

# AGENDA

**Meeting:** Melksham Area Board  
**Place:** [Access the online meeting here](#)  
**Date:** Monday 14 December 2020  
**Time:** 7.00 pm

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

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**The Area Board welcomes and invites contributions from members of the public in this online meeting. If you wish to participate in the discussion, please contact Kevin Fielding, direct line 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)**

**You will be provided with a link to participate in the meeting online. Registrations to speak should be made no later than 5pm on the day of the meeting. If possible, please indicate the item(s) you wish to speak on, to assist the Chairman to manage requests**

[Guidance on how to access this meeting online is available here](#)

**Any member of the public who wishes to watch the meeting only, can do so via the link at the top of this agenda**

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

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

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## Wiltshire Councillors

Cllr Pat Aves - Melksham North  
Cllr Hayley Illman - Melksham Central  
Cllr Jonathon Seed - Summerham and Seend (Chairman)  
Cllr Jon Hubbard - Melksham South  
Cllr Phil Alford - Melksham Without North  
Cllr Nick Holder - Melksham Without South

### **Recording and Broadcasting Information**

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### **Public Participation**

During the ongoing Covid-19 situation the Council is operating revised procedures for public participation.

[Access the online meeting here](#)

### **Guidance for Public Speaking at Area Boards**

Please click on the link below for further guidance

[Guidance for Public Speaking at Area Boards](#)

	<b>Time</b>
<p>1 <b>Chairman's Welcome, Introduction and Announcements</b> (<i>Pages 1 - 74</i>)</p> <p>Announcements:</p> <ul style="list-style-type: none"> <li>• A350 Melksham Bypass - consultation extension to 17 January 2021</li> <li>• Community Governance – confirmation of boundary changes to electoral divisions from May 2021</li> <li>• Healthy Us Weight Management Programme</li> <li>• Covid-19 Community Packs</li> </ul>	<b>7:00pm</b>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 75 - 92</i>)</p> <p>To confirm the minutes of the meeting held on Wednesday 4 November 2020</p>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>5 <b>Celebrating Age project - Rebecca Seymour, Creative Producer, Celebrating Age Wiltshire</b> (<i>Pages 93 - 96</i>)</p> <p>An update on this project delivering culture and heritage events and activity in community settings, to support the wellbeing of vulnerable older people, plus details of the “Creative Conversations” pilot project in Melksham</p>	<b>7:10pm</b>
<p>6 <b>Lockdown 2.0 - Phillipa Huxtable, Age Friendly Co-ordinator</b></p> <p>An update on Melksham Community Service activity since the last meeting, including the impact of the second Lockdown, and highlighting new Age Friendly work focussing on social isolation</p>	<b>7:20pm</b>

7	<b>Local Area Co-ordinator update - Matt Billingham, Wiltshire Council</b>	<b>7:40pm</b>
8	<b>Community Area Transport Group</b> <ul style="list-style-type: none"> <li>To confirm the minutes of the meeting held on Thursday 3 December 2020</li> <li>To agree recommendations for action</li> </ul>	<b>7:50pm</b>
9	<b>Grant Applications (Pages 97 - 128)</b> <b>Community Grant Scheme</b> <ul style="list-style-type: none"> <li>Atworth Village Hall and Recreation Ground Committee requesting £5,000 towards Atworth Village Hall refurbishment of changing room</li> <li>Melksham Oak Community School requesting £407 towards Boxercise Intervention</li> <li>Age Friendly Melksham requesting £918 towards the Face2Face Mobile Video project</li> <li>Young Melksham requesting £4,950 towards disabled access to Canberra Centre</li> </ul> <b>Youth Grant Scheme</b> <ul style="list-style-type: none"> <li>Young Melksham requesting £4,950 towards 4Youth Mentoring 2021</li> </ul> <b>Councillor Led Grant</b> <ul style="list-style-type: none"> <li>Cllr Alford requesting £10,000 towards the provision of detached youth workers in King George V Playing Fields and Skate Park</li> </ul>	<b>8:00pm</b>
10	<b>Written Partner Updates (Pages 129 - 134)</b> To note any written partner updates	<b>8:25pm</b>
11	<b>Public questions</b> Members of the public are invited to ask questions relating to Area Board business	



12 **Date of Next Meeting**  
Wednesday 3 February 2021

13 **Close**

**8:30pm**





## **NEWS RELEASE**

**24 November 2020**

**For immediate release**

### **Melksham bypass consultation extended into the new year**

Wiltshire Council has decided to extend the survey on the proposed A350 Melksham bypass, and the 18 different route options that are being considered.

The consultation was originally scheduled to end on 30 November, but in order to allow more people to have their say, it has now been extended to Sunday 17 January 2021.

Cllr Bridget Wayman, Cabinet Member for Highways, said: "We've had a good response to this initial Melksham bypass consultation at this early stage for the project.

"However, given that we're unable to hold face-to-face consultation events or display the plans in a public place, and we won't be able to for the foreseeable future, we have decided to extend the online consultation until the middle of January to give as many people as possible the chance to have their say.

"At this stage, we want people's views on the early progress of the scheme, so I'd urge anyone with an interest in the proposed Melksham bypass to complete the survey on our website."

The council is exploring options to improve the A350, including the potential case for a new bypass to take the road around Melksham. There are 18 route options in total at this early stage, and all of them are indicative – they do not show the exact route that any road may take.

If and when a preferred option is decided upon, the specifics of the route would be subject to full statutory consultation later in 2021.

People can find out more, including FAQs and the survey here: [www.wiltshire.gov.uk/highways-a350-melksham-bypass](http://www.wiltshire.gov.uk/highways-a350-melksham-bypass). The survey will now run until 23:59 on Sunday 17 January 2021.

-ends-

Notes to editors:

**For political comment:**

Conservatives: Bridget Wayman [bridget.wayman@wiltshire.gov.uk](mailto:bridget.wayman@wiltshire.gov.uk)

Liberal Democrats: Ian Thorn [ian.thorn@wiltshire.gov.uk](mailto:ian.thorn@wiltshire.gov.uk)

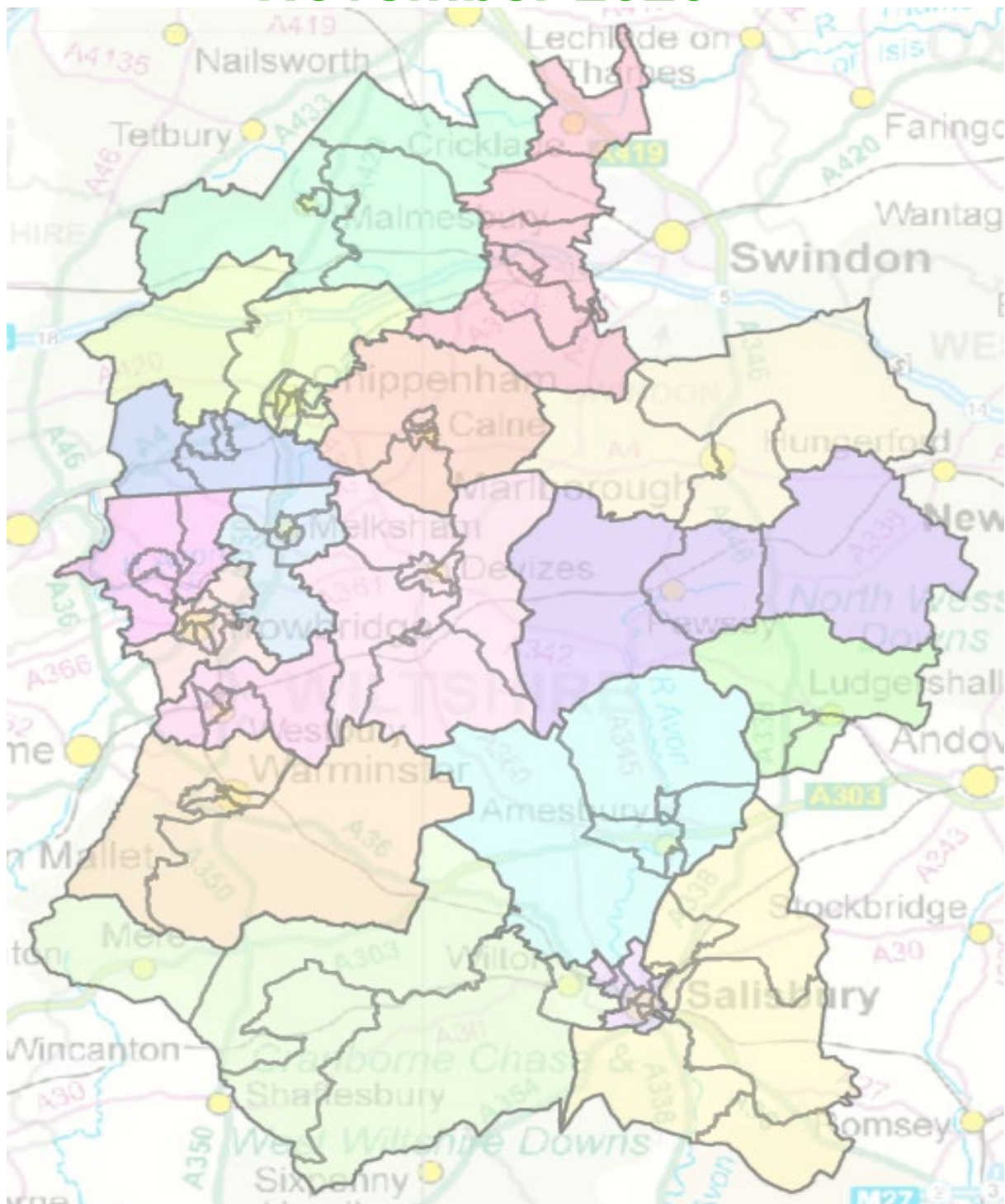
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# Area Board Boundary Review 2020

## Final Recommendations of the Electoral Review Committee

November 2020



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## **Links**

[Terms of Reference of the Electoral Review Committee](#)

[Background Info](#)

[Councillor Session Notes](#)

[LGBCE info on new Divisions](#)

[Consultation Responses \(Surveys\)](#)

[Consultation Responses \(Additional\)](#)

Contact [CGR@wiltshire.gov.uk](mailto:CGR@wiltshire.gov.uk) or Democratic Services, County Hall, Trowbridge, BA14 8JN for information.

### **Purpose**

1. This document sets out the details of the Final Recommendations of the Electoral Review Committee for the Area Board Boundary Review, along with reasoning and descriptions of the process followed.

### **Area Boards**

2. An Area Board is a committee of Wiltshire Council ("The Council") which covers a defined geographical area.
3. Its purpose is to promote the development of stronger and more resilient communities through:
  - Efficient, transparent and accountable decision making;
  - Effective collaboration with public, voluntary and private sector partners locally to meet the aspirations of local people;
  - Shaping the delivery of local services;
  - Addressing local issues;
  - Building community leadership and local engagement.
4. To enable this, each Area Board has authority delegated from the Leader of the Council, including authority to determine community grant funding, local highways funding and more.
5. In accordance with the Constitution of the Council, each Member of the Council is assigned to a single Area Board.
6. The geographical area covered by each Area Board is defined by which Electoral Divisions, and therefore which parishes, are included within it.
7. In all but one case for the present arrangements, the area covered by the Area Board is referred to as the Community Area. The existing South West Wiltshire Area Board comprises three community areas.

### **Background to the Review**

8. Between 2017-2019 the Local Government Boundary Commission for England carried out an Electoral Review of Wiltshire Council.
9. This process reviewed the council's governance arrangements and ultimately concluded to retain the number of unitary Elected Members at 98.
10. However, although the number of Divisions remained the same, the areas covered by those Divisions in some cases was significantly altered.
11. As a result, the existing Area Board boundaries would no longer align to the Electoral Divisions as required, when they come into effect in May 2021.

### **The Electoral Review Committee**

12. In accordance with Paragraph 2.10.10 of Part 3B of the Constitution, the Council has

delegated responsibility to the Electoral Review Committee (“The Committee”) to oversee any Area Board Boundary Review.

13. This is a politically proportionate committee of ten elected Wiltshire Councillors to oversee the process and prepare final recommendations relating to any review to a meeting of Full Council, who will make the decision.

14. The members of the Committee are as follows:

Cllr Richard Clewer (Chairman)

Cllr Ian Blair-Pilling

Cllr Ian McLennan

Cllr Ashley O’Neill

Cllr Stuart Wheeler

Cllr Gavin Grant (Vice-Chairman)

Cllr Clare Cape

Cllr Christopher Newbury

Cllr Jonathon Seed

Cllr Graham Wright

### **Preparation of and Consultation on Draft Recommendations**

15. In July 2020 the Committee arranged sessions with the members of each existing Area Board to discuss the changes to Electoral Divisions as a result of the Electoral Review, and potential implications for any future Area Board Boundaries. Notes from those sessions were provided to all members of each Area Board.

16. Following those sessions, the Committee at its meeting on 13 August 2020 agreed a draft Area Board boundary proposal.

17. As an administrative arrangement of the Council the Committee was not required to undertake additional information gathering or consultation before submitting a recommendation to Full Council.

18. However, it was agreed that the Draft Recommendations of the Committee would be circulated at Area Board meetings and made publicly available, in order to seek the views of parish councils, the public and other interested parties.

19. The Committee welcomed any views on the Draft Recommendations, including alternative submissions on how the Area Boards should be organised.

20. The consultation ran from 10 September 2020 – 31 October 2020. 95 online survey responses and 13 additional responses were received.

### **Preparation of Final Recommendations and Next Steps**

21. The Committee reviewed all information received during the consultation at its meeting on 12 November 2020. It then agreed a Final Recommendations proposal to be considered at the meeting of Full Council on 24 November 2020.

22. If approved, the revised boundaries would come into effect following the next Unitary elections, scheduled for May 2021.



**Current Area Board Boundaries**



### **Current allocation of Parishes to Area Boards**

#### **Amesbury Area Board**

Divisions - Amesbury East, Amesbury West, Bourne and Woodford Valley, Bulford, Allington and Figcheldean, Durrington and Larkhill, Till and Wylve Valley.

Parishes - Allington, Amesbury, Berwick St James, Bulford, Cholderton, Durnford, Durrington, Flgheldean, Great Wishford, Idmiston, Milston, Newton Toney, Orcheston, Shrewton, Stapleford, Steeple Langford, Tilshead, Wilsford cum Lake, Winterbourne, Winterbourne Stoke, Woodford, Wylve.

#### **Bradford on Avon Area Board**

Divisions - Bradford on Avon North, Bradford on Avon South, Holt and Staverton, Winsley and Westwood.

Parishes - Bradford on Avon, Holt, Limpley Stoke, Monkton Farleigh, South Wraxall, Staverton, Westwood, Wingfield, Winsley.

#### **Calne Area Board**

Divisions - Calne North, Calne Central, Calne Chilvester and Abberd, Calne South and Cherhill, Calne Rural.

Parishes - Bremhill, Calne, Calne Without, Cherhill, Compton Bassett, Heddington, Hilmarton.

#### **Chippenham Area Board**

Divisions - By Brook, Kington, Chippenham Cepen Park and Derriards, Chippenham Cepen Park and Redlands, Chippenham Hardenhuish, Chippenham Hardens and England, Chippenham Monkton, Chippenham Lowden and Rowden, Chippenham Pewsham, Chippenham Queens and Sheldon.

Parishes - Biddestone, Castle Combe, Chippenham, Chippenham Without, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell Without, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger, Yatton Keynell.

#### **Corsham Area Board**

Divisions - Box and Colerne, Corsham Pickwick, Corsham Town, Corsham Without and Box Hill.

Parishes - Box, Colerne, Corsham, Lacock.

#### **Devizes Area Board**

Divisions – Bromham, Rowde and Potterne, Devizes and Roundway South, Devizes East, Devizes North, Roundway, The Lavingtons and Erlestoke, Urchfont and the Cannings.

Parishes - All Cannings, Bishops Cannings, Bromham, Cheverell Magna, Cheverell Parva, Devizes, Easterton, Erlestoke, Etchilhampton, Market Lavington, Marston, Potterne, Rowde, Stert, Urchfont, West Lavington, Worton.

#### **Malmesbury Area Board**

Divisions - Brinkworth, Malmesbury, Minety, Sherston.

Parishes - Ashton Keynes, Brinkworth, Brokenborough, Charlton (nr Malmesbury), Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea and Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton, Oaksey, Sherston, Sopworth, St Paul Malmesbury Without.

#### Marlborough Area Board

Divisions - Aldbourne and Ramsbury, Marlborough East, Marlborough West, West Selkley.

Parishes - Aldbourne, Avebury, Baydon, Berwick Bassett, Broad Hinton, Chilton Foliat, East Kennett, Froxfield, Fyfield, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury, Savernake, West Overton, Winterbourne Bassett, Winterbourne Monkton.

#### Melksham Area Board

Divisions - Melksham Central, Melksham North, Melksham South, Melksham Without North, Melksham Without South, Summerham and Seend.

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

#### Pewsey Area Board

Divisions - Pewsey, Pewsey Vale, Burbage and the Bedwyns.

Parishes - Alton, Beechingstoke, Charlton, Chirton, Easton, Manningford, Marden, Milton Lilbourne, North Newnton, Patney, Pewsey, Rushall, Stanton St Bernard, Upavon, Wilcot (and Huish), Wilsford, Woodborough, Wootton Rivers, Burbage, Buttermere, Grafton, Ham, Great Bedwyn, Little Bedwyn, Shalbourne.

#### Royal Wootton Bassett and Cricklade Area Board

Divisions - Cricklade and Latton, Lyneham, Purton, Royal Wootton Bassett East, Royal Wootton Bassett North, Royal Wootton Bassett South.

Parishes - Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Milcent, Lydiard Tregoze, Lyneham and Bradenstoke, Marson Maisey, Purton, Royal Wootton Bassett, Tockenham.

#### Salisbury Area Board

Divisions - Salisbury Bemerton, Salisbury Fisherton and Bemerton Village, Salisbury Harnham, Salisbury St Edmund and Milford, Salisbury St Francis and Stratford, Salisbury St Mark's and Bishopdown, Salisbury St Martins and Cathedral, Salisbury S Paul's.

Parishes - Salisbury, Laverstock and Ford (Bishopdown Farm area only).

#### South West Wiltshire Area Board

Divisions - Fovant and Chalke Valley, Mere, Nadder and East Knoyle, Tisbury, Wilton and Lower Wylke Valley.

Parishes - Alvediston, Ansty, Barford St Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broadchalke, Burcombe Without, Chicklade, Chilmark, Compton Chaberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle,

Ebbesborne Wake, Fonthill Gifford, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, South Newnton, Stourton with Gasper, Stratford Tony, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton, Zeals.

#### Southern Area Board

Divisions - Alderbury and Whiteparish, Downton and Ebble Valley, Laverstock, Ford and Old Sarum, Redlynch and Landford, Winterslow.

Parishes - Alderbury, Britford, Clarendon Park, Coombe Bissett, Downton, Firsdwn, Grimstead, Landford, Laverstock, Odstock, Pitton and Farley, Redlynch, West Dean, Whiteparish, Winterslow.

#### Tidworth Area Board

Divisions - Ludgershall and Perham Down, Tidworth, The Collingbournes and Netheravon.

Parishes - Chute, Chute Forest, Collingbourne Ducis, Collingbourne Kingston, Enford, Everleigh, Fittleton, Ludgershall, Netheravon, Tidcombe and Fosbury, Tidworth.

#### Trowbridge Area Board

Divisions - Hilperton, Southwick, Trowbridge Adcroft, Trowbridge Central, Trowbridge Drynham, Trowbridge Grove, Trowbridge Lambrok, Trowbridge Park, Trowbridge Paxcroft.

Parishes - Hilperton, North Bradley, Southwick, Trowbridge, West Ashton.

#### Warminster Area Board

Divisions - Warminster Broadway, Warminster Copheap and Wylve, Warminster East, Warminster West, Warminster Without.

Parishes - Bishopstrow, Boyton, Brixton Deverill, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Horningsham, Kingston Deverill, Knook, Longbridge Deverill, Maiden Bradley with Yarnfield, Norton Bavant, Sherrington, Stockton, Sutton Veny, Upton Lovell, Upton Scudamore, Warminster.

#### Westbury Area Board

Divisions - Ethandune, Westbury East, Westbury North, Westbury West.

Parishes - Bratton, Coulston, Dilton Marsh, Edington, Heywood, Westbury.



**Incoming Electoral Divisions (May 2021)**



1	Aldbourn & Ramsbury	51	Melksham Without North & Shurnhold
2	Alderbury & Whiteparish	52	Melksham Without West & Rural Mere
3	Amesbury East & Bulford	53	Mere
4	Amesbury South	54	Minety
5	Amesbury West	55	Nadder Valley
6	Avon Valley	56	Old Sarum & Lower Bourne Valley
7	Bowerhill	57	Pewsey
8	Box & Colerne	58	Pewsey Vale East
9	Bradford-on-Avon North	59	Pewsey Vale West
10	Bradford-on-Avon South	60	Purton
11	Brinkworth	61	Redlynch & Landford
12	Bromham, Rowde & Roundway	62	Royal Wootton Bassett East
13	By Brook	63	Royal Wootton Bassett North
14	Calne Central	64	Royal Wootton Bassett South & West
15	Calne Chilvester & Abberd	65	Salisbury Bemerton Heath
16	Calne North	66	Salisbury Fisherton & Bemerton Village
17	Calne Rural	67	Salisbury Harnham East
18	Calne South	68	Salisbury Harnham West
19	Chippenham Cepen Park & Derriads	69	Salisbury Milford
20	Chippenham Cepen Park & Hunters Moon	70	Salisbury St Edmund's
21	Chippenham Hardenhuish	71	Salisbury St Francis & Stratford
22	Chippenham Hardens & Central	72	Salisbury St Paul's
23	Chippenham Lowden & Rowden	73	Sherston
24	Chippenham Monkton	74	Southwick
25	Chippenham Pewsham	75	The Lavingtons
26	Chippenham Sheldon	76	Tidworth East & Ludgershall South
27	Corsham Ladbrook	77	Tidworth North & West
28	Corsham Pickwick	78	Till Valley
29	Corsham Without	79	Tisbury
30	Cricklade & Latton	80	Trowbridge Adcroft
31	Devizes East	81	Trowbridge Central
32	Devizes North	82	Trowbridge Drynham
33	Devizes Rural West	83	Trowbridge Grove
34	Devizes South	84	Trowbridge Lambrok
35	Downton & Ebbel Valley	85	Trowbridge Park
36	Durrington	86	Trowbridge Paxcroft
37	Ethandune	87	Urchfont & Bishops Cannings
38	Fovant & Chalke Valley	88	Warminster Broadway
39	Hilperton	89	Warminster East
40	Holt	90	Warminster North & Rural
41	Kington	91	Warminster West
42	Laverstock	92	Westbury East
43	Ludgershall North & Rural	93	Westbury North
44	Lyneham	94	Westbury West
45	Malmesbury	95	Wilton
46	Marlborough East	96	Winsley & Westwood
47	Marlborough West	97	Winterslow & Upper Bourne Valley
48	Melksham East	98	Wylve Valley
49	Melksham Forest		
50	Melksham South		



## Final Recommendations

### Amesbury

#### Current Area Board

1. The existing Area Board comprises the Divisions of Amesbury East, Amesbury West, Bourne and Woodford Valley, Bulford, Allington and Figheldean, Durrington and Larkhill, and Till and Wylde Valley.



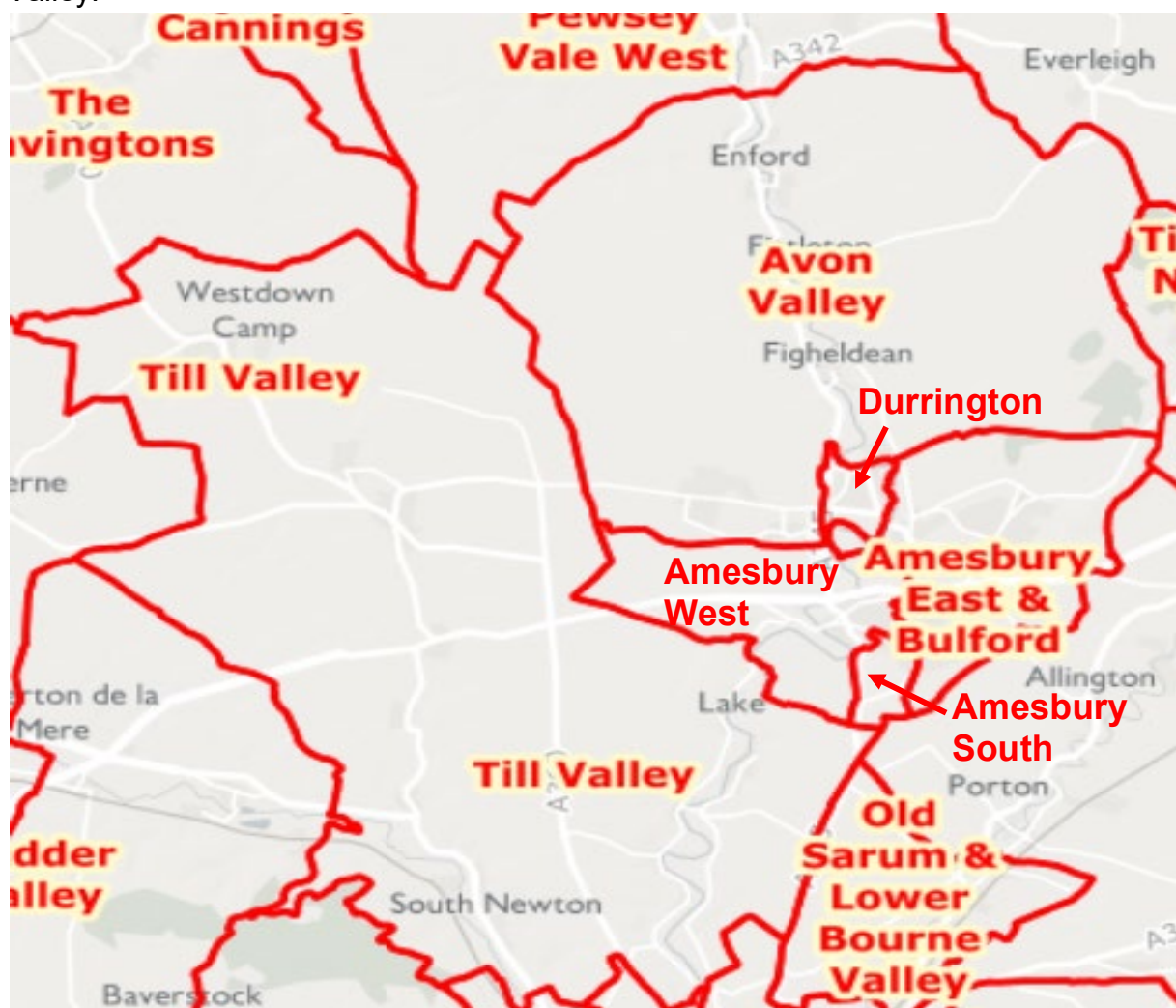
#### Preparation of Draft Recommendation

2. As a result of the Electoral Review of Wiltshire Council, the parish of Durrington was divided between the Unitary Divisions of Durrington, and Avon Valley. The latter Division includes several parishes previously within the Tidworth Area Board.
3. The Committee did not believe splitting parishes between Area Boards was sensible or desirable, and considered that the parishes of the Avon Valley running south from Enford along the A345 naturally looked more to Amesbury than Tidworth, whereas Durrington had no appreciable connection with Tidworth. Therefore, it considered those Divisions should be within the Amesbury Area Board.
4. Despite a few changes in the parishes included within it, the Till Valley Division remained an appropriate inclusion given its connections with Amesbury. It was not considered that the Nadder Valley or Wylde Valley Divisions had sufficient connections with the area to be included.
5. The former Bourne and Woodford Valley Division was now divided between the Winterslow and Upper Bourne Valley Division and the Old Sarum and Lower Bourne Valley Division. Both of those Divisions included areas previously within the Southern Area Board.

6. Additionally, the parish of Idmiston had been split between those two divisions by the LGBCE. The Committee therefore considered both should be in the same Area Board. The Parish of Laverstock & Ford, moreover, was split between the Old Sarum and Lower Bourne Valley Division and the Laverstock Division. To avoid splitting a parish between Area Boards, all three would therefore need to be included in the same area.
7. The Committee did not consider creating a three-member Area Board of just those Divisions was justified or appropriate, given they would be dominated by Laverstock & Ford, and it would mean a further three-member Board to the south, with associated problems for a quorum for decision making.
8. Therefore, the Committee had to decide if the three Divisions should be within the Amesbury Area Board or a Southern Wiltshire focused Area Board.
9. In terms of projected electorate, the majority had previously been within the Southern Area Board, though significant numbers had not. Connections between the Upper Bourne Valley and the southern area were not extensive, however the nature of the Division, which the Council had objected to, could not be altered. Winterslow was the most significant settlement of that Division and including all three Divisions with Amesbury would create an extremely large community area stretching from Enford to the borders of Salisbury. Therefore, on balance, it was considered that the three divisions most appropriately fitted with the South East area.
10. The Committee did not consider a merger with the Tidworth area Divisions would be appropriate.

Proposed Area Board

11. Accordingly, it was proposed that the Area Board comprise the Divisions of Amesbury East and Bulford, Amesbury South, Amesbury West, Avon Valley, Durrington and Till Valley.



