. Best practice advises that applications relating to young people or highways and transport should be considered by, and seek a recommendation from, the Local Youth Network or Community Area Transport Group.

**3. Environmental & Community Implications**

Councillor led-projects are designed to enable councillors to tackle issues in their area, including projects and initiatives which have been initiated by the community eg. a community issue. Councillor-led projects should not be used to fill gaps where there are service shortfalls or where it is possible for the matter to be resolved through the use of the Community Area Grants scheme.

**4. Financial Implications**

Financial provision had been made to cover this expenditure. The Community Area Grants scheme which funds Councillor-led initiatives can only provide capital funding.

**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.

**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 Name	Provider	Project Proposal	Requested
Cllr Jon Hubbard	N/A	Family Learning Festival	£400
<p><b>Project description</b></p> <p>The 3 identified priorities for the Melksham community area set out during the Joint Strategic Assessment in January 2017 were as follows:</p> <ul style="list-style-type: none"> <li>- Child Poverty</li> <li>- Mental and Emotional Health</li> <li>- Childhood obesity</li> </ul> <p>The Area Board has looked proactively at activities and events that it could facilitate to address these priorities and became aware of the national ‘family learning festival’ campaign. The aim of the festival is to enable families to enjoy activities together to achieve the following:</p> <p><i>Learning as a family can help us to become confident, lifelong learners with all the benefits that brings - from better health to being happier. Family learning supports children to achieve at school. It can be transformative, helping us to find new passions and interests, and realise our aspirations through further learning.</i></p> <p>The Area Board has coordinated a wide variety of free activities during October that families can participate in. Funding is required to support the implementation of the project.</p>			
<p><b>Proposal</b></p> <p>That the Area Board determines the application</p>			

Background documents used in the publication of this report:  
Quotes/estimates for this proposal can be obtained from the Community Engagement Manager upon request.

**Report Author**            Name: Rhys Schell  
   Title: Melksham Community Engagement Manager  
   Tel: 01225 716752  
   Email: rhys.schell@wiltshire.gov.uk

## Area Board Projects and Councillor Led Initiatives Application Form 2017/2018

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

### 1. Contact Details

<b>Area Board Name</b>	Melksham		
<b>Your Name</b>	Jon Hubbard		
<b>Contact number</b>	01225 807969	<b>e-mail</b>	Jon.hubbard@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	Family Learning Festival		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p>The 3 identified priorities for the Melksham community area set out during the Joint Strategic Assessment in January 2017 were as follows:</p> <ul style="list-style-type: none"> <li>- Child Poverty</li> <li>- Mental and Emotional Health</li> <li>- Childhood obesity</li> </ul> <p>The Area Board has looked proactively at activities and events that it could facilitate to address these priorities and became aware of the national ‘family learning festival’ campaign. The aim of the festival is to enable families to enjoy activities together to achieve the following:</p> <p><i>Learning as a family can help us to become confident, lifelong learners with all the benefits that brings - from better health to being happier. Family learning supports children to achieve at school. It can be transformative, helping us to find new passions and interests, and realise our aspirations through further learning.</i></p> <p>The Area Board has coordinated a wide variety of free activities during October that families can participate in. Funding is required to support the implementation of the project.</p>		
<b>Where is this project taking place?</b>	Across the Melksham community area		
<b>When will the project take place?</b>	14 <sup>th</sup> – 29 <sup>th</sup> October		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	As explained above. Identified during the JSA and voted on as a top priority by attendees. The Area Board is simply coordinating activities provided by local services and community groups such as the library, children’s centre, local sports clubs, local businesses, Wiltshire Wildlife Trust and many more.		

<b>How will the local community benefit?</b>	Families will be able to access a wide variety of free activities during the fortnight.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes – as described within the project plan box.		
<b>Is this project supported by the Local Youth Network or Community Area Transport Group?</b> (if it relates to young people or highways and transport)	This has not been discussed by the LYN, however, it meets the 3 priorities of the LYN as previously mentioned.		
<b>What is the desired outcome/s of this project?</b> That families engage with the activities that are provided.			
<b>Who will be responsible for managing this project?</b> Rhys Schell, Melksham Community Engagement Manager			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 400		
<b>How much funding are you applying for?</b> Please note that only capital funding is available	£ 400		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
		0	
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	N/A		
<b>4. Declaration – I confirm that...</b>			
The information on this form is correct and that any grant received will be spent on the activities specified.			
Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
<b>Name:</b> Jon Hubbard		<b>Date:</b> 23.08.2017	
<b>Position in organisation:</b> Area Board Chairman			
Please return your completed application to the appropriate Area Board Locality Team ( <a href="#">see section 3</a> )			