

AGENDA

Meeting: Melksham Area Board
Place: The Assembly Hall, Market Place, Melksham
Date: Wednesday 7 February 2018
Time: 7.00 pm

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

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

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

Refreshments and networking opportunity from 6:30pm

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

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

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

Wiltshire Councillors

Cllr 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

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

	Time
<p>1 Chairman's Welcome, Introduction and Announcements (<i>Pages 1 - 2</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Office of the Police and Crime Commissioner- Precept Consultation 	7:00pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes</p> <p>To confirm the minutes of the meeting held on Wednesday 15 November 2017</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>5 Melksham Campus Update</p> <p>John Thomson - Deputy Leader and Cabinet Member for Communities, Campuses, Area Boards and Broadband and Laurie Bell - Associate Director Communities & Communications, Wiltshire Council</p>	7:05pm
<p>6 King George V Park</p> <p>Update on the scope of work, timescales, plus table discussions on your local aspirations, led by Peter Baker from NVB Landscapes</p>	7:30pm
<p>7 Wiltshire Air Ambulance new base</p> <p>Update on the new airbase at Outmarsh Farm</p>	8:00pm
<p>8 Melksham Jobs fair 2018 proposal</p>	8:10pm
<p>9 Area Board sub groups (<i>Pages 3 - 20</i>)</p> <p>Local Youth Network Management Group – Cllr Spencer</p> <ul style="list-style-type: none"> • To include any youth grants 	8:15pm

	Melksham Wellbeing Group – Cllrs Aves	
	<ul style="list-style-type: none"> To include any Wellbeing grants 	
	Community Area Transport Group – Cllr While	
	<ul style="list-style-type: none"> To include recommendations to the Area Board 	
10	Written Partner Updates (<i>Pages 21 - 26</i>)	8:25pm
	To receive any written updates from the following partners:	
	<ul style="list-style-type: none"> Community Area Partnership Wiltshire Police Wiltshire Police and Crime Commissioner Dorset & Wiltshire Fire and Rescue Service NHS Wiltshire/Clinical Commissioning Group Healthwatch Wiltshire Melksham Town Council Parish Council Nominated Representatives Melksham Chambers of Commerce Melksham Senior People’s Forum Older Persons Champion Young Melksham Trans Wilts Cic 	
11	Feedback from Grants recipients	8:30pm
	<ul style="list-style-type: none"> Mower for Keevil community area - Keevil Community Shed Purpose built premises - Melksham Shed 	
12	Grant Funding	8:40pm
	The Area Board members are asked to consider applications to the Community Area Grants scheme. <i>Full details of all grant applications are contained in the agenda pack</i>	
13	Close	9:00pm

Agenda Item 1

Chairman's Announcements

Subject:	Office of the Police and Crime Commissioner 2018 Precept Proposal Consultation
Officer Contact Details:	pcc@wiltshire.pcc.pnn.gov.uk

Residents asked if they would pay an extra £1 a month to protect local policing

"Would you be prepared to pay an extra pound a month to protect our police Force?" That's the question being asked by Police and Crime Commissioner for Wiltshire and Swindon Angus Macpherson.

The policing precept consultation which launches 2 January is looking for the views of Wiltshire residents on the proposed increase of £12 a year.

Currently the average band D household contributes £14.19 per month to local policing, but if residents back the proposal then this would rise to £15.19 per month.

Angus Macpherson said, "As a Force, Wiltshire Police has seen the second highest increase in demand across the country in the last year yet the funding we receive from central government doesn't recognise the increasing pressures our service is under.

"In fact we receive the fourth lowest funding per head of population in England and Wales.

Since 2010, Wiltshire Police has received £19 million less but have been responding to more crimes and supporting more members of the public year on year.

Mr Macpherson added, "Whilst we live in an incredibly safe county, there's only so far the budget will stretch and we're streamlining our services to ensure they're as efficient as possible at the same time as keeping the public safe, but we are feeling the squeeze more than ever.

"Without this increase Wiltshire Police will have to look at further reductions in officers and staff to close a budget gap of around £3m.

"That's why I'm asking whether residents in Wiltshire and Swindon would be prepared to pay an extra £1 a month to help bridge this gap.

"This increase will mean that I can protect frontline services from further reductions and maintain the current level of service."

The consultation which runs from 2nd January 2018 to midday 31st January 2018 wants to hear your views on the proposed increase.

For more information on how to share your views please visit www.wiltshire-pcc.gov.uk, you can also email pcc@wiltshire.pcc.pnn.gov.uk or use #AskAngusPCC on social media.

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: The Manor School, Ruskin Ave, Melksham, SN12 7NG
Date: 15 November 2017
Start Time: 7.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706610 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Pat Aves, 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
Nick Bolton - Healthy Schools Coordinator

Town and Parish Councils

Melksham Town Council – Adrienne Westbrook
Melksham Without Parish Council – Teresa Strange & Paul Carter
Seend Parish Council – Sue Bond & Tony March
Semington Parish Council – Ron Robinson

Partners

Wiltshire Police – Inspector Andy Fee
Dorset & Wiltshire Fire and Rescue Service – Jack Nicholson
Older Persons Champion – Chris Pickett
Transwilt's Cic – Graham Ellis

Total in attendance: 45

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
45	<p><u>Chairman's Welcome</u></p> <p>The Chairman welcomed everybody to the Manor School for a special youth themed meeting of the Melksham Area Board.</p>
46	<p><u>Healthy Schools Project Awards</u></p> <p>Nick Bolton - Healthy Schools Coordinator, Wiltshire Council gave a brief outline of the Healthy Schools project.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • The programme has been running since 2012 • 116 schools are part of the programme • 73 schools hold accreditation 64 Bronze, 5 Silver & 4 Gold • More schools are signed up to join during November 20 • This round 28 schools have received Healthy Schools accreditation including 11 Melksham Schools • 6 schools are still responding to requests for further information from the Quality Assurance Group <p>Representatives from the Aloeric Primary School, Bowerhill Primary School, Churchfields Primary School, Atworth, Forest and Sandridge C of E Primary School, Melksham Oak Community School, River Mead School, Seend C of E Primary School, Shaw C of E Primary School, St George's C of E Primary School, Semington, St Mary's Broughton Gifford Primary School and The Manor C of E Primary School were given the opportunity to outline how their respective schools had approached the project.</p> <p>The school representatives were presented with Healthy Schools plaques by the Chairman and Nick Bolton.</p> <p>The Chairman thanked all the schools for partaking in the project and thanked Nick Bolton for his hard work in rolling out the project.</p>
47	<p><u>Chairman's Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the meeting.</p>

48	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
49	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Wednesday 6 September 2017 was confirmed as the correct record
50	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
51	<p><u>Wiltshire Police Update</u></p> <p>Inspector Andy Fee - Wiltshire Police gave a brief update, the full report was contained in the agenda pack.</p> <p>The Chairman thanked Inspector Fee for attending the meeting.</p>
52	<p><u>Mental Health Awareness Workshop</u></p> <p>Karen Spence - Public Health Specialist, Wiltshire Council presented an interactive Mental Health Awareness Workshop.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • We all have mental health as well as physical health. They are linked together and we need to look after both. • Mental health is about how we: think and feel about ourselves and others and how we interpret events. • Our mental health influences how we cope, our relationships with others and our self-esteem. • About a quarter of the population will experience some kind of mental health problem in the course of a year, with mixed anxiety and depression the most common mental disorder in Britain. • Everyone feels down and stressed sometimes, it's a normal part of life. • Stressful thoughts and feelings and events come and go.

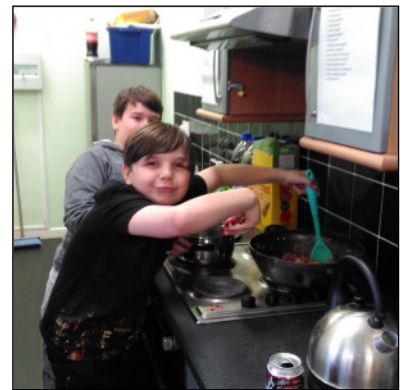
	<ul style="list-style-type: none"> • We all need ways of looking after ourselves and getting support. • For some of us, we may feel down or anxious for longer and it starts to affect our day-to-day life. • Then we may need extra things to help. <p>The Chairman thanked Karen Spence for a very informative presentation.</p>
53	<p><u>Area Board sub groups</u></p> <p>Local Youth Network Management Group – Cllr Spencer</p> <ul style="list-style-type: none"> • That the group had recently met. • That the minutes of the LYN meeting held on the 1 November 2017 were noted. <p><i>Note: Cllr Seed now in the chair for youth funding applications</i></p> <p>Youth Funding</p> <p>Decision Young Melksham awarded £2,500 to support the continuation of the SEND group.</p> <p>Decision Melksham football youth team awarded £5,000 to support the equipment needed for the youth teams.</p> <p><i>Note: Cllr Hubbard now in the chair</i></p> <p>Melksham Wellbeing Group – Cllr Aves</p> <p>Health & Wellbeing Funding</p>

	<p>Decision BOA & Melksham Health Partnership - Balance Exercise Class for Older People awarded £1,980</p> <p>Decision Age UK Wiltshire - Melksham Nail cutting clinic awarded £500</p> <p>Decision Melksham and District Seniors Forum 55+ awarded £1,000 with a view to consider the remainder of the funding requested at the February 2018 Area Board meeting.</p> <p>Community Area Transport Group – Cllr White</p> <p>The CATG meeting notes dated 16 October 2017 were agreed:</p> <ul style="list-style-type: none"> • To close issues: 3715, 3843, 5035, 5351, 5375, 5587, 5717. • To approve issue 5131, Melksham Church Street dropped kerbs for £1,670. • To approve issue 3340 Melksham Coronation Road area, 20 mph speed limit assessment for £1,670. • To approve issue 4975 Steeple Ashton, request for drop kerbs for £2,500. • To approve issue 5040 Melksham Woodrow Road, request to extend 30 mph limit for £333. <p>CATG Footpath funding agreed:</p> <ul style="list-style-type: none"> • Road No.C211 – The Street, Broughton Gifford o/s The Manor • Road B3353 – Corsham Road, Whitley between First Lane and Middle Lane
54	<p><u>Written Partner Updates</u></p> <p>The following written partner updates were noted:</p>

	<ul style="list-style-type: none"> • Dorset and Wiltshire Fire & Rescue Service • Wiltshire CCG • Healthwatch Wiltshire • Melksham Town Council • Melksham Without Parish Council • TransWilts Cic <p>The Chairman thanked all partners for their updates.</p>
55	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider four applications to the Community Area Grants scheme and one Councillor-led initiative:</p> <p>Decision St Mary’s School Building Management Committee awarded £3,498.50 for St. Marys Old School Railings Restoration.</p> <p>Decision UK Shotokaido requesting £650 for new Children’s Karate Club in Melksham – Deferred due to non-attendance.</p> <p>Decision Carer Support Wiltshire awarded £1,000 for IT Training for Carers.</p> <p>Decision Wiltshire School of Gymnastics requesting £2,500 for Wiltshire School of Gymnastics - New Tumble Track.</p> <p>Councillor-led initiative requesting funding from the Area Board</p> <p>Decision Cllr Jon Hubbard Melksham Requesting £900 for CCTV – three additional high res cameras - Deferred due to non-attendance.</p>
56	<p><u>Close</u></p>



annual report 2017



Forward

It has been another exciting year for Young Melksham with continued growth and, dare I say it, success.

We now run youth clubs 5 nights a week, have about 200 young people through the doors every week and are expanding our counselling provision to support more young people in need.



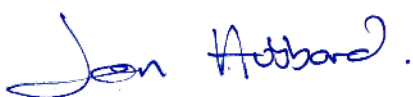
I am incredibly proud of our team of both staff and volunteers who work so hard to deliver the services we offer, and without whom we would be nothing. So can I take this opportunity to thank them all for the amazing work they do, and the huge difference they make to young people's lives here in Melksham.

We were delighted to be able to renew the lease on The Canberra Centre for another two years in October and hope that in early 2018 we will be able to make real progress on cementing a permanent home for the future.

In terms of ensuring that we are sustainable and have a long-term future we have continued to seek to diversify our funding over the past year, and increased our subs to help generate more income internally. The introduction of the Youth Café at The Canberra Centre has also helped to build income.

The next year will mainly be about consolidating our position and firming up the services we have put in place, although if we can raise the funding we are keen to look to undertake some outreach work at the Skate Park in the town.

I continue to thank everyone, especially our funders and volunteers, for their support for our work and look forward to working with you all in 2018.



Cllr Jon Hubbard
Chair of Trustees

Delivering on our Objectives

Youth Clubs

It has been another year of continued growth in both the number of young people attending youth clubs at The Canberra Centre and in the number of clubs that we run.

In February 2017, we started the new No Limits club on a Monday night for young people aged 13 to 25 with special education needs and/or disabilities (SEND).

"There is nowhere around like the No Limits Club." L.C. (parent)

This club has proven very popular with young people from both Melksham and the surrounding towns, with one young person coming from as far away as Lyneham.

This brought the compliment of youth clubs run by Young Melksham to five per week as follows:

Monday: No Limits, SEND Club for ages 13 to 25

Tuesday: Open Access Youth Club for school years 5 and 6

Wednesday: Open Access Youth Club for school years 7 and 8

Thursday: Informal Youth Café for school years 9 and upwards

Friday: Disco night for school years 7 and upwards

In 2017 we had more than double the number of young people attending youth club sessions than we had in 2016, with the numbers increasing from 3,282 to 7,627.

"He enjoys the many varied opportunities available to him at the club and the impact on him has been immense. It has also given us respite while he is there and we can appreciate him more when he comes home happy and contented." G.E. (Carer)

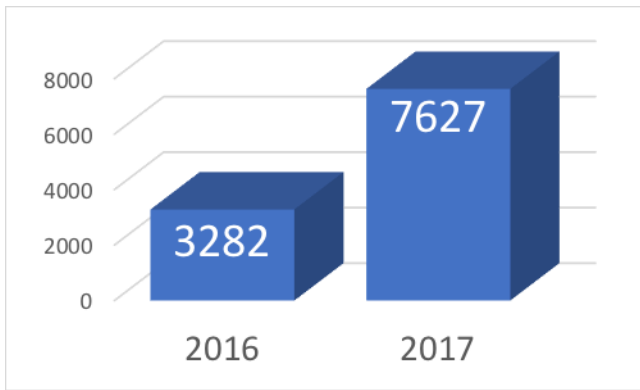


Figure 1 - The total number of visits by young people to The Canberra Centre

This increase in numbers was partly due to the growth in the number of club sessions we ran which rose from 145 in 2016 to 225 in 2017.

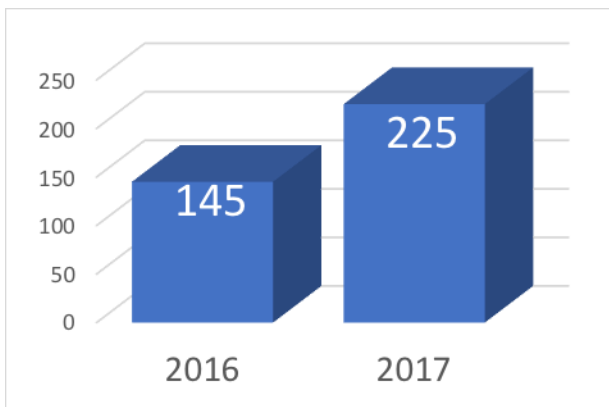


Figure 2 - The total number of Youth Club sessions held each year

It was also highly impacted in September when the young people progressed up a year at school. This meant that about 60% of those who attended the very successful Tuesday night club progressed from Year 6 to Year 7 and therefore their club night moved to a Wednesday.

This was a potential high-risk time for us as we did not know if the new Year 7 learners would continue to attend the club on a Wednesday night and, indeed, if the new Year 5 young people would start attending on a Tuesday night.

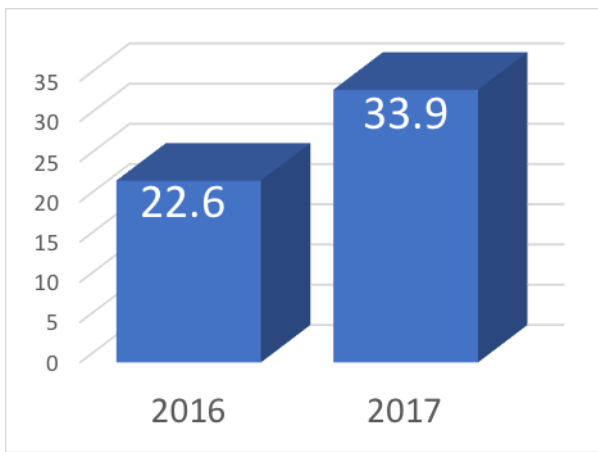


Figure 3 - Average number of Young People attending each session

At this point we also increased the subs for attending all clubs from £1 to £2, in line with what we had previously charged on Mondays and Fridays.

In the event, our Tuesday numbers remained pretty static while our Wednesday night numbers significantly increased. This means that not only did we run 80 additional youth club sessions in 2017, but across the whole year the average number of young people attending a youth club night rose from 22.6 to 33.

*"It's something to do, I'd be sat at home, on my own, on my phone."
S.E. (member)*

These increased numbers have gone a long way to ensuring the long-term sustainability of the charity as they are generating good income through subs and tuck.

We have continued to offer a varied range of activities at our club sessions including cooking, sports, games, music and educational activities such as visits from the Sexual Health Nurse and Motivate (drugs and alcohol service).

We have continued to support the Melksham Community Voucher scheme run by Melksham Town Council and will allow young people free access to any club session in exchange for two community vouchers. We will also accept community vouchers as

"I like to come to Canberra because it gets me away from home where I get told off and grounded a lot. I like to meet my friends." J.S. (member)



a contribution towards the cost of attending organised trips.

Every Friday we run a Disco Night at Canberra as an alternative to high-cost offers such as Club Ice. Thanks to a grant received from Melksham Area Board and the generosity of Paul Weymouth of Light Fantastic we have a professional DJ booth set up with an impressive lighting display.

Young Leaders

We are delighted to have introduced a new Young Leaders Programme this year, which supports and encourages older members of our clubs to volunteer to help with the clubs for the younger members.

We currently have five young people who regularly help with other clubs, where they are learning a range of skills such as customer service, importance of safeguarding, organising activities and supporting peers.

We are looking to extend this programme to increase the number of participants and the opportunities available for them to be able to learn new skills.

Young People's Awards

Young Melksham are continuing to promote and run the Melksham Young People's Awards. Following feedback from other organisations we decided to move the date of the event from November to May, and therefore following the highly successful awards evening in 2016 the next awards will be in May 2018.

Summer Holiday Activities

During the summer, Young Melksham were commissioned by the Melksham Local Youth Network to support some Holiday Activities being delivered by Go Active. Our role was to provide non-sporting activities for young people to be able to participate in, and provide support and advice for young people attending.

Young Melksham were not involved in the design or marketing of these sessions and were simply commissioned to deliver a specific service. We did pass on the costs for delivering the service to the LYN, but did not make a surplus on the project.

It was considered to be a golden opportunity to learn about how more established providers deliver and market such activities and that could help us with the development of our own product for the future, if we felt it appropriate.

In the event, the sessions were very sparsely attended and there was virtually no learning that could be gained from the activity.

TeenTalk Counselling

Our TeenTalk service continued to provide support and counselling for young people throughout the year. The service is commissioned from Off The Record (BaNES) and sees a BACP (British Association of Counsellors and Psychotherapists) registered Counsellor providing three 45 minute sessions every Tuesday afternoon from The Canberra Centre.

This service is fully funded by Young Melksham and no charge is passed on to young people who utilise the services.

We are delighted that thanks to a generous grant of £5,000 received from the Wiltshire Police and Crime Commissioner we will be able to increase the availability of sessions from January 2018 from three per week to five, with an additional two sessions being held on a Wednesday afternoon.



Community Engagement

Contact The Elderly Tea Party

We have developed a great relationship with the local branch of Contact the Elderly. Contact the Elderly support elderly people who are socially isolated and trapped in their homes by holding monthly tea parties which provide welcome opportunities to meet with other people and socialise.



Young Melksham were delighted to host a Tea Party and are now scheduled to do the same annually with the next event planned for February 2018.

Awareness Table - Asda

In December we were invited to run an Awareness Table at the Asda Supermarket in Melksham.

This gave the team the opportunity to share with shoppers some details about the charity and the work we undertake.



During part of the day we were joined by one of our members from the No Limits Club, who spoke with shoppers about what it means to him to be able to come to Canberra.

Great British Spring Clean

In February Young Melksham supported the national Big Clean campaign run by Keep Britain Tidy.

We organised a number of litter picks for young people in the area around The Canberra Centre and also hosted the main town Big Clean event, using our mini-bus to support driving people to locations for undertaking the litter picks and collecting the bags of rubbish afterwards.



Running the Business

Finance and Fundraising

Young Melksham has continued to strengthen its financial position this year, with a significant increase in revenue generation, with the increase in subs and increased income from the tuck shop and youth café.

Grant Income for 2017

We continued to seek grant funding to support our work and were delighted to receive support from the following organisations for our work in 2017:

The Mactaggart Trust	£	1,000.00
Waitrose (Green Token Scheme)	£	180.00
The Co-op	£	2,818.42
Melksham Without Parish Council	£	1,000.00
Melksham Town Council	£	3,000.00
Wiltshire Council - Melksham Area Board	£	876.09
Wiltshire Council - Melksham Local Youth Network	£	10,000.00
	£	18,874.51

Grant Income already secured for 2018

Work has begun on securing funding for our continued work in 2018 and the following grants have been confirmed:

Wiltshire Police and Crime Commissioner	£	5,000.00
Wiltshire Community Foundation	£	5,000.00
Wiltshire Council - Melksham Local Youth Network	£	2,500.00
	£	12,500.00

Generated Income

In September this year we increased the subs on all of our clubs from £1 to £2. This has resulted in us being able to significantly increase our subs income by 241%. We anticipate this figure growing slightly further next year with a full year's income at the higher subs rate.

Whilst our Tuck Shop has shown an increase in the financial contribution it makes to the charity's income, there is still significant improvement that can be found. With the expansion of the range of products we are selling we have had to develop better systems for managing wastage and spoils.

Hall hire income has significantly declined, partly as a result of the reduced availability of the premises due to the increased number of Youth Clubs being run from the centre. We will be looking at how we can market the premises further but are not anticipating a significant increase on the current figures.

Our income from renting out the minibus has seen an increase and with some careful and targeted marketing we are confident this income could be developed further.

	2016	2017	Difference
Subs	£ 3,331.68	£ 11,360.05	£ 8,028.37
Tuck Shop Surplus	£ 1,072.56	£ 2698.92	£ 1,626.36
Hall Hire	£ 1,790.00	£ 660.00	£ -1,130.00
Minibus Hire	£ 140.00	£ 560.00	£ 420.00
	£ 6,334.24	£ 15,278.97	£ 8,944.73

People

The lifeblood of Young Melksham is the amazing team of volunteers and paid staff who constantly go above and beyond to help us deliver the best services possible for the young people in our community.

We have been blessed with a team of regular volunteers who help deliver our club nights. The presence of these experienced volunteers helps us to keep the cost of running the clubs down, thus helping with the sustainability of the organisation.

Our paid team continue to be led by our Youth Work Manager, Gemma Howell. We have expanded the team of permanent staff to include a Youth Support Worker and we were pleased to appoint Kelly Duckhouse into that role in October. We continue to have pool of casual youth workers who help deliver our sessions each night.

We maintain a strong safeguarding ethos, with all volunteers and staff having to complete a DBS check prior to working unsupervised with young people and a requirement that all staff complete the basic safeguarding training within 2 weeks of starting work.

We also require all staff to complete a First Aid at Work course and a basic Food Hygiene course. Both of these courses are also available for any volunteer workers to undertake.

The Canberra Centre ... and what comes next

We were delighted that Wiltshire Council extended the lease on The Canberra Centre for an additional 2 years, giving us a base until October 2019.

The building continues to be in reasonable repair, although we have had to undertake a number of repairs during the year due to breakages and, unfortunately, one incidence of vandalism when the wall on the ramp leading to the centre was badly damaged.

However every cloud has a silver lining and in this case it was the phenomenal response of the public with numerous offers of materials and labour to undertake the repairs. In the end it cost only countless cups of coffee and packets of biscuits for the amazing team of local volunteers who helped repair the wall and return it to it's former glory.

We are now planning for what comes next and are in discussion with Wiltshire Council and Melksham Town Council about relocating the Youth Centre to King George V Playing Fields in the centre of the town.

There is still much to do to confirm the plans for this move, with a number of options potentially being available but at the time of completing this report nothing confirmed.



We are hoping that the move to the park will enable us to not only continue to run the five club nights we currently run, but also to provide additional support for the young people making use of the skate park.

Should we be able to move to the park we also plan to open a café which could be open to the public during the day and at weekends. This would offer fantastic fundraising opportunities for us and help with ensuring that the charity is self-sustaining and viable for years to come.

Governance

Responsibility for the day to day management of the charity has been delegated to the Chair of the Trustees and the Youth Work Manager. They are responsible for ensuring that the activities run are done so safely and legally.

They will generally meet every few weeks to discuss key priorities and any issues which need dealing with. Team meetings of all staff (and volunteers) take place at least once a year.

Trustees

Young Melksham is governed by a board of Trustees who also act as Directors of the limited company. These trustees have a wide range of responsibilities, some of which are set out in the Companies Act 2006, but are mainly responsible for setting the strategic vision for the charity and deciding on major purchasing decisions or commitments.

- To promote the long-term success of the company (charity).
- To act within the company's constitution and powers, ie only do things the company is authorised to do, and that they, the directors, have power to do.
- To exercise independent judgement (ie not take instructions from a third party on how to run the company).
- To exercise reasonable skill, care and diligence.
- To avoid 'situational' conflicts of interest, ie any situation in which the director's interests do or may conflict, directly or indirectly, with the company's. This includes where a director exploits any of the company's property, information or opportunities.
- Not to accept benefits from third parties that are offered because they are a director (or because they did, or omitted to do something as a director).
- To declare any direct or indirect personal interest in any proposed transaction or arrangement to be entered into by the company (a 'transactional' conflict) to other members of the board, either at a board meeting or in writing.



The Board meets at least four times a year to receive reports from the Chair and Youth Work Manager on the running of the charitable activities and discuss future plans.

Currently there are seven trustees:

- Jon Hubbard (Chair)
- Dawn Rossi
- Ray Coe
- Jenni Bertram
- Jack Oatley
- Teresa Strange
- Vicky Clayton

Local Youth Network Management Group Record Template

Area	Melksham				
Date	01/11/17	Times	17:00	Venue	Melksham Football club
Present	<p><u>Meeting 1</u> Rhys Schell Jack Oakley Chris Pugh Emma Drage Cllr Hayley Spencer</p> <p><u>Via email</u> Teresa Strange</p>				
Apologies	Teresa Strange Jon Hubbard				
Agenda Items					
1	Update on the youth football teams				
2	Budget position				
3	Future youth grants				
4	Young Melksham youth application				
5	Football club youth application				
6	Future venue and time of meeting				
7	AOB				
Notes / discussion					
1	<p>Adults and young people that volunteer for and attend the football club attended the LYNMG group so the group could have an update on how the new facility and youth teams are doing. The young people explained the difference the new facility has made to their physical; mental; and emotional health. The young people not only use that facility as a football club but as a youth club where young people can meet up with their friends at any time on any day and use the pitches as well as being allowed to use the club house to meet up with their friends and receive discounted refreshments due to their membership. We heard from a parent who stresses how important the new facility is, she expressed how she allows her son to go there to meet with his friends out of football sessions as she feels he is safe there as there is always people there in case there is a first aid injury as well as it being flood lit and a safe facility. The volunteers explained how the funding for the youth teams work which is that there is no set funding for the youth teams and they receive very little income from the youth teams and it currently runs at a loss, the groups do a lot of fundraising themselves and are in need of support.</p>				
2	The Melksham youth budget has £12,451.03 remaining				
3	The LYNMG are under the impression that there are 3 youth groups intending to apply to the February area board.				
4	<p>Young Melksham have applied for £5000 to support the SEND group, the LYNMG are in support of Young Melksham and everything that they do. However, the group questioned the future sustainability of this SEND session due to the high level of Local Youth Network funding that has been provided to date.</p>				

5	The Melksham Football club have applied for £5000 to support the youth sessions, the LYNMG are in full support of the club and what they are trying to achieve.		
6	TBC		
7	No AOB		
Recommendations to Area Board			
1	The LYNMG recommend the Melksham Area Board part fund the Young Melksham youth application for the sum of £2500. The organisation has received significant funding previously and the LYNMG is conscious of diversifying its funding.		
2	The LYNMG recommend the Melksham Area Board fully fund the Football youth application, they have not been in receipt of any youth funding from the area board previously.		
Date of Next meeting:		February 2018	
Notes Taken By	Emma Drage	Position:	Local Youth Facilitator

Local Youth Network Management Group Record Template

Area	Melksham				
Date	24/01/18	Times	17:00	Venue	Melksham Without Parish Council
Present	Rhys Schell Chris Pugh Emma Drage Cllr Hayley Spencer Teresa Strange				
Apologies	Jon Hubbard				
Agenda Items					
1	Young Melksham				
2	Budget position				
3	Disabled football group youth application				
4	Young Melksham youth application				
Notes / discussion					
1	At the request of Young Melksham, the previous LYNMG notes have been re-worred.				
2	The Melksham youth budget has £3683.06 remining				
3	The Melksham Disabled football group have applied for £1500.00, the LYNMG are very supportive of the application, and would like to support the group in exploring other ways to source an income.				
4	Young Melksham have applied for £5000 to support the 13-19 year old sessions and the new outreach project days, the LYNMG are very interested in the outreach project and would like to see an application for that as a new and separate application in the new financial year. The funding being recommended is only for the Thursday and Friday and not the outreach as we've identified this as a separate project.				
7	No AOB				
Recommendations to Area Board					
1	The LYNMG recommend that the Melksham Area Board part fund the Disabled Football youth application for the sum of £1,170.00 they have not been in receipt of any youth funding from the area board previously, however there is limited funding in the pot.				
2	The LYNMG recommend that the Melksham Area Board part fund the Young Melksham youth application for the sum of £ 2513.06				
Date of Next meeting:				April 2018	
Notes Taken By	Emma Drage			Position:	Local Youth Facilitator

Report to Melksham Area Board
Date of meeting Wednesday 7th February 2018
Title of report Youth Grant Funding

Purpose of the Report:

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

Applicant	Amount requested	LYN Management Group recommendation
Young Melksham	£5000	Part fund £2513.06
Melksham Disabled football club	£1500	Part fund £1170.00

1. Background

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

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

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

2. Main Considerations

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 534 (hyper link)	AFCMELKSHAM DISABLED FOOTBALL CLUB	To support the equipment and running costs needed for the group	£1500
<p>Project description Coaching Disabled people football with qualified FA coaches on a weekly basis giving them outlet to play against peers in a safe environment .The club is run by unpaid but qualified FA coaches with its own Welfare officer all coaches DEC cleared annually with Standard Chartered Club Status that audits all our activities. The club has a family spirit with parents and carers attending each week and supporting at Wiltshire tournaments without this club this area of the community has no outlet despite all new facilities having disabled built facilities across Wiltshire. Your support to our volunteers enabled many Disabled people kids sport and is a major confidence grower you only need to speak to parents to hear how successful this approach is.</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1,170.00 subject to the following conditions: A representative from the group attends a lynmg meeting or an area board meeting in 2018 to provide an update</p>			

Application ID	Applicant	Project Proposal	Requested
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ID 538 (hyper link)	Young Melksham	13-19 group sessions	£5000
Project description We are looking for funding to support the continued delivery of our youth clubs for 13-18yo year olds based at the Canberra Centre in Melksham.			
Recommendation of the Local Youth Network Management Group The LYNMG recommend the Melksham Area Board part fund the Young Melksham youth application for the sum of £2531.06.			

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

Report Author Emma Drage – Local Youth Facilitator
emma.drage@wiltshire.gov.uk – 07775410523

Melksham Wellbeing Group
29.01.2018

Attendees:	Pat Aves (PA), Nicky Applegate (NA), Ruth Randall (RR), Alan Docherty (AD), Sue Brown (SB), Martin Pain (MP), Rhys Schell (RS), Chris Pickett (CP), Martin Elson (ME), Sarah Banks (SB), Jon Hubbard (JH)
Invited speakers	Jon Berridge (JB)
Apologies	Helen Henderson (HH), Amanda Brookes (AB)
Grant applications to the Wellbeing Group	<p>Melksham Seniors – request £4,260 (£1,000 already awarded)</p> <p>PA provided an update from the Area Board meeting, where the decision was taken to partially award £1,000 of the £3,000 recommended from the group. This was due to a financial query that had been subsequently raised, but had now been resolved. The Wellbeing group were asked to review the application and provide a new recommendation back to the Area Board.</p> <p>MP provided additional financial breakdown of the various activities that had already taken place and those that were due up until April 2018. A slight reduction in the overall costs to the Melksham Seniors was reported due to the cancellation of two activities.</p> <p>The group were supportive of the work of Melksham Seniors and the programme of activity, however, questions were raised about the opportunity to source from other local funding providers and suggested that the group look to bring in more income from attendees.</p>
	<p>Carers Support Wiltshire – request £2,980</p> <p>JB provided an overview of the project which aimed to reach the most vulnerable and isolated individuals, who are not online or currently involved with any activity or support groups. A mailshot of approx. 14,000 postcards with information addressing the issue of loneliness with a dedicated phone line for support and signposting was proposed.</p> <p>The group were very supportive of this project, however, had questions with regards to the distribution methods, which geographical areas would be targeted and the exact content of the postcard. JB suggested that he worked with RS to identify the most suitable locations and advised he would be happy to provide a draft version for circulation to the Wellbeing group before distribution.</p>
	<p>Melksham Baptist Church – request £500</p> <p>RS advised the group of the work the Foodbank and Lifelines services in Melksham and how this funding request was an extension of this. The monthly breakfasts and celebratory meals aim to bring together those who access these services who are often unemployed, living rough or sofa surfing. The meals have</p>

	<p>created a community feel to those who are accessing the services, increased self-esteem and provided an important hot meal for those most in need.</p> <p>The group were very supportive of the concept of this service. Questions were asked about whether it was predominately older people who would access this service and RS was able to advise it was an intergenerational project. RS also confirmed that the volunteers were very assertive to ensure only the most vulnerable and those with the highest needs were accessing these free services.</p>
Funding award	<p>RS reported that there was £4,220 remaining in the Wellbeing budget for the 2017/18 financial year and therefore all applications cannot be fully funded. The group initially agreed that they wished to fully fund the Melksham Baptist Church request for £500.</p> <p>Action: RS to include £500 to the Melksham Baptist Church (on behalf of the Foodbank and Lifeline services) in the report to the Area Board for funding approval.</p> <p>The group then discussed the remaining two grants and they unanimously agreed that they wished to support both applications. JH suggested that the group consider allocating part of next years funding, on the understanding that this funding would be at their disposal.</p> <p>It was agreed that the group would use the remaining £3,720 in the following manner; £2,350 would be awarded to Carers Support Wiltshire and £1,370 would be awarded to Melksham Seniors from the 2017/18 financial period. An additional £630 to each group would be recommended to the Area Board from the 2018/19 funding allocation. If for any reason the 2018/19 funding was not available then the 2017/18 funding would be the full investment.</p> <p>The full recommendation to the Area Board was £2,980 to Carers Support Wiltshire and £2,000 to Melksham Seniors (in addition to the £1,000 already awarded).</p> <p>Action: RS to include this in the report to the Area Board for funding approval of £2,000 to the Melksham Seniors. £1,370 from 2017/18 budget and £630 from 2018/19 budget.</p> <p>Action: RS to include this in the report to the Area Board for funding approval of £2,980 to Carers Support Wiltshire. £2,350 from the 2017/18 budget and £630 from the 2018/19 budget.</p>
Next meeting date	<p>This was the last meeting of this financial year. RS would be in touch to arrange the next meeting from April in due course.</p>
AOB	<p>N/A</p>

Report to Melksham Area Board
Date of meeting 07.02.2018
Title of report Melksham Wellbeing Funding

Purpose of the Report:

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

Applicant	Amount requested	Health and Wellbeing Group recommendation
Melksham and District Seniors Forum 55+	£4,260	£3,000 (£1,000 of this has already been provided)
Carers Support Wiltshire	£2,980	£2,980
Melksham Baptist Church	£500	£500

1. Background

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

- **Health and Wellbeing Groups Spending Guidelines**

Members of the Health and Wellbeing Group have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Health and Wellbeing Groups awarded in the 2017/2018 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to be assured that carers, older and/ or vulnerable people will benefit from the funding being awarded. The money must be used to invest in projects that will support adults living within a community area. While not exclusively restricted to older people, the investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding older and vulnerable people.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure

- 4.1. Melksham Area Board was allocated £7700

4.2. The Melksham Area Board Health and Wellbeing Funding balance for 2017/18 is £4,220

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

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

1. Legal Implications

There are no specific legal implications related to this report.

2. Human Resources Implications

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

3. Equality and Inclusion Implications

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

4. Safeguarding Implications

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

5. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
Melksham & District Seniors 55+	Melksham & District Seniors 55+	Older Persons Health and Wellbeing Programme for age friendly Melksham	£4,260 (£1,000 already awarded)
Project description			
To provide a comprehensive range and age appropriate activities to reduce the incidence of loneliness and depression among our older community and promote individual and group health and wellbeing and intergenerational activity.			
Recommendation of the Health and Wellbeing Group			
That the application meets the grant criteria and is approved for the amount of £2,000. £1,370 from 2017/18 budget and £630 from 2018/19 budget.			

Application ID	Applicant	Project Proposal	Requested
Carers Support Wiltshire	Carers Support Wiltshire	Community Connections Campaign	£2,980
Project description			
Loneliness and isolation are a huge problem amongst the elderly in general, but elderly carers are twice as likely to feel lonely as their peers. Of the estimated 2800 unpaid carers in Melksham, over 2,200 feel lonely sometimes, and around 700 feel lonely all the time.			

We'd like to reach Melksham residents who may be lonely and connect them with local organisations and groups which can support them or offer social inclusion. We will work with other organisations such as Age UK and Alzheimer's Society to ensure respondents are referred to the most appropriate organisation or group.

Recommendation of the Health and Wellbeing Group

That the application meets the grant criteria and is approved for the amount of £2,980. £2,350 from 2017/18 budget and £630 from 2018/19 budget.

Application ID	Applicant	Project Proposal	Requested
Melksham Baptist Church	Melksham Baptist Church	Meals for elderly and vulnerable	£500
Project description			
Provision of a variety of meals through the year for older folk and vulnerable people with whom we have contact via the Foodbank & Lifeline and Gateway Club, all of whom make use of our premises on a regular basis.			
Recommendation of the Health and Wellbeing Group			
That the application meets the grant criteria and is approved for the amount of £500 from the 2017/18 budget.			

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

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

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Jon Berridge
Organisation	Carer Support Wiltshire
Address	The Independent Living Centre, St. George's Road, Semington, BA14 6JQ
Phone number	01380 819604
Email address	jonb@carersinwiltshire.co.uk

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£ 2,980
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
No	x

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

5. Project title?

Community Connections

6. Project summary: (100 words maximum)

Loneliness and isolation are a huge problem amongst the elderly in general, but elderly carers are twice as likely to feel lonely as their peers. Of the estimated 2800 unpaid carers in Melksham, over 2,200 feel lonely sometimes, and around 700 feel lonely all the time.

We'd like to reach Melksham residents who may be lonely and connect them with local organisations and groups which can support them or offer social inclusion. We will work with other organisations such as Age UK and Alzheimer's Society to ensure respondents are referred to the most appropriate organisation or group.

7. Which Area Board are you applying to?

Melksham

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

SN12
BA14 (Keevil, Semington, Steeple Ashton)
SN10 (Bulkington and Poulshot)

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

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

If Other (please specify)

10. About your project

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

How does your project support local needs and priorities?

According to the latest Age Concern and Help the Aged survey results, 7 per cent of people 65+ in England say they always or often feel lonely. Including those who say they are sometimes lonely, the figure rises to 33 per cent. (Age UK "Loneliness and Isolation Review")

Amongst carers over 65, the statistics on loneliness are alarming, with 25% saying they always or frequently feel lonely. Including those who say they are sometimes lonely, the figure rises to 62%.

Isolation among older carers can be caused by a number of factors:

- The need for the carer to stay with the cared-for person, leaving them both house-bound in many cases
- The increased financial pressure which forces many to give up social and leisure activities
- A lack of suitable transport – this is more difficult for older carers who are less able to help the cared-for person in and out of a car, or where public transport is limited

- This isolation is compounded by the fact that older people are less likely to use the internet, which is how most local events are promoted. As a result many elderly carers are not aware of events happening locally. Lack of IT skills also makes it more difficult to stay in touch with friends and family.

We'd like to address this as follow:

- Create a poster and postcard addressing the issue of loneliness and isolation.
- Place posters in local GP surgeries, supermarkets, libraries etc.
- Deliver postcards to 14,000 Melksham residents
- The print approach is key as it ensures we reach elderly people who do not use social media or the internet. The campaign will also be supported on social media to increase reach and frequency.
- Provide a phone answering service to signpost all elderly Melksham residents (not just carers) who respond to the postcard, to local activities and groups. Carers will be supported by CSW.
- Run a monthly group for isolated carers, and provide assistance with respite care, and transport to ensure the group is accessible to those who need it
- Signpost to other organisations already running groups in Melksham.

We are confident this approach will enable us to engage with difficult to reach elderly people who are lonely or isolated. We will support carers, and refer non-carers to the appropriate group or organisation in their community.

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

350 elderly Melksham residents.

With a comprehensive mailing to 14,000 Melksham homes, we hope to reach the majority of lonely elderly people – including carers.

With an average response rate of 4.4% we would expect to engage with around 100 lonely carers. (4.4% of the 2,200 carers in Melksham who feel lonely or isolated)

The retirement age population of Melksham is estimated at 5820. Again, with a 4.4% response rate we would expect to engage with over 250 elderly people.

Carer Support Wiltshire will handle all enquiries generated by the campaign, offering support to carers and signposting non-carers to relevant local organisations, groups and activities.

How will you encourage volunteering and community involvement?

The campaign messaging will include a call to action for volunteering. Respondents interested in volunteering will be directed to the most relevant local organisations and groups based on their interests and experience.

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

Part of Carer support Wiltshire’s commitment to this project is to provide respite care and assistance with transport for those carers who would otherwise be unable to attend local group activities.

Carer Support Wiltshire group events are free of charge, as are many other local groups. The blanket mail approach ensures all Melksham residents are reached – including elderly non-internet users.

How will you work with other community partners?

We have contacted Age UK and Alzheimer’s Society and both are keen to work with us to handle enquiries and refer people.

We will contact all local groups and organisations which have events of social activities in Melksham to discuss referral procedures and offer opportunities to get involved in the project. Community partners will need to provide information on their events and contact details in order to participate in the campaign. They will not need to commit any resources (staff or funding) to the campaign.

11. Safeguarding

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

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

CSW is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults engaged in the breadth of its activities. We have a safeguarding policy which outlines the duty and responsibility of staff, volunteers and trustees working on behalf of CSW in relation to the protection of vulnerable adults from abuse.

All CSW staff undergo mandatory Safeguarding Vulnerable Adults from Abuse Training which is refreshed every three years. Managers undertake the Wiltshire Council Safeguarding Vulnerable Adults from Abuse Training for managers.

The designated Vulnerable Adult Protection Officer for CSW is the Chief Executive. The role of the designated officer is to oversee all instances involving adult protection that arise within CSW. They will respond to all vulnerable adult protection concerns and enquiries. Specialist training is provided for this member of staff.

12. Monitoring your project.

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

A unique phone number, postal address and email address will be set up for the campaign, so we will be able to track the exact number of enquiries. CSW will track carer respondents to measure levels of engagement with CSW services. Non-carer respondents will be tracked (anonymously) from initial contact to referral. We will encourage all referral partners to document referrals received from this campaign, and to submit the results to CSW so a comprehensive report can be produced.

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

This is initially a one off mail out to connect with lonely and isolated elderly people who are difficult to reach. If the approach proves successful, we would plan to repeat the campaign in 24 months. With data from the first campaign to demonstrate results, we are confident we can secure corporate funding for future campaigns.

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost?

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts: March 2017

Total Income: £ 1,276,003.00

Total Expenditure: £ 1,275,989.00

Surplus/Deficit for the year: £ 14.00

Free reserves currently held: £ 2,256.00

(money not committed to other projects/operating costs)

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

We do not have sufficient funds in our reserves to pay for this project. We provide a county-wide service and are unable to deplete our reserves to fund a project with such a limited local focus.

15b. Project Finance:

Total Project cost £ 7,086

Total required from Area Board £ 2,980

Expenditure	£7,086	Income	£4,106	Tick if
				income
				confirmed

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

(Planned Income [help](#))

Postage	1370	Programme co-ordinator	768	✓
Printing	540	Admin	842	✓
Postcard and poster design	350	Transport (carers)	360	✓
Phone line staffing	720	Respite (carers)	1080	✓
Programme co-ordinator	768	Meeting costs (6 meetings)	1056	✓
Admin	842			
Transport (carers)	360			
Respite (carers)	1080			
Meeting costs (6 meetings)	1056			
Total	7086	Total	4106	

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

- Yes
 No

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

Melksham

18. DECLARATION

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

Quotes:

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

Project/Business Plan:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Alan McFall
Organisation	Melksham Baptist Church
Address	Old Broughton Rd., Melksham. SN12 8BX
Phone number	07730 769662
Email address	ad.mcfall@btopenworld.com

2. Amount of funding required from the Area Board:

£0 - £1000	£500
£1001 - £5000	
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
No	No

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

5. Project title?

Meals for elderly and vulnerable

6. Project summary: (100 words maximum)

Provision of a variety of meals through the year for older folk and vulnerable people with whom we have contact via the Foodbank & Lifeline and Gateway Club, all of whom make use of our premises on a regular basis.

7. Which Area Board are you applying to?

Melksham ▼

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

SN12 8BX

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

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

If Other (please specify)

10. About your project

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

How does your project support local needs and priorities?

Monthly: provision of Sunday morning breakfast to all who wish to come. Typically church member hosts have been joined by up to 9 people with whom we have formed relationships via the Foodbank/Lifeline project which operates on our premises during the week. These are people who may be living rough or sofa-surfing and it both gives them a good meal and enhances their self-esteem. Both lead to a better atmosphere in the town.

Annually at Harvest time: provision of a Harvest Supper meal, hosted by church members, for the members of the Gateway Club, their helpers and carers. This addresses the risk of isolation for the members and provides an opportunity for a meal with their clients for which the helpers and carers do not have to do any work. In 2017 the number of guests was 75.

Annually at Christmas: provision of a full, traditional Christmas meal, alongside church members, for all who wish to come – typically vulnerable people who are, or have been, clients of Foodbank/Lifeline. In 2017 we had 41 such guests. Again this addresses isolation, inclusion and enhances a more cohesive society in Melksham.

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

Approximately 40-50

How will you encourage volunteering and community involvement?

Whilst not something we set out to do, people who have heard of what we are doing in this, and the wider work of Foodbank/Lifeline have volunteered to assist in the work. We have also had a small number of the "clients" get involved in some of the maintenance work in the building and associated garden.

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

We have good contacts directly with many vulnerable people via Foodbank/Lifeline. But we have people referred to us by social workers and the Debt Advice and Citizen's Advice services. Our direct link with the Gateway Club is well established.

How will you work with other community partners?

See details provided above.

11. Safeguarding

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

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

The Baptist Church in whose premises we operate has a Safeguarding Policy and several of the staff have received Safeguarding training. Leaders of the Gateway Club are also trained in Safeguarding and have their own procedures. The church leadership and, ultimately, the Church Secretary is responsible for safeguarding.

12. Monitoring your project.

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

It already is from the numbers we have seen attending. Continued voluntary access to the meals we offer by clients from our target groups will indicate success in the short-term. Less friction between vulnerable people and others in the community would be evidence of success, but this requires give and take by both sides; our focus is primarily on the vulnerable. It would be good to eventually see a reduction in the number of vulnerable people in need of such support.

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

By seeking further financial donations and gifts from the community, largely via Melksham Family of Churches.

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost?

The project is part of the church's general contribution to the community. The funding sought is purely to cover the additional costs of meal provision to the Gateway Club and to the vulnerable (a proportion of whom are elderly). Costs of church "hosts" is covered by the church.

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

With extensive premises that are between 100 and 220 years old and with the need to recruit and pay for a part-time pastor (we cannot afford a full-time salary), our reserves are required to meet urgent repair, maintenance and employment costs that can arise at any time.

15b. Project Finance:

Total Project cost £

Total required from Area Board £

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

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

expenditure
(Planned project costs [help](#))

				<input type="checkbox"/>
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				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total		Total		

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

financial year? *required field

- Yes
 No

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

18. DECLARATION

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

Quotes:

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

Project/Business Plan:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	BRIAN WARWICK
Organisation	MELKSHAM DISTRICT FORUM 55+
Address	2 ORCHARD GARDENS
Phone number	01225 742959
Email address	brian.warwick@mac.com

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	4,260
Over £5000 (please note - our grants will not normally exceed £5000)	

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

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

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

5. Project title?

OLDER PERSONS HEALTH & WELL-BEING PROGRAM FOR AGE FRIENDLY MELKSHAM.

6. Project summary: (100 words maximum)

TO PROVIDE A COMPREHENSIVE RANGE OF COMPREHENSIVE & AGE APPROPRIATE ACTIVITIES TO REDUCE THE INCIDENCE OF LONELINESS & DEPRESSION AMONG OUR OLDER COMMUNITY & PROMOTE INDIVIDUAL AND GROUP HEALTH & WELL-BEING & INTER-GENERATIONAL ACTIVITY.

7. Which Area Board are you applying to?

Melksham

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

SN12

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

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

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):
How does your project support local needs and priorities?

THIS FORUM 55+ COMMUNITY OUTREACH AND ACTIVITY PROGRAM PROVIDES A COMPREHENSIVE RANGE THAT CAREERS FOR THE NEEDS OF OUR OLDER COMMUNITY, PROMOTING PERSONAL & GROUP HEALTH & WELL-BEING AND REDUCING THE OCCURENCE OF ISOLATION AND DEPRESSION THRU SOCIAL INTERACTION & ACTIVITIES

THIS IS AN ONGOING MULTI-FACETED PROGRAM SPECIFICALLY DESIGNED TO PROVIDE ENTERTAINMENT, PHYSICAL ACTIVITY AND SAFEGUARDING EDUCATION IN ADDITION TO MAKING OUR TOWN AWARE OF THE BENEFITS OF BEING AN 'AGE FRIENDLY TOWN'

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

BASED UPON CURRENT RECORDS AND TRENDS WE EXPECT TO IMPACT POSITIVELY UPON THE LIVES OF BETWEEN 500 TO 600 OLDER PEOPLE PLUS THEIR FAMILIES & FRIENDS

How will you encourage volunteering and community involvement?

EVERY EVENT ^(A) ATTRACTS VOLUNTEERS AND THE NUMBER IS GROWING WITH ABOUT 20 PERMANENT INDIVIDUALS PLUS A FURTHER 20 OR SO AD HOC VOLUNTEERS EVENT SPECIFIC.

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

THE EVENTS ^(A) WITHIN THIS WIDERANGING PROGRAM ARE ALWAYS HELD IN VENUES WHERE PROFESSIONAL EVENT HOSTS ARE EMPLOYED AND ENSURE TOTAL ACCESSABILITY. THERE ARE NO CHARGES BUT STAKEHOLDERS ARE FREE TO DONATE. TRANSPORT IS AVAILABLE TO & FROM VENUES.

How will you work with other community partners?

WE WORK CLOSELY WITH AGE UK, SW FORUM FOR OLDER PEOPLE, SOCIAL & SHELTERED HOUSING PROVIDERS AND 48 LOCAL HOBBY & SPORTS GROUPS IN OUR AREA.

AT OUR LAST COMMUNITY DAY EVENT OUR INDEPENDENT FACILITATORS LOGGED 610 VISITORS AND 52 LOCAL GROUP STALL HOLDERS IN ADDITION TO POLICE, FIRE, COUNCIL, TOWN PLANNING AND SOCIAL HOUSING EXHIBITORS AND A COMMUNITY EDUCATOR.

11. Safeguarding

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

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

FORUM 55+ HAS OVER 5 YEARS EXPERIENCE IN SAFEGUARDING OUR STAKEHOLDERS. WE WORK CLOSELY WITH PROFESSIONAL & PERSONAL CARERS AT EACH EVENT. ALL STAFF & VOLUNTEERS ARE FULLY BRIEFED PRIOR TO EACH EVENT & WE DEBRIEF TO ENSURE ON GOING IMPROVEMENT. THE CHAIR OF FORUM 55+ IS ULTIMATELY RESPONSIBLE FOR SAFEGUARDING

12. Monitoring your project.

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

WE EMPLOY THE SERVICES OF QUALIFIED FACILITATORS FOR MAJOR EVENTS, WE TRACK ATTENDANCE NUMBERS & PROVIDE FEED BACK ON OUR WEBSITE AND AT MEETINGS. WE CLOSELY MONITOR THE HEALTH & WELLBEING STATISTICS OF OUR COMMUNITY AND CRAFT OUR PROGRAMS TO MEET CHANGING NEEDS.

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

SINCE THIS IS AN ONGOING PROGRAM OF EVENTS TO ENSURE MELKSHAM'S AGE FRIENDLY NATIONAL & UN RECOGNIZED STATUS WE APPLY FOR GRANTS & DONATIONS FROM A VARIETY OF SOURCES

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost?

YES, OUR PROGRAM IS PART OF THE MELKSHAM INITIATIVE TO BECOME NATIONALLY AND UN RECOGNIZED AS AN 'AGE FRIENDLY TOWN'

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£ 6632.78

Total Expenditure:

£ 7083.22

Surplus/Deficit for the year:

£ 1962.42 bal c/f.

Free reserves currently held:

(money not committed to other projects/operating costs)

£ 1202.00

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

THERE IS INSUFFICIENT FUNDS TO SUPPORT OUR COMPREHENSIVE PROGRAM EXPENDITURE.

15b. Project Finance:

Total Project cost ~~£ 12,000~~ 7,260

Total required from Area Board (Received MTC grant of £3000)

Expenditure £7260 Income 7260* £

Tick if income confirmed

* (NOT INCLUDING EVENT DAY(S) DONATIONS)

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

(Planned Income help)

AREA BOARD	4260	ADMIN	1500	
MTC*1	3000	PUBLICITY	2400	*1 RECEIVED FROM MTC.
CONTINGENCY*2	1202	VENUE	2000	*2 BACKED BY RESERVES
		DISTRIBUTION	400	
		FACILITATORS	360	
		GRAPHICS	600	
REFRESHMENTS	1000	REFRESHMENTS	1000	DONATED BY LOCAL BUSINESSES
Total	9462	Total	8260	

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

Yes

No

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

18. DECLARATION

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

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Policies and procedures:

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

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

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

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

And finally...

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

Brian Warwick
Chair, Melksham & District Forum 55+

*A

MELKSHAM & DISTRICT FORUM 55+

PROGRAM OF EVENTS : AGE FRIENDLY TOWN 11/17 - 4/18

1. FILM CLUB 20/11
2. ACTIVITY CLUB 6/11
WITH SPECIAL NEEDS CHOIR
3. AGE FRIENDLY FORUM 20/11
4. HEALTH & WELLBEING FORUM WITH CARERS 4/12
5. CHRISTMAS PARTY 18/12
6. HEALTH & WELLBEING FORUM ON FALLS AND BALANCE 8/1
7. CYBER CRIMES FORUM STAYING SAFE 15/1
8. FILM CLUB 15/1
9. H&W-B ACTIVITIES 5/2
10. FILM CLUB 19/2
11. END OF LIFE FORUM WITH RVH PRESENTER 19/2
12. AGE FRIENDLY CELEBRATION 3/3 OF OLDER PEOPLES LIFE
13. LIFESTORIES CAPTURE PROJECT 12/3
14. FILM CLUB 19/3
15. IT Training ongoing

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Melksham CATG - Date of meeting: 18th January 2018			
1.	Attendees and apologies			
	Present:	Cllr Roy While (Area Board), Mark Stansby (WC), Rhys Schell (WC), Malcolm Jones (Steeple Ashton), Diane Ware (WC), Andy Cadwallader (WC), Julian Robertson (Broughton Gifford), Mary Jarvis (Broughton Gifford), Clare Harris (Town Council), Cllr Jon Hubbard (Area Board), Jo McManus (Seend) Steve Housby (Poulshot), Alan Baines (Melksham Without).		
	Apologies:	Alan Lee (Atworth), Cllr Phil Alford (Area Board), Cllr Pat Aves (Area Board), Brian Warwick (Melksham Seniors)		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 15 th November 2017.	CATG to note.	
3.	Financial Position			
		The closing balance for financial year 2016/17 is now confirmed as £19,127.92 (see Appendix 1).	Area Board to note.	
		The current balance, less commitments and contributions, stands at £7,025.78 (see Appendix 2).		
		Pavement and Footway Improvement Scheme	CATG to note.	Andy

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>Melksham has been allocated £7,934.83 of revenue money (to be spent in 2017 / 18) for this purpose.</p> <p>The Area Board have approved two sites for treatment following prioritisation of requests by Andy Cadwallader:</p> <ul style="list-style-type: none"> • Broughton Gifford The Street - £4,775.40 • Whitley, Corsham Road - £1,449.00 <p>It should be noted that any underspend cannot be transferred to the CATG fund for use on other projects.</p> <p>Schemes to be managed by Andy and his team.</p>	<p>Quote for both projects has come in at around £7,500. Unlikely that this work will be completed within this financial year.</p>	
4.	Top 5 Priority Schemes			
a)	Melksham Kenilworth Estate – 20mph speed limit	<p>Metrocounts have been taken on Kenilworth and Longford Rd.</p> <p>Speeds recorded prior to implementing the 20 mph limit:-</p> <p>Kenilworth Road – 85%tile = 30.9 mph, Mean = 25.8 mph Longford Road – 85%tile = 27 mph, Mean = 22 mph</p> <p>Latest recordings are:-</p> <p>Kenilworth Road – 85%tile = 26.2 mph, Mean = 22 mph Longford Road – 85%tile = 25.7 mph, Mean = 21.2 mph</p> <p>The threshold for Community Speed Watch within a 20 mph limit is 24 mph (85%tile).</p>	<p>To recommend to the Area Board that this issue is closed.</p>	Rhys
b)	4789 – A361 Semington Roundabout – uncontrolled pedestrian crossing facility	<p>Provisional estimate stands at £13,800. CATG have approved £8,800 with Parish Council contributing £5,000.</p>		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		Construction pack is with the contractor. Latest indication is works to commence late February.	Highways to implement	Mark
c)	4966 – Seend High Street - crossing facility at Church Walk	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
d)	4719 Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate.	Site work complete. Final cost confirmed as £480.78, a saving of £119.22.	Invoices to be reduced pro rata.	Mark
e)	5726 – A361 Seend Bell crossroads – request for a review of the junction in the interest of road safety.	The site has been reviewed as a “Local Safety Scheme” and a feasibility report complete with preliminary drawing was presented to the CATG (see Appendices 3 & 4).	Parish council to review the preliminary drawings. Defer this decision to the next meeting.	Jo McManus
5.	Other Priority schemes			
a)	Melksham Snowberry Lane – new bus shelter	Update on land issue from Cllr Hubbard.	Defer to the next meeting	Cllr Hubbard
b)	4960 – Broughton Gifford – Priority Narrowing at Bishop’s Seat	Current ball park estimate is in the region of £40,000 plus fees for Topographical survey (estimated at £1,500) and a Street Lighting Assessment / Design (estimated at £1,200). Scheme is on hold whilst a holistic overview is taken on highways issues in the village by the Parish Council. Parish feel that the original scheme is not suitable given the location and have put forward an alternative.	Site meeting to take place between Highways and Parish Council.	Mark

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	5131 – Melksham Church St Car Park – request for 2 sets of drop kerbs	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
d)	5132 – Melksham King St Car Park – request for 1 set of drop kerbs	Update from Mark at meeting. £750 for basic scheme, however, an issue has been raised over the pavement. Town Council have agreed a £300 contribution. Potential re-surfacing job would be approximately £6,500. Scheme not selected for inclusion as part of the Footway Improvement project.	Town Council to liaise with Facilities Management and bring back to March meeting.	Clare Harris
e)	5256 – Broughton Gifford – request for No through road sign at Newleaze Park	Sign installed – awaiting final account.	Invoice to be raised	Mark
f)	5326 – Melksham Beanacre Road opposite Nortree Garage – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 5. The estimate to provide a new hard standing, kerbing and replacement of an enclosed shelter is £8,300. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350.	To be re-visited at the March meeting	
g)	5327 – Melksham Beanacre Road opposite McDonalds – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 6. The estimate to renew the hard standing and replacement of an enclosed shelter is £5,700. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350.	To be re-visited at the March meeting	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

h)	5328 – Melksham New Broughton Road entrance to Avonside Business Park – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 7. The estimate to replace the shelter with a cantilever shelter is £3,800.	To be discussed at the March meeting	
i)	5381 – Whitley Top Lane – request to improve Bus Stop Hard Standing	<p>A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 8. The estimate to undertake the work is £4,300 which includes for legal fees for a road closure.</p> <p>In addition to this, the trial holes are estimated at £350 and will be required to complete the design and firm up the estimate.</p>	<p>To be discussed by the Parish on 29th January.</p> <p>Quote to be obtained without the bench.</p>	<p>Alan Baines</p> <p>Mark</p>
j)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	<p>Area to be considered includes:</p> <ul style="list-style-type: none"> • Coronation Road • Martigny Road • Milton Avenue • Sangster Avenue • Pembroke Road • Somerset Crescent • Williams Close • Rowley Place • Thackery Crescent • Byron Close • Ruskin Avenue <p>A series of Metrocounts has been ordered.</p>		
k)	4975 – Steeple Ashton – request for drop kerbs	There are 3 crossings or 6 sets of drop kerbs required to provide a link from Homeleaze to the village centre, at Sandpits Lane, St Mary's and Butts Lane. Butts Lane features sets and not modern kerbs and is likely to be more labour	Mark to come back with further detail.	Mark

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		intensive. A ball park estimate for all 3 crossings is in the region of £4,000. Parish Council has offered a 1/3 contribution of £1,500. Awaiting staff resources.		
l)	5040 – Melksham Woodrow Road – request to extend 30 mph limit	The construction pack is ready to be issued to the contractor. Following a site meeting the contractor requires temporary traffic management to undertake this work under safer conditions which was not included in the first estimate. The estimate now stands at £750 and Melksham Without have resolved to fund 1/3 (£250) of this new estimate as required. The CATG has currently committed £334, a shortfall of £166.	Funding approved by the CATG. Work to proceed.	Mark
6.	New Requests / Issues (issues can be viewed in full from Area Board section on Wiltshire Website)			
a)	5149 – Seend Cleeve – request for 30 mph speed limit at New Buildings	Unlikely to meet the criteria for a 30 mph limit as the area is too rural in nature. Other options to consider could include warning signs, white gates, nameplates etc. The road is currently subject to the National Speed Limit, 60 mph. The results of a metrocount show that the current 85%tile speed is 33.8 mph and the mean speed is 28.2 mph.	To recommend to the Area Board that this issue is closed	Rhys
b)	5284 – Melksham Hazelwood Road – Speeding	Metrocount request form issued to customer.	Form has now be received and issued to Road Safety Team	Rhys
c)	5285 – Melksham Longford Road - speeding	Link to Kenilworth 20 mph limit. See Item 4a	To recommend to the Area Board that this issue is closed. Rhys to advise resident that this does qualify for a Community Speedwatch group.	Rhys Rhys

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

d)	5491 – Broughton Gifford – request to re-position 30 mph signs on East Lane / The Street (from Holt direction)	<p>Issue submitted by the Parish Council.</p> <p>There is scope to make changes here but it would require a formal speed limit assessment. If changes were recommended then a Traffic Regulation Order would need to be advertised.</p> <p>The Parish Council would like to proceed with this. Rough guide cost is £2,000.</p>	Parish to consider a 1/3 rd contribution toward this scheme.	Mary Jarvis
e)	5492 – Broughton Gifford – request to re-position 30 mph signs on Coombe Lane (western end of The Common)	<p>Issue submitted by the Parish Council.</p> <p>The 30 mph terminal signs are placed where they are as siting these closer to the village is not possible.</p> <p>Potential solution of a painted roundel on the road. Mary to report this via the app.</p>	To recommend to the Area Board that this issue is closed	
f)	5493 – Melksham Cranesbill Road – request for direction signs to Veterinary Surgery	<p>Issue under consideration by Town Council.</p> <p>The Town Council have written to the local businesses.</p>	Awaiting responses.	Clare Harris
g)	5581 – A365 Sells Green – speeding concerns	<p>Issue submitted by Parish Council</p> <p>This section of A365 is subject to a 40 mph speed limit.</p> <p>The results of a metrocount show that the current 85%tile speed is 40.0 mph and the average speed is 35.2 mph and no further action is recommended.</p>	To recommend to the Area Board that this issue is closed	Rhys
h)	5616 – Broughton Gifford – speeding concerns at The Common.	<p>Issue supported by the Parish Council.</p> <p>Metrocount has been deployed – awaiting results.</p>		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

i)	5682 – A365 Melksham Bath Road – Access from Blenheim House to town facilities	Issue passed to the Town Council for comment. Pat Aves to speak with Blenheim House and Chris Pickett.	To re-visit at the March meeting	
j)	5701 – A365 Atworth Bath Road – Persistent parking on footway outside no 47	Issue submitted by Parish Council. Parish would like to see bollards installed to prevent parking. Parish to discuss a section 96 license with Andy Colin to raise this issue with Community Safety Group	Andy Cadwallader to contact Alan Lee to discuss	Andy
k)	5718 – A365 Nr Mallory Place – request for Bowerhill name plate.	Issue submitted by Parish Council. Melksham Without have confirmed they are prepared to spend up to £300 on this. Town, Parish to undertake site meeting with Mark.	Mark to organise site meeting	Mark
l)	5750 – Atworth Bradford Road junction with Bath Road – request for safe crossing point	New Issue submitted by Parish Council	To re-visit at the March meeting	
m)	5824 – Atworth Bradford Road junction with Coronation Road – request for new Children warning sign	New Issue submitted by Parish Council Cost of new sign and removal of redundant sign is £275.00.	To re-visit at the March meeting	
n)	5828 – Melksham West End – request for access protection marking outside number 15	New issue sent to Town Council for comment. Request is not supported by Town Council.	To recommend to the Area Board that this issue is closed.	Rhys

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

o)	5855 – Steeple Ashton Newleaze Bus Stop – request for pedestrian barrier	<p>New Issue submitted by Parish Council</p> <p>The bus stop is situated on a straight section of road allowing motorists good sight of the situation. A barrier will restrict the width of the footway and will impede access to and from the bus.</p> <p>Request for the Road Safety Unit to undertake a site visit and report back.</p>	Mark to contact Road Safety Unit	Mark
p)	5868 – Atworth A365 – request for “Dragon’s Teeth” markings at 30 mph terminal points	<p>New Issue submitted by Parish Council</p> <p>Although used by some traffic authorities these markings are not prescribed and it is not Wiltshire’s practice to provide these. Wiltshire uses the red high friction pads and rumble strips as an alternative measure and these are already provided on approach to Atworth village.</p>	To recommend to the Area Board that this issue is closed	Rhys
q)	5896 – Poulshot Road – request for centre line markings and speed limit roundels	<p>New Issue submitted by Parish Council</p> <p>There are 2 sites of concern:-</p> <ul style="list-style-type: none"> • Planks Dairies to Old Rectory (30 mph) • Lodge Farm (40 mph) <p>Mark to look at this in April/ May time.</p>	To recommend to the Area Board that this issue is closed.	Rhys
7.	Other items			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Melksham - Shurnhold and Dunch Lane	<p>Highways to produce a report on the proposals including the comments that have been received from the town and parish.</p> <p>The report will be drafted during the next financial year.</p>	Area Board to note	Highways
b)	Traffic management issue – reporting faults / issues at road works during out of hours	<p>Update from Andy.</p> <p>Call WC number and it will take you through to the out of hours Duty Engineer.</p>	Rhys to put item on OCM	Rhys
c)	Local Highways Investment Fund 2014 – 2020	<p>Appendix 9 lists the Major Maintenance programme for 2018/19 on the basis of two funding scenarios. The first scenario is Department for Transport Maintenance Block, the second with the addition of Local Highways Investment Fund 2014 – 2020, with the amount for 2018/19 yet to be agreed by Wiltshire Council.</p> <p>Also listed are those sites currently awaiting treatment but not yet on the immediate programme.</p> <p>CATGs are being invited to comment on the proposed areas of work (for 2018/19) and put forward any alternative suggestions. It should be borne in mind that any alternatives would be in place of those already identified.</p> <p>Suggestions can also be made for schemes for future years. The full report on Local Highways Investment Fund can be found on the Wiltshire Council website.</p>	<p>Further options to be brought back to the next meeting.</p> <p>Footways priority lists to be distributed.</p>	Diane Ware
8.	Date of Next Meeting: 8th March 2018, 16:00, Melksham Fire Station			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Melksham Community Area Transport Group

Highways Officer – Mark Stansby

1. Environmental & Community Implications

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

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Melksham Area Board.

3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of £6859.78?

4. Legal Implications

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

5. HR Implications

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

6. Equality and Inclusion Implications

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

7. Safeguarding implications

8. Recommendations to the Melksham Area Board

The following recommendations are made to the Melksham Area Board:

To close issues: 5149, 5285, 5492, 5581, 5828, 5868 and 5896

To approve an additional £166 for scheme 5040.



Melksham Area Board Report - February 2018

Hello and welcome to this month's Community Policing report.

This month's report will focus on Unmanned Aerial Vehicles (UAV's).

Wiltshire Police uses Unmanned Aerial Vehicles (UAV), more commonly known as drones, to provide air support to officers on the ground.

What kind of drones do Wiltshire Police use?

We currently have two DJI Inspire 1 drones that can be equipped with a HD camera or a thermal imaging camera. Each drone has approximately 18 minutes flight time per battery, and is able to reach a top speed of 49 mph.

The total initial set up cost was £30,000 for aircraft, two nonstandard high definition optical zoom cameras, two thermal imaging cameras and six pilots, including all administrative costs.

What do we typically use drones for?

- Searching large open areas for missing people or offenders hiding from us
- Aerial photography of crime scenes and road traffic collisions
- Intelligence gathering for warrants
- Over-watch for high risk policing operations on the ground.

What are the benefits of using a drone?

- It's much cheaper to charge a drone than to fuel a helicopter
- As its much cheaper we can use air support more often meaning officers on the ground can have an eye in the sky for more incidents, rather than just the really serious ones
- As it's electric the drone's carbon footprint is smaller than a helicopter
- It's much safer, with no crew or fuel and weighing a mere 2.8kg, if anything goes wrong its much less likely to cause damage or injury to anyone
- It's less affected by the weather, helicopters have to consider weather systems at their base and in transit to the scene, drones are drive to the scene by car and so only have to consider the weather at scene.

How many pilots are there and how are they trained?

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We currently have five pilots across the force area, all of whom are volunteers in the Special Constabulary. We also have one Police Constable within the People Development (training) Department.

The team were trained by a commercial National Qualified Entity (NQE) and awarded their Permission for Commercial Operations (PfCO) by the Civil Aviation Authority (CAA).

How are drones deployed?

Our drones are driven to the scene from Police Headquarters in Devizes in a police vehicle and deployed from there.

Who do we film with the drone?

We will only ever use our drone to support a lawful policing purpose, or for commercial purposes relating to Wiltshire Police.

The vast majority of recording will take place overtly with an obvious police presence on the ground. In some cases we will use the drone covertly, with appropriate authorities complying with all relevant legislation.

We're not always recording, most of the time we are merely using the camera to assist us from the sky, and we make every effort to remove or reduce the chances of recording you. Recordings are stored and deleted in line with requirements of the Data Protection Act.

Information relating to the laws on drones (Air Navigation Order 2016) can be found at <http://www.legislation.gov.uk/ukxi/2016/765/contents/made>

What does this mean for West Wiltshire Community Policing Team?

West Wiltshire Community Policing Team will be the first hub within Wiltshire to be allocated a drone.

Six officers will be trained to pilot the drones, which will ensure more coverage.

CRIME EXCEPTIONS

These figures are based on an evaluation of data, over a two year rolling period. Using this data we can predict what figure is the average that should be reported in a specific month, and what are the higher and lower parameters that we may expect. Figures outside of these parameters are classed as 'Crime Exceptions'.

***** Domestic Abuse figures will also be included in the values as it is on our Control Strategy but here will be no details shared on these cases *****

Melksham Area (Town and Villages)

December 2017 saw total recorded crime at 112 against the 2 year average for the month which is 123.8 crimes. This is slightly below what we would expect. This data is not "Exceptional" data. The three largest crime groups account for 90% of Melksham crime are as follows;

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Violence against the person was level at 42 against 42.6
Theft offences were down at 33 against average of 40.8
Criminal damage was marginally up at 26 against 22.8

January 2018 saw total recorded crime at 128 against the 2 year average for the month which is 123.7 crimes. This data is not "Exceptional" data.

The three largest crime groups accounted for 90% of Melksham crime as follows;

Violence against the person showed 44 crimes compared to the average of 42.8
Theft showed 47 crimes compared to the average of 41
Criminal damage showed 23 against compared to the average of 22.7

Crime Update

There was a significant arrest by the CPT Policing team on the 09/01/18 of a 29 year old male from the Melksham area on suspicion of a dwelling burglary in Broughton Gifford which occurred on the 06/01/18. As a part of the arrest, the home of the suspect was searched and some of the property stolen was recovered including a laptop and a substantial quantity for cash. The male in question has been released on Police bail for further enquiries to be done. He is also being investigated for 3 shopliftings in Trowbridge and Melksham. Again this is another example of the work going into reducing and detecting crime, and disrupting the behavior of known criminals.

Crime update

The Police investigation into the damage to the Community Centre doors on the 28th November remains ongoing. Witness statements have been obtained. A male youth is due to be interviewed about the allegation soon.

Witness Appeal

Police are appealing for witnesses after a 78-year-old male pedestrian died following a road traffic collision in Melksham on Sunday 21st January 2018. Officers were called to Spa Road at 6.26pm to the collision involving a Silver Volkswagen Golf.

Paramedics attended but the victim, who was from Melksham and was believed to have been crossing the road at the time, was unfortunately pronounced dead at the scene.

The investigation into the cause of the collision is currently ongoing. No arrests have been made.

Anyone with information is asked to contact PC Tom Wilson by calling Wiltshire Police on 101. Alternatively information can be left anonymously by phoning Crimestoppers on 0800 555111.

COMMUNITY SPEEDWATCH (CSW) CHECKS WITHIN YOUR AREA

Every two weeks, 4 CSW areas within the West Wiltshire area are nominated by Leanne Homewood (Community Speed Watch Coordinator) as a focus for Police attention to supplement the checks carried out by CSW team for those areas.

In January 2018, two areas relating to the Melksham Area were selected, these being Snowberry Lane and Poulshot. During this period, there have been 3 separate speed checks at Snowberry Lane

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(resulting in one driver reported for summons, one fixed Penalty Notice, and 6 drivers given words of advice), and 2 checks at Poulshot (where no divers were recorded speeding).

OTHER INFORMATION

WILTSHIRE POLICE CRIME STATISTICS

ONS Statistics shows just a 1% increase in recorded crime in Wiltshire vs. 15% nationally.

Crime statistics released in January show that overall recorded crime in Wiltshire has almost plateaued.

Between September 2016 and September 2017, Wiltshire Police recorded 40,273 crimes - just an increase of 1%; that compares to a national increase of 15%.

Wiltshire and North Yorkshire were the only forces in England and Wales to record such a small increase (1%) - all other forces saw a larger percentage increase in recorded crime.

Nationally, we recorded the largest decrease in the number of public order (down 14%), criminal damage (down 46%) and robbery offences (down 40%) compared to the same period last year.

Although the dramatic improvement in the quality of crime recording has impacted on the results, there are still increases in burglary and vehicle crime. Tackling burglary is now a Force priority and we've also invested in crime prevention awareness concerning vehicle crime.

Police and Crime Commissioner Angus Macpherson said: "I am reassured to see this small percentage increase in recorded crime in Wiltshire is well below the national trend of 15%.

"Wiltshire Police is consistently working to improve recording practices, and this has been reflected in today's figures with the increase in recorded crime greatly slowing and the data stabilising.

"Although I continue to highlight the increases in crime as being reflective of recording practices, at no point am I, or the Chief Constable becoming complacent.

"The Force has recognised the increase in domestic burglary and vehicle crime, and I am pleased to see the Force is robustly responding to the concerns that I and the wider community have about these crimes.

Detective Superintendent Craig Holden said: "Although our rate of crime has drastically slowed we as a force are not complacent and remain focused when it comes to tackling all crime.

PCSO UPDATE

The New PCSO's for West Wiltshire CPT Team have completed their tutorship and are ready to go independent. 1 of them has been allocated to the Melksham Area team which brings the compliment back to 3. PCSO Helen WILSON has now left Wiltshire Police to seek a new career pathway with a social housing organisation. PCSO James PARTON is her replacement on the Melksham town area. I'm sure you will join us in saying thanks to Helen for all her hard work over many years, and welcome to James as the newest member of the Melksham Team.

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We currently run 5 shift teams from Trowbridge hub, so the PCSO's are divided up across the 5 shifts to provide 7 day coverage across days and evenings. There are 3 Beat Areas for Melksham being ED11 (Town) and ED12 and ED13 (Rural/villages). ED11 is covered by PCSO James PARTON and PCSO Janet GOULD, and both rural areas remain under the supervision of PCSO Maggie LEDBURY.

COMMUNITY MESSAGING

Are YOU signed up? The number of members of the Melksham community signing up for this regular email alerts system is increasing. We now have 469 people registered which is more than Trowbridge! Although this is encouraging, we are keen to get as many people signed up as possible. It is free, and people will not be bombarded with spam as details are kept secure. Please can you encourage colleagues, friends, family and members of the public to register. They will need a valid email address. Regular updates around crimes that matter to you in your area are sent, as well as crime prevention advice and public appeals for information. Please circulate on emails, reports and correspondence the following link and signpost people to:

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

WEEKLY TASKING MEETING

Inspector Andy FEE chairs a weekly internal "tasking meeting" where emerging community issues and concerns are raised and discussed for the whole West Wiltshire CPT area. From this meeting, priorities and actions are set and a tasking document produced. This involves developing strategies and the targeting of resources (including partner agencies) into tackling the issue or concern.

The focus in Melksham has been on the ASB and drug use/paraphernalia in the area of the Skate Park, and "The Woody". This also extends to the Skate Park, and more recently the subway. The latter has been placed on the weekly Tasking Document as a priority for patrols.

All of Melksham's PCSO's are also actively patrolling these key locations in an attempt to disrupt ASB and drug behaviour, engage with the young people concerned and deal with as appropriate (offences, referrals etc.)

PC Lee PELLING also attended a partners meeting at Melksham Town Hall on 25th January to look at what else can be done to tackle the issues with young people in the Melksham area. It was a positive meeting where ideas were shared including discussions around CCTV for the town, a notice board at the Skate Park, and the new role of YOT overseeing all interventions with young people. Motiv8 have agreed to step up their outreach work in the Melksham area as a result.

We encourage the community to report to us any evidence, information or intelligence connected to these or any other matters that require Police attention.

There is also a continued general focus on Burglary patrols as a part of a wider campaign to prevent and detect crime which includes regularly patrolling all locations in the whole CPT area.

For a detailed breakdown of the crime in your area visit

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

feedback@wiltshire.police.uk

CONTACT US

Please use 999 in an emergency or crime in progress. Use 101 for all past or non-urgent crimes/incidents and issues or visit Wiltshire Police's new website at;

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

CPT TEAM EMAIL (please use this email for all enquiries, meeting invitations and minutes)

CPTWestWiltshire@wiltshire.pnn.police.uk

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Sector Deputy – Sergeant Gill Hughes – gill.hughes@wiltshire.pnn.police.uk

Community Coordinator – PC Lee Pelling – lee.pelling@wiltshire.pnn.police.uk

feedback@wiltshire.police.uk



DORSET & WILTSHIRE
FIRE AND RESCUE

Melksham Area Board Report – 7th February 2018.



The Government has launched its 'Get Ready for Winter' campaign, including advice, guidance and links for health, travel, homes, power, communications, severe weather, and flooding risk.

The site is being hosted on the Met Office website and can be found at <https://www.metoffice.gov.uk/barometer/advice>

Are we getting through?



Dorset & Wiltshire Fire and Rescue Service has launched an awareness campaign across its area, targeting poor or inconsiderate parking.

The Service is asking all drivers "Are we getting through?" as, when responding to a 999 call, every second that the emergency services are delayed could have serious, life-threatening consequences.

The smallest fire engine needs a minimum of three metres, or the width of two cars, to pass safely. If you called for help, you would want to know firefighters could get through.

Assistant Chief Fire Officer Jim Mahoney said: “Inconsiderate and dangerous parking has long been an issue across the Service and, as more households have more than one car, the problem will only grow. If we can’t get to a fire or an accident because we can’t get our fire engines through, it greatly restricts our effectiveness. I’m asking everybody to think before they park; yes, it may be less convenient for you at the time, but what if it was your house or your loved one we needed to get to? You would want to know that we are getting through.”

One particular area of concern is parking on roads near schools, as these are often difficult to pass through safely, especially when cars are dropping off or picking up children. Drivers may not be parking illegally, but the Service is urging everyone to see whether a smarter option, maybe a bit further away, is available.

Poor or inconsiderate parking can also affect high streets and the roads by fire stations. On-call firefighters have to be at their station within five minutes of their pagers going off, so any delay in arriving has a negative effect on the emergency response.

The Service is therefore asking drivers to think before they park, with the following advice to drivers to help keep narrow streets clear:

- When parked, pull in your wing mirrors (don’t forget to flip them out before driving off).
- Don’t park too close to corners – fire engines are larger than cars and need more room to turn.
- If you’re parking opposite someone, remember that a fire engine needs three metres, or two car widths, to pass safely.
- Make sure your wheels are straight and are not sticking out.
- Park as close to the kerb as you can.
- Always follow the Highway Code and obey road markings such as yellow lines and box junctions.
- In narrow streets, only park on one side of the road where possible.
- Make sure you leave enough space for pedestrians on the pavement.
- Don’t block driveways.

For more information about the challenges caused by poor or inconsiderate parking, please visit www.dwfire.org.uk/education/road-safety-education/are-we-getting-through

Safe and Well Visits- Home safety

The Melksham area has a dedicated Fire Service ‘**Safe and Well**’ advisor who can visit people, within their own homes, advising on home safety and wellbeing.



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

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

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

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

Response

Total Incidents attended by DWFRS for Melksham Area; 01/11/17 – 31/12/17.

DWFRS have responded to 24 incidents in Melksham area between the dates above.

Melksham Fire Station Responded to a total of 49 calls, 17 in their own ground and 32 County wide, in the mentioned time period. Details are listed in the table below.

Category	Incidents in Melksham	Off of Station Ground incidents	Total
False Alarm	15	2	17
Fire	6	9	15
Special Service	3	21(17)	24(17)
Total	24	32	56
Appliance Availability	65%		



Recent Notable Incidents

None in Melksham area within reporting period

Station Profile

Eight on call personnel

There is one operational appliance, in total the station responded 362 times in 2017.

P1 Traditional fire engine

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Community Safety Plan

DWFRS Community Safety Plan 2016-2020 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Andy Green

Station Manager, Wiltshire West. Trowbridge, Bradford, Melksham & Devizes.

Email: andy.green@dwfire.org.uk

Tel: 07734 483886/01722 691247

www.dwfire.org.uk

January 2018

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

News from the CCG!

Winter Pressures guidance issued from NHS National Emergency Pressure Panel

NHS England has issued guidance in line with the new Winter Pressures Protocol. The guidance, which is issued to hospitals, extends the deferral of all non-urgent inpatient elective care to free up capacity for the sickest patients to January 31. The panel reiterated that cancer operations and time-critical procedures should go ahead as planned. Over and above this, day-case producers and routine outpatient appointments should also be deferred where this will release clinical time for non-elective care.

For more information read the [official letter from Pauline Phillip](#), National Director, Urgent and Emergency Care, NHS England and NHS Improvement to systems, and the [press statement](#) from the National Pressure Panel.

Out of hours service for children in South Wiltshire

An out of hours GP service for children aged 0 – 10 years in Salisbury and South Wiltshire means parents can now book a same day appointment to see a GP at the Salisbury Walk in Health Centre.

This extended service will provide out of hours GP health advice and treatment for minor illnesses and injuries from Monday to Friday between 6.30pm – 10pm, and will provide partners with a local alternative to A&E when their child is ill.



Parents should ring NHS 111 to access the service. If necessary, the call handler will then advise parents to contact the Salisbury Walk in Health Centre to make a same day appointment.

Urgent GP appointments – where would you go?

If you need a same day urgent GP appointment – this could mean that you might not be able to see your usual GP and you may have to travel to a different practice.

Urgent GP appointments are booked on the day and are for patients who have health problems which cannot wait for a routine appointment.

We want to hear your views on accessing urgent GP appointments.

Tell us what you think by completing this [short survey](#).



Have your say on the organ donor 'opt out' consultation

People who donate their organs and tissue after they die help save thousands of lives in England each year. However, 3 people die a day due to lack of suitable organs. Under current rules, a person who has died can only be an organ donor if they have agreed to it when they were alive.



If the law changes, people will be considered to be an organ donor unless they have opted out. This would increase the number of organs donated and save more money.

The Department of Health's 'opt out' [consultation](#) is now live – take a few minutes to share your views on the proposed new rules.

Campaign – stay well this winter

Winter can be seriously bad for our health, especially for people aged 65 or older and people with long term conditions.

The cold and damp weather, ice, snow and high winds can all aggravate any existing health problems and make us more vulnerable to illnesses that are more common in winter.

We have put together some handy information to help you stay well this winter.

**Stay well this winter
and have the flu jab**



Have you had your flu vaccination?

Flu strikes in winter and can be far more serious than you think – it can lead to serious complications such as bronchitis and pneumonia and in some instances it can be deadly.

That's why it's important that people who are at increased risk from flu, have their free flu vaccination.

If you are:

- Pregnant
- Aged 65 or over
- Have a long term health condition
- Living in a residential care home
- A carer
- Living with someone who is immunocompromised
- Are a frontline health or social care worker

This year more children are being vaccinated, and children over 6 months old with a long term health condition, and children aged two and three are offered the vaccination in general practice.

Children in reception class and school years 1, 2 3 & 4 will be offered the vaccine at school.

If you're eligible for a free flu vaccination and not yet had it, speak to your surgery and make an appointment today!

Get advice from your pharmacist

Winter can make existing health problems worse, so if you feel you are coming down with something, even if it's just a cough or cold, don't wait until it gets worse – act quickly and get advice from a pharmacist.

Pharmacists are fully qualified to advise you on the best course of action when you start to feel unwell, and this can be the best and quickest way to help you recover and feel healthy.



Most pharmacies now have a private consultation area, so you can discuss your health issues in confidence and you don't need to make an appointment.

Is your medicine cabinet fit for the winter?

Be prepared for common ailments by keeping a well stocked medicine cabinet at home.

What to keep in your medicine cabinet

Painkillers  Aspirin, paracetamol and ibuprofen are highly effective at relieving most minor aches and pains.	Antihistamines  Useful for dealing with allergies, insect bites and hay fever.
Oral rehydration salts  Oral rehydration salts can help restore your body's natural balance of minerals and fluid lost through diarrhoea, fever, and vomiting - if you can't continue your normal diet.	Indigestion treatment  If you have stomach ache, heartburn or trapped wind, a simple antacid will reduce stomach acidity and bring relief.
Anti-diarrhoea tablets  It's a good idea to keep anti-diarrhoea medicine at home as diarrhoea can happen without warning. Causes include food poisoning and a stomach virus.	Suncream  Keep a suncream of at least factor 15, with UVA protection. Exposure to the sun can cause sunburn and increase your risk of skin cancer.

Always keep medicines out of the reach

New CEO of Wiltshire's independent health and care champion announced

The community interest company which runs the Healthwatch Wiltshire service has announced the appointment of a new Chief Executive Officer.

Evolving Communities CIC has hired Mary Curran to replace Emma Cooper, who announced in October she would be leaving to take up a post with a national charity. Emma left on 19 January to begin her new role after being in the CEO post for the last four years.

Mary, who will start in April, brings extensive skills and experience gained from working in a range of roles across local government as well as the charity sector. She has previously worked at Wiltshire Council, managing professional teams and supporting vulnerable young people, before becoming the Lead Commissioner for Disabilities for the council's children's services.

For the last four years, Mary has been the CEO of the North-East based learning disability charity Journey Enterprises, working across six local authority areas in the North East. The charity and social care provider works with around 200 adults with learning disabilities to help them become independent through supported employment and enterprise opportunities.



Mary Curran

Now Mary, a mother of three grown-up children, is looking forward to relocating back to the South West with her partner Andrew to take up the CEO position at Evolving Communities, the parent company which runs the Healthwatch Wiltshire service.

Mary said: "Healthwatch is so important in making sure that local people's voices are heard. It's up to us to champion people's views on the quality of services they experience and what they want to see change in their area. I'm looking forward to building on the excellent foundations laid, and sharing good practice across Wiltshire. I am delighted to have been appointed and am really looking forward to getting started."

During her first 100 days as CEO, Mary plans to meet staff, volunteers and stakeholders to understand local issues and concerns. She continued: "The first 100 days in a new role are a really valuable time for a CEO. You don't yet know the detail of the organisation, so you can use the time to ask 'Why?' which really has its advantages.

"I will be meeting with all our staff, volunteers and stakeholders, asking many questions and developing a shared understanding of the 'as is' across the county. I'll be taking every opportunity to get to know the business, the people involved and how it functions. I'll also be focussed on understanding the health and social care issues that local people really care about, because that's why we are here.

"Strategy and plans will take shape, focussing the work of Healthwatch on the right issues, to deliver a first-class service for local people. I suspect concerns in the three areas will reflect those we hear so much about in the national news, such as; our hospitals struggling to cope with demand, cuts in budgets affecting social care provision, young people's access to mental health provision

Continued >

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

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.

and the needs of our growing elderly population.

“However, as far as local issues are concerned, I don’t know, and I don’t intend to jump to any conclusions. I look forward to listening to local people and reflecting their concerns in the work that we do.”

Chris Graves, chair of the board at Evolving Communities, said: “We are of course very sad to see Emma leave us but we wish her well in her future endeavours. She has made a fundamental contribution to developing and establishing our organisation.

“While we will miss her, the foundations she has laid will make it possible for us to move forward to the next stages of developing Evolving Communities with confidence. We are thrilled to welcome Mary who has an excellent background in leading similar organisations, and I am confident we will build on our past success.”



Emma Cooper



Update for Melksham Area Board

FROM: MELKSHAM TOWN COUNCIL

DATE OF MEETING: 7 February 2018

HEADLINES

Setting of Precept/Budget 2018/19:

At a Town Council meeting on 15 January 2018 Councillors set the budget for 2018/19.

The budget will add 49p per week to the Band D precept charge and includes provision to appoint two ground maintenance staff, as well as a Community Engagement Facilitator to develop the Town Team initiative and bring it to fruition.

Grounds Maintenance

As the Town Council are in the process of negotiating with Wiltshire Council to take over responsibility for grass cutting, including King George V Park and the cemetery, it was agreed to appoint 2 new Town Wardens to be responsible for maintaining a high standard of groundsmanship and horticulture within the town, as well as providing support and assistance to the caretaking team in terms of maintenance and streetscene activities, thereby enhancing the profile of the Town Council and of Melksham generally.

Former George Ward Playing Fields

Both Melksham Town Council and Melksham Without Parish Council are currently working on a joint initiative to develop the former George Ward playing fields as a community recreational area.

Councillors acknowledged that this initiative provided an excellent opportunity for Melksham Town Council and Melksham Without Parish Councils to work together to create a recreational and amenity space that would benefit and could be enjoyed by members of both communities.

WW1 Tree Commemoration

As part of the Community Tree Commemoration Project to recognise 100 years since the ending of World War I, the Town Council are supporting the planting of 200 trees via the Woodland Trust WW1 Tree Planting Commemoration Project in the former George Ward playing fields as an ongoing memorial to those who had fallen in the service of their Country during World War I.

War Memorial Repairs

Following concerns that the war memorial is in need of repair, the Town Council had agreed to appoint a stone mason to undertake restoration work at a cost of £1840.

Update for Melksham Area Board

Remembrance Day – Sunday 11 November 2018

As this year marks the 100th anniversary of the First World War ending and the 11 November falls on a Sunday, Councillors agreed that to hold a special luncheon on Remembrance Day in the Assembly Hall and to hold an exhibition of those affected by the war locally over Remembrance weekend.

Making Melksham a Dementia Friendly Community

At a recent meeting the Town Council agreed to become a member of the Melksham Community Area Dementia Alliance. Staff in both the Assembly Hall and Town Hall have been encouraged to attend Dementia Friends sessions held locally.

FORTHCOMING DATES

2 March	Mayor Reception
27 April	Twinning Reception



Melksham & District Seniors 55+ Forum

Melksham Area Board February 2018 report.

The last three months has been an extremely busy period as part of Melksham Seniors very active Health and Well-Being programme. We were grateful that earlier in 2016 the Area board made available from their own Health and well -being funding a grant of £450 towards our summer programme costing £3,000 +.

There is considerable wealth of evidence of the mental harm and damage that loneliness can do to a person's health and well-being, which puts a very high cost upon Wiltshire Council to endeavour to tackle. Loneliness is often described as a killer, which is why we place such a high emphasis on Health and Well-being events aimed to target social isolation and loneliness by offering a range of social and other activities for local over 55+ residents. This we managed by extremely hard work to achieve without any direct commissioning funding from Wiltshire Council.

Loneliness is emotionally damaging, so often creating terrible mental health depression and issues that eat away at a persons confidence, self-esteem and physical health. It can significantly reduce sufferers' quality of life and drive them towards seeking the support of health services. Loneliness is a real killer, which is why Melksham Seniors place such considerable emphasis on creating events that will generate a high level of active social interface, aimed at getting older people out and about and making new friends within their own community.

With this in mind we deliberately targeted generating a high number of special events. For instance Melksham seniors held over 40 events in the last financial year, including several Consultation meetings including the (230) on the STP Health and Care plan, Scams prevention (220). (The International Day in October celebrating the Lives of Older People Party (180 Seniors) Our popular Christmas party (Limited to 150 for financial reasons) the highly successful Community Day (in excess of 600 of the public attended). We also acted as the catalyst for launching the Melksham Age Friendly Project at a successful public meeting and for which we seek the full support of Melksham Area Board

It is most rewarding to know that close on 3,000 people attended Melksham Seniors organised events in 2017. Those were in addition to the monthly Film matinee, and the Monday activity club. We also held two well attended general public meetings and our own well attended AGM. We are also half way through a successful six month new project of having afternoon tea and film matinees to small groups of around 12 older vulnerable people in sheltered housing and the villages. These can be very time consuming and dependent on sufficient volunteers but we are slowly making progress.

In addition to promoting the several local community film shows and afternoon tea events in sheltered housing and village venues. We regularly hold our own fund raising events to

help assist disabled and older people without their own transport to attend our events, we spent on average £38 per month on Community transport /Taxi's. We hope to continue the large range of activities, subject to being able to obtain sufficient revenue support for the Health and Well-Being of Seniors in a similar proactive way in 2018 and also commence a series of new additional weekly Health and Well-being activities on a Thursday at the Riverside. These are in addition to the present programme, subject of course to obtaining the right level of equitable support required to achieve success.

To enable these to happen and for the Seniors to remain active, there still needs to be a clear demonstration of support and encouragement shown to our volunteers so they remain most enthusiastic. We trust the Area Board will continue to support Older people in our community and the dedicated work and effort Melksham Seniors undertake to help to reduce depression, mental illness and affect on a persons general health and well-being that social isolation and loneliness creates in our community.

Brian Warwick, February 2018

TransWilts CIC - 30th January 2018

This report covers Melksham's train and bus services since last November's Area Board meeting and looks ahead to next months.



What has happened:

- * All year Sunday earlier morning train to Swindon started in mid December (08:44 from Melksham, 09:14 arrival Swindon). Now enable Melksham residents to take jobs in Chippenham and Swindon that require weekend work.
- * All trains now 2 carriages (from 10 Jan) rather than 1 - has been badly needed as trains have been full and overloaded. So we can start growing again.
- * Passenger ticket sales for year to 4.2017 released in December. 74,666 journeys, up from 60,676. 23% rise is biggest growth in the area - again.
- * Consultation inputs made to SWRailway on their timetable for 2019 forward, and to the Department for Transport on Community Rail - next 10 years.
- * Early work sponsored by Wiltshire Council on line capacity presented to Stakeholders; working out what's needed for a regular, robust, efficient hourly service with good connections together with other rail traffic. Also work continues on Masterplan.

What is coming up:

- * Stakeholder inputs to SWRailway - case for Swindon to Solent corridor improvements
- * Public Consultation input to GWR franchise, 2020 to 2022 and 2022 for 7 to 10 years. Due in by 21st February. See below for **"how Area Board can help"**
- * Engineering works for 3 weeks will mean off peak trains replaced by buses (12 March, 23 April and 4 June weeks)
- * Town bus routes 14 and 15 amended in April, to route current middle of the day service through Bowerhill Industry and to station. Sadly, a commuter service to the station was deemed unaffordable but we can negotiate. £66,000 over three years quoted.
- * GWR Community Rail Conference on the TransWilts line, mid June.

How the Area Board can help:

- * Please write in to the DfT consultation in support of our suggestions - we are pushing on an unlocked door to step up to a through service to Southampton every 2 hours (later hourly) - 9 services per day each way at present, 13 in next stage, and 18 at the following stage.

See: <http://twcrp.info/gwrf> - for the consultation document (our mirror)

http://www.twcrp.org.uk/gwf_09.pdf - for suggestions of what to say and technical links

Ask - grahamellis@transwilts.org / 01225 708225 for help and technical backup

Inputs can make a VERY REAL difference ... we have attended around a dozen events associated with the consultation already to ensure that we are lining up with partners and also with DfT thinking.

Report to	Melksham Area Board
Date of Meeting	07/02/2018
Title of Report	Community Area Grant funding

Area Board Grants Budget			
Opening balance 2017/18	Spend to date	Current balance	Total of all grant applications
£46,710.00	£26,832.21	£19,877.79	£22,440.62 (includes Cllr Led Initiative)

Purpose of the report:

To consider the applications for funding listed below and to update on the allocation of £500 to Melksham Rugby Club using the delegated power of the Area Board Chair.

Applicant	Amount requested
Applicant: Wiltshire West District Scout Association Project Title: Formation of new scout Group to serve Whitley Shaw and Atworth View full application	£500.00
Applicant: Melksham Without Parish Council Project Title: Kissing Gate at rear of Shaw Playing Field View full application	£573.00
Applicant: Melksham Without Parish Council Project Title: New footway at Hornchurch Road POS View full application	£5937.62
Applicant: Young Melksham Project Title: Young Melksham - New Pool table and sports equipment. View full application	£740.00
Applicant: Poulshot Village Trust Project Title: Poulshot Rights of Way Accessibility Project.	£940.00

View full application	
Applicant: LARK RISE COMMUNITY FARM Project Title: Larkrise Community Farm - Sensory Classroom Project View full application	£2000.00
Applicant: Broughton Gifford Cricket Club Project Title: Broughton Gifford Community Mower View full application	£2250.00
Applicant: Melksham Town Council Project Title: Grounds Maintenance equipment View full application	£5000.00

A grant of £500 was provided to Melksham Rugby Club to purchase a defibrillator. This was in reaction to a tragic incident involving one of the playing members of the Melksham Rugby Club. It was the wish of the club and the family members of the player involved that a defibrillator be installed at Oakfields Stadium to help prevent similar incidents happening in the future.

The delegated power to the Chair of the Area Board was agreed in 2016 as follows:

In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, in consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects from the delegated community grants budget of up to £1,000 in total, youth projects of up to £1,000 in total, and health and wellbeing projects of up to £1,000 in total, between meetings of the Area Board.

Decisions taken between meetings would be reported to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board and the Cabinet Member for Communities, Campuses, Area Boards and Broadband would also be kept informed of any such decisions.

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 2017/2018 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
2657	Wiltshire West District Scout Association	Formation of new scout Group to serve Whitley Shaw and Atworth	£500.00

Project Description:

In response to local demand and in order to give every young person who wishes to take advantage of what Scouting has to offer we wish to start up a new Group initially with Beavers and Cubs serving young people from Shaw Whitley and Atworth. Shaw Primary School has offered to provide accommodation and the Trustees of Bowerhill Scout Group have agreed to provide banking etc support until the new Group has found its feet. The money is required to help towards start-up costs such as uniforms and training for new leader's equipment etc until the new Group becomes self-sufficient. This is a very exciting development which we very much hope that the Area Board will feel able to support

Input from Community Engagement Manager:

The grant application meets the 2017/18 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2693	Melksham Without Parish Council	Kissing Gate at rear of Shaw Playing Field	£573.00
<p>Project Description: The Parish Council received a request from an older resident in Shaw for the replacement of the existing rusty metal V style stile at the end of MELW78 where it joins MELW79 and enters Shaw Sports Field. This style of stile is proving difficult for older people and those with more limited mobility to use and the Council would like to replace it with a pedestrian kissing gate. Shaw School has a lot of issues with regard to traffic and parking problems at school drop off and collection times and is trying to address these issues by revising their school travel plan and PROW MELW79 is one of the walking routes that they have been looking at as a potentially safer route for children to get to school avoiding using the A365 Shaw Hill. Both landowners involved are happy with the potential replacement of the old v style stile with a pedestrian kissing gate. The West Wilts Ramblers have offered to install the kissing gate as they wish to encourage Parish Councils to improve PROW by replacing stiles with kissing gates. The kissing gate proposed to be installed has been recommended by Paul Millard the WC ROW Officer and is the make and style usually installed by WC.</p> <p>Input from Community Engagement Manager: The grant application meets the 2017/18 grants criteria</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2695	Melksham Without Parish Council	New footway at Hornchurch Road POS	£5937.62
<p>Project Description: The Parish Council wish to install a new section of footway to link to the existing footpaths to create a circular cycling walking route around the area of public open space at Hornchurch Road. This is something that has been requested by residents and supported by BRAG - Bowerhill Residents Action Group and Wiltshire Cllr. Roy While. Additionally, this scheme had previously been considered a good proposal by Mike Crook of the Rights of Way Countryside Team as a PIGS Paths Improvement Grant scheme before the grant funding was withdrawn from that team direct.</p> <p>Input from Community Engagement Manager: The grant application meets the 2017/18 grants criteria</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2674	Young Melksham	Young Melksham - New Pool table and sports equipment.	£740.00

Project Description:

Young Melksham run youth clubs at the Canberra Centre in Melksham for young people aged 8 to 18 and up to 25 for young people with special educational needs and disabilities. We run a variety of activities at our clubs including sports and games as the young people enjoy being active. We need to renew our equipment as it is very well used. The equipment that we currently have was kindly donated by Wiltshire Council when we re-opened Canberra but was from the very little left of the old kit from Youth Centres across the county and some of it was partially broken when we first received it.

Input from Community Engagement Manager:

The grant application meets the 2017/18 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2671	Poulshot Village Trust	Poulshot Rights of Way Accessibility Project.	£940.00

Project Description:

The overall aim of this project is to make as many of the Rights of Way that run through Poulshot Village as accessible to all as possible. This application is for the funding necessary to replace the current 8 rickety stiles four on footpath POUL06 and four on footpath POUL07 with easy-access wooden gates.

Input from Community Engagement Manager:

The grant application meets the 2017/18 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2692	LARK RISE COMMUNITY FARM	Larkrise Community Farm - Sensory Classroom Project	£2000.00

Project Description:

We wish to transform the classroom area of our busy animal care and agricultural learning setting to make it a welcoming and more sensory area. The classroom area is used daily by a wide range of age groups all from our Wiltshire catchment area and is in desperate need of refurbishment and redecorating.

Input from Community Engagement Manager:

The grant application meets the 2017/18 grants criteria

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2681	Broughton Gifford Cricket Club	Broughton Gifford Community Mower	£2250.00

<p>Project Description: Broughton Gifford Cricket Club BGCC have previously paid a sub-contractor to cut the outfield part of the cricket pitch located on large Broughton Gifford Common. The cricket pitch is the only part of the common where the grass is kept short and is used throughout the summer by kids/families for recreational activities. Increasing costs means its unsustainable for BGCC to continue to pay a sub-contractor and we are looking to invest in a mower to undertake the mowing ourselves. This is a joint bid with the parish council and the mower will be available for other areas of the village.</p> <p>Input from Community Engagement Manager: The grant application meets the 2017/18 grants criteria</p>
<p>Proposal That the Area Board determines the application.</p>

Application ID	Applicant	Project Proposal	Requested
2689	Melksham Town Council	Grounds Maintenance equipment	£5000.00

<p>Project Description: Subject to budget approval the Town Council would wish to procure grass cutting and ancillary equipment which will be used to facilitate an enhanced standard of grass cutting in key amenity areas most notably the cemetery and play areas around the town. It is perceived that the acquisition of this equipment will enable in house resource to provide more frequent grass cutting and to a higher standard than has previously been achieved thereby providing a significant community benefit.</p> <p>Input from Community Engagement Manager: The grant application meets the 2017/18 grants criteria</p>
<p>Proposal 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

Grant Applications for Melksham on 07/02/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2657	Community Area Grant	Formation of new scout Group to serve Whitley Shaw and Atworth	Wiltshire West District Scout Association	£500.00
2693	Community Area Grant	Kissing Gate at rear of Shaw Playing Field	Melksham Without Parish Council	£573.00
2695	Community Area Grant	New footway at Hornchurch Road POS	Melksham Without Parish Council	£5937.62
2674	Community Area Grant	Young Melksham - New Pool table and sports equipment.	Young Melksham	£740.00
2671	Community Area Grant	Poulshot Rights of Way Accessibility Project.	Poulshot Village Trust	£940.00
2692	Community Area Grant	Larkrise Community Farm - Sensory Classroom Project	LARK RISE COMMUNITY FARM	£2000.00
2681	Community Area Grant	Broughton Gifford Community Mower	Broughton Gifford Cricket Club	£2250.00
2689	Community Area Grant	Grounds Maintenance equipment	Melksham Town Council	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
2657	Community Area Grant	Formation of new scout Group to serve Whitley Shaw and Atworth	Wiltshire West District Scout Association	£500.00

Submitted: 15/12/2017 10:22:00

ID: 2657

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?

Formation of new scout Group to serve Whitley Shaw and Atworth

6. Project summary:

In response to local demand and in order to give every young person who wishes to take advantage of what Scouting has to offer we wish to start up a new Group initially with Beavers and Cubs serving young people from Shaw Whitley and Atworth. Shaw Primary School has offered to provide accommodation and the Trustees of Bowerhill Scout Group have agreed to provide banking etc support until the new Group has found its feet. The money is required to help towards start-up costs such as uniforms and training for new leaders equipment etc until the new Group becomes self-sufficient. This is a very exciting development which we very much hope that the Area Board will feel able to support

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 8EQ

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

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£24503.04

Total Expenditure:

£23470.97

Surplus/Deficit for the year:

£1032.07

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

£10697.37

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

The District Scout Council will provide up to 2000 from its reserves. 6 of our young members have been selected to attend the World Scout Jamboree in West Virginia next year and we will be helping them raise the 4000 per person cost each person attending from the UK helps towards the cost of a member from a developing country to attend

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

10b. Project Finance:

Total Project cost		£4000.00		
Total required from Area Board		£500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Equipment	500.00	District Reserves	yes	2000.00
Badges	370.00			
Uniforms for 6 new leaders	450.00			
Training manuals	120.00			
Hall hire recruitment material activities	2560.00			
Total	£4000			£2000

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?

Scouting aims to promote the development of young people in achieving their full physical intellectual social and spiritual potential as individuals as responsible citizens and as

members of their local national and international communities. The method of achieving the Aim is through the provision of exciting and adventurous activities. We aim to start with Beavers Boys Girls 6 - 8 years old and Cubs 8-10 years old.

14. How will you monitor this?

The numbers of children and volunteer leaders recruited and retained will be continuously monitored.

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

As with our other 12 Groups in the District the new Group will be managed by a committee of Trustees who will inter alia be responsible for maintaining financial viability through membership subscriptions and local fund raising. This trustee support will initially be provided by Bowerhill Scout Group

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

Shaw Primary School have offered to provide accommodation and we have a detailed Statement of Need to support our decision to provide this new Group

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2693	Community Area Grant	Kissing Gate at rear of Shaw Playing Field	Melksham Without Parish Council	£573.00
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Submitted: 11/01/2018 16:09:17

ID: 2693

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

Yes

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

We are applying for PIGS - Pathway Improvement Grant Scheme which is now administered via the Area Board.

5. Project title?

Kissing Gate at rear of Shaw Playing Field

6. Project summary:

The Parish Council received a request from an older resident in Shaw for the replacement of the existing rusty metal V style stile at the end of MELW78 where it joins MELW79 and enters Shaw Sports Field. This style of stile is proving difficult for older people and those with more limited mobility to use and the Council would like to replace it with a pedestrian kissing gate. Shaw School has a lot of issues with regard to traffic and parking problems at school drop off and collection times and is trying to address these issues by revising their school travel plan and PROW MELW79 is one of the walking routes that they have been looking at as a potentially safer route for children to get to school avoiding using the A365 Shaw Hill. Both landowners involved are happy with the potential replacement of the old v style stile with a pedestrian kissing gate. The West Wilts Ramblers have offered to install the kissing gate as they wish to encourage Parish Councils to improve PROW by replacing stiles with kissing gates. The kissing gate proposed to be installed has been recommended by Paul Millard the WC ROW Officer and is the make and style usually installed by WC.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN128EP

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

Countryside, environment and nature

Health, lifestyle and wellbeing

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£266807.07

Total Expenditure:

£212082.54

Surplus/Deficit for the year:

£54724.53

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

We are specifically applying for funding from the PIGS scheme for this project. The labour costs given as the work will be undertaken by the West Wilts Ramblers are those for the rate of a working day for volunteers as per paragraph 9 of the Community Grant Criteria. The parish council has separate Earmarked Reserves but does not hold a large General free Reserve at year end.

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

10b. Project Finance:

Total Project cost		£573.00		
Total required from Area Board		£573.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Centrewire				
Woodtock				
plain hoop				
galvinsied	300.00			
pedestrian				
kissing gate				
Delivery cost	85.00			
Ballast	20.00			
Cement x 2 bags	10.00			
Two fence posts	8.00			

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2695	Community Area Grant	New footway at Hornchurch Road POS	Melksham Without Parish Council	£5937.62
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Submitted: 11/01/2018 16:40:07

ID: 2695

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?

£5001+

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

The Parish Council intends to match fund this scheme.

5. Project title?

New footway at Hornchurch Road POS

6. Project summary:

The Parish Council wish to install a new section of footway to link to the existing footpaths to create a circular cycling walking route around the area of public open space at Hornchurch Road. This is something that has been requested by residents and supported by BRAG - Bowerhill Residents Action Group and Wiltshire Cllr. Roy While. Additionally, this scheme had previously been considered a good proposal by Mike Crook of the Rights of Way Countryside Team as a PIGS Paths Improvement Grant scheme before the grant funding was withdrawn from that team direct.

7. Which Area Board are you applying to?

Melksham

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

SN126QR

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

Children & Young People
Countryside, environment and nature
Health, lifestyle and wellbeing
Safer communities
Sport, play and recreation

If Other (please specify)

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

03/2017

Total Income:

£266807.07

Total Expenditure:

£212082.54

Surplus/Deficit for the year:

£54724.53

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 Parish Council intends to match fund this from its Earmarked Reserves it does not hold large General free Reserves. This is an application for the PIGS Paths Improvement Grant Scheme of which its Guidance for Applicants states that an example of a proposal for

consideration includes creating new permissive routes which link existing routes for example to create circular routes which this proposal aims to do.

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

10b. Project Finance:

Total Project cost		£11875.25		
Total required from Area Board		£5937.62		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Footpath at 45m2	8079.75		50 matched funded	yes
PCC edgings at 15m	1795.50			
Site security welfare facilities etc	2000.00			
Total		£11875.25		£5937.62

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?

Residents of Bowerhill and the wider parish community. The grassed area of the Hornchurch Road POS is exceptionally wet and boggy and cannot be used by pushchairs or wheelchair and mobility scooter users all year round. The creation of a circular footpath would enable everyone from young children on bikes and scooters to older residents and those with mobility issues to take advantage of this Public Open Space for exercise and recreational enjoyment all year around. This project supports the aims of the Melksham Area JSA. At the last Melksham Area JSA meeting in 2016 it was identified that 1 in 4 children in school year 6 in the Melksham Area were obese or overweight and the mortality rate from cardiovascular disease and cancer in those over 75 was higher than the county average. The local priorities set at the JSA for the Melksham Area for 2017-2019 showed that within the top three of some of the categories were improving child obesity and mental and emotional health mental health and wellbeing in adults and older people promoting healthy lifestyles and promoting cycling and walking. This project will support these objectives. The current footpath is on 3 sides of the public open space this would enable a circular route and join up the residential areas the children’s play area seating and a MUGA previously installed by the Parish Council. In Sept 2014 when the parish council supplied and installed a MUGA Multi Use Games Area it also installed a 24m footpath from the existing footpath to the MUGA to ensure it was DDA compliant. Prices in this application are from the same contractor who installed the footpath on that basis. Alternatives

quotations have been received by alternative suppliers with a more porous surface which could aid the issues with surface water on Wiltshire Councils public open space. BRAG have also planted trees here to try and soak up the excess water.

14. How will you monitor this?

Requests for feedback via BRAG residents and social media.

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

The MUGA is inspected weekly by the Parish Caretaker as will the play area when the legal transfer from the developers has taken place.

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

NA

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2674	Community Area Grant	Young Melksham - New Pool table and sports equipment.	Young Melksham	£740.00

Submitted: 04/01/2018 14:40:32

ID: 2674

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?

Young Melksham - New Pool table and sports equipment.

6. Project summary:

Young Melksham run youth clubs at the Canberra Centre in Melksham for young people aged 8 to 18 and up to 25 for young people with special educational needs and disabilities. We run a variety of activities at our clubs including sports and games as the young people enjoy being active. We need to renew our equipment as it is very well used. The equipment that we currently have was kindly donated by Wiltshire Council when we re-opened Canberra but was from the very little left of the old kit from Youth Centres across the county and some of it was partially broken when we first received it.

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 7NY

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

Children & Young People
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2016

Total Income:

£37520.00

Total Expenditure:

£45815.00

Surplus/Deficit for the year:

£8295.00

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

£1018.00

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

We have very restricted reserve funds which are required for if we needed to deal with an emergency - such as urgent repairs etc.

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

10b. Project Finance:

Total Project cost		£740.00		
Total required from Area Board		£740.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Air Hockey	90.00			
Table Tennis	120.00			
Pool Table	400.00			
Table Football	130.00			
Total	£740			£0

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

No

12. If so, which Area Boards?

Melksham

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

Our youth club is open access and all of our young people will benefit from the new equipment. On a weekly basis we have contact with over 200 young people. The young people who attend our clubs will benefit greatly from some new sports equipment as what we have now is very well used and in need of replacement. They enjoy being active and learning new skills and having the right equipment for them to use is important. Many of them also enjoy team games and sports as this keeps them active and they have fun with their friends. Happy and active young people will then have an impact on their families and

home life's as well as the wider community. Our aim to keep young people engaged in positive activities and give them a safe space to be.

14. How will you monitor this?

Every session is evaluated by the team at the end of the evening these evaluations are then reviewed by the Youth Work Manager. These evaluations include numbers attending and feedback from the young people. The Youth Work Manager also submits regular reports to the Board of Trustees to demonstrate that the activity is meeting the needs of the organisation. We monitor how many visits we have from the young people every week so we can see if this increases. We regularly also ask for feedback from the young people regarding how we can improve what we do so this will help us too.

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

Our project will continue to run as we have a strong network of support and a well managed budget. We have plans for lots of fund raising activities this year so our project will continue. Part of the funding we raise ourselves comes from the subs the young people pay to come to the club and we also raise some funds from our the wide variety of items we sell at our tuck shop.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

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

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

And finally...

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

2671	Community Area Grant	Poulshot Rights of Way Accessibility Project.		£940.00
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Submitted: 03/01/2018 15:33:10

ID: 2671

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?

Poulshot Rights of Way Accessibility Project.

6. Project summary:

The overall aim of this project is to make as many of the Rights of Way that run through Poulshot Village as accessible to all as possible. This application is for the funding necessary to replace the current 8 rickety stiles four on footpath POUL06 and four on footpath POUL07 with easy-access wooden gates.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN10 1SA

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

Children & Young People
 Countryside, environment and nature
 Health, lifestyle and wellbeing
 Inclusion, diversity and community spirit
 Safer communities
 Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2016

Total Income:

£1000.00

Total Expenditure:

£900.00

Surplus/Deficit for the year:

£100.00

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 Poulshot Village Trust Charity has no uncommitted funds available to fund this project.

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

10b. Project Finance:

Total Project cost		£3664.00		
Total required from Area Board		£940.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
7 x wooden gates at 120 each	840.00			
1 x wooden gate at 100	100.00			
Cement and ballast 20 per gate	160.00	Will be provided as required.		160.00
Fencing posts two per gate	64.00	Will be provided as required.		64.00
Installation costs 8 volunteers taking 3 hours per gate equals	2000.00	Installation will be by local volunteers		2000.00

approx 250 per gate

Supervision	500.00	By Wiltshire Council Rights of Way Department	500.00
Total	£3664		£2724

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?

All walkers who use these two Rights of Way. Currently many of the stiles are rickety or just plain difficult for the elderly or infirm meaning that these footpaths are rarely used.

14. How will you monitor this?

We have already in conjunction with Wiltshire Council Rights of Way Department successfully improved several of the footpaths that run through the village. All the feedback has been positive and from the condition of the tracks it is clear that these footpaths are now regularly used. I expect the same thing to happen here.

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

The grant plus local support should provide all the funding necessary to complete the work required to make the two footpaths accessible. The new gates then become part of the standard furniture of a defined Right of Way.

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

If this grant is successful we will then look at the remaining footpaths in the village to see if they would benefit from improvement.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

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

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

And finally...

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

2692	Community Area Grant	Larkrise Community Farm - Sensory Classroom Project	LARK RISE COMMUNITY FARM	£2000.00
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Submitted: 11/01/2018 10:32:52

ID: 2692

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

Larkrise Community Farm - Sensory Classroom Project

6. Project summary:

We wish to transform the classroom area of our busy animal care and agricultural learning setting to make it a welcoming and more sensory area. The classroom area is used daily by a wide range of age groups all from our Wiltshire catchment area and is in desperate need of refurbishment and redecorating.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

BA14 6DQ

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

Children & Young People
Countryside, environment and nature
Food, farming and local markets
Inclusion, diversity and community spirit
Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2017

Total Income:

£160798.00

Total Expenditure:

£174313.00

Surplus/Deficit for the year:

£-13515.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£60000.00

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

We are run largely on grants and fundraising with a vast reliance on volunteers and minimal paid staff and we do not receive help from government bodies for our additional needs. We need the free reserves that we currently have because we have to hold amount free as per charity commission guidelines.

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

10b. Project Finance:

Total Project cost		£7750.00		
Total required from Area Board		£2000.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		

paint and painting equipment	800.00	0.00	yes	800.00
flooring and sealant	1000.00	0.00	yes	1000.00
furniture	2000.00	0.00	yes	2000.00
childproof doors throughout	1000.00	0.00	yes	1000.00
sensory lighting	500.00	0.00	yes	500.00
paid skilled trade plastering electrics	2000.00	0.00	yes	2000.00
carpentry conceal pipework skirting board fitment	250.00	0.00	yes	250.00
contingency	200.00	0.00	yes	200.00
Total	£7750			£7750

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

Yes

12. If so, which Area Boards?

Trowbridge
Westbury

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

We take in children and young people and adults ages 3 and up who need our services for some reasons. Some are not coping in mainstream education and so we offer outreach education - a different way of learning. These children may be looked after children or may be in situations at home where the family and school need additional support. We also take in people of all ages who have learning disabilities physical disabilities who may be on the autistic spectrum who may have genetic conditions or crippling anxiety with a self-harm component. We provide both pre during and post school qualifications and employability for adults who need our help. We have an intake from many of the local primary and secondary schools. We run a busy Riding for Disabled group which has an intake from the Wiltshire are including special needs schools such as Larkrise St Nicholas and those with special needs units plus HFT based in Rowde Tumbleweed in Heywood Fairfield Opportunity Farm and several independent living units in the local area. We never say no to somebody in need and where necessary will help to attain their time with us through whatever channels are necessary. We provide a rural learning setting with ASDAN qualifications and have seen many students go on to rural or agricultural work or jobs in the local community. All of the people who come to us in need will benefit from a sensory classroom which would serve as a tidier newer and more organised space where they can learn - or simply observe the busy activities of a working farm. This will be a place where

our clients can talk socialise learn rest and welcome visitors or just have somewhere purpose-designed and sensory to be during their time at the farm when not out on the yard. Many of our students will enjoy having the choice of busy fun-filled adventures on the farm or a cleaner warmer more sensory area with comfortable seating where they may eat talk write or draw about their lives or simply sit and take it all in. We would be delighted to welcome your representatives from the Area Board to come and see for yourselves how much difference and impact a refurbishment will make to our client's staff and volunteers.

14. How will you monitor this?

Our students are all supported on site at all times so every person entering our sensory classroom is monitored and records will be kept as always in their daily logs and progress sheets of their time in the classroom area what they found enjoyable about it and how they will use it next time. These sheets are kept by us and go back to their home looked after setting independent unit where appropriate.

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

Once the classroom and hallway area is redecorated to become more in line with the sensory and welcoming ethos of the farm we do not envisage a further need for large scale funding like this for quite some years. Since we occupied our new site 10 years old we have not refurbished in the classroom area.

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

We need 7750 for the project in total to improve the services we offer and provide a more welcoming area. We are asking for some of this amount from Melksham Area Board as so many of our students are from this area and we are asking for the remainder from Westbury and Trowbridge.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2681	Community Area Grant	Broughton Gifford Community Mower	Broughton Gifford Cricket Club	£2250.00
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Submitted: 09/01/2018 13:48:15

ID: 2681

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Broughton Gifford Community Mower

6. Project summary:

Broughton Gifford Cricket Club BGCC have previously paid a sub-contractor to cut the outfield part of the cricket pitch located on large Broughton Gifford Common. The cricket pitch is the only part of the common where the grass is kept short and is used throughout the summer by kids/families for recreational activities. Increasing costs means its unsustainable for BGCC to continue to pay a sub-contractor and we are looking to invest in a mower to undertake the mowing ourselves. This is a joint bid with the parish council and the mower will be available for other areas of the village.

7. Which Area Board are you applying to?

Melksham

Electoral Division

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

SN12 8LX

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

Children & Young People
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2017

Total Income:

£2570.00

Total Expenditure:

£2700.00

Surplus/Deficit for the year:

£-130.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£3570.00

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

The purchase of a mower in full is more than we have in our reserves. The amount BGCC can afford to invest will leave us with enough to continue to run the club.

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

10b. Project Finance:

Total Project cost		£4500.00		
Total required from Area Board		£2250.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Mower purchase	4500.00	Our reserves	yes	1125.00
		Parish Council	yes	1125.00
Total	£4500			£2250

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

No

12. If so, which Area Boards?

Melksham

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

The whole Broughton Gifford community young and old will benefit. As this is the only recreational area in the village this will include cricketer's individuals who picnic in the summer families and supporters watching the game children and young people who use this area especially for recreation and for ball games grass tennis informal football with parents kite-flying Frisbee throwing. It is also an important area for use by the scouts and beavers for group activities. Occasionally there are major village events too on the Common e.g. fireworks display. With a community mower we will secure this area and amenity long-term for everyone and it will make a huge difference to community life in our village. Events on the Common always bring people together and strengthen community cohesion. Without BGCC undertaking the cutting of this the grass would soon become too long for these events and activities. Broughton Gifford would then either lose this facility or the parish council at tax-payer expense would have to fund it. With the purchasing of a sit-on mower BGCC can economically keep the grass cut short for the benefit of the community of Broughton Gifford. The mower will also be available for use on other public areas in the village where previously a contractor may have been used. This includes the old football pitch which is adjacent to the cricket pitch but now overgrown and the area around the war memorial. If successful we would look to purchase the new mower before the end of April 2018.

14. How will you monitor this?

The mower will be under the joint control of the cricket club and the Parish Council and use of it will be strictly controlled and under signature. Only trained personnel will be allowed to use the mower and a comprehensive record of use training and maintenance will be kept. All areas in which the mower is to be used will be annotated in this record for completeness.

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

The project is a one-off investment for a new sit-on mower therefore there will be no capital funding requirements once Wiltshire Council funding runs out. On-going maintenance will be paid for between BGCC and the parish council on a pro-rata basis depending on usage.

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

This is not part of a larger project

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

2689	Community Area Grant	Grounds Maintenance equipment	Melksham Town Council	£5000.00
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Submitted: 10/01/2018 11:27:48

ID: 2689

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 Melksham Town Council is seeking to facilitate supplementary in-house grass cutting activities within key amenity areas such as play areas and the cemetery where the standard of grass cutting in recent times has been a source of consternation amongst local residents. The Town Council is proposing to recruit additional resource in this regard within the 201819 budget however capital investment in appropriate grass cutting equipment will be necessary to optimise the benefits associated with this initiative.

5. Project title?

Grounds Maintenance equipment

6. Project summary:

Subject to budget approval the Town Council would wish to procure grass cutting and ancillary equipment which will be used to facilitate an enhanced standard of grass cutting in key amenity areas most notably the cemetery and play areas around the town. It is perceived that the acquisition of this equipment will enable in house resource to provide more frequent

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Ride on mowers	8925.00	Town Council		8425.00
Trailer	2700.00			
Ancillary equipment	1800.00			
Total	£13425			£8425

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 standard of grass cutting that this initiative will deliver will benefit all those who use these key amenity areas. Councillors and elected parliamentary representatives have received numerous complaints from members of the public over the frequency and standard of grass cutting in the cemetery which is an understandably sensitive and emotive area and play areas within the town.

14. How will you monitor this?

Grass cutting 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 grounds maintenance initiative.

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

The funding requested is in respect of capital equipment to support a proposed initiative to supplement and enhance the standard of grass cutting provided in key amenity areas. Depreciation over time will provide the opportunity to make financial provision for replacement equipment if as expected the outcome of this initiative delivers a standard of grounds maintenance that the community requires and expects.

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

As explained in section 4 this expenditure seeks to support the proposed efforts of the Town Council to fund and resource additional grounds maintenance activities. The Town Councils proposed budget makes a financial provision of some 45000 in increased staffing costs to facilitate this.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

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

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

And finally...

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

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

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

2. The project

Project Title/Name	Melksham Emotional Literacy Support Assistant (ELSA) Project
Please tell us about the project /activity you want to organise/deliver and why?	<p>For the Melksham Area Board to fund 12 places on the Emotional Literacy Support Assistant (ELSA) training. This would facilitate a new ELSA trained member of staff at each school within the community area. An ELSA is a specialist Teaching Assistant who has training and experience in supporting children and young people's emotional and social development.</p> <p><i>Important: This section is limited to 900 characters only (inclusive of spaces).</i></p> <p>ELSAs work with teachers to identify pupils who could benefit from support and to set individual objectives for them. ELSAs then work with the pupil, either individually or in a small group using activities targeted to the pupil's needs.</p> <p>Following the successful Melksham Healthy Schools partnership project, there has been enthusiasm from the Area Board and local Head Teachers to continue working together. The best way to do this is to look at how the Area Board can help the local schools tackle the Melksham Joint Strategic Assessment (JSA) 2017 priorities for young people. These were as follows:</p> <ul style="list-style-type: none"> • Child Poverty • Mental and Emotional Health • Childhood Obesity <p>Following consultation with school Head Teachers, it was felt that investment in ELSAs would make a significant impact on many children's mental and emotional health. The ELSA training is an additional qualification for teaching assistants, not something that they would typically be trained in. Due to the cost of the training, there are insufficient ELSAs across the Melksham schools and many children who would benefit from their support are unable to access them in a timely manner.</p>
Where is this project taking place?	Location of the training TBC
When will the project take place?	As soon as possible
What evidence is there that this project/activity needs to take place/be funded by the area board?	Information from the schools indicates that pupils are unable to access the skills that an ELSA offers. In some schools there is no ELSA and in others there is a long waiting list for appointments.

How will the local community benefit?	Children from any of the 12 schools will benefit from upskilled staff.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	No		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Yes – it helps target all three initiatives for young people.		
Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)	This has not been discussed by either group as the children who would be impacted by the project do not fit into either groups remit.		
What is the desired outcome/s of this project? Improved mental and emotional support for the young people across the Melksham community area.			
Who will be responsible for managing this project? Rhys Schell, Melksham Community Engagement Manager.			
3. Funding			
What will be the total cost of the project?	£8,604.00		
How much funding are you applying for? Please note that only capital funding is available	£4,500.00		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Teacher time (cover) from schools	£4,104.00	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	N/A		
4. Declaration – I confirm that...			
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			
Name: Jon Hubbard		Date: 11.01.2018	
Position in organisation: Area Board Chairman			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

Report to Melksham Area Board
Date of meeting 07.02.2018
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 – Melksham Emotional Literacy Support Assistant (ELSA) Project	£4,500

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 2017/2018 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	Melksham Emotional Literacy Support Assistant (ELSA) Project	£4,500
<p>For the Melksham Area Board to fund 12 places on the Emotional Literacy Support Assistant (ELSA) training. This would facilitate a new ELSA trained member of staff at each school within the community area. An ELSA is a specialist Teaching Assistant who has training and experience in supporting children and young people’s emotional and social development.</p> <p>ELSAs work with teachers to identify pupils who could benefit from support and to set individual objectives for them. ELSAs then work with the pupil, either individually or in a small group using activities targeted to the pupil’s needs.</p> <p>Following the successful Melksham Healthy Schools partnership project, there has been enthusiasm from the Area Board and local Head Teachers to continue working together. The best way to do this is to look at how the Area Board can help the local schools tackle the Melksham Joint Strategic Assessment (JSA) 2017 priorities for young people. These were as follows:</p> <ul style="list-style-type: none"> • Child Poverty • Mental and Emotional Health • Childhood Obesity <p>Following consultation with school Head Teachers, it was felt that investment in ELSAs would make a significant impact on many children’s mental and emotional health. The ELSA training is an additional qualification for teaching assistants, not something that they would typically be trained in. Due to the cost of the training, there are insufficient ELSAs across the Melksham schools and many children who would benefit from their support are unable to access them in a timely manner.</p>			
<p>Proposal 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.

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