

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham Assembly Hall, Market Place, Melksham  
**Date:** 24 April 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Phil Alford, Cllr Pat Aves, Cllr Jon Hubbard (Chairman), Cllr Hayley Illman, Cllr Jonathon Seed (Vice-Chairman), Cllr Roy While and Cllr John Thomson (Deputy Leader and Cabinet member)

### **Wiltshire Council Officers**

Peter Dunford – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Rachael Johnson – Employment and Skills Officer

### **Town and Parish Councils**

Atworth Parish Council – Effie Gale-Sides  
Melksham Without Parish Council – Theresa Strange & David Pafford

### **Partners**

Wiltshire Police – Inspector Andy Fee  
TransWilts Rail Partnership – Paul Johnson

**Total in attendance: 47**

16	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham Assembly Hall for the meeting of the Melksham Area Board.</p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• Community led housing project</li> <li>• Homelessness Strategy</li> <li>• Extended Consultation on Vision for Special Schools</li> <li>• Melksham Campus - April 2019 Update</li> <li>• The Maltings and Central Car Park Masterplan Consultation</li> </ul>
17	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>
18	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 13 February 2019 was confirmed as the correct record.</b></li> </ul>
19	<p><u>Declarations of Interest</u></p> <p>Cllr Jon Hubbard – Young Melksham grant funding applications (Chairman of Young Melksham – will not vote on these applications)</p>
20	<p><u>Wiltshire Police - update</u></p> <p>Inspector Andy Fee introduced the written report contained in the agenda pack.</p>
21	<p><u>Melksham Campus - update</u></p> <p>Cllr John Thomson outlined the Melksham Campus update which was contained in the agenda pack.</p> <p>Concerns were raised re how accessible the tennis courts would be to the general public. Bookings would be managed through the tennis club and so the fear was that the club may block-book and monopolise the use of the courts.</p>

	<p>Other issues:</p> <ul style="list-style-type: none"> <li>• topsoil will be kept on site due to the costs of removal</li> <li>• repairs to the edge of the bowling green will be made by the contractor the future of the Blue Pool site is unknown; will be available for a GP surgery if needed</li> <li>• site signage during construction – issue re. emerging traffic from Crown House, referred to Community Area Transport Group</li> <li>• impact on neighbours of height/ scale of campus buildings – issues to be consulted upon/resolved through planning process</li> </ul> <p>It was agreed that all concerns would be followed up.</p> <p>The Chairman thanked Cllr Thomson for his update.</p>
22	<p><u>Conference: UK Network of Age-friendly Communities</u></p> <p>Cllr Jon Hubbard advised that he and Peter Dunford had recently attended the UK Network of Age-Friendly Communities Conference in Liverpool.</p> <p>Discussions would be held with the Seniors Forum and the Age Friendly Steering Group to inject new momentum into this programme of work. A themed meeting of the area board was in the planning for later this year.</p>
23	<p><u>Melksham Employment &amp; Skills Roadshow</u></p> <p>Rachael Johnson - Employment and Skills Officer, Wiltshire Council gave a review of her role and a preview of the Melksham Employment &amp; Skills Roadshow to be held on 9 May.</p> <p>Points made included:</p> <p>Swindon and Wiltshire Local Enterprise Partnership</p> <ul style="list-style-type: none"> <li>• A collaboration with SWLEP to ensure a joined up approach.</li> <li>• Established by Central Government in July 2011 as a private sector led partnership between local business, Swindon Borough Council, Wiltshire Council, the military and the education sector.</li> <li>• Strategic Economic Plan sets out their ambition for the area, including employment and skills growth.</li> </ul>

	<p>Building Bridges</p> <ul style="list-style-type: none"> <li>• Support those furthest from the labour market.</li> <li>• Big Lottery/ ESF funded project (national).</li> <li>• Partnership led by Community First.</li> <li>• Target starts for August 2019: 1,827 participants.</li> <li>• To date: 1200+ referrals and c.900 active participants.</li> </ul> <p>Apprenticeships</p> <ul style="list-style-type: none"> <li>• Provide up to date advice and information.</li> <li>• Support business wanting to take on an apprentice.</li> <li>• Share good news.</li> <li>• Showcase local apprentices and employers.</li> <li>• Work with employers and training provides to fill vacancies.</li> </ul> <p>The Chairman thanked Rachael Johnson for her presentation.</p>
24	<p><u>Melksham Station Hub</u></p> <p>Paul Johnson - Chairman TransWilts gave a short presentation that outlined the plans for the new Melksham Station Hub.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• A Station Master Plan arising from matched funded Atkins report and survey results – Phase 1 was to acquire vacant Reed’s site.</li> <li>• A business plan for affording site lease based on introducing car park charging. A £16,000 lease cost negotiated to £13,000 avg./pa over 6 years.</li> <li>• Car Parking spaces increased from existing 20 to 50 – plus motor cycle spaces and cycle stands.</li> <li>• A Community HUB, Café and Piazza converting Reed’s reception hut site delivery in 2019/2020.</li> <li>• An improved “station gateway” image for Melksham.</li> </ul>

	<ul style="list-style-type: none"> <li>• Station capacity for future extended rail services hourly to Southampton Airport.</li> </ul> <p>The Chairman thanked Paul Johnson for his presentation.</p>
25	<p><u>Young Melksham - End of Year Report 2018/19</u></p> <p>Cllr Jon Hubbard and Theresa Strange gave a presentation that highlighted the end of year report for Young Melksham.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the key objective for 2018 had been to cement the groups place as the leading provider of open access youth work in the Melksham community.</li> <li>• During the year the group also introduced afternoon activities throughout the summer holidays and October half term.</li> <li>• In 2018 Young Melksham worked with 585 young people in it's open access youth clubs and a further 28 young people through it's TeenTalk counselling service.</li> <li>• Between them, these 585 young people attended club sessions a total of 6,985 times with the centre hosting youth clubs on 254 occasions.</li> <li>• A Community Asset Transfer was now almost complete giving ownership of the centre for the next 125 years.</li> <li>• Security of tenure increased opportunities for fundraising from other bodies.</li> <li>• Young Melksham would now be responsible for all building and maintenance costs.</li> </ul>
26	<p><u>Broughton Gifford Pocket Parks Plus Scheme</u></p> <p>Cllr Phil Alford gave a short presentation that outlined the Broughton Gifford Pocket Plus scheme.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That when it was finished, the play park in Curtis Orchard would provide a modern and safe space where village children could meet and play.</li> </ul>

	<ul style="list-style-type: none"> <li>• Parish councillors were planning an official opening and celebration at 2pm on Saturday, June 15 when work on the play park was complete.</li> <li>• That the parish council had taken over responsibility for the play park management in January from Wiltshire Council and had made the grant application to help improve it.</li> <li>• The parish council had removed all the old play equipment in April and the seating bench and had then replaced it with enhanced facilities.</li> <li>• The total cost of improving the park was around £54,000.</li> </ul> <p>The Chairman thanked Cllr Alford for his presentation.</p>
27	<p><u>Written Partner Updates</u></p> <p>Written updates contained in the agenda pack were received from the following partners:</p> <ul style="list-style-type: none"> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire/Clinical Commissioning Group</li> <li>• Healthwatch Wiltshire</li> <li>• Melksham Town Council</li> <li>• Seend Parish Council</li> <li>• Melksham Senior People’s Forum</li> <li>• Melksham Shed</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
28	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider ten applications to the Community Area Grants scheme.</p> <p><b>Decision</b>  <b>Great Hinton Memorial Hall awarded £600 towards Great Hinton Hall fire door automatic closers</b></p> <p><b>Decision</b>  <b>Bloom in Melksham awarded £1,000 towards South West in Bloom flag supports and flag materials</b></p> <p><i>Note: Cllr Seed in the Chair</i></p>

	<p><b>Decision</b>  <b>Young Melksham awarded £5,000 towards Canberra Centre drop-in afternoon café</b>  <i>Note: Cllr Hubbard did not take part in the vote</i></p> <p><b>Decision</b>  <b>Young Melksham awarded £7,500 towards replacement toilets for The Canberra Centre</b>  <i>Note: Cllr Hubbard did not take part in the vote</i></p> <p><i>Note: Cllr Hubbard now back in the Chair</i></p> <p><b>Decision</b>  <b>Enigma Twirl Team awarded £700 towards trailer repairs to perform in Carnivals</b></p> <p><b>Decision</b>  <b>Melksham Anniversary Celebration Planning Group awarded £1,500 towards Melksham 800th Charter Anniversary Plaque</b></p> <p><b>Decision</b>  <b>Melksham Cricket Club awarded £977 towards new Access Pathways</b></p> <p><b>Decision</b>  <b>Melksham Short Mat Bowls awarded £1,900 to set up the club in a new venue</b></p> <p><b>Decision</b>  <b>Melksham Junior Parkrun Project awarded £1,500 to set up Melksham Junior Parkrun</b></p> <p><b>Decision</b>  <b>Melksham United church awarded £750 towards new Church tables</b></p>
29	<p><u>Public questions</u></p> <p>There were no public questions.</p>
30	<p><u>Close</u></p> <p>As this was his last meeting as the Chairman of the Area Board, Cllr Jon Hubbard thanked Peter Dunford – Community Engagement Manager and Kev Fielding – Democratic Services Officer for their hard work in supporting the Area Board.</p>