Consultation on Draft Recommendations

- 12.6 responses were received to the online survey, with 5 in agreement and 1 in disagreement. Comments in agreement included that Till Valley had a natural link with Amesbury, that it was a cohesively linked area, and was more representative for the area.
13. The comment in disagreement was in fact in relation to the boundaries of the Electoral Divisions, which have already been determined by the LGBCE, rather than the composition of Electoral Divisions within the proposed Area Board.
14. Comments were also received from Amesbury Town Council and Tilshead Parish Council raising no objections to the proposal.
15. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Amesbury Area Board as proposed in the Draft Recommendations.



**Recommendation 1**

**That Amesbury Area Board comprise the Divisions of Amesbury East and Bulford, Amesbury South, Amesbury West, Avon Valley, Durrington and Till Valley.**

**Bradford on Avon**

**Current Area Board**

16. The existing Area Board comprises the Divisions of Bradford on Avon North, Bradford on Avon South, Holt and Staverton and Winsley and Westwood.



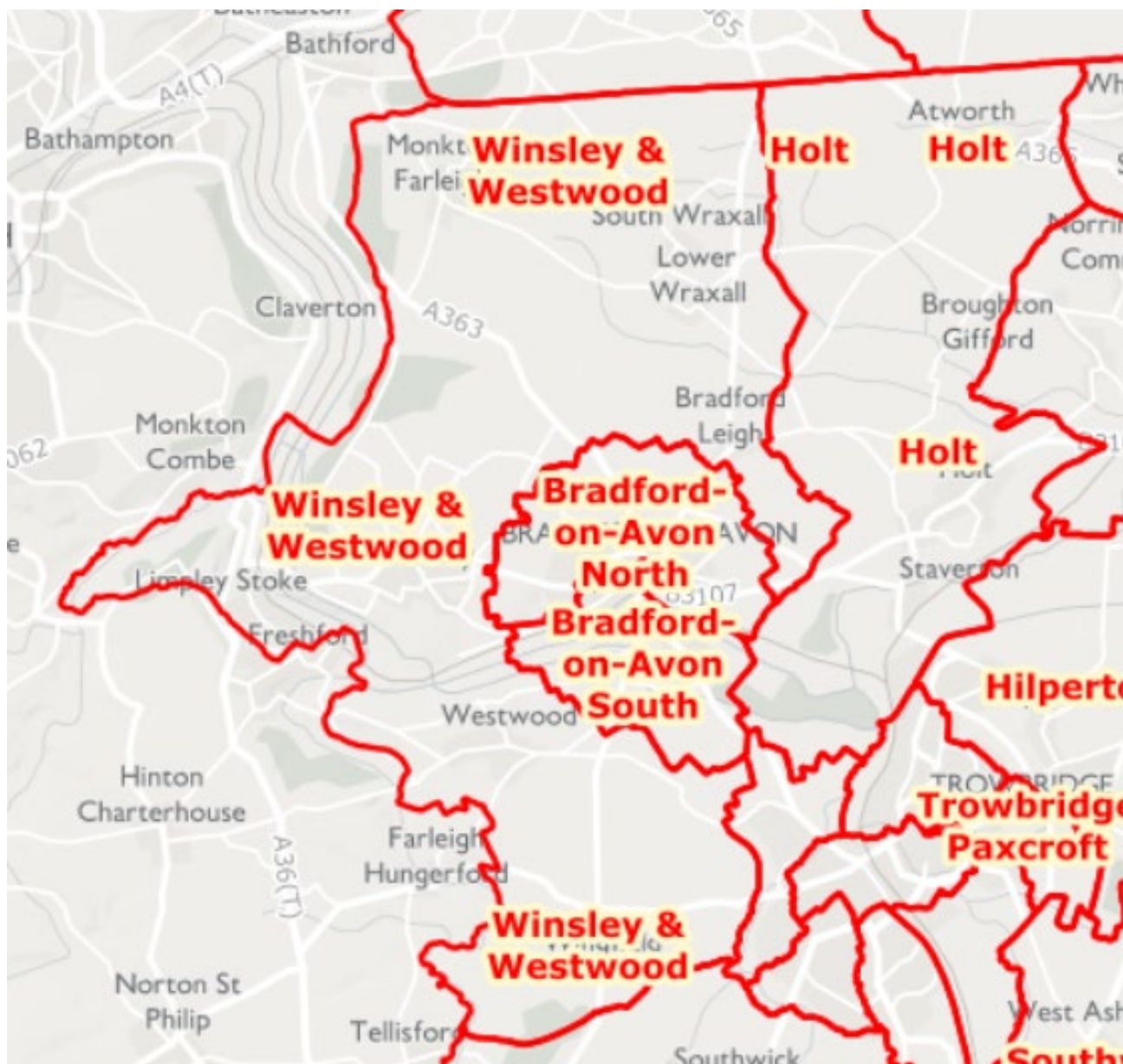
**Preparation of Draft Recommendations**

17. The only change for the incoming Divisions was the inclusion of the parish of Atworth in the Holt Division. Atworth had previously been within the Melksham Area Board. However, given the larger part of the Division was within Bradford on Avon and Atworth's location between the two main towns, it was agreed Holt should be within the Bradford on Avon Area Board. This would also ensure the area had four members.

18. It was not considered there was any reason to expand the area to include Divisions to the north and south, and that Hilperton Division was closely aligned to Trowbridge.

### Proposed Area Board

19. Accordingly, it was proposed that the Area Board comprise the Divisions of Bradford on Avon North, Bradford on Avon South, Holt and Winsley and Westwood, as listed overleaf.



### Consultation on Draft Recommendations

20. 1 comment was received to the online survey. This was marked as an amendment, stating that Area Boards should be reformed '*to become democratic assemblies of all elect representatives in the area – unitary, town and parish*'. The Committee only has responsibility for recommending boundaries for Area Boards to Full Council.

21. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Bradford-on-Avon Area Board as proposed in the Draft Recommendations, for the reasons set out above.

### Recommendation 2

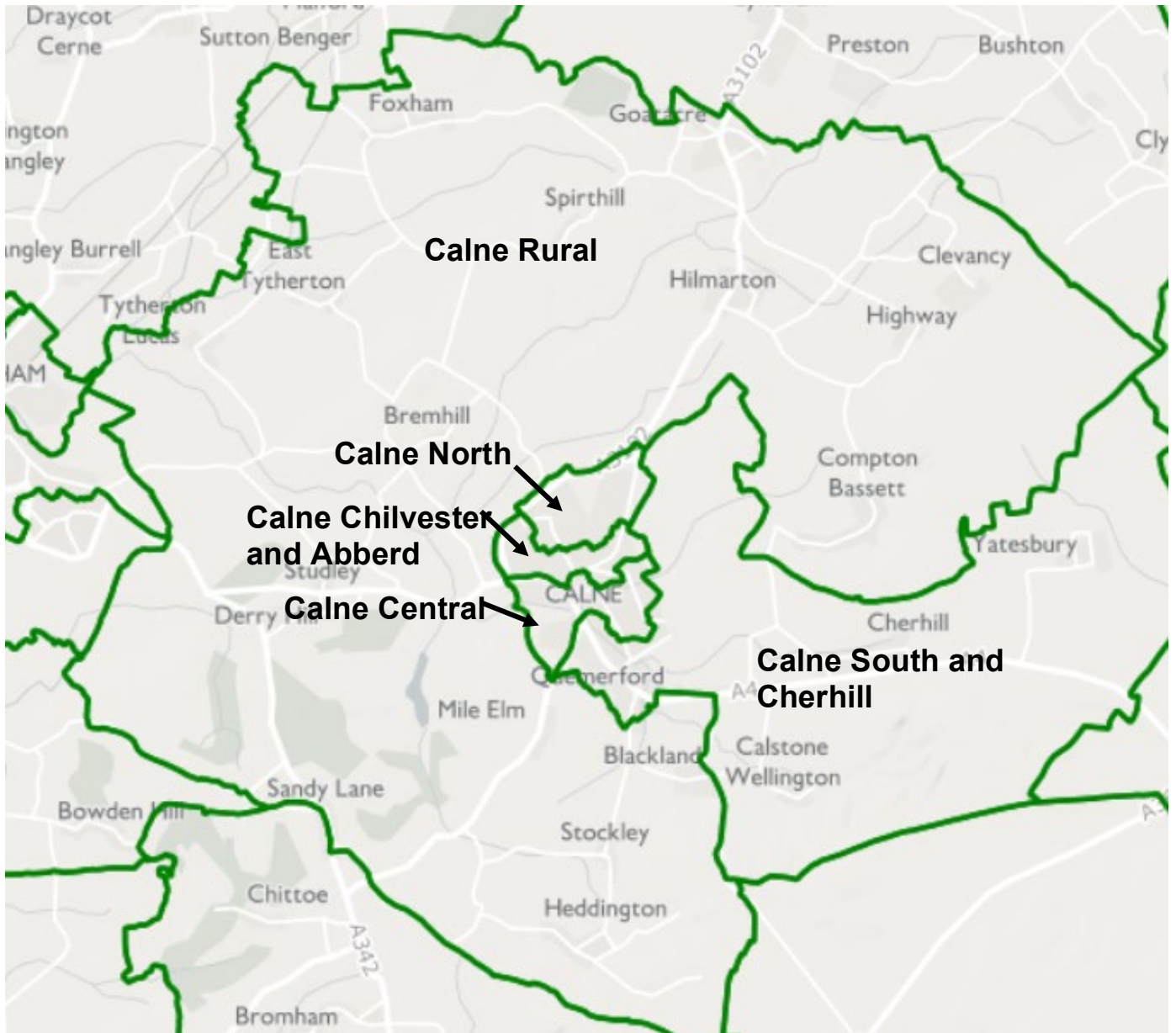
**That Bradford-on-Avon Area Board comprise the Divisions of Bradford-on-Avon North, Bradford-on-Avon South, Holt, and Winsley & Westwood.**



**Calne**

**Current Area Board**

22. The existing Area Board comprises the Divisions of Calne Rural, Calne North, Calne Central, Calne Chilvester and Abberd, and Calne South and Cherhill.

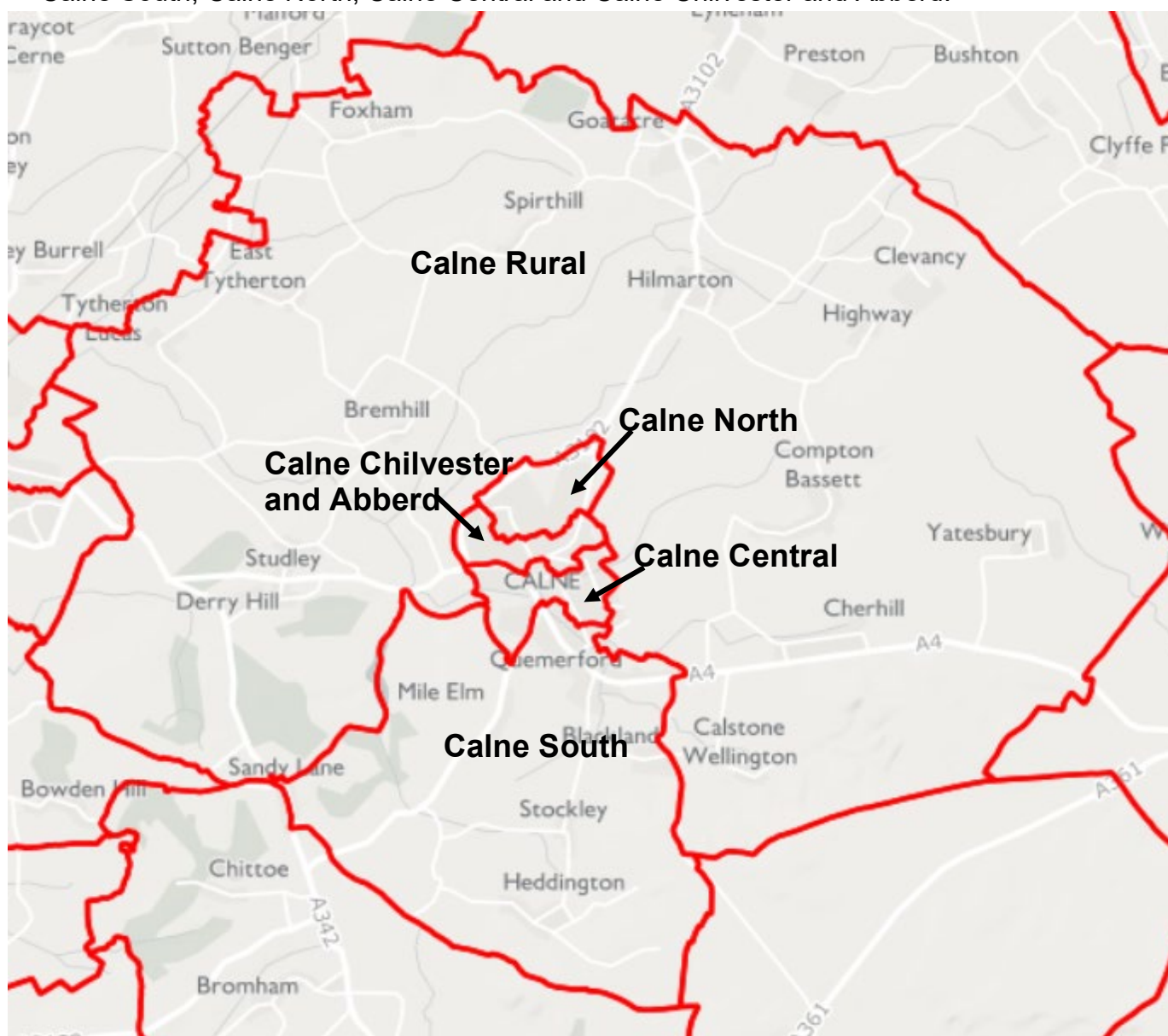


**Preparation of Draft Recommendations**

23. The Committee did not consider there were any reasons of geography or community, or changes arising from the incoming divisions, to amend the existing boundaries of the Area Board.

Proposed Area Board

24. Accordingly, it was proposed that the Area Board comprise the Divisions of Calne Rural, Calne South, Calne North, Calne Central and Calne Chilvester and Abberd.



Consultation on Draft Recommendations

25. 2 comments were received to the online survey, with 1 in agreement and 1 which was stated to be in disagreement. This comment raised issues regarding the Sutton Benger Surgery, a branch of Patford House Partnership, which is based in Calne.

26. It was noted that the parish of Sutton Benger is within the Kington Division, which is currently proposed to remain within the Chippenham Area Board and includes the parishes of Chippenham Without, Kington St Michael, Kington Langley, Langley Burrell Without, Christian Malford, Seagry and Stanton St Quintin, and appropriate within that Area Board.

27. Following consideration of comments and discussion, the Committee agreed to recommend Full Council approve the Calne Area Board as originally proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 3**

**That Calne Area Board comprise the Divisions of Calne Central, Calne Chilvester and Abberd, Calne North, Calne Rural, and Calne South.**

## **Chippenham and Villages**

### **Current Area Board**

28. The existing Chippenham Area Board comprises the Divisions of By Brook, Kington, Chippenham Cepen Park and Redlands, Chippenham Cepen Park and Derriads, Chippenham Hardens and England, Chippenham Hardenhuish, Chippenham Lowden and Rowden, Chippenham Monkton, Chippenham Pewsham, and Chippenham Queens and Sheldon.



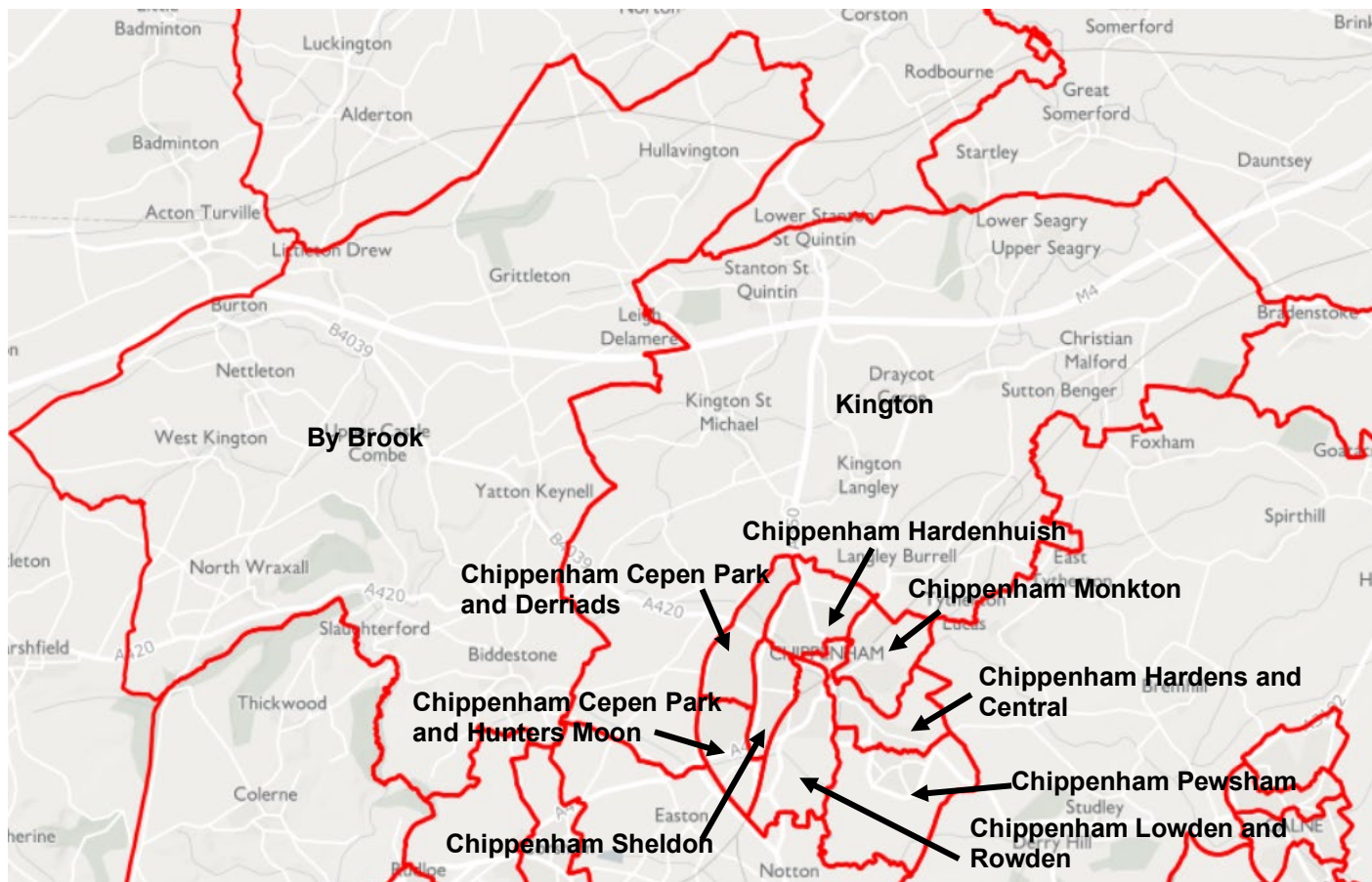
### **Preparations of Draft Recommendations**

29. The Committee noted that the incoming Divisions had not amended the external boundaries of the current Area Board. It noted that Kington, while being rurally focused, included communities closely linked by proximity to the town of Chippenham.
30. The Committee did consider whether By Brook Division should remain in the Area Board, given it had no boundary to any Chippenham Town Division and was of rural character, noting the implementation of a rural village forum for the current Area Board to give greater representation to the non-urban parishes.
31. However, the Committee felt there was no superior arrangement than the present situation, and that on balance By Brook looked to Chippenham more than it would to other places such as Malmesbury or Corsham.
32. Following the Community Governance Review decision by Full Council on 9 September 2020, Lacock Parish would not be split between Area Boards by the proposal.



**Proposed Area Board**

33. Accordingly, it was proposed that the Area Board comprise the Divisions of By Brook, Kington, Chippenham Cepen Park and Derriads, Chippenham Cepen Park and Hunters Moon, Chippenham Hardenhuish and Central, Chippenham Hardenhuish, Chippenham Lowden and Rowden, Chippenham Monkton, Chippenham Pewsham and Chippenham Sheldon.



**Consultation on Draft Recommendations**

34. 1 comment was received to the online survey, which was in agreement on behalf of Chippenham Town Council.

35. Additionally, at its meeting on 7 October 2020 the Unitary Members of the Area Board supported recommending that it be renamed as the ‘Chippenham and Villages Area Board’ in order to reflect the large rural parts of the community area.

36. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above, but with the name of ‘Chippenham and Villages Area Board’ as reflecting the views of local Members on appropriate terminology.

**Recommendation 4**

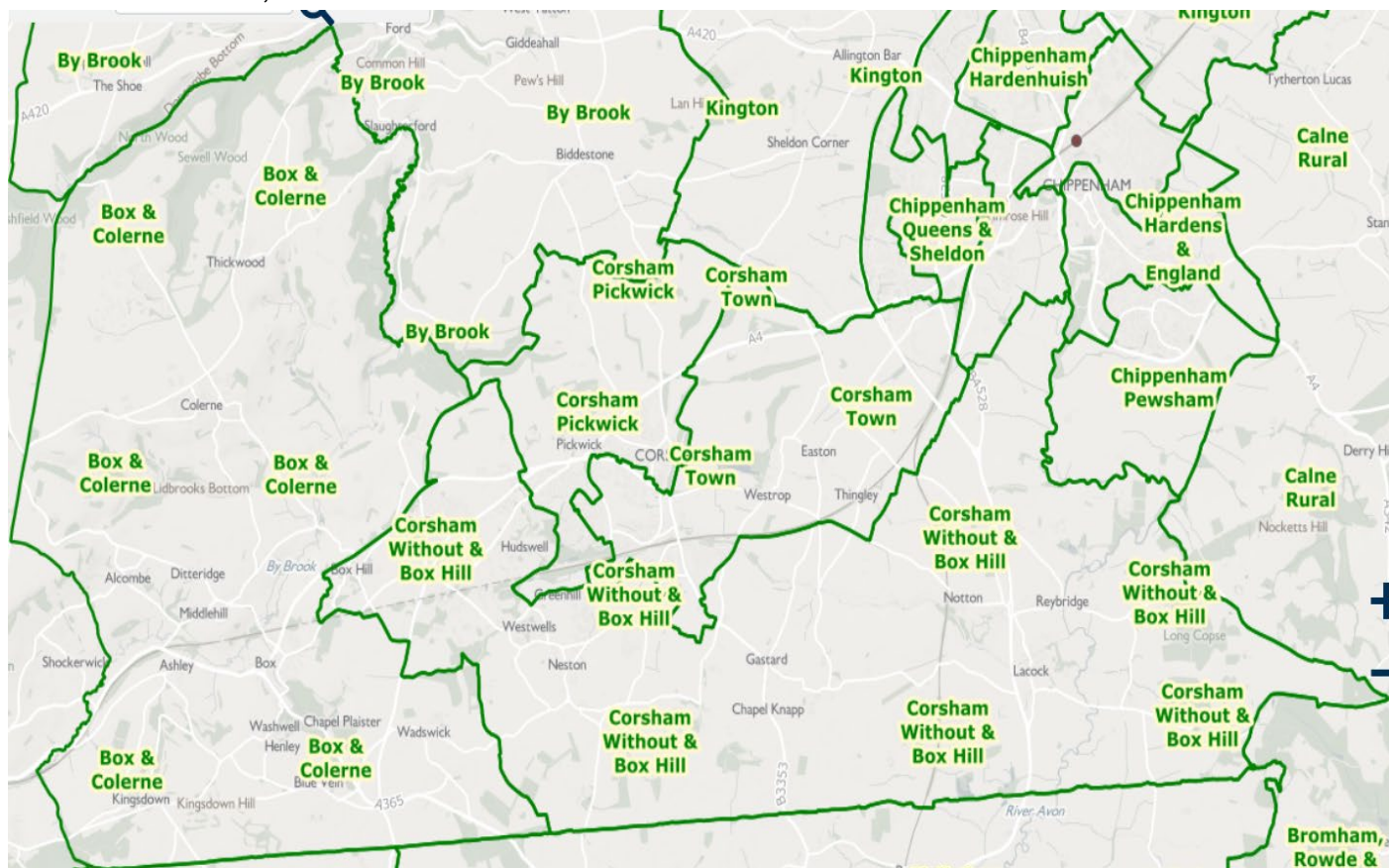
**That the Chippenham and Villages Area Board comprise the Divisions of By Brook, Chippenham Cepen Park and Derriads, Chippenham Cepen Park and Hunters Moon, Chippenham Hardenhuish, Chippenham Hardenhuish and Central, Chippenham Lowden and Rowden, Chippenham Monkton, Chippenham Pewsham, Chippenham Sheldon, and Kington.**



## **Corsham**

### **Current Area Board**

37. The existing Area Board comprises the Divisions of Box and Colerne, Corsham Pickwick, Corsham Town, and Corsham Without and Box Hill.



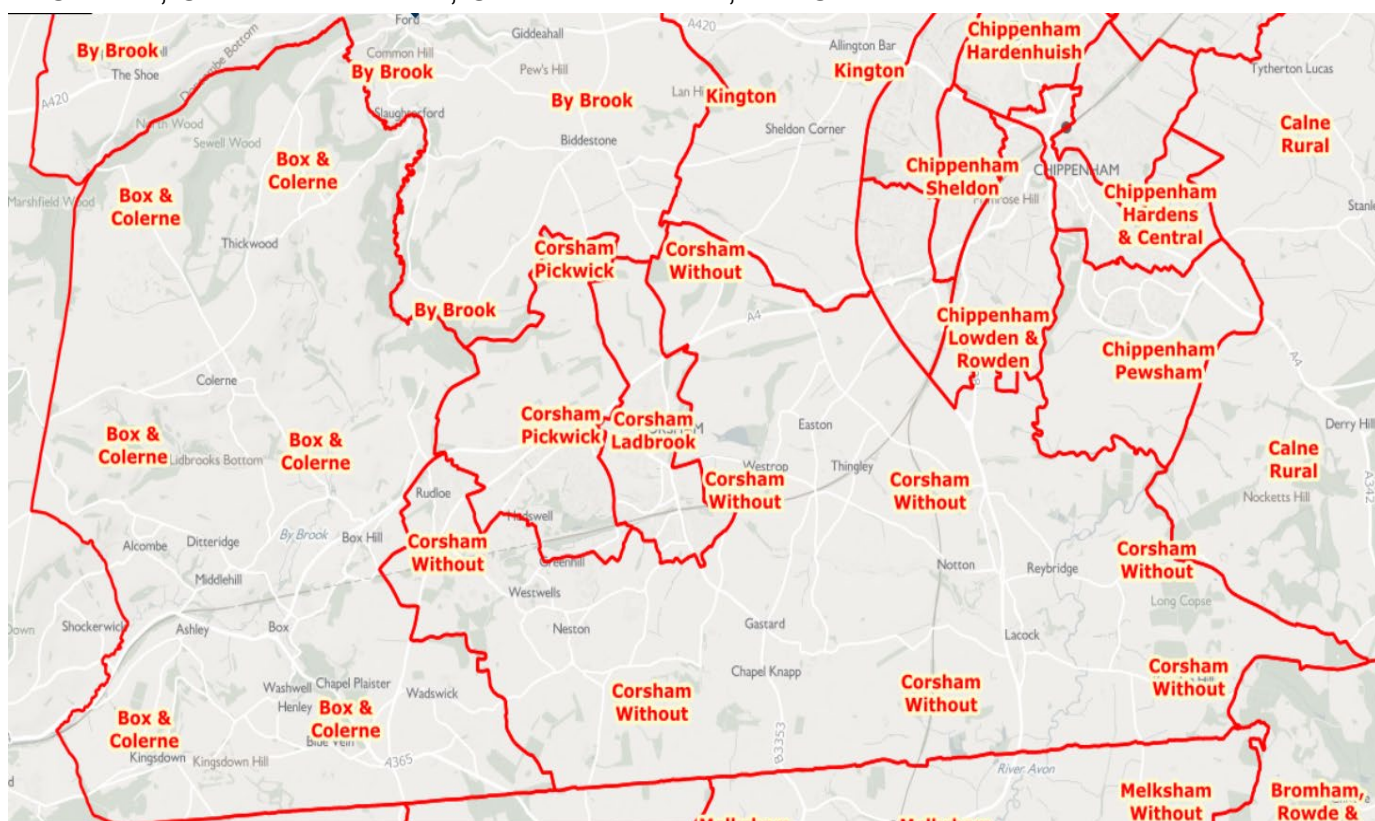
### **Preparations of Draft Recommendations**

38. It was not considered there were any community connections sufficient to include further Divisions from the north and south, and the current inclusion of four Divisions together including four parishes, was appropriate.

39. Following the Community Governance Review decision by Full Council on 9 September 2020, Lacock Parish would not be split between Area Boards by the proposal.

Proposed Area Board

40. Accordingly, it was proposed that the Area Board comprise the Divisions of Box and Colerne, Corsham Ladbrook, Corsham Pickwick, and Corsham Without.



Consultation on Draft Recommendations

41. 3 comments were received to the online survey, with all being in agreement. Comments included that the proposals incorporated all parishes in the Corsham Area.

42. A comment was also received from Box Parish Council raising no objections to the proposal.

43. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

Recommendation 5

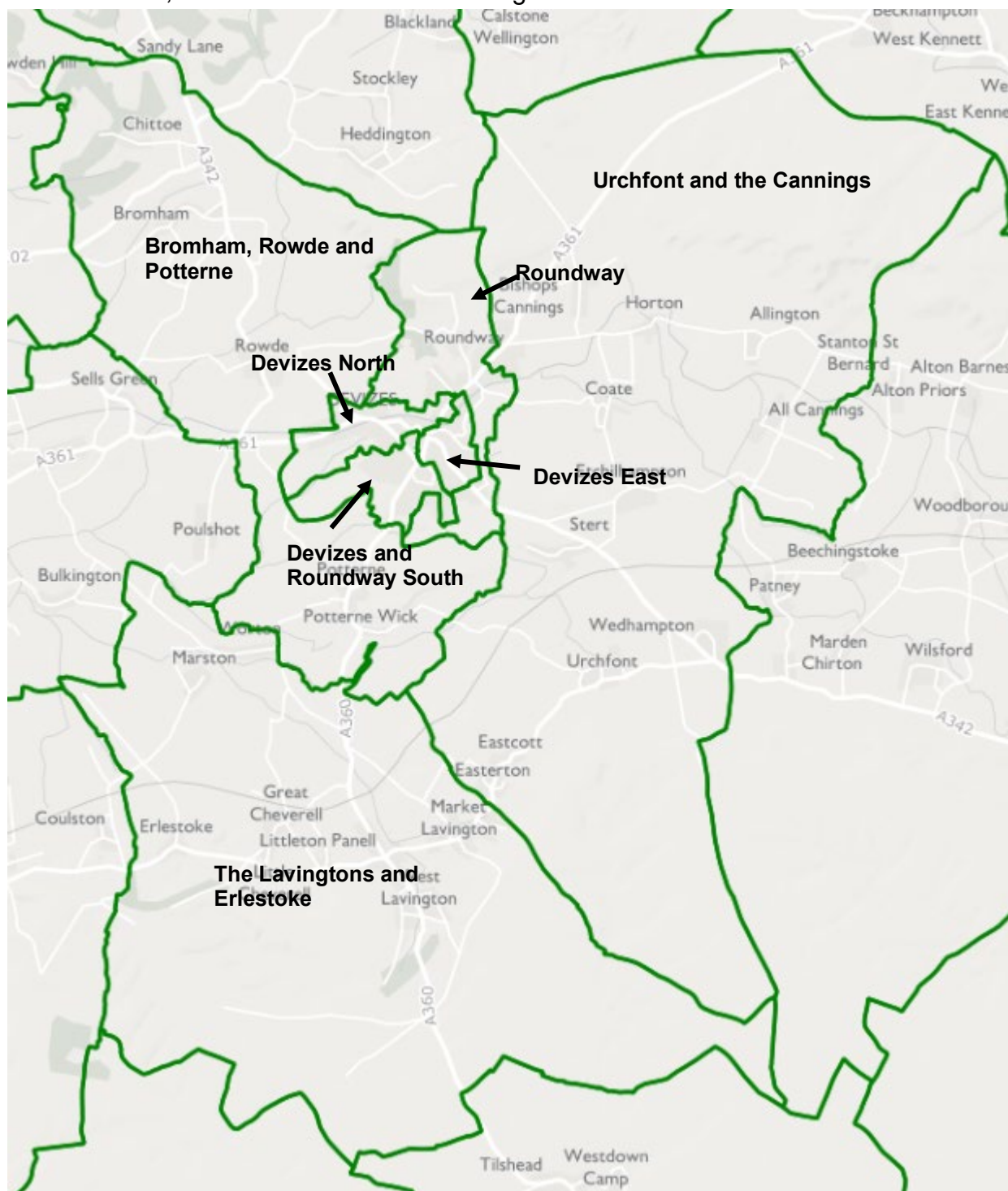
**That the Corsham Area Board comprise the Divisions of Box & Colerne, Corsham Ladbrook, Corsham Pickwick, and Corsham Without.**



**Devizes**

**Current Area Board**

44. The existing Area Board comprises the Divisions of Bromham, Rowde and Potterne, Devizes East, Devizes North, Devizes and Roundway South, Roundway, The Lavingtons and Erlestoke, and Urchfont and the Cannings.



**Preparation of Draft Recommendations**

45. As a result of the Electoral Review of Wiltshire Council the parishes of Seend, Bulkington and Poulshot, currently part of Melksham Area Board, had been included within the Devizes Rural West Division, along with the parish of Coulston, currently a part of Westbury Area Board. The parish of All Cannings had been included with the Pewsey Vale West Division.

46. The Committee noted that a significant part of the Devizes Rural West Division was presently associated with the Melksham area, although the majority of the electorate of the area was associated with Devizes. Communities such as Potterne were closely linked with the town, whilst the parish of Seend lay between Melksham and Devizes, with other parishes relatively isolated but sharing character as smaller, rural communities.
47. On balance, the Committee considered that the overall Division was most closely aligned with Devizes and noted that given its name inclusion in another area would be a confusing arrangement. It therefore resolved to recommend the inclusion of the Division within Devizes Area Board.
48. It was not considered there was any justification for inclusion of further divisions within the area, noting the cohesive arrangements around Calne, the strong community links of the Pewsey Vale, and the geographic separation from other communities within the Warminster and Amesbury areas. Urchfont and Bishops Cannings was closely linked with Devizes and would not appropriately fit within another area.

#### Proposed Area Board

49. Accordingly, it was proposed that the Area Board comprise the Divisions of Bromham, Rowde and Roundway, Devizes East, Devizes North, Devizes South, Devizes Rural West, The Lavingtons, and Urchfont and Bishops Cannings.



Consultation on Draft Recommendations

50. 12 comments were received to the online survey, 10 in agreement, 1 in disagreement and 1 suggesting an amendment. Comments in agreement included that the proposals fairly represented the communities which look to Devizes as their market or principal town, that it was geographically sensible, and it recognised local sentiments.
51. 1 of those survey comments confirmed that Devizes Town Council supported the proposals. An additional comment was also received from Easterton Parish Council raising no objections to the proposal.
52. The comment in disagreement enquired why the parish of All Cannings was being moved to Pewsey when it has many links with Etchilhampton.
53. The parish of All Cannings is presently in the Electoral Division of Urchfont and the Cannings, which is within Devizes Area Board. The parish of Etchilhampton is also within that Electoral Division. However, from May 2021 All Cannings will be within the Electoral Division of Pewsey Vale West, whilst Etchilhampton will be within the Electoral Division of Urchfont and Bishops Cannings. The Pewsey Vale West Electoral Division also includes the parishes of Stanton St Bernard, Alton, Wilcot, Huish and Oare, Woodborough, Manningford, Patney, Beechingstoke, North Newnton, Upavon, Rushall, Charlton, Wilsford, Marden, and Chirton.
54. A submission was also received from Seend Parish Council, noting its links with Melksham which would be ongoing with many local issues, and their distance from Devizes, and their wish to remain with Melksham Area Board. This was also requested in the survey comment seeking amendment to the proposal.
55. The parish of Seend is presently within the Summerham and Seend Electoral Division, which is included as part of Melksham Area Board. From May 2021 it will be part of the Devizes Rural West Electoral Division.
56. The Devizes Rural West Electoral Division also includes the parishes of Poulshot, Potterne, Bulkington, Worton, Erlestoke and Coulston. Approximately 57% of the projected electorate of the Electoral Division is presently within the Devizes Area Board, 39% presently within the Melksham Area Board, and 4% presently within the Westbury Area Board. The Committee considered, on balance, that the Division most appropriately fit with Devizes Area Board, given all the parishes involved.
57. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Area Board as initially proposed in the Draft Recommendations, for the reasons originally set out above.

**Recommendation 6**

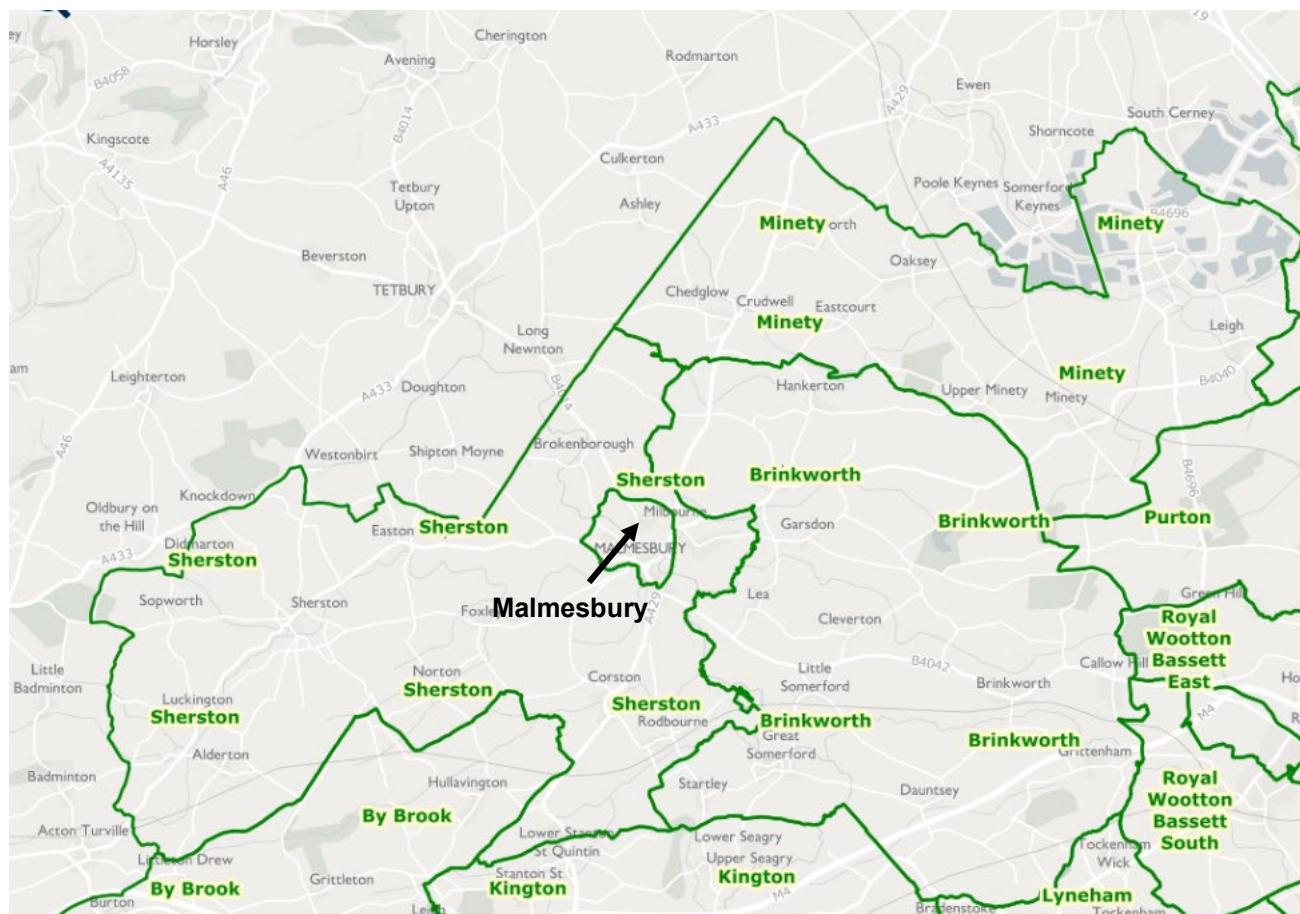
**That the Devizes Area Board comprise the Divisions of Bromham, Rowde and Roundway, Devizes East, Devizes North, Devizes Rural West, Devizes South, The Lavingtons, and Urchfont and Bishops Cannings.**



## Malmesbury

### Current Area Board

58. The existing Area Board comprises the Divisions of Malmesbury, Minety, Brinkworth and Sherston.



### Preparation of Draft Recommendations

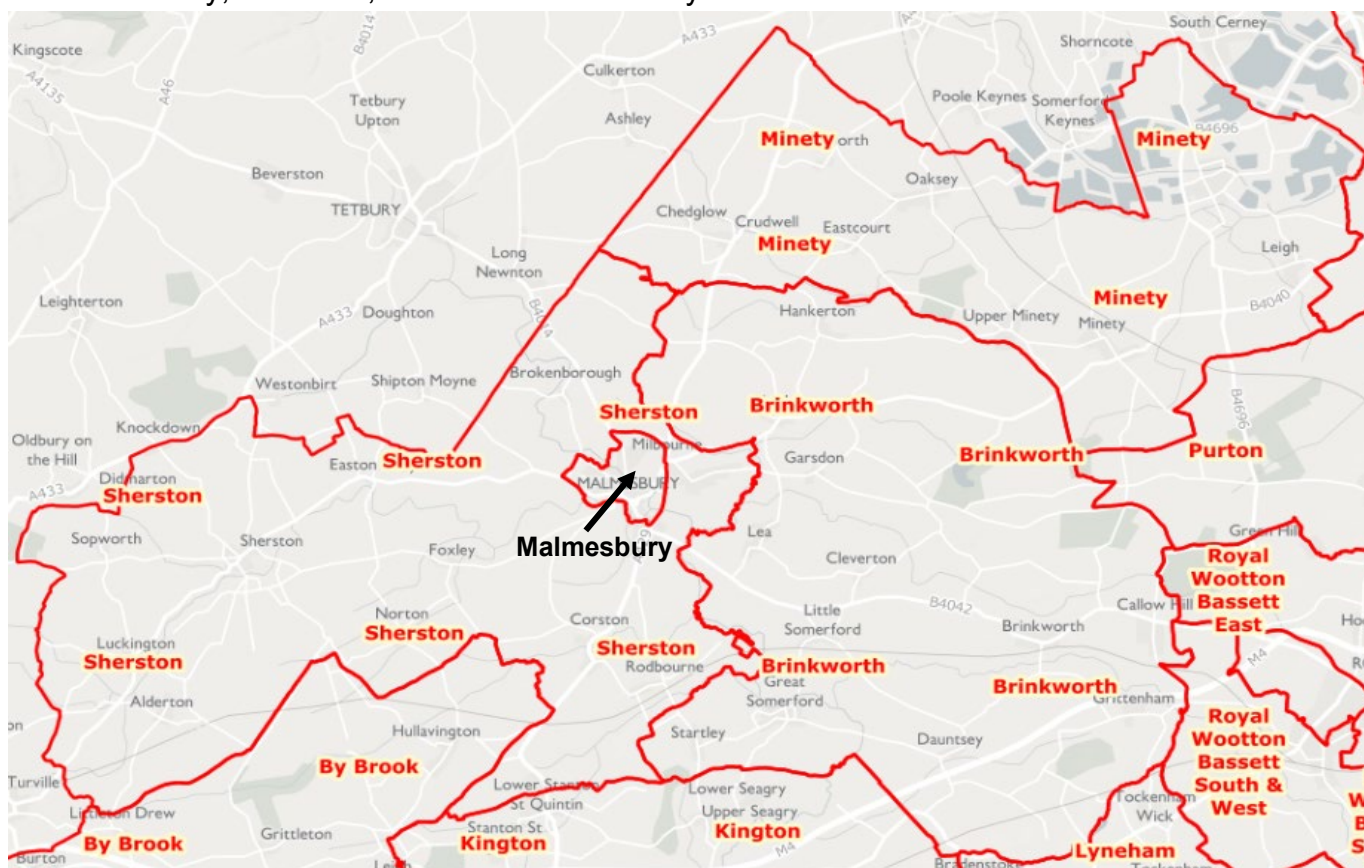
59. No areas external to the current Area Board had been included within the incoming Divisions, with the only change being inclusion of part of Malmesbury in the Sherston Division.

60. The Committee did consider whether the Divisions of By Brook or Kington might be included as part of the Malmesbury area, but concluded that although By Brook in particular had some separation from Chippenham, neither Division had closer connections with Malmesbury than with Chippenham.

61. Additionally, it was not considered that any Divisions to the East such as Cricklade and Latton had any community connections sufficient to suggest inclusion within the area.

Proposed Area Board

62. Accordingly, it was proposed that the Area Board continue to comprise the Divisions of Malmesbury, Sherston, Brinkworth and Minety.



Consultation on Draft Recommendations

63. 1 comment was received to the online survey, which was in agreement with the proposal. Malmesbury Town Council also confirmed they were in support of the proposal.

64. Following consideration of comments and discussion, it was therefore agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

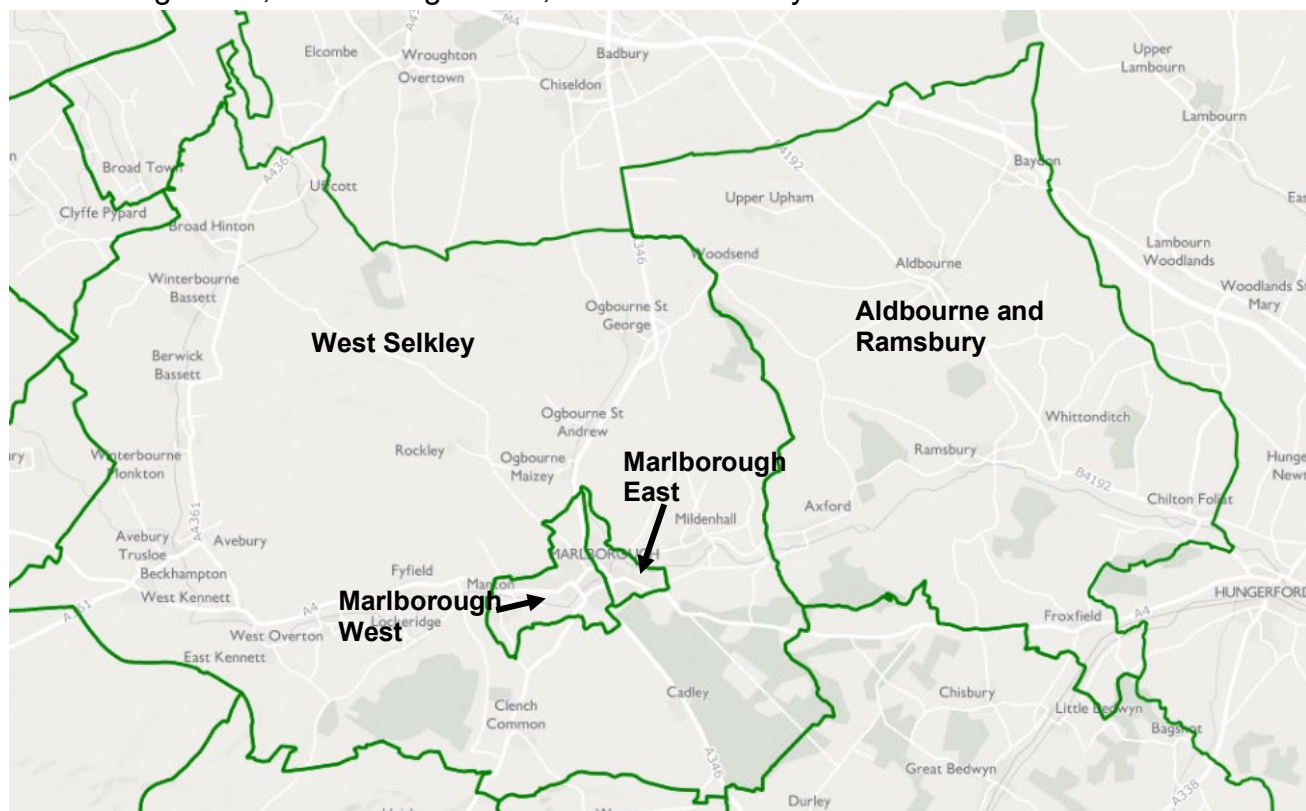
**Recommendation 7**

**That the Malmesbury Area Board comprise the Divisions of Brinkworth, Malmesbury, Minety and Sherston.**

## Marlborough

### Current Area Board

65. The existing Area Board comprises the Divisions of Aldbourne and Ramsbury, Marlborough East, Marlborough West, and West Selkley.



### Preparation of Draft Recommendations

66. As a result of the Electoral Review of Wiltshire Council the parishes of Broad Hinton and Winterbourne Bassett had been include as part of the Lyneham Division, presently within the Royal Wootton Bassett and Cricklade Area Board.

67. it was noted that 86% of the projected electorate for the Division were presently contained within Royal Wootton Bassett and Cricklade Area Board. Given this, and the links between the new parishes and Broad Town, the Committee recommended that Lyneham remain within that community area.

68. Marlborough Town had been included in two Divisions, each with a number of rural parishes attached.

69. As a result, this would leave the Marlborough area with only three electoral divisions, meaning it would be vulnerable to becoming inquorate in the event of absence or conflict of a single Member.

70. The Committee considered whether the Marlborough area could be merged into a single area board with Pewsey, as the South West Wiltshire Area Board also contained more than a single community area. Both areas were large, rural areas with three Divisions. However, it was considered each had strong individual characters and that it would not be appropriate to merge the two together.



71. It was therefore considered whether to include the two areas in an area committee, which would enable Members from one to substitute for the other if necessary. Such an arrangement was presently in place for Pewsey and Tidworth.

72. The Committee felt that the present arrangements for Pewsey and Tidworth had ensured effective administration whilst retaining the community cohesiveness of both areas, and that the approach was suitable for Marlborough and Pewsey.

73. As Tidworth would also continue to only have three members, the Committee considered whether such an arrangement could be extended to cover all three areas in an Eastern Wiltshire Area Committee. Despite the distance between Tidworth and Marlborough, the Committee did not consider such cooperation would be inappropriate given other arrangements such as the Eastern Area Planning Committee and agreed all three community areas could appropriately substitute for one another.

### Proposed Area Board

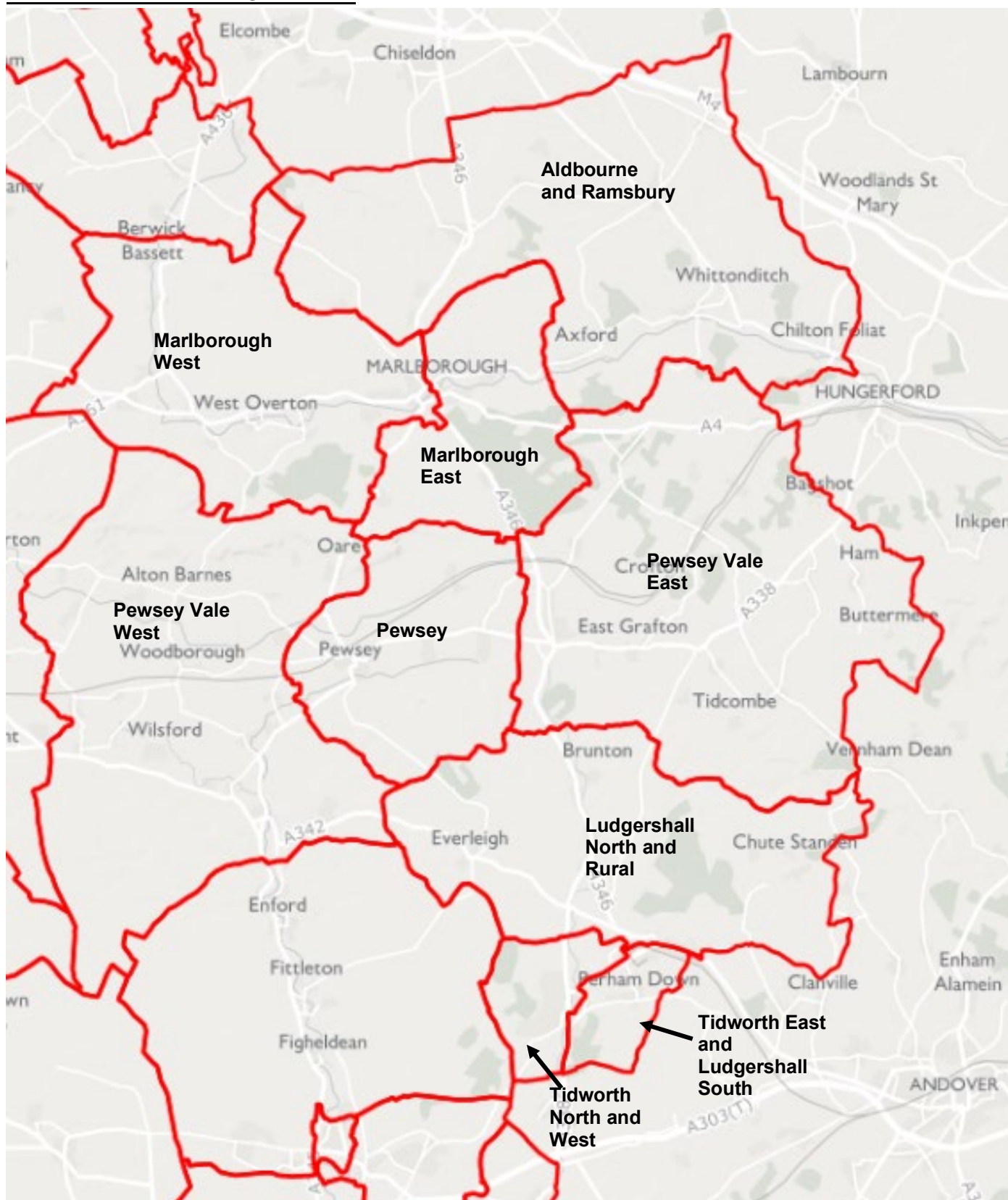
74. Accordingly, it was proposed that the Area Board comprise the Divisions of Aldbourne and Ramsbury, Marlborough East and Marlborough West.



75. The Committee also agreed that there should be an Eastern Wiltshire Area Committee, shown overleaf, which would appoint members to Marlborough, Pewsey and Tidworth Area Boards to enable substitution between the Area Boards.

76. Whilst each Area Board would meet separately, appoint their own chairmen and decide on community grants, the Committee did recommend that the Eastern Wiltshire Area Committee should meet as a group several times a year in order to enable closer cooperation on wider community issues.

Eastern Wiltshire Area Committee



Consultation on Draft Recommendations

77.9 comments were received to the online survey, with 3 in agreement and 6 in disagreement with the proposal. Comments in agreement included it being simpler.

78.5 of the comments in disagreement referenced objections to being included within the Pewsey Vale East Division or Pewsey generally, referencing matters including local

surgeries being in Ramsbury and connections of the parish of Froxfield with Aldbourne and Ramsbury and lack of connections with Pewsey.

79. The parish of Froxfield was previously within the Aldbourne and Ramsbury Electoral Division, which is within Marlborough Area Board, but from May 2021 will be part of the Pewsey Vale East Electoral Division, which is proposed to be within Pewsey Area Board.
80. Many of the objections are a continuation of objections raised during the Electoral Review of Wiltshire Council to the inclusion of Froxfield within the Pewsey Vale East Division, the composition of which has been confirmed by Parliament.
81. Under the constitution with an Electoral Division only able to be in one Area Board and were Froxfield to be included in the Marlborough Area Board this would mean the entire Division would need to be included. Other parishes in Pewsey Vale East include Little Bedwyn, Great Bedwyn, Burbage, Grafton, Shalbourne, Ham, Buttermere and Tidcombe & Fosbury.
82. This would also result in Pewsey Area Board containing only 2 Electoral Divisions under present proposals.
83. A further comment in objection was from Marlborough Town Council in disagreement with the proposals. The comments objected to the use of a substitute arrangement to avoid the risk of becoming inquorate for decision making and raised concerns of political balance.
84. As an Area Committee, rules on political proportionality do not apply to Area Boards. The council's two current Area Boards with only 3 Electoral Divisions, Pewsey and Tidworth, have operated as independent boards with a substitute arrangement since 2009, which the proposals recommend be extended to include the new 3 member Marlborough Area Board, for rare occasions when it might be needed. Any member who was to be absent would be able to choose which member they wished to substitute in their place.
85. The Committee noted the comments received, many of which were more in relation to the Division and did not consider it appropriate in respect of governance or community to amend its Draft Recommendations in respect of the proposed Divisions.
86. Additionally, it was satisfied that extending the substitute arrangement already in place for Pewsey and Tidworth to include Marlborough was a suitable administrative arrangement which would not negatively impact the Board arrangements.
87. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

### **Recommendation 8**

**That the Marlborough Area Board comprise the Divisions of Aldbourne & Ramsbury, Marlborough East and Marlborough West.**

**That the Eastern Wiltshire Area Committee comprise the Divisions of Marlborough, Pewsey and Tidworth Area Boards, to enable where appropriate the use of substitution arrangements.**



## **Melksham**

### **Current Area Board**

88. The existing Area Board comprises the Divisions of Melksham Central, Melksham North, Melksham South, Melksham Without North, Melksham Without South, and Summerham and Seend.



### **Preparation of Draft Recommendations**

89. As a result of the Electoral Review of Wiltshire Council the parishes of Seend, Bulkington and Poulshot, had been included within the Devizes Rural West Division. The parish of Atworth was included within the Holt Division.

90. The Committee noted that a significant part of the Devizes Rural West Division was presently associated with the Melksham area, although the majority of the electorate of the area was associated with Devizes. Communities such as Potterne were closely linked with the town, whilst the parish of Seend lay between Melksham and Devizes, with other parishes relatively isolated but sharing character as smaller, rural communities.

91. On balance, the Committee considered that the overall Division was most closely aligned



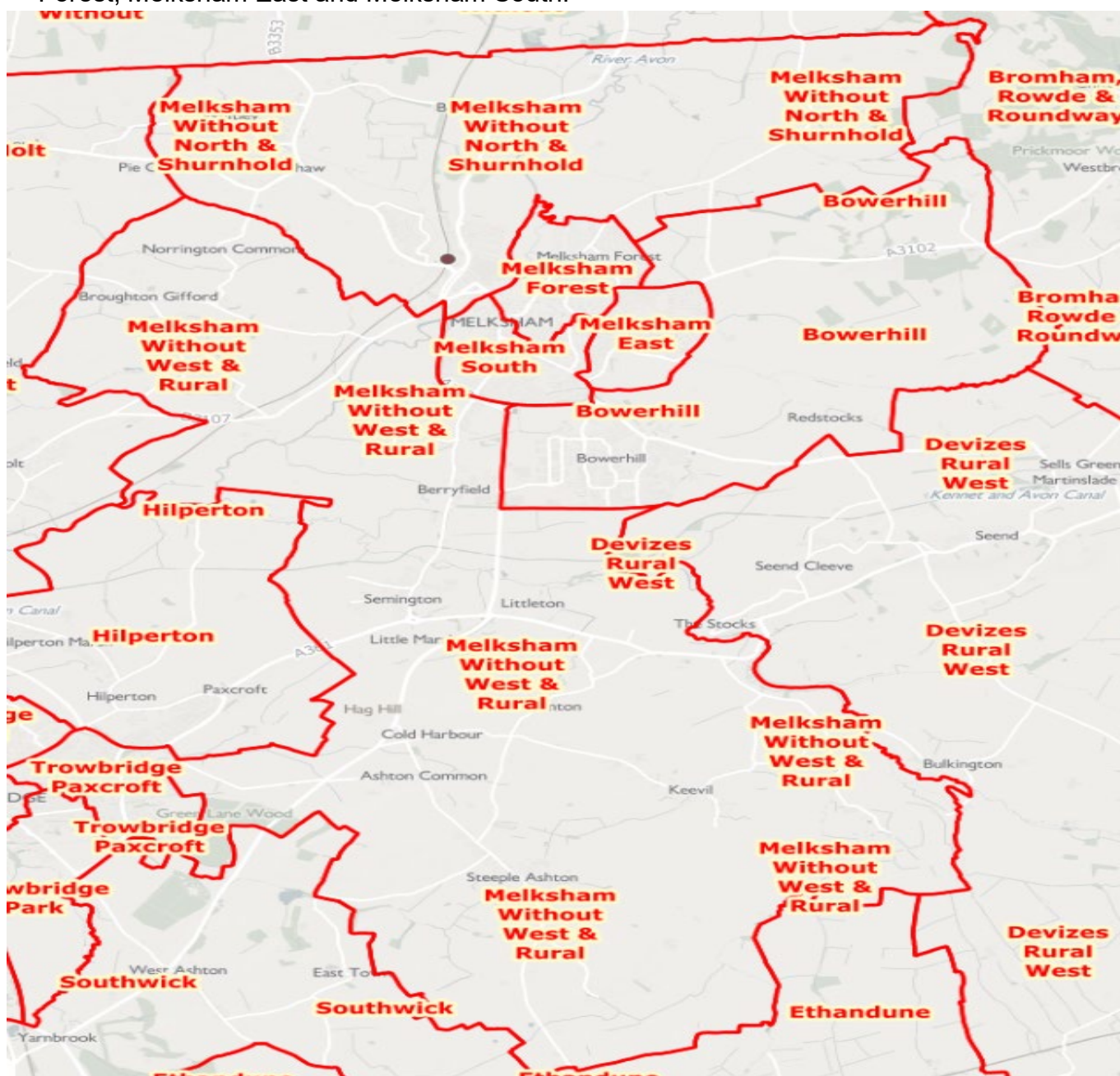
with Devizes and noted that given its name inclusion in another area would be a confusing arrangement. It therefore resolved to recommend the inclusion of the Division within Devizes Area Board rather than Melksham Area Board.

92. Whilst Atworth lay between Bradford-on-Avon and Melksham and might have closer links with the latter, the large majority of the Holt Division was presently part of the Bradford-on-Avon Area Board. Furthermore, if the Division were included within Melksham, this would result in the Bradford-on-Avon Area Board being reduced to only three Divisions and requiring some form of substitution arrangement.

93. The Committee did not consider that would be appropriate, and therefore recommended that Holt Division remain within Bradford-on-Avon Area Board.

### Proposed Area Board

94. Accordingly, it was proposed that the Area Board comprise the Divisions of Bowerhill, Melksham Without North and Shurnhold, Melksham Without West and Rural, Melksham Forest, Melksham East and Melksham South.



Consultation on Draft Recommendations

95. 6 comments were received to the online survey. 2 comments were in agreement, stating that there are historic links with villages to the south of the town, Semington in particular.
96. 4 comments suggested an amendment. 1 stated that the Area Board should still include the parish of Atworth but not Steeple Ashton. 3 stated that the parish of Seend should be included within Melksham Area Board, rather than Devizes Area Board, given the connections with Melksham more than Devizes.
97. From May 2021 the parish of Atworth will be part of the Holt Electoral Division, which is presently proposed to be part of the Bradford-on-Avon Area Board, and also includes the parishes of Holt and Staverton. The parish of Steeple Ashton will be part of the Melksham Without West and Rural Electoral Division, including the parishes of Semington, Great Hinton, Keevil and part of the parish of Melksham Without.
98. A submission was also received from Seend Parish Council, noting its links with Melksham which would be ongoing with many local issues, and their distance from Devizes, and their wish to remain with Melksham Area Board.
99. As noted under the Devizes section, the parish of Seend is presently within the Summerham and Seend Electoral Division, which is within Melksham Area Board. From May 2021 it will be part of the Devizes Rural West Electoral Division. Under the constitution each Division may only be in one Area Board. The Devizes Rural West Electoral Division also includes the parishes of Poulshot, Potterne, Bulkington, Worton, Erlestoke and Coulston. Approximately 57% of the projected electorate of the Electoral Division is presently within the Devizes Area Board, 39% presently within the Melksham Area Board, and 4% presently within the Westbury Area Board.
100. The Committee continued to considered, on balance, that the Division most appropriately fit with Devizes Area Board, given all the parishes involved.
101. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 9**

**That the Melksham Area Board comprise the Divisions of Bowerhill, Melksham Without North and Shurnhold, Melksham Without West and Rural, Melksham Forest, Melksham East and Melksham South.**

## **Pewsey**

### **Current Area Board**

102. The existing Area Board comprises the Divisions of Burbage and the Bedwyns, Pewsey, and Pewsey Vale.
103. The Area Board was currently appointed as part of the Pewsey and Tidworth Area Committee, including the Divisions of The Collingbournes and Netheravon, Tidworth, and Ludgershall and Perham Down, to enable substitution arrangements as a result of having only three Divisions.



### **Preparation of Draft Recommendations**

104. A number of parishes including All Cannings, Tidcombe and Fosbury, and Froxfield had been moved into Pewsey area Divisions.
105. The Committee considered whether it was appropriate to merge the Area Board with Marlborough for a single six-Division area board, noting both areas were large and rural with a major town or large village as a focal point. However, the Committee felt that each area had a distinct character, noting the strong community connections of the Pewsey Vale, and so did not resolve to recommend such an option.
106. It was therefore considered whether to include the two areas in an area committee, which would enable Members from one to substitute for the other if necessary. Such an arrangement was presently in place for Pewsey and Tidworth.
107. The Committee felt that the present arrangements for Pewsey and Tidworth had ensured effective administration whilst retaining the community cohesiveness of both areas, and that the approach was suitable for Pewsey and Marlborough.



108. As Tidworth would also continue to only have three members, the Committee considered whether such an arrangement could be extended to cover all three areas in an Eastern Wiltshire Area Committee. Given the existing arrangement with Tidworth and Pewsey, the Committee did not consider such cooperation would be inappropriate given other arrangements such as the Eastern Area Planning Committee and agreed all three community areas could appropriately substitute for one another.

Proposed Area Board

109. Accordingly, it was proposed that the Area Board comprise the Divisions of Pewsey, Pewsey Vale East and Pewsey Vale West.

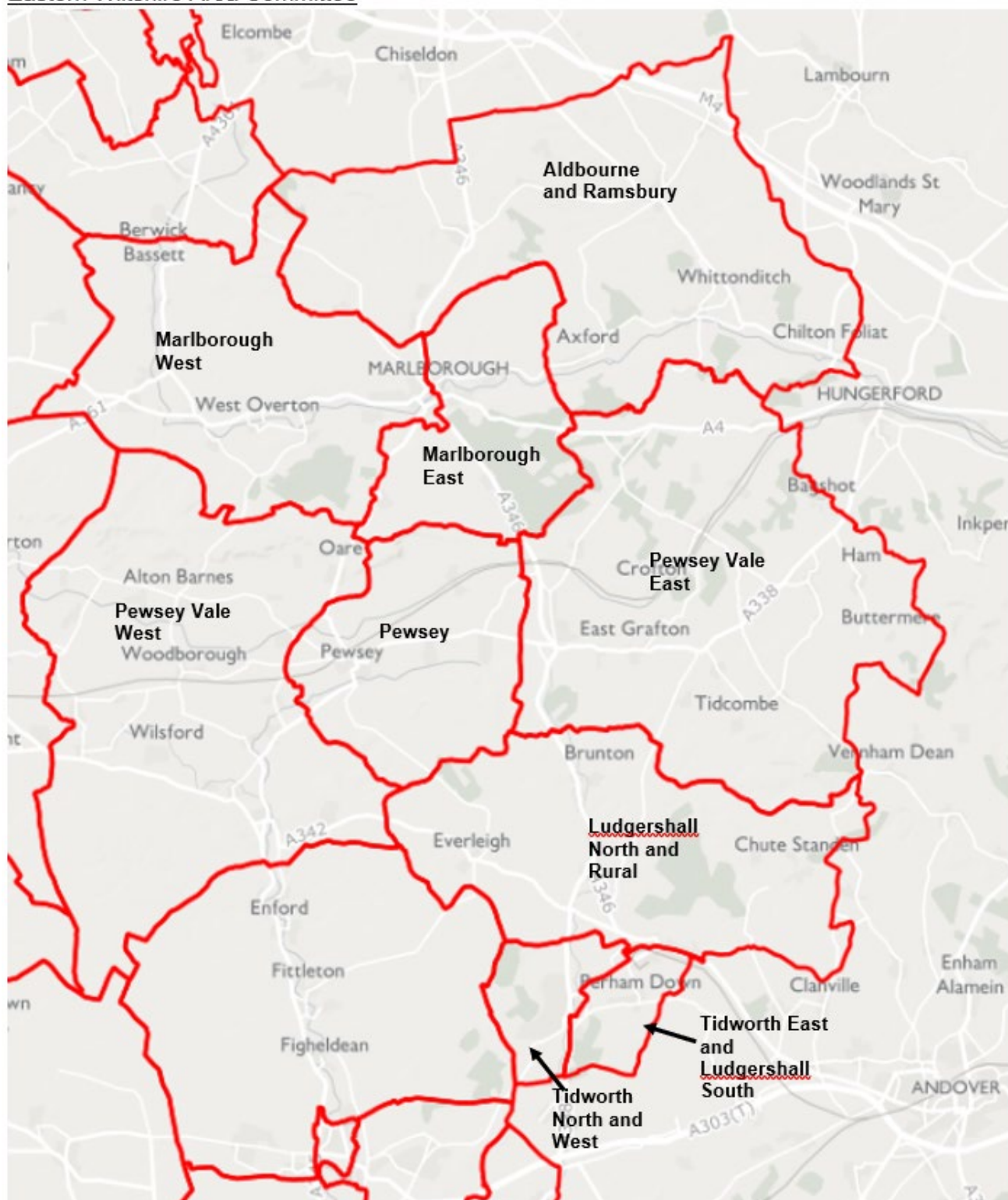


110. The Committee also agreed that there should be an Eastern Wiltshire Area Committee, shown overleaf, which would appoint members to Marlborough, Pewsey and Tidworth Area Boards to enable substitution between the Area Boards.

111. Whilst each Area Board would meet separately, appoint their own chairmen and decide on community grants, the Committee did recommend that the Eastern Wiltshire Area Committee should meet as a group several times a year in order to enable closer cooperation on wider community issues.



Eastern Wiltshire Area Committee



Consultation on Draft Recommendations

- 112. 17 comments were received to the online survey, with 3 in agreement and 13 in disagreement. Comments in agreement included that it was an efficient way to meet the needs of parishes and would not affect the efficiency of the current Area Board.
- 113. 1 Comment was listed as an amendment, stating that a reference to the parish of Chirton should be corrected to Chirton and Conock Parish Council. Council information is that the legal name of the parish is Chirton, however a request could be made to amend this at a future date if the parish wished.

114. Many of the comments in disagreement directly referenced the parish of Froxfield and its connections with Marlborough and the current Marlborough Area Board, stating it has limited community or geographic links with Pewsey Area Board. Other comments referred to a parish or parish council they state has relationships and connections with Marlborough and were from postcodes in the Froxfield area.
115. As noted under the Marlborough summary, above, the Parish of Froxfield will be within the Pewsey Vale East Electoral Division from May 2021. Including Pewsey Vale East within the Marlborough Area Board would leave only two Electoral Divisions within Pewsey Area Board under the current proposals, which would have governance implications as it could not be quorate for decision making.
116. A comment was also received from Wilcot, Huish and Oare Parish Council, stating continued opposition to any amalgamation of the Pewsey Area Board with Marlborough or Tidworth.
117. It was noted that the Pewsey Area Board is administratively at present a Sub-Committee of the Pewsey and Tidworth Area Committee, to enable substitution arrangements as each Board has only three Electoral Divisions. The Draft Recommendations proposal extends the arrangement to include Marlborough as it would also now have only three Electoral Divisions, but each area would retain its own Area Board as is the case at present.
118. The Committee in discussion noted the comments received, many of which were more in relation to the Division and did not consider it appropriate in respect of governance or community to amend its Draft Recommendations in respect of the proposed Divisions.
119. Additionally, it was satisfied that extending the substitute arrangement already in place for Pewsey and Tidworth to include Marlborough was a suitable administrative arrangement which would not negatively impact the Board arrangements for those areas already within such an arrangement as with Pewsey
120. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

### **Recommendation 10**

**That the Pewsey Area Board comprise the Divisions of Pewsey, Pewsey Vale East and Pewsey Vale West**

**That the Eastern Wiltshire Area Committee comprise the Divisions of Marlborough, Pewsey and Tidworth Area Boards, to enable where appropriate the use of substitution arrangements.**

## **Royal Wootton Bassett and Cricklade**

### **Current Area Board**

121. The existing Area Board comprises the Divisions of Cricklade and Latton, Purton, Royal Wootton Bassett East, Royal Wootton Bassett South, Royal Wootton Bassett North and Lyneham.



### **Preparation of Draft Recommendations**

122. As a result of the Electoral Review of Wiltshire Council, the Division of Lyneham will now include the parishes of Broad Hinton and Winterbourne Bassett, currently within the West Selkley Division of Marlborough Area Board.
123. In reviewing the area, the Committee did not consider there was any justification in including the Divisions of Brinkworth or Minety in the community area. Geographically the two Divisions were separated from the communities focusing around Cricklade and Royal

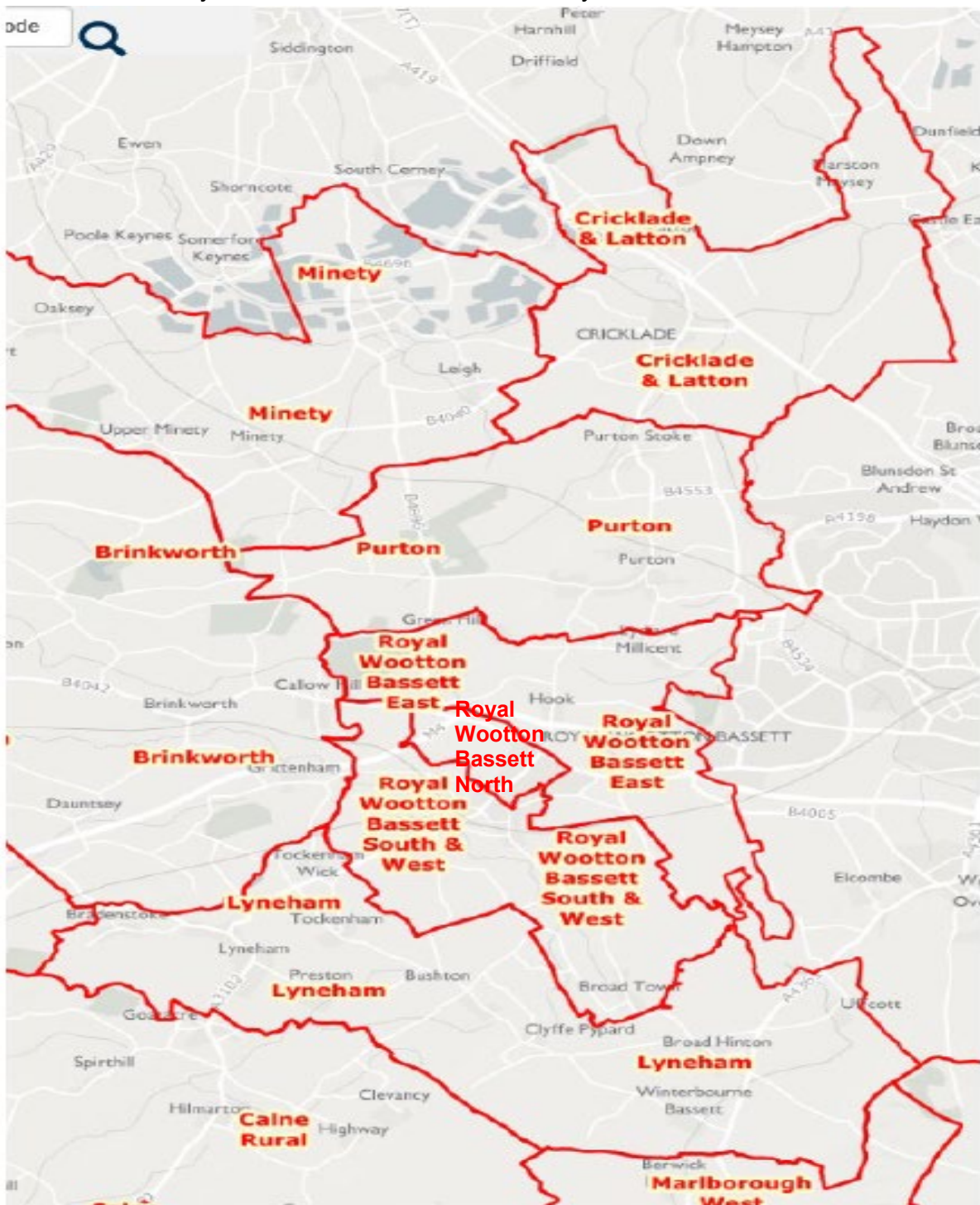


Wootton Bassett and along the border with Swindon. Equally, neither the Cricklade and Latton or Purton Divisions had closer connections to the Malmesbury area than with Royal Wootton Bassett.

124. In respect of the Lyneham Division, it was noted that 86% of the projected electorate for the Division were presently contained within Royal Wootton Bassett Area Board. Given this, and the links between the new parishes and Broad Town, the Committee recommended that Lyneham remain within the community area.

Proposed Area Board

125. Accordingly, it was proposed that the Area Board continue to comprise the following Divisions: Cricklade and Latton, Purton, Royal Wootton Bassett East, Royal Wootton Bassett South, Royal Wootton Bassett North and Lyneham.





Consultation on Draft Recommendations

126. 5 comments were received to the online survey, with 4 being in agreement and 1 in disagreement.
127. Comments in agreement included that it was logical and the only change of two additional parishes was realistic as a result of the Electoral Division changes.
128. The comment in disagreement was on behalf of the joint Parish Council of Broad Hinton and Winterbourne Bassett, however the objection was focused upon the composition of the Lyneham Electoral Division and the inclusion of those two parishes within that Division, not the composition of the Area Board. The inclusion of the parishes within the Lyneham Electoral Division has already been determined by the LGBCE and approved by Parliament and could not be revisited and changed as the parish council requested.
129. The Committee continued to consider that as set out for the Draft Recommendations the nature of the incoming Divisions and their composition meant that for reasons of community and governance Lyneham should remain within the Royal Wootton Bassett and Cricklade Area Board.
130. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

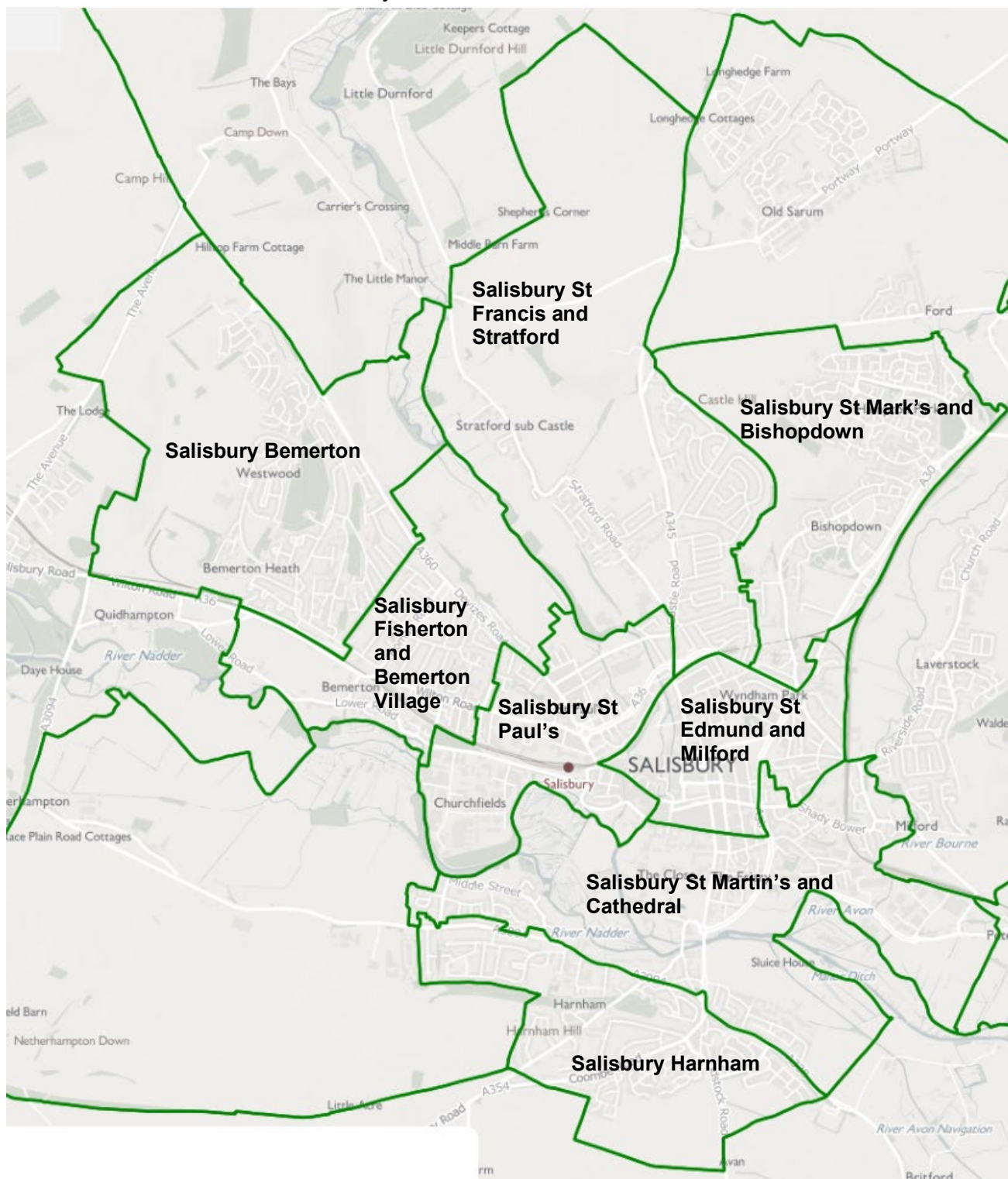
**Recommendation 11**

**That the Royal Wootton Bassett and Cricklade Area Board comprise the Divisions of Cricklade and Latton, Purton, Royal Wootton Bassett East, Royal Wootton Bassett South, Royal Wootton Bassett North and Lyneham.**

## **Salisbury**

### **Current Area Board**

131. The existing Area Board comprises the Divisions of Salisbury Bemerton, Salisbury Fisherton and Bemerton Village, Salisbury St Paul's, Salisbury St Francis and Stratford, Salisbury St Mark's and Bishopdown, Salisbury St Edmund and Milford, Salisbury St Martin's and Cathedral, and Salisbury Harnham.



### **Preparation of Draft Recommendations**

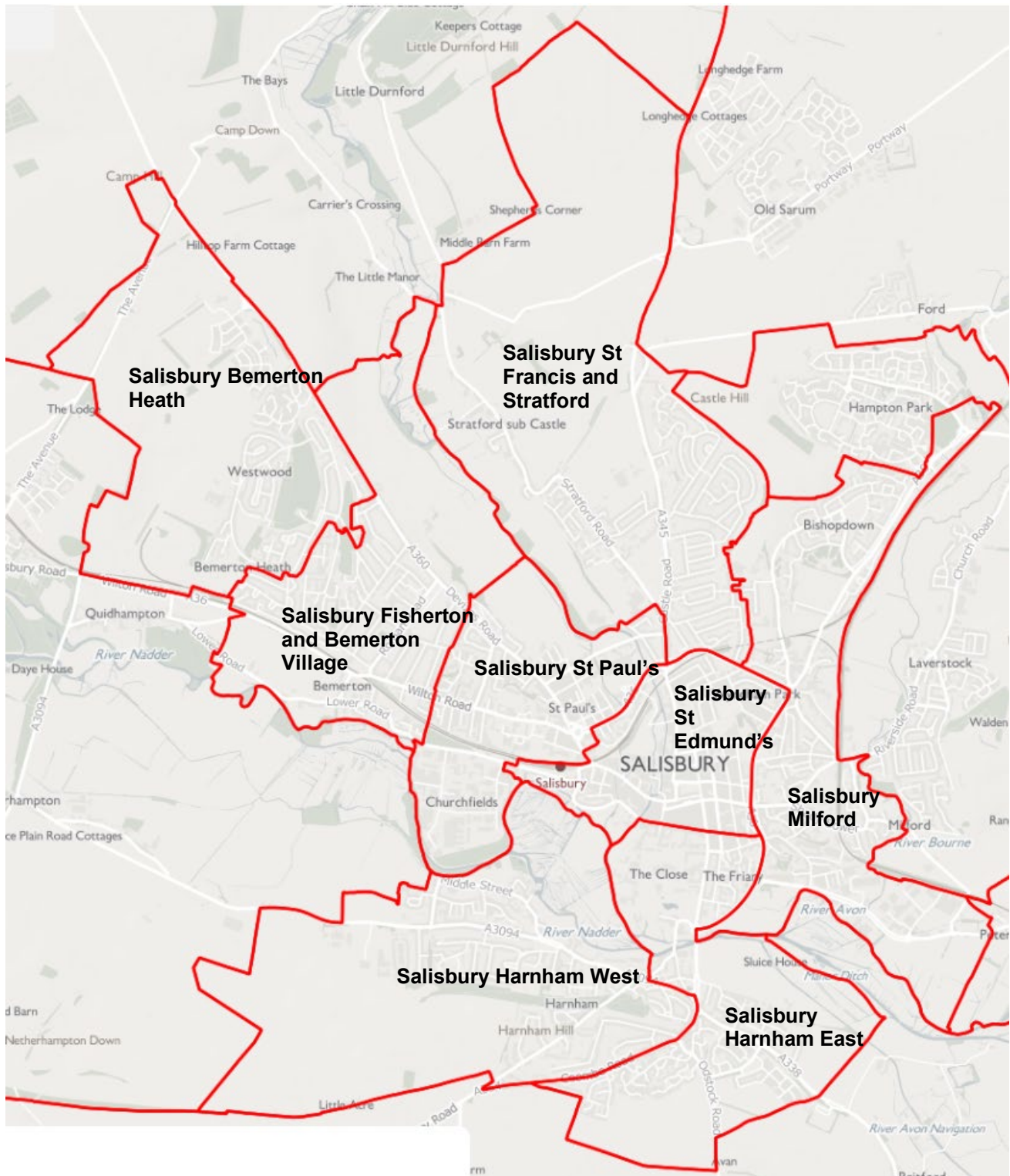
132. The existing Salisbury Area Board was the only Area Board where a parish was split between different Area Boards, with part of the parish of Laverstock and Ford within the Salisbury St Mark's and Bishopdown Division. Since the establishment of the Area Board

in 2009, more of the area had been transferred from the parish of Salisbury to Laverstock and Ford.

133. The Committee did not believe splitting parishes between Area Boards was sensible or desirable given the potential administrative confusion and community difficulty this could, and had, created in the past. It therefore resolved not to split a parish between different Area Boards.
134. Following the Community Governance Review decision by Full Council on 9 September 2020, Netherhampton Parish would not be split between Area Boards by the proposal.
135. There was some discussion of whether the smaller, more urban Division of Wilton would appropriately fit within the Salisbury Area Board. However, despite the proximity of the two areas, it was considered that Wilton's strong character apart from the city meant it should remain in its present Area Board.
136. It was also not considered appropