

AGENDA

Meeting: Marlborough Area Board
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: Tuesday 23 July 2019
Time: 7.00 pm

Including the Parishes of: Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennett, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

Drop in Session and Networking Opportunity from 6.00pm.

The Marlborough Area Neighbourhood Plan Steering Group will be holding a consultation exhibition/drop-in session to consult on the Neighbourhood Plan

Pete Foster of Wiltshire Police will also be in attendance to discuss any policing issues you would like to raise with him.

Refreshments to be provided by the Jubilee Day Centre, please donate to help raise funds for the centre.

Please direct any enquiries on this Agenda to Tara Shannon Democratic Services Officer, direct line 01225 718352 or email tara.shannon@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 James Sheppard, Aldbourne and Ramsbury (Chairman)
Cllr Stewart Dobson, Marlborough East (Vice-Chairman)
Cllr Jane Davies, West Selkley
Cllr Nick Fogg MBE, Marlborough West

Recording and Broadcasting Information

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

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

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

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

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Pre Area Board Drop in Session and Networking</p> <p>The Marlborough Area Neighbourhood Plan Steering Group will be holding a consultation exhibition/drop-in session to consult on the Neighbourhood Plan</p> <p>Pete Foster of Wiltshire Police will also be in attendance to discuss any policing issues you would like to raise with him.</p> <p>Refreshments being provided by the Jubilee Day Centre, please donate to help raise funds for the centre.</p>	6.00pm
<p>2 Election of Chair for 2019/2020 (Pages 1 - 2)</p> <p>To elect a new Chair for 2019/2020.</p>	7.00pm
<p>3 Election of Vice Chair for 2019/2020</p> <p>To appoint a Vice-Chair for 2019/2020.</p>	
<p>4 Chairman's Welcome and Introductions</p> <p>To welcome those present to the meeting.</p>	7.05pm
<p>5 Apologies for Absence</p> <p>To receive any apologies for absence.</p>	
<p>6 Minutes (Pages 3 - 12)</p> <p>To approve and sign as a correct record the minutes of the meetings held on 14 May 2019.</p>	
<p>7 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>8 Chairman's Announcements (Pages 13 - 18)</p> <p>To note the following items for information – written briefing notes are available in the full agenda pack, or online.</p> <p>a) Winter Weather preparations – Wiltshire Council will once again be running the Parish Emergency Assistance Scheme (PEAS) which gives local Town and Parish Councils the opportunity to get hold of vital kit which can be used during adverse weather events. The application form is now available from weather.team@wiltshire.gov.uk. We kindly ask that any requests for equipment are made by the end of August</p>	7.10pm

2019.

The weather team can help you develop plans and also help with the provision of certain items to help make parishes more resilient when extreme weather arrives.

b) Healthier communities –

A new project by Wiltshire Council to help residents on a low income improve their health by becoming more active was launched in May.

Wiltshire Council's Healthier Communities project will target ten areas across Calne, Chippenham, Salisbury, Trowbridge and Melksham and will provide estate-based sport and physical activity opportunities to residents living in identified locations. Residents from each community will be invited to take part and shape future provision.

c) Highways improvements and traffic survey requests –

Wiltshire Council is changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

9 **Partner Updates** (*Pages 19 - 40*)

7.20pm

To note the attached Partner updates and receive any further information partners wish to share:

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. Healthwatch Wiltshire
- d. Wiltshire Clinical Commissioning Group (CCG)
- e. Transition Marlborough
- f. Town / Parish Councils

10 **Local Youth Network Update and Applications for Youth Funding**

7.35pm

To receive any updates on the Local Youth Network.

There were no applications for Youth Grant Funding.

11 **Road Safety**

7.40pm

Jane Deeley, Road Safety Manager, to be in attendance to discuss her role and answer questions.

Sgt Simon Drewitt, Road Safety Unit, Wiltshire Police to discuss his role and answer questions.

Community Speedwatch will also be in attendance.

12 **Appointments to Outside Bodies and Working Groups 2019/2020** (Pages 41 - 64) **8.00pm**

To consider the Area Board representatives to Outside Bodies and Memberships of Working Groups as detailed in the attached report.

To appoint representatives to the following Outside Bodies for 2018/2019:

- Avebury Solstice Operational Planning Meeting
- Avebury World Heritage Site Steering Committee
- Marlborough Local Youth Network (LYN)

To appoint representatives to the following Working Groups for 2018/2019:

- Community Area Transport Group
- LYN Management Group
- Health and Wellbeing Group

13 **Update from Community Engagement Manager** **8.05pm**

Alexa Davies, Community Engagement Manager (CEM), to give any updates.

14 **Community Area Grant Scheme** (Pages 65 - 78) **8.15pm**

To consider the following applications to the community area grants scheme:

- **Savernake Explorer Scout Unit**, £1751.00, towards Savernake Explorers Equipment Storage Facility.
- **Winterbourne Bassett Community Pub**, £5000.00, towards village pub porch with wheel chair access.
- **Lambourn RDA Incorporating Carriage Driving Ltd**, £2500.00, towards Lambourn Riding for the Disabled - New Pony

15 **Community Area Transport Group** (Pages 79 - 92) **8.30pm**

To consider any updates and recommendations from the CATG.

16 **Any Other Questions**

The Chairman will invite any remaining questions from the floor.

17 **Urgent items**

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

18 **Evaluation and Close**

The next meeting of the Marlborough Area Board will be held on 2 September 2019, 7.00pm at Marlborough Town Hall.

8.40pm

Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice chairman of an area board shall remain in post until their successors are appointed.

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: 14 May 2019
Start Time: 7.00 pm
Finish Time: 8.30 pm

Please direct any enquiries on these minutes to:

Tara Shannon Democratic Services Officer, Tel: 01225 718352 or (e-mail) tara.shannon@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr James Sheppard (Chairman), Cllr Jane Davies and Cllr Nick Fogg MBE

Wiltshire Council Officers

Tara Shannon, Democratic Services Officer and Andrew Jack, Community Engagement Manager

Town and Parish Councils

Marlborough Town Council
Aldbourn Parish Council
Preshute Parish Council -

Partners

Wiltshire Police

Total in attendance: 21

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
31	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves.</p>
32	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Cllr Stewart Dobson • Alexa Davies, Community Engagement Manager • Jill Turner, Chair of the Health and Wellbeing Group • Station Manager Dave Adamson of the Dorset & Wiltshire Fire Service
33	<p><u>Minutes</u></p> <p><u>Resolved:</u></p> <p>To approve and sign as a correct record the minutes of the meeting held on 26 March 2019.</p>
34	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
35	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> • Community Led Housing Project Wiltshire Council, in partnership with Community First and Wiltshire Community Land Trust, had set up a partnership project to advise and support communities to address their housing needs. <p>It was stated that community led housing was about local people playing a leading and lasting role in solving local housing problems, creating genuinely affordable homes and strong communities in ways that are difficult to achieve through mainstream housing.</p> <ul style="list-style-type: none"> • Homeless Strategy Consultation The Chair announced that a consultation had been launched on how we

could prevent homelessness and help those who are homeless to find a home.

Wiltshire Council was asking for views on its new strategy which set out priorities and actions to work with those who are homeless or threatened with homelessness, to help them secure and keep a good home. The consultation could be accessed at: <https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=155240979642>. The meeting was encouraged to take part.

- **The Extended Consultation on Vision for Special School Provision**
The Chair announced that this consultation had now finished. However, details of this (alongside a briefing paper) could still be accessed online at: http://consult.wiltshire.gov.uk/portal/education/special_schools_consultation_extension.

The results of the consultation would be going to Cabinet on 22 May 2019.

- **The Big Pledge 2019**
The Chair announced that the Big Pledge challenge would be running again this year from 3 June - 14 July.

The meeting was encouraged to sign up at: <https://services.wiltshire.gov.uk/WiltshireChallengev2/WiltshireChallenge/Register>

- **The Maltings and Central Car Park Masterplan Consultation**
The Chair stated that Wiltshire Council was consulting on a draft masterplan for the redevelopment of The Maltings and Central Car Park, Salisbury. Once the masterplan had been endorsed by Wiltshire Council it would provide a clear approach for how the site is to be redeveloped over the coming years.

The documents were available on the Wiltshire Council website at: www.wiltshire.gov.uk/planning-policy. Comments were invited on the draft masterplan until 5:00pm on Friday 24th May 2019. Comments could be made online via the council's consultation portal: <http://consult.wiltshire.gov.uk/portal> or by email to majorprojects@wiltshire.gov.uk.

- **National Armed Forces Day**
On Sunday 30 June there would be a coach for veterans providing transport to NAFD in Salisbury, which had been paid for by the Area Board.

	<ul style="list-style-type: none"> • North Wessex Downs Walking Festival The Chair announced the first North Wessex Downs Walking Festival. Which would run from 8th to 23rd June, many of the walks would be free of charge and ranged from a pushchair-friendly stroll to a navigation skills workshop. • New Road Day Centre Thank You Letter A lovely letter had been received from the New Road Day Centre thanking the board for funding. This was read to the meeting and the Chair stated that it had been a great pleasure to help.
36	<p><u>Partner Updates</u></p> <p>Written updates were available in the agenda pack and supplements from the Police, the Fire Service, Healthwatch Wiltshire, the Wiltshire Clinical Commissioning Group and Transition Marlborough.</p> <p>In addition to the written updates, the following verbal updates were given by partners present:</p> <ul style="list-style-type: none"> • Wiltshire Police Acting Inspector Pete Foster summarised the written report. There were no questions from the audience. • Marlborough Town Council The Chairman congratulated Mervyn Hall on becoming the new Mayor of Marlborough and thanked Lisa Farrell, the outgoing Mayor, for all her hard work during the previous year. <p>Cllr Hall updated the meeting, stating that Marlborough Town Council's Annual Report had been published and was available online. Two new projects were planned for the Town Hall basement; new storage facilities for the new town museum and a new public toilet with disabled and baby changing facilities.</p> <p>A new plaque for Eglantyne Jebb, who set up Save the Children a hundred years ago was to be unveiled on 7 June at 4pm outside the library. The old plaque had been incorrect so was being replaced.</p> <p>The Civil War re-enactment would be taking place on 27/28 July 2019. There would also be living history enactments in Priory Gardens.</p> <p>A part time tourist officer was to be employed for Marlborough, to promote the town and to get the town involved with the Great West Way project.</p> <p>It was with great sadness that the passing of Alfie Johnson was announced. He had been Marlborough Town Crier for many years and was a very</p>

	<p>popular community figure. His funeral was to be held on 21 May. MTC passed on their condolences to Alfie's friends and family.</p> <p>The Chairman added the board's condolences to those of MTC.</p> <ul style="list-style-type: none"> • Neighbourhood Plan MTC gave a brief update stating that the call for sites had received a good response, these sites were now being narrowed down meet community needs such as affordable housing, car parking, Dr's surgeries, playing fields and a cemetery. There were also designating green spaces as this would give the land the same planning protection as a green belt. They would be meeting consultants and Wiltshire Council the following week to take this all forward. • Community Safety Partnership A new pre-area board networking/Community Safety Partnership was being set up to report back issues to police, (not just traffic issues).
37	<p><u>Update from the Jubilee Day Centre</u></p> <p>The board received an update from a representative of the Jubilee Day Centre following the award of Area Board funding at the March Area Board meeting. The Board were thanked for the funding.</p> <p>The Jubilee day Centre was a drop in centre for the elderly on Marlborough High Street and was staffed by volunteers. They run meals on wheels, exercise classes and activities. The aim was to stop people being isolated, help them make friends and to keep people mentally and physically active. They collect food on a daily basis from Tesco, which otherwise would be discarded and use this to create fresh, healthy meals for people attending the centre. They celebrate Christmas with people, with Father Christmas putting in an appearance! School children attend the centre to visit with the elderly and unemployed people also help out there. The attendees love entertainment such as Bingo and singing. The music is chosen with care to help people with Dementia. They would also go on day trips. A lovely poem written by one of the centre attendees was read to the meeting.</p> <p>The Chairman thanked the centre for the presentation and for all their good work.</p>
38	<p><u>Local Youth Network Update and Applications for Youth Funding</u></p> <p>The application for youth grant funding was introduced. The LYN had recommended all grant applications for approval.</p>

	<p>Nick Morris, representing Thriving Through Venture, spoke in support of their application.</p> <p>The application for youth grant funding was considered by the board and it was;</p> <p><u>Resolved:</u></p> <p>To grant, Thriving Through Venture, £2,500.00, towards their community based projects with skills training for secondary school students.</p>
39	<p><u>Marlborough Health and Wellbeing Group</u></p> <p>Cllr Jane Davies updated the meeting on the Health and Wellbeing group. There had been no meeting since the last area board but the group were looking for an older person/carers champion. A job description for the role would be available soon. The group wanted to replicate the Devizes Health and Wellbeing day, which was a day for all community groups to get together and show the community and each other what was available. Another aim was to develop a knowledge bank so people knew what was available.</p>
40	<p><u>Update from Community Engagement Manager</u></p> <p>Andrew Jack, Community Engagement Manager updated the meeting. Mr Jack gave Alexa Davies details to the meeting so that people could contact her if they wished.</p> <p>Mr Jack also gave details regarding National Armed Forces Day, detailing what would activities and entertainment there would be on the different days. Tickets would be available online from 15 May 2019. They would be free, but you would need a ticket to attend.</p> <p>The different types of grants people could apply for were explained. Community Area Grants were for capital projects, which involved buying things such as assets for a group to keep and to use. There was £33,515 in the budget, the maximum grant that could be applied for was £5000.</p> <p>Youth grants were for revenue items such as events and activities, days out, courses, and hiring things. Youth grants were for people aged 13-19 or up to 25 for SEND. There was £14,842 in the budget for youth grants.</p> <p>Health and Wellbeing grants were for supporting older and vulnerable people and were also for revenue items like youth grants. There was £6,700 in the budget.</p> <p>The meeting was advised to contact Alexa Davies, CEM, if they wanted to apply for a grant.</p>

	<p>Mr Jack stated that the Our Community Matters website had been revamped making it much more user friendly. The site could be accessed at: http://ourcommunitymatters.org.uk/. It was now easier to register and once registered people could add their own news, events and articles. It was also a good place to advertise for volunteers. A newsletter went out every week with news from the site. This reached around 600 people. A project bank was being developed on the site containing articles on how to set up events and projects.</p>
41	<p><u>Community Area Grant Scheme</u></p> <p>The Chairman introduced the Community Area Grant applications as detailed in the agenda and agenda supplements.</p> <p>Representatives of the Marlborough History Society, Marlborough St Marys CE Primary School and Manton Reading Rooms/Manton Village Hall spoke in support of their applications.</p> <p>The Board considered the applications for community area grant funding and it was;</p> <p><u>Resolved:</u></p> <ul style="list-style-type: none"> • To grant the Marlborough History Society, £2,500.00, of the £5,000.00 applied for towards their English Civil War Re-enactment Weekend in Marlborough 2019. REASON: The group had received funding before and should aim to be self-sustaining. • To grant Marlborough St Marys CE Primary School, £2,500.00, of the £5,000.00 applied for, towards their Playground for Marlborough St Marys CEVC Primary School project. REASON: The Board wanted to be careful with funds to ensure they could support a wide range of projects over the year. • To defer the application from Manton Reading Rooms/Manton Village Hall, for £5,000.00 towards the Manton Hall Refurbishment Project. REASON: The application had been received late by the Board due to technical issues and therefore the board had not had a chance to look at the detail of the application.
42	<p><u>Any Other Questions</u></p> <p>Peter Morgan of the Manton Residents Association & representing Preshute PC spoke. Resurfacing work on Bath Road had started early with only 7 days' notice. This undermined significant community research into road safety issues</p>

	<p>on that road. Diane Ware, Highways, had said that it should happen in 2019/2020. They had a meeting scheduled with with Diane in July to discuss their findings. Integrating their findings into the schedule would have been a good way to save money. They had since been told they may have to now go through, Marlborough Town Council and CATG again for the same issue – they were concerned that the parish would have to pay for a highways department miscommunication. They wanted to get agreement for an urgent meeting with highways to get the issues resolved.</p> <p>Andrew Jack, CEM, stated that there were 2 issues on the CATG log regarding Bath Road, one regarding the width of footway, and a request for a cycle lane. At that time Martin Cook, Highways had commented that if the road was resurfaced it might be possible to look at the road marking and make space for a cycle lane. This had not come up again at CATG and neither had news of the resurfacing.</p> <p>The Chairman asked Marlborough Town Council to speak as the road fell in their area. MTC stated that they supported the safety changes that came up at CATG, however CATG could be very slow, with issues taking up to 5 years to be resolved. Here they were talking about something that has been brought forward, which was felt to be a good thing.</p> <p>Cllr Jane Davies spoke stating that she was delighted to meet a representative of Preshute Parish Council and requested to be asked to their meetings. Cllr Davies suggested that MTC, Preshute Parish Council an herelf could all work together to try to resolve the issue.</p> <p>Cllr Nick Fogg stated that CATG was a useful body, but one of limited effect. The communication of the works being brought forward was slightly lacking but he felt that it was good news. CATG had very limited funding, 5 projects were prioritised, a contribution of 25% was required from town or parish council, for issues raised through local town/parish. He advised Peter to put in application to MTC so that they could bring it to CATG if required.</p> <p>Andrew Jack detailed how the process for raising issues to CATG was being streamlined.</p> <p>The Chairman advised that the best solution was probably to contact Diane Ware and Martin Cook in highways to discuss the issue.</p> <p>There were no other questions.</p>
43	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>

44	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending.</p> <p>It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 23 July 2019, 7.00pm, in the Assembly Room, Marlborough Town Hall.</p>
----	---

This page is intentionally left blank

Agenda Item 8

Chairman's Announcements

Subject:	Winter Weather Provisions
Web contact:	Weather.team@wiltshire.gov.uk

Wiltshire Council will once again be running the Parish Emergency Assistance Scheme (PEAS) which gives local Town and Parish Councils the opportunity to get hold of vital kit which can be used during adverse weather events. The application form is now available from weather.team@wiltshire.gov.uk. We kindly ask that any requests for equipment are made by the end of August 2019.

The weather team can help you develop plans and also help with the provision of certain items to help make parishes more resilient when extreme weather arrives.

Chairman's Announcements

Subject:	Healthier Communities
Web contact:	healthiercommunities@wiltshire.gov.uk

A new project by Wiltshire Council to help residents on a low income improve their health by becoming more active was launched in May.

The Healthier Communities project has been part funded by Sport England with Wiltshire Council awarded £125,544 as part of Sport England's strategy to improve people's health and mental wellbeing through sport and activity.

The project will be delivered in the heart of communities and will help people to feel healthier, happier, more confident and able to cope with life's pressures, as well as improving connections among families and communities.

Sport England research shows that a third of people in lower paid and routine jobs are inactive, meaning they do less than 30 minutes of exercise that gets them slightly out of breath each week. And inactivity in people in lower paid, routine jobs is twice that of people on a high income in senior and managerial roles.

Wiltshire Council's Healthier Communities project will target ten areas across Calne, Chippenham, Salisbury, Trowbridge and Melksham and will provide estate-based sport and physical activity opportunities to residents living in identified locations. Residents from each community will be invited to take part and shape future provision.

To get involved or find out more about the project follow our Facebook page HealthierCommunitiesWiltshire, call Nikki Foster, Healthier Communities Project Coordinator on 01225 770247 or email healthiercommunities@wiltshire.gov.uk

Chairman's Announcements

Subject:

Highways Improvements and Traffic Survey Requests

Wiltshire Council is changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

Overview

The Area Board issue system is predominately used by residents and town and parish councils for raising highways improvement (Community Area Transport Group) and traffic survey (previously referred to as metrocount) requests. Link here for the Area Board issue system home page: http://services.wiltshire.gov.uk/Forms/area_board/index.php.

The process and the system require updating to improve the customer experience and to reduce the steps involved from the issue being raised to a resolution being found.

A long-term solution has been proposed with the system moving onto the new My Wiltshire app. However, a more efficient interim solution for these requests will be introduced from Monday 3 June 2019.

Updated process for Town and Parish Councils

If a parish or town council wish to raise a highways improvement request they fill out a form and send it to integrated.transport@wiltshire.gov.uk . This will be received by the local Highways Engineer and added to the next Community Area Transport Group agenda.

If a parish or town council wish to raise a traffic survey request they fill out a form and send to roadsafetydriving@wiltshire.gov.uk

These forms will be available on the [Area Board Issue homepage](#)

Updates process for local residents

If a resident wishes to raise a highways improvement request, or traffic survey request, they should complete the forms available on the above link and send this to their local parish or town council for consideration.

Contact details for each Town and Parish Council is available via a link on each form or on the Wiltshire Council website.

If the Town or Parish Council support the request they submit the respective form as set out above.

If the Town or Parish Council does not support the request then they advise the resident accordingly.

Chairman's Announcements

Highway improvement progress updates will be included in the CATG action notes circulated to Town and Parish Councils. It will be for the Town and Parish Councils to update residents on the progress of their request.

WILTSHIRE POLICE

CPT Area Board Briefing Marlborough

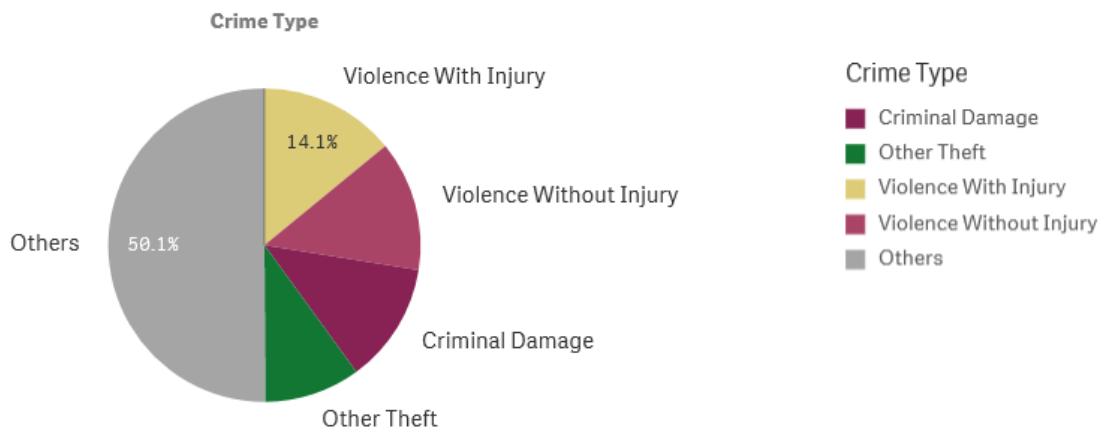


Our purpose: To keep people safe and protect our communities

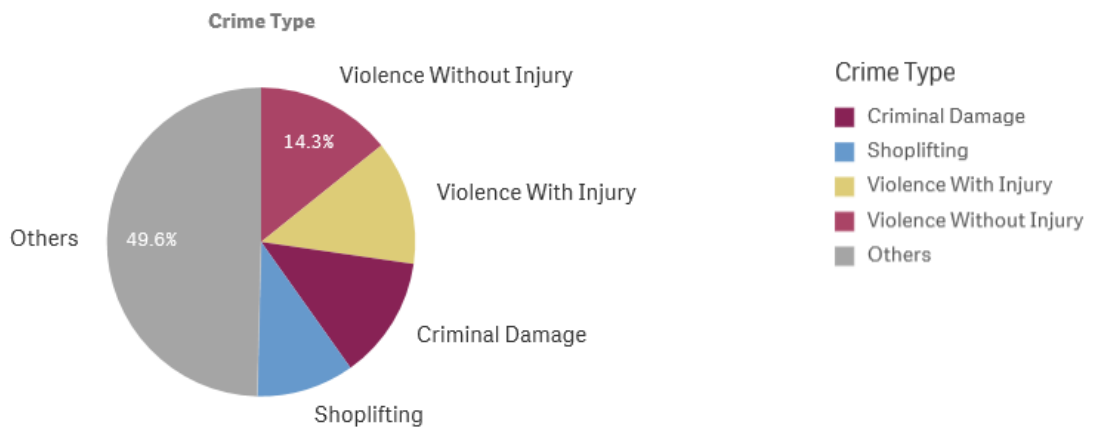
June 2019

PERFORMANCE

Your Area - Five Highest Crime Groups (Previous 12 months)



Force Area - Five Highest Crime Groups (Previous 12 months)



Wiltshire East CPT - crime and incident demand for the 12 months to June 2019

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

Force-wide

- Wiltshire Police has reduced the volume of recorded crime by 1% in the 12 months to May 19 and continues to have one of the lowest crime rates in the country.
- Our service delivery remains consistently good.
- In June, we received 8,502 999 calls which we answered within 4 seconds on average and 13,096 101 calls which we answered within 1 minutes 10 seconds on average.
- In June, we also attended 1,571 emergency incidents within 11 minutes and 5 seconds on average.
- Wiltshire Police has seen a 26% reduction in vehicle crime and 20 per cent in burglary in the 12 months to June 2019. These are the most improved trends in the country.
- The Crime Survey of England & Wales recently ranked Wiltshire as one of the top forces nationally for public confidence. It covers the 12 months to December 2018 The publication can be found here:
WWW.CRIMESURVEY.CO.UK

For more information on Wiltshire Police's performance please visit:

PCC's Website - <https://www.wiltshire-pcc.gov.uk/article/1847/Performance>

HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>

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

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough

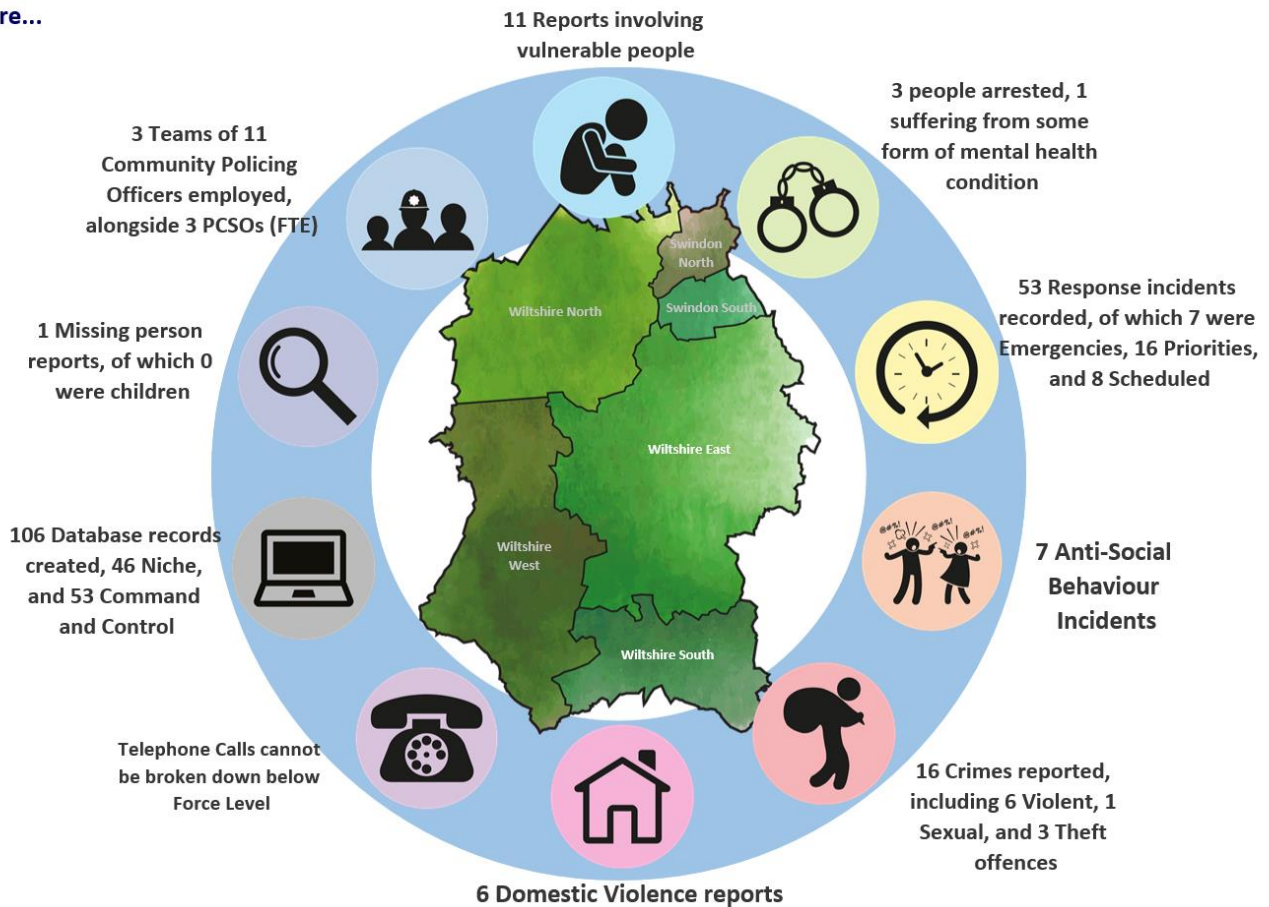


Our purpose: To keep people safe and protect our communities

June 2019

Area specific

On an average day in Wiltshire East there were...



Wiltshire East CPT Demand Overview – 12 months to June 2019

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

CPT UPDATES:

Staffing News:

We now have two Community Co-ordinators for East Wiltshire CPT, with PC Emily GRIGOR covering Marlborough & Pewsey and PC Beth BUTWELL covering Devizes.

Their role is to tackle longer term problems, increase effective visibility in the community and ensure effective community engagement.

Community events:

PCSO BRAITHWAITE has been Patrolling the London Road area of Marlborough today over concerns of 'Nottingham Knockers' - This is the term used for people out door to door selling without the correct permit to do so issued by the Police. Please call us if you are concerned about anyone coming to your door. We have today had complaints of males selling dish cloths and household cleaning items. 1 male has been arrested.



WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019



PCSO's SKYES & BRAITHWAITE patrolling St Marys School.

MARLBOROUGH CRIME STATISTICS FROM 01/06/2019 – 30/06/2019:

- 3 REPORTS ASB
- 6 REPORTS OF BURGLARY
- 4 REPORTS OF DRUG OFFENCES
- 23 REPORTS OF THEFT
- 24 REPORTS OF VIOLENT CRIME
- 9 REPORTS OF CRIMINAL DAMAGE
- 4 REPORTS OF PUBLIC ORDER
- 4 REPORTS OF VEHICLE OFFENCES

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

YOUR CPT – Wiltshire East



A/Inspector 2334 Pete FOSTER:

Wiltshire East Inspector

2334@wiltshire.pnn.police.uk



PC 2802 Beth BUTWELL:

Wiltshire East Co-ordinator Devizes

2802@wiltshire.pnn.police.uk



PCSO 6015 Paula YARRANTON:

Devizes Town

6015@wiltshire.pnn.police.uk



PCSO 6093 Jonathan MILLS:

Devizes Town

6093@wiltshire.pnn.police.uk



PCSO 6169 Kelly WATTS:

Devizes Town

6169@wiltshire.pnn.police.uk



PCSO 8229 Georgie DODD:

Devizes Rural

8229@wiltshire.pnn.police.uk



PCSO 6195 Lucy STONESTREET:

Devizes Rural

6195@wiltshire.pnn.police.uk

You can find out more about Wiltshire East CPT, including news stories and contacts for local officers, on our website:
www.wiltshire.police.uk/WiltshireEast

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

LOCAL PRIORITIES

PRIORITIES FOR WILTSHIRE EAST CPT:	UPDATE
Priority 1: <u>ANTISOCIAL BEHAVIOUR</u>	
<p><u>Marlborough:</u> Priory Gardens – Drug use & anti-social behaviour Skate Park & Car Park – Drug use & vehicle anti-social behaviour</p>	CONTINUED HIGH VISIBILITY PATROLS OF THE AREAS
Priority 2: RURAL CRIME: HARECOURSING AND BEAUTY SPOT THEFTS	
<p>It is imperative that we maintain a high visible presence within our rural county. As summertime is fast approaching, we anticipate an increase in visitors to both our Beauty Spot areas and countryside.</p> <p>We will be aiming to regularly patrol our Beauty Spots and our rural sites that unfortunately do become a target of vehicle and rural crime.</p> <p><u>ADVICE:</u></p> <p>It is important for members of the public not to leave any valuables within their vehicles. It is also important for members of the Public to report any suspicious activity to us via 101 or 999 if it is a crime in progress.</p>	<p>HIGH VISIBILITY PATROLS IN THE MOST VULNERABLE AREAS</p> <p>2 REPORTED BEAUTY SPOT THEFTS IN MARLBOROUGH IN JUNE 2019;</p>
Priority 3: VEHICLE CRIME AND COMMUNITY SPEED WATCH	
<p>Keeping our roads safe is extremely important within our area as we have several A Roads that pass through our County.</p> <p>We will be receiving fortnightly updates from our Community Speed Watch Teams with specific areas to target. It is important that we work with the general public to identify unsafe road users within our county. We hope to show how hard we will be working to target the roads through our Social Media updates and cooperation with Community Speed Watch Schemes.</p>	<p>We have conducted speed checks in the following areas over the last two months: BEECHINGSTOKE, LONDON ROAD – MARLBOROUGH, RUSHALL, WORTON; OARE, SOUTH STREET – ALDBOURNE, WHITTONDITCH, ROWDE, UPAVON, NURSTEED ROAD – DEVIZES.</p>

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

Priority 4: BURGLARIES

We have seen an increase in reports of both domestic and commercial burglaries within the Marlborough area.

ADVICE FOR COMMERCIAL PREMISES:

- Removing high value goods from window displays and leave the till open - by leaving the till visible, open and clearly empty, any burglars seeking cash are likely to lose interest.
- Install dusk-to-dawn lighting at any entrance to the property that is overlooked and by securing high risk display cabinets, such as for tobacco displays, with protective grilles and shutters.
- Bank your cash - If you do not leave cash in the store overnight it cannot be stolen in a burglary. Night safe facilities are available after opening hours. If you do not use a specialist cash collection agency be sure you vary the route you take to the bank and the times you leave the shop.
- Doors and windows are particularly vulnerable - use security-rated products to make them more burglar-resistant. For more details visit Secure by Design.

ADVICE FOR DOMESTIC PREMISES:

- Lock your doors and windows every time you leave the house, even when just in the garden and never leave a spare key in a hiding place like in a plant pot or letter box - a thief knows all the hiding places
- Register all serial numbers from electrical items, tools and garden equipment with Immobilise.com the free national property register. Mark items without serial numbers with an artificial DNA property marker such as Smartwater or SelectaDNA.
- Use a timer to set lights to mimic your usual activity when you are not at home.
- Do not open the door to anyone you don't know or are not expecting. Always check by using a spy-hole or look through a window. Don't trust an ID card.
- Always report any suspicious activity, note any vehicle registrations, descriptions of persons involved and direction of travel.
- Consider installing a monitored burglar alarm, and only use a company that is registered or certified with the NSI or the SSIAB.
- Take photographs of all jewellery including hallmarks and keep them safe. Make sure that you have up to date contents insurance.
- Keep all keys, purses and wallets out of sight and away from the letterbox.

HIGH LEVEL PCC UPDATES

WILTSHIRE POLICE

CPT Area Board Briefing - Marlborough



Our purpose: To keep people safe and protect our communities

June 2019

- **Improvement in 101 performance** - Concerns had been raised in the past from the public around the time it takes to get through to 101. I'm pleased to say that following investment into the call centre, performance has improved significantly. The time it takes to answer a 101 call has improved from just over 5 minutes in 2017 to 1 minutes 4 seconds at the start of this year. The proportion of times that a caller simply hangs up before being dealt with has also improved from 17 per cent to 4.8 per cent.
- **Recruitment** - As part of my promise when the policing precept was increased for this financial year, 12 additional Community Coordinators will be in place across the county next month helping our Community Policing Teams to put a renewed focus on visibility and community engagement.
- **National Armed Forces Day** – There has been a number of events across the county to celebrate Armed Forces Day with Salisbury hosting the national event this year. Alongside the Force I'm pleased to support these and at the end of June Wiltshire Police signed the military covenant with a commitment to employing those relocated as part of the Army's re-basing programme.

HIGH LEVEL FORCE UPDATES

- **Summer demand campaign** - We are now moving into the time of year where police forces traditionally see a spike in demand. The warmer weather, school holidays and increased socialising, means we are expecting to see a significant increase in 999 and 101 calls. To try to counter this, we will be running a summer publicity campaign designed around key crime prevention messages.
- **Drink Driving** – The annual drink driving campaign will be launching soon. This will see a focus on educating the public about the dangers of getting behind the wheel after having a drink.
- **Awards** – We have recently been celebrating the bravery, dedication and hard work of police officers, staff, volunteers and members of the public at the Wiltshire Police Awards Ceremony. You can read more, including some of the heart-warming stories from the night, on our website <https://www.wiltshire.police.uk/Features>

GET INVOLVED

- You can keep up to date with the latest news in your area by signing up to our Community Messaging service – www.wiltsmessaging.co.uk and here www.wiltshire-pcc.gov.uk
- You can follow your CPT on social media <https://www.wiltshire.police.uk/Followus>
- More information on your CPT area can be found here:

[ww](#)



DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

JANUARY – MARCH 2019

Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;
<http://www.dwfire.org.uk/community-safety-plan/>

Prevention

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

Total No of Safe & Well Visits in Wiltshire:	690
--	-----

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

Are you or anyone you know: -

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



Education

Education Officers will be focusing their visits in schools to reception, year two and year five and six. They work on specific key fire safety messages that are age related and relevant. Each lesson is evaluated, and these are kept and reviewed via Community Fire Risk Management Information System (CFRMIS). The Fire Safety lessons are delivered on a rolling programme with each education officer booking the schools on their individual list for each school term.

School Visits

Number of schools visited & Number of children receiving a fire safety hour long lesson:	63 Schools / 6202 Pupils
--	--------------------------

Salamander

Number of Salamander Courses	2
------------------------------	---

Both Salamander courses were run at Trowbridge Fire Station. The first was an open access course for young people aged 13-18. Working in Partnership with local organisations we had referrals from Lavington School, Wiltshire Islamic Cultural Centre and the Youth Offending Team.

The second was delivered in partnership with the three secondary schools in Trowbridge for their students who are at risk of engaging in anti-social behaviour or exclusion.

Successful participants gained an AQA Award in Fire Services Training.

Road Safety

No. of Survive the Drive Roadshows:	8 Events / 2850 Personnel
No. of Don't Drink & Drive Campaigns:	3 (Chippenham, Trowbridge, Salisbury)
No. of Safe Drive Stay Alive Roadshows:	31 Roadshows / 5248 Pupils (Chippenham, Melksham, Marlborough, Salisbury, Tidworth & Devizes)

During the last quarter, we supported the Police led Operation Close Pass at Trowbridge Fire Station. Police enforced the 1.5-metre clearance when overtaking a cyclist on Hilperton Road. Drivers were pulled into the fire station where fire, council staff and paramedics gave education on how to pass correctly using a practical display. 68 drivers were stopped and educated how to pass cyclists safely.



Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

No. of Fires (non-domestic properties)	12
No. of Unwanted Fire Signals (non-domestic)	155

General Enquiries

If you have a general fire safety enquiry regarding commercial property, please email fire.safety@dwfire.org.uk and the Fire Safety Team will respond in office hours.

Fire Safety Complaint

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at enforcement@dwfire.org.uk
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at www.dwfire.org.uk/working-for-us/on-call-firefighters/ or should you have any questions, you can call **01722 691444**.



Wiltshire Fire Stats

No. of Accidental Dwelling Fires:	51
No. Deliberate Fires:	61
No. Injuries	1

Response

Total Fire Calls for Marlborough & Ramsbury Fire Station's: -

Category	Marlborough Total Incidents	Ramsbury Total Incidents
No. of False Alarms	9	2
No. of Fires	7	6
No. of Road Traffic Collisions and other Emergencies	4	2
Total	20	10

Incidents of note

26/02/19 – Thatch Fire – Haxton.

23/02/19 – Transporter Fire – M4.



**DORSET & WILTSHIRE
FIRE AND RESCUE**



06/03/19 – Thatch Fire – Milton Road, Pewsey.

Dave Adamson
Station Manager
South West Wiltshire Email: dave.adamson@dwfire.org.uk
Tel: 07734 483892
Twitter - @DWFRSDaveAdamson

New reports focus on dementia services

Healthwatch Wiltshire is set to publish two reports detailing its work on how dementia friendly initiatives are working in the county, and how feedback from local people has seen the implementation of dementia training for care home staff and the introduction of more community groups.

Over the last four years, dementia has been a priority area for us, and we have gathered over 1,600 views and experiences from people affected by dementia.

One of the key things we were told is that dementia awareness is improving and that this is important.

Dementia friendly initiatives

This project had two elements, the first aimed to gather information from dementia friendly initiatives – such as support groups, awareness sessions and social events – and the second to talk to people living with dementia and their carers on what they value most about these initiatives.

Our key findings included:

- Most people living with dementia and their carers feel that their local community is dementia friendly and feel part of it,
- The effects of dementia friendly initiatives are positive and wide-ranging, including improved physical and mental health, independence and community involvement,
- The successes of these initiatives closely aligned with what people said they found most useful,
- Dementia friendly initiatives would value support with promotional materials and publicity.



You said, we did

People told us that training care home staff to a high standard was very important in order to provide good quality care for people with dementia and complex needs.

People also said that they thought specialist services for people living with dementia were high quality but that they weren't always able to access them.

We highlighted people's views about training to Wiltshire Council and Wiltshire Clinical Commissioning Group. Since then organisations have worked together to organise specialist training for care home staff.

Meanwhile, we worked with Alzheimer's Support to identify areas where there was a lack of groups, the types of groups people wanted and what they valued most from these groups.

As a result, there are now more groups for people living with dementia, which reflect what people told us they wanted, covering interests such as gardening, art and wildlife, as well as more discussion groups and memory cafes.

Thanks to our partners for their support with these projects. Both reports will be published in July.

July 2019

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

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.

News

CCGs to apply to merge

As you know, we have formed a Commissioning Alliance with BaNES and Swindon CCGs, with one Chief Executive and senior management team across the three organisations, whilst retaining the three separate organisations each with their own Governing Body. The NHS Long Term Plan sets out an expectation for CCGs to officially merge, and for Wiltshire CCG this means merging with BaNES and Swindon CCGs to become one commissioning organisation before April 2021.

On 12 June 2019 the three Governing Bodies took a consensus view that there is now a strong case supporting a full CCG merger. At their recent public meetings, each Governing Body has now approved the proposal to apply to merge.

Prior to submitting the application the CCGs will engage with stakeholders, and the GP membership of each CCG will then vote on a final decision to apply for a merger.

A detailed application to merge needs to be submitted to NHS England by 30 September 2019 to have the full merger in place by April 2020.

We will continue to provide you with updates on the process in the coming months.

Primary Care Networks

Primary Care Networks came into effect on 1 July 2019 and there has been a lot of work going on behind the scenes to form the GP networks and get the appropriate structures in place.

It will take some time for the networks to become fully operational and for patients to start seeing the benefits of this collaborative provision of services.

Clinical directors have been appointed for all 11 networks in Wiltshire with some networks choosing to make this a shared role.

Name of PCN	Practices in PCN	Clinical Director
Calne	Patford House Partnership Northlands Surgery Jubilee Field Surgery	Dr Julia Dalton – Northlands Surgery Dr Kathryn Hughes – Patford House Partnership
Chippenham, Corsham and Box (CCB)	Hathaway Surgery Rowden Surgery Lodge Surgery Porch Surgery Box Surgery	Dr Philip Grimmer – Hathaway Surgery
East Kennet	KAMP Ramsbury Surgery Burbage Surgery Old School House Surgery	Dr John Williams - KAMP Dr Graham Muller – Ramsbury Surgery Dr Anne Woods – Old School House Surgery
North Wilts Border	Malmesbury Medical Partnership Tolsey Surgery Purton Surgery Tinkers Lane Surgery New Court Surgery Cricklade Surgery	Dr Ravi Gonsalves – New Court Surgery Dr John Pettit – Malmesbury Medical Partnership Dr Chris Philips – Malmesbury Medical Partnership
Sarum South	Downton Surgery Harcourt Medical Centre Salisbury Medical Practice Whiteparish Surgery Three Chequers Medical Practice	Dr Judy Walters – Three Chequers Medical Practice
Sarum North	Barcroft Medical Centre Castle Practice Avon Valley Practice St Melor House Surgery Cross Plains Health Centre Millstream Medical Practice	Dr Lucy Davies – Castle Practice
Sarum West	Sixpenny Handley Surgery The Orchard Partnership Tisbury Surgery Mere Surgery Silton Surgery Hindon Surgery Courtyard Surgery	Dr Fiona Dawe – Hindon Surgery

Devizes	Market Lavington Surgery Lansdowne Surgery St James Surgery Southbroom Surgery	Dr Ian Williams – Southbroom Surgery
Melksham and Bradford on Avon	Giffords Surgery Spa Medical Centre Bradford on Avon and Melksham Health Partnership	Dr Jonathan Osborn – Giffords Surgery
Trowbridge	Lovemead Group Practice Trowbridge Health Centre	Dr Lucy Thompson – Lovemead Group Practice Dr Stephen Locke – Trowbridge Health Centre
Westbury and Warminster	The Avenue Surgery White Horse Health Centre	Dr Lisa Hirst – The Avenue Surgery

Our Health Our Future – engagement to support BSW five year plan

The Our Health Our Future campaign is underway – asking local people what is important to them for their health and care, now and into the future. All responses to the survey will feed into our local five year plan.



You can go to www.ourhealthourfuture.org to complete the survey and to find out more.

We would appreciate your support in encouraging your family, friends and the people in your communities to take part in the survey to help shape the future of health and care across B&NES, Swindon and Wiltshire.

The survey closes on 31 July 2019.

Governing Body meeting

Our next Governing Body meeting is on 23 July 2019 at 10.00am at Southgate House, Pans Lane, Devizes SN10 5EQ. You can read the papers from previous meetings on our website www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public

News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – www.wiltshireccg.nhs.uk/news/news-archive.

Keep up to date with news and information from Wiltshire CCG on social media.



NHS Wiltshire CCG



@NHSWiltshireCCG

MARLBOROUGH AREA BOARD
23 July 2019

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2019/20

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2019/20.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2018/19.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2019/20, the role description is attached at **Appendix D**.

3. Main Considerations

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

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

- 9.1 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. Appoint a Health and Wellbeing Champion for the Area Board, in accordance with Appendix D.

Libby Johnstone
Democratic Services Team Lead
01225 718214
libby.johnstone@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)
Appendix D – Champion role description

Unpublished background documents relied upon in the preparation of this report

None.

Appendix A

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation Aims	Meeting Schedule	Voting Rights	Reps Needed	Representative (s) for 2017/2018
Avebury Solstice Operational Planning Meeting	Area Board - Marlborough	Representing the Highway Authority	Event Safety	6 Meetings per year	No	1 Councillor + 1 Officer	Cllr Jane Davies
Avebury World Heritage Site Steering Committee	Area Board - Marlborough	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritage Site	3 meetings per year	No	1 Councillor & Heritage Champion Member	Cllr Jane Davies
Marlborough Local Youth Network (LYN)	Area Board - Marlborough	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr Stewart Dobson

Appointments to Working Groups **Marlborough Area Board**

Community Area Transport Group:

- Chairman of CATG – Cllr Nick Fogg OBE
- 4 x Area Board Members - All members
- 1 x Marlborough Town Council representative
- 4 x Parish Council representatives
- 1 x Community group representative
- Officers to support as necessary

LYN Management Group

- 1 x Area Board Representative - Cllr Stewart Dobson
- 1 x Marlborough Town Council representative
- 2 x Parish Council representatives
- 1 x St John's School representative
- 4 x Voluntary Sector representatives
- 2 x Young person representatives

Health and Wellbeing Group

- Alexa Davies, Community Engagement Manager, Wiltshire Council
- Health and Wellbeing Chair – Jill Turner
- Area Board Representative – Cllr Jane Davies
- Marlborough Town Council Representative
- Representatives from community groups/volunteers
- Residents

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

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

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the management group (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

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

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

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

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

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

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

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

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

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

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

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

Volunteer Role Description

Health and Wellbeing Champion

Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of people in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people, carers, the vulnerable the whole community and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Volunteer Skills and Qualities Checklist

Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Report to	Marlborough Area Board
Date of Meeting	23/07/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Savernake Explorer Scout Unit Project Title: Savernake Explorers Equipment Storage Facility View full application	£1751.00
Applicant: Winterbourne Bassett Community Pub Project Title: Village pub Porch with wheel chair access View full application	£5000.00
Applicant: Lambourn RDA Incorporating Carriage Driving Ltd Project Title: Lambourn Riding for the Disabled New Pony View full application	£2500.00

1. Background

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

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

2. Main Considerations

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

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

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3344	Savernake Explorer Scout Unit	Savernake Explorers Equipment Storage Facility	£1751.00
Project Description: We need secure storage for our growing stock of camping and activity equipment to support our growing unit of Explorer Scouts. This project is to prepare foundations buy an ISO container and provide insulation and solar-powered lighting.			
Input from Community Engagement Manager: This grant meets the community grant scheme criteria for 2019/20. The project would support the Scout unit in providing positive activities for local children and young people which encourage being outdoors and active, healthy lifestyles. Healthy lifestyles are a JSA priority for the Marlborough community area from the 2017 assessment.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3300	Winterbourne Bassett Community Pub	Village pub Porch with wheel chair access	£5000.00
Project Description: The newly acquired community pub The Winterbourne needs to improve its accessibility both for the public and to enable wheel chair access we need a new entrance porch that is larger than the current foot print and will allow the addition of a wheel chair ramp and turning space for wheel chairs. The current porch is also thermally inefficient and does not protect the users from the elements resulting in heat loss and inefficiencies in the heating systems			
Input from Community Engagement Manager: This grant meets the community grant scheme criteria for 2019/20. Social inclusion is a JSA priority for the Marlborough community area from the 2017 assessment and improvements to access			

arrangements for the building would allow the community pub to be more accessible for all.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
3276	Lambourn RDA Incorporating Carriage Driving Ltd	Lambourn Riding for the Disabled New Pony	£2500.00

Project Description:

We are raising funds to purchase a new pony for Lambourn RDA who are based in Chilton Foliat Wiltshire. We currently support 40 riders from Wiltshire and West Berkshire with ages from 5yrs and upwards. Currently we have a waiting list of riders wishing to join Lambourn RDA and purchasing a new pony will help to reduce this waiting list. Riding for the Disabled Association RDA is a charity that makes a difference that champions disabled people and excels as a provider of disability sport. Horse riding offers an opportunity for enjoyment challenge friendship laughter achievement independence and confidence.

Input from Community Engagement Manager:

This grant meets the community grant scheme criteria for 2019/20. Special educational needs and disabilities for children and young people is a JSA priority for the Marlborough community area from the 2017 assessment.

Proposal

That the Area Board determines the application.

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

Report Author:

Alexa Davies
Community Engagement Manager
01249 706610
Alexa.Davies@wiltshire.gov.uk

Grant Applications for Marlborough on 23/07/2019

ID	Grant Type	Project Title	Applicant	Amount Required
3344	Community Area Grant	Savernake Explorers Equipment Storage Facility	Savernake Explorer Scout Unit	£1751.00
3300	Community Area Grant	Village pub Porch with wheel chair access	Winterbourne Bassett Community Pub	£5000.00
3276	Community Area Grant	Lambourn Riding for the Disabled New Pony	Lambourn RDA Incorporating Carriage Driving Ltd	£2500.00

ID	Grant Type	Project Title	Applicant	Amount Required
3344	Community Area Grant	Savernake Explorers Equipment Storage Facility	Savernake Explorer Scout Unit	£1751.00

Submitted: 16/06/2019 14:05:05

ID: 3344

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

na

5. Project title?

Savernake Explorers Equipment Storage Facility

6. Project summary:

We need secure storage for our growing stock of camping and activity equipment to support our growing unit of Explorer Scouts. This project is to prepare foundations buy an ISO container and provide insulation and solar-powered lighting.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough West

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

SN8 3HL

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
- Recycling and green initiatives
- Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2019

Total Income:

£12270.00

Total Expenditure:

£7390.09

Surplus/Deficit for the year:

£4880.89

Free reserves currently held:

(money not committed to other projects/operating costs)

£922.11

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

Reserves are needed to pay for termly activities and replace breakages and worn out equipment. Over 4300 is reserved for items such as rent capitation camps and balances of 2 grants still to be spent.

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

10b. Project Finance:

Total Project cost		£4164.00		
Total required from Area Board		£1751.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
15 ISO Container	1740.00	N E Wilts District Scouts	yes	500.00

Delivery	516.00	Dolby Laboratories Donation	yes	513.00
Lockbox and padlock	108.00	Marlborough Town Council		600.00
Insulation and plywood lining	200.00	Aldbourn Parish Council		200.00
Labour foundations and insulating	500.00	Ramsbury Parish Council		200.00
Solar panels PIR battery lighting	350.00	Persimmon Grant		400.00
Concrete base materials	150.00			
Racking lockable cupboard and boxes	320.00			
Insurance	180.00			
Ground Rent	100.00			
Total	£4164			£2413

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?

Marlborough

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

Savernake Explorer Scouts offers everyday adventure and builds skills for life for young people aged 14-18 living within North East Wiltshire supported by volunteer leaders. We presently store equipment in 4 different villages making logistics challenging. Locating all our equipment at our main meeting place will enable us to improve our flexibility to change planned activities as volunteer availability young people's preferences or the weather demands. Leaders will also be able to focus time on planning additional exciting and more diverse activities for our increasing inclusive youth membership. Young people will have more opportunities to develop their DIY and repair skills by helping build foundations and shelving and maintain tents stoves and other equipment.

14. How will you monitor this?

Annual review and regular feedback from young people. We are supervised and advised by Scout Association Development Commissioners to support increasing membership and improving the opportunities offered.

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

This is a one-off building project.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

3300	Community Area Grant	Village pub Porch with wheel chair access	Winterbourne Bassett Community Pub	£5000.00
------	----------------------	---	------------------------------------	----------

Submitted: 03/05/2019 18:54:39

ID: 3300

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?**

Village pub Porch with wheel chair access

6. Project summary:

The newly acquire community pub The Winterbourne needs to improve its accessibility both for the general public and to enable wheel chair access we need a new entrance porch that is larger than the current foot print and will allow the addition of a wheel chair ramp and turning space for wheel chairs. the current porch is also thermally inefficient and does not protect the users from the elements. resulting in heat loos and inefficiencies in the heating systems

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

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

SN4 9QB

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

Economy, enterprise and jobs

Inclusion, diversity and community spirit

Recycling and green initiatives

Other

If Other (please specify)

The community pub has now generated 5 new full time heads jobs these need to be secured.

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

02/2018

Total Income:

£18369.00

Total Expenditure:

£88327.00

Surplus/Deficit for the year:

£67890.00

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

£7263.00

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

We have multiple projects to complete with a total expenditure of over 40000

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

10b. Project Finance:

Total Project cost		£20000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Removal of old porch and disposal	1000.00	New Share offer open and incomes achieved.	yes	10000.00
Ground works including ramp construction	5000.00	Reserves if share fail to grow.	yes	3000.00

Footing and low-level wall construction	2000.00	Calor grant fund applied for.	5000.00
Oak timber frame and roof construction	8500.00		
Glazing	1500.00		
Decoration	1500.00		
Electrical works	500.00		
Total	£20000		£18000

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?

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

The pub had limited wheel chair access only via the back door to the pub. However, this access has become more challenging as we have provided a secure garden for the tenant's children therefore making access harder. The pubs commercial success will be enhanced through improved access the community have taken on this task to save the business and enhance our village community. Since reopening we have generated new jobs both full time and part time. revitalised the community and offering a new destination restaurant for North Wiltshire.

14. How will you monitor this?

The use of wheel chair access. Feedback from customers on the changes made to the premises re the comfort inside due to better insulation from the current drafty door. Improved customer retention from a more appealing environment

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

The project was cancelled in 2018 during the refurbishment due to the community funds being exhausted. Now that the pub is trading and the community Benefit society has stabilised its cash flow we need to look to the future and complete the original project. We have announced a new share offer and this has seen positive responses. With one new member from Marlborough making a 1000 share purchase when he saw our objectives as his own wife is wheel chair bound and he wants to see us deliver this.

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

In 2018 we successfully reopened the pub during this time we focused on the funding of programs to enable it to trade asap. We have helped a young couple to start their own business for the first time as our new tenants they in turn have employed at least 4 additional full-time staff. we have identified a number of projects to complete including fencing for the tenant's family. Now funded and completed in May future plans include refurbishment of the customer toilets, children playground and funds set aside for this and electric car charging points

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.

3276	Community Area Grant	Lambourn Riding for the Disabled New Pony	Lambourn RDA Incorporating Carriage Driving Ltd	£2500.00
------	----------------------	---	---	----------

Submitted: 16/04/2019 17:37:26

ID: 3276

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?**

Lambourn Riding for the Disabled New Pony

6. Project summary:

We are raising funds to purchase a new pony for Lambourn RDA who are based in Chilton Foliat Wiltshire. We currently support 40 riders from Wiltshire and West Berkshire with ages from 5yrs and upwards. Currently we have a waiting list of riders wishing to join Lambourn RDA and purchasing a new pony will help to reduce this waiting list. Riding for the Disabled Association RDA is a charity that makes a difference that champions disabled

people and excels as a provider of disability sport. Horse riding offers an opportunity for enjoyment challenge friendship laughter achievement independence and confidence.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Aldbourn and Ramsbury

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

RG17 0TJ

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

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£63196.83

Total Expenditure:

£55596.52

Surplus/Deficit for the year:

£7600.31

Free reserves currently held:

(money not committed to other projects/operating costs)

£5700.00

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

We have to keep funds available for any urgent bills that my crop up with regards to the horses...especially vets bills

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

10b. Project Finance:

Total Project cost		£5000.00		
Total required from Area Board		£2500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
New Pony	5000.00	Fundraising		2500.00

Total	£5000	£2500
-------	--------------	--------------

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?
Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
We are now looking to purchase a new horse that will be suitable to join our current team of horses. Currently we have a waiting list of riders wishing to join Lambourn RDA and purchasing a new horse will help to reduce this waiting list. Our 40 riders both adults and children will benefit from this. We currently run 4 sessions a week and have a waiting list of disabled riders to join us.

14. How will you monitor this?
By purchasing the new pony it will allow us to expand our services. The new pony will be able to join the sessions 4 days a week and could potentially support 12 riders a week each session is 30 minutes long.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Our plan for 2018 is to try and raise the amount needed to purchase the new pony then also raise the funds for the up keep of the new pony.

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

17. DECLARATION

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

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

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

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

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

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

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

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Priority A, B or C
	Marlborough Community Area Transport Group			
	Date of meeting: Thursday 20th June 2019			
1.	Attendees and apologies			
	Present:	Cllr Nick Fogg (Wiltshire Council); Cllr John Bevan, Cllr Ruth Kohlish (Mildenhall PC); Cllr Vanya Body (Froxfield PC); Cllr Jill Turner (West Overton & Fyfield PC); Mervyn Hall (Marlborough TC); Cllr Steve Campbell (Chilton Foliat PC); Cllr Jim Gunter (Broad Town & Winterbourne Bassett PC); Cllr Bob Tanner (Ogbourne St George PC); Cllr Guy Singleton (Savernake PC); Cllr Stephen Stacy (Avebury PC); Cllr Andrew George-Bruce (Berwick Bassett & Winterbourne Monkton PC); Cllr James Moore, (Aldbourne PC); Steve Hind, Martin Cook, Andrew Jack (Wiltshire Council)		
	Apologies:	Cllr John Hetherington (Ogbourne St Andrew PC); Cllr James Sheppard, Cllr Stewart Dobson (Wiltshire Council); Cllr Neil Twentyman (Savernake PC); Cllr Sarah Chidgey (Baydon PC).		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Marlborough Area Board meeting on the 26 th March 2019. <i>Link can be found at</i> https://cms.wiltshire.gov.uk/documents/s159716/CATG%20Meeting%2014_03_19%20Notes%20Final.pdf		
3.	Financial Position			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		Finance sheet to be presented.	SH discussed CATG's budget; with a number of projects moving forward and an increase in the cost of Marlborough's 20mph limit, the available budget stands at £2,206.00	
4.	New process for logging requests for highway improvement schemes			
	Wiltshire Council has now closed the online Issues system that was previously used to request new schemes for consideration by CATG and for Metrocounts. There are now new forms on the Wiltshire Council website. The briefing note explaining the changes to the system has been circulated by email with this agenda.			
5.	Top 5 Priority Schemes Following discussion of all projects currently being developed, the priority of remaining schemes was allocated. The letter given here reflects the new priority. SH stressed the need for the group to prioritise five projects to allow him to focus his limited time on those the group wants taking forward.			
a)	Issue No: 4245 A4 at Beckhampton and West Kennett – speeding	<p>Atkins fees are £9650 for Beckhampton and £9125 for West Kennet to provide a prelim design. Avebury's transport group has agreed to fund 25%. AW said that a further 25% will be raised from the community. CATG agreed to fund the remaining 50%.</p> <p>Atkins have concerns about the West Kennet designs. There was a need for some initial investigation work to be done before committing to the full project.</p> <p>Atkins have undertaken preliminary work and a meeting with the Transport Group. B4003 requires closure except for</p>	<p>SH said that Avebury's working group met with Atkins a week ago. Atkins need to complete the projects the PC wants by the end of July and they feel they can meet this.</p> <p>The project should be closed by the next CATG meeting in September but will remain Priority A until then.</p>	A

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>access. Concern that speed along A4 will not be reduced to 40mph. Costs to date on this are £2850.</p> <p>Atkins have undertaken some preliminary design work for Beckhampton. However there are concerns that the proposals in the WHS Transport Strategy will not meet design criteria. Atkins need to finalise options before meeting with Avebury representatives.</p> <p>Progress meeting with Avebury Transport group on 14th June. Atkins have produced solutions for Beckhampton and West Kennett. The aim of the meeting is to agree final amendments to these solutions so that Atkins can close the preliminary design stage.</p>		
b)	Froxfield's Village Traffic Plan	<p>Design work in progress on the western gateway and some work undertaken on the establishment of a suitable location for the eastern gateway.</p> <p>£3,000 towards three topographic surveys was confirmed at Marlborough Area Board on 6th November to cover the western Gateway, Eastern Gateway and Brewhouse Hill area. 25% contribution from PC agreed. Estimates for topo surveys requested.</p> <p>All three ground surveys have now been received. Design work will initially be concentrated on the two gateways.</p> <p>Preliminary solutions for gateways developed for both ends of the village. Site meeting undertaken with Parish Council to discuss proposals which have been approved. Cost approx £10k for each gateway. Detail design and progress of western gateway towards implementation can be made if approved at CATG,</p>	<p>SH has met with the PC and work has been agreed on gateway development. In order to proceed, CATG needs to agree to the spend.</p> <p>VB says that the PC is excited by progress and has committed the 25% to both ends of the village. It wants to start with the western end, then assess the impact of this before deciding on the 2nd, eastern end. The PC is happy to do this work over different years to split the cost.</p> <p>CATG is happy to commit £10,000 to the western gateway. This project will remain Priority A</p>	A

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>c)</p>	<p>Issue 5179 Request for new assessment for 20mph limits throughout Marlborough.</p>	<p>Scheme has been developed and options report issued to Marlborough Town Council for consideration. Cost of assessment is £2500. 25% contribution from Marlborough TC.</p> <p>Traffic orders schedule complete for Option 1 - 20mph speed limit throughout the full qualifying areas of Marlborough, with the addition of 20mph carriageway roundels on St Martins and Kingsbury Street.</p> <p>Traffic orders were advertised from 13th Dec to 14th Jan and there are no objections requiring a cabinet member report. Details are being prepared to aim for implementation during the summer.</p> <p>Detailed design for the Marlborough 20mph limit is complete and works package almost ready to be distributed to Ringway for implementation.</p> <p>The original cost estimate for the project was around 10k and there was an agreement at CATG that Marlborough Town Council would contribute 25%.</p> <p>During the detail design we have established that 20mph terminal signs located on an A class road need to be lit and as there are several locations where there are 20mph terminal signs in this situation, costs have now significantly increased to around £18k. This figure will also include the extra costs for Ringway to undertake some of the work during the evening due to the implementation difficulty associated with the town centre environment.</p>	<p>SH said that it is unusual for 20mph limits to be on A roads. In these cases, entry points need to be lit, which has led to extra costs to get electrics designed and installed.</p> <p>Confirmed that Marlborough TC is prepared to contribute the extra cost. The number of signs has been reduced and more markings on the road are being used. CATG agrees to support the extra costs and the project remains at Priority A.</p> <p>Implementation is programmed in with Ringway for October.</p>	<p>A</p>
-----------	---	---	--	----------

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		What I need to know is whether 25% of costs of the revised total are acceptable to Marlborough Town Council so that confirmation to go ahead can be agreed in relation to the budget at the next CATG meeting on 20 th June. Marlborough Town Council will discuss this on 17 th June.		
d)	Issue 6057 Poorly marked sharp bend on B4192 at Chilton Foliat	<p>Increasing concern over the number of vehicles which fail to take the right-angle bend on the B4192 close to Chilton Foliat resulting in them leaving the highway and impacting the embankment. Cost estimate £3500. 25% PC contribution agreed.</p> <p>Signs have been ordered for an estimated implementation during early summer. The road marking element will be included with other road marking schemes to reduce the establishment costs.</p> <p>Signing work is complete.</p> <p>Road marking work is still outstanding</p>	<p>SH says that the new road markings are due to be installed at end of June.</p> <p>SC confirms that the village is happy with the new signage. SH felt this issue could be closed to free a new Priority A project but SC wants this kept open until all work is complete. CATG agrees to keep this open and as a Priority A.</p> <p>SH could begin progress on the 1st Reserve project.</p>	A
e)	Issue 6874 Request for safety measures on A4361 near Winterbourne Bassett	<p>Accidents on A4361 at Winterbourne Bassett mostly due to speeding and inadequate road markings. Parish council would like present white lines on section from Winterbourne Bassett towards Broad Hinton changed from single to double. Also stretch of road either side of the Winterbourne Bassett turning be reduced to 50mph</p> <p>This has been combined with 7023 to cover the A4361 from the county boundary through to Beckhampton roundabout.</p>	<p>SH confirms the speed limit review request has gone to Atkins. The brief is set and work is due to complete in mid-August. Confirms the review will be from Wroughton to Beckhampton. CATG agrees to the cost of this review.</p> <p>The three PCs along the route agree to share the 25% contribution equally (£625 ÷ 3)</p>	A

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		An order has been raised for Atkins to undertake a Speed limit review of the A4361 from the County boundary to Beckhampton.		
f)	Issue 6791 Traffic speed & volume on A346 at Ogbourne St George	Request to reduce speeds on A346 at Ogbourne St George. This is to try and make it safer for residents to exit/enter the village plus the turnings at Hallam and Southend. Also, to protect the many walkers / cyclists / riders using the Ridgeway and crossing the A346 here.	SH has not looked at this closely. He could look at a review of the signing along the A346. SH happy to meet PC on site to look at concerns and develop a new signing plan that will address these.	A – 1 st Reserve
6.	Other Priority schemes			
a)	Issue 5190 Request for safety works at London Rd, Marlborough.	<p>Issue raised by Community Speedwatch group. Wish to reduce the speed limit and keep hedges etc. cut back to open sightlines and to install new barrier near top of hill close the Savernake Hospital.</p> <p>Recent speed limit review shows that no change in speed limit is possible. SD states that the location of the requested barrier is not within Marlborough but is within Savernake PC. Members of CATG took on contacting Savernake PC through different channels to let them know about this request.</p> <p>Atkins will be managing re surfacing to be carried out in April. A comparative between the existing road markings and design standards has been undertaken and a decision has been made to remove the climbing lane and increase the de acceleration lane for the turning into the hospital.</p>	<p>SH confirms the road works are complete, the new white lining is in and the old crawler lane uphill is gone.</p> <p>GS says that feedback is good but there are still reports of cars going up too fast. SH feels that as the lanes are still new, he recommends waiting 3 months for the changes to bed-in before carrying out a review.</p> <p>A topographic survey could be carried out but work to the junction by the hospital could be expensive. He asks about police enforcement at this location.</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		Once this work has been undertaken consideration can be given to whether or not an improvement to the junction is still required.		
b)	Issue 5781 Request for clearer markings at crossing on Kingsbury St Marlborough	There is danger to the public at the crossing point in Kingsbury Street that gives egress to Patten Alley. A section of the street incorporated in different material to make drivers aware that it is a crossing point. It has been agreed to keep a watching brief on this location	CATG agrees that the new 20mph limit will have an effect here. MH raises petition received by Marlborough TC for a new crossing over the High St. He felt that it would be more cost effective if the crossing was at this location and met the existing zebra crossing by the town hall. SH recommends completing the new request form to bring this to CATG.	
c)	6142 Lack of any speed limit through the village of Uffcott.	Having had it raised by several residents of Uffcott the Parish Council have now accepted this problem and would like the introduction of a 30mph limit in line with stated government policy The local Highways engineer agreed this can be part of the wider scheme for Uffcott and can be looked at. Parish Council will be contacting Earthline about creating new passing places on road.	JG confirms the parish council is happy to remove this issue.	
d)	6143 Sharp turn in road from A4361 to Uffcott.	There is a very sharp right-hand bend at the end of this road as it turns to enter the village. There is no speed limit no road marking advising motorist to slow down and no keep right arrow sign. As a result, vehicles have missed the turning left the road	MC says that the new chevrons should be in place by now. JG will check and chase up if necessary.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		The local Highways engineer had already been on site to look at it. He agrees signage is needed and has already made progress on moving this forward. The engineer should be able to give an update at the next CATG meeting on 20/06/18.		
e)	6272 Traffic speed volume at Church Hill West Overton	Traffic speed and volumes posing a danger on Church Hill, West Overton, due to road layout two bends one of which is a blind corner with severely restricted visibility in both directions. A house is situated directly on the blind corner. Its front door opens almost directly onto the road increasing the hazard risk	JT reports that PC is looking at a new 20mph limit here. SH feels that doing more than 20mph is difficult there and setting a new limit would be hard to do, would create more roadside clutter and not be helpful. JT responds that traffic can be busy at this location and there have been accidents.	
f)	6373 Move 30mph sign further out of Aldbourne on C189	Request to move the 30mph limit further out to beyond the urban area at the top of Oxford Street into Aldbourne Road. Properties beyond the current limit are finding it dangerous to pull out onto the road due to the speed of passing vehicles. Move 30mph sign further out of Aldbourne on C189 It can be linked to the request to move a 30mph sign at Baydon and combine the traffic order	As agreed last time, this can be linked with the request from Baydon to move a 30mph sign. Baydon PC confirms they will pay 100% of the costs of this move. Estimated cost of £2,500 for moves at Aldbourne and Baydon. Aldbourne PC would commit £500 if that would move this project further up the list.	
g)	6613 Request for warning signage at sharp bend	Request for improved signage at a blind bend on a hill with poor visibility on a country lane at SN8 4DU. This is at Bayardo Farm on the Clench Common to Clatford road. Following concerns by the residents of Bayardo Farm initially in 2017 the Fyfield & West Overton PC request installation of	JT and SH have visited the site. New SLOW markings could be used in both directions. This could be installed but would need to be given high priority.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		warning markings on the road at the approach to the sharp bend.		
h)	6614 Request for No Parking measures on A4 at Fyfield	Vehicles, including HGVs, park on both sides of the road on the A4 at the filling station at Fyfield. This causes an obstruction and can be dangerous when other vehicles try to pass them on the opposite side of the road. The PC would like new markings to stop vehicles parking at the sides the A4.	New double yellow lines could be used and go to Traffic Orders. Photos would need to be sent showing the parking problem there. This could take a year to carry out but would be free for CATG. CATG could do this work but could cost up to £2,500 and would need to be given high priority.	
i)	6615 Request for new STOP sign at West Overton	Fyfield & West Overton PC requests the provision of a STOP sign and appropriate road markings to the north of the junction SN8 4ER at West Overton. Following the development of Manor Yard and an increase in housing provision at this location there has been a corresponding increase in traffic use at this junction.	SH has seen this location and feels it is not the right situation for a STOP sign. The project is not straight forward and would need to be given high priority to be looked at fully.	
j)	6616 Request for safety features on A4 Fyfield - West Overton	Increasing concerns have been expressed to the PC about the increased volume and high speed of traffic on the A4 between Fyfield and West Overton. The PC requests Highways to consider the Fyfield - West Overton A4 traffic issues as part of the World Heritage Site Management Plan and start a detailed site study as Phase 2 of the wider A4 traffic safety programme in the location of the World Heritage site.	JT says that a meeting has been arranged with Diane Ware from Highways, in July, to talk about concerns on the A4 and how changes there might lead to improvements in safety.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

k)	6638 Request for new safety features through East Kennett	The PC would like CATG to consider schemes for slowing down traffic in the village of East Kennett. A Metrocount was taken in January '19. The 85 th percentile speed was measured as 37.5mph. This qualifies the location for Community Speedwatch intervention.	AJ will chase this with the Community Speedwatch lead at Wiltshire Police	
l)	Issue 6784 Request for new signage location for new SID	Marlborough TC is keen to reduce speeding in the town and are looking at buying SIDs to deploy on a rotational basis. There are no suitable columns on Kingsbury St to install a SID. It has been suggested that if a new warning sign is installed at a location on Kingsbury St, it could also be suitable for the SID. CATG agrees to wait until new 20mph limit is installed in case a new post for a repeater sign become available	Waiting for new 20mph limit to be introduced to see if there will be a suitable new post. SH will look at the plan of signing and send to the Town Clerk.	
m)	TAOSJ – Marlborough St Mary's School	Concerns for pupil safety at George Lane by Marlborough St Mary's School. More pupils and parents cross George Lane, both near Duck's Meadow and Van Diemen's Lane. A recent report makes recommendations but they will not be implemented until later.	TAOSJ confirms the new signing scheme for Marlborough St Mary's was signed off in May. The new signs are scheduled to be installed in the school summer break. There will be pedestrian counts in October to inform installation of a possible new crossing over George Lane.	
n)	Issue 7027 New double yellow lining on B4003	To refresh the existing double yellow lining and create new double yellow lines on the entire length of the B4003.	SS says how this is a problem over cars parking on and damaging the verge. The existing lines have been replaced but there are still gaps along the B4003. Still need 100% agreement with National Trust over layby before completing work.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	<p>o) Issue 6992 Pedestrian safety at Bath Rd A4 Marlborough</p>	<p>Width of pavement beside A4 west of Marlborough. There is a need for at least safety railing on the two narrowest sections of footpath in the sections described - as used on other nearby sections of footpath on this road.</p>	<p>MH says that Marlborough TC has agreed to the request for new pedestrian railings along the A4. MC confirms the funding available is only for maintenance of existing railings. The footway is currently not wide enough to have new railings installed and still be compliant. It might be possible to widen the footway by taking width from the road but this would be very expensive, especially if the whole length from town to Manton. From 1st July the footway will be widened by cutting back overgrowth / detritus from the back edge to make the footway 1.5m again. This should help pedestrian safety.</p>	
<p>7.</p>	<p>New Requests / Issues</p>			
	<p>a) Issue 7088 Safety at A4361 Beckhampton to Avebury</p>	<p>Request for change of speed limit down to 40mph on A4361 Beckhampton to Avebury. Improved safety around junction of A4361 and Nash Lane to Avebury Trusloe. Improved safety for pedestrians crossing at the bus stops at Avebury Trusloe.</p>	<p>This matter can be looked at during the speed limit review already programmed. The footway has already been extended at the bus stops at Trusloe to make the crossing point further from the crest of the hill, so giving pedestrians more time to cross in safety.</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	Issue 7111 Request for new crossing at school in Ramsbury	There is a crossing across Isles Road from the school entrance which has dropped kerbs. Parish Council would like to lay a coloured surface like the one in Back Lane which would indicate the crossing place to children and parents and hopefully keep all the pedestrians in one place.	SG confirms the PC is willing to fund 100% if CATG endorses and they could get their own contractor to do the work. SH says that coloured surfaces are not encouraged due to frequent maintenance required. Parish Councils arranging their own contractors to undertake works on the highway is not acceptable. MC has agreed to take this work on and CATG is happy to give this matter to MC to proceed.	
c)	Issue 7156 Request for new 20mph assessment - Aldbourne	Request for assessment of the following roads to establish if a 20mph limit could be introduced on them: The Green, Back Lane, Crooked Corner to Grasshills, The Square plus two roads leading in/out from the B4192: Lottage Rd to Alma Rd, Old South St by the library, Castle St bottom end, Marlborough Rd bottom end to The Butts.	JM describes how there is no footway on many of these roads and front doors of houses sometimes open directly onto the highway, so pose a hazard to people. CATG agrees to accept this onto the list of projects.	
d)	Issue 7294 Request for safety features on A4 The Bell West Overton	Drivers encounter difficulties when attempting to join leave the A4 from West Overton at the Bell Public House due to the speed of approaching traffic. It is suggested that the placing of central traffic islands at both ends of the hatched area / turning point at The Bell Inn junction would slow down and stop traffic overtaking at this junction.	It is felt the police need to carry out better enforcement here. This can be looked at as part of the meeting with Diane Ware.	
8.	Other items			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 91

a)	<p>Community Safety Partnership</p> <p>Resurfacing schemes</p>	<p>To discuss further setting up a new community safety group for the Marlborough community area.</p> <ul style="list-style-type: none"> - Sgt Pete Foster will be at Marlborough Town Hall, before the next area board meeting begins, to hold a community safety surgery where people can raise all sorts of policing matters and is happy to take roads issues - MC mentions a number of resurfacing schemes due to take place within several years. He points out how new lining schemes could reflect safety issues raised through CATG and help to resolve those issues. 	
9.	<p>Date of Next Meeting: 19th September 2019 10.00am in Marlborough Town Hall</p>		

Marlborough Community Area Transport Group

Highways Officer – Steve Hind

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 Marlborough Area Board.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Marlborough Area Board will have a remaining Highways funding balance of **£2,206**

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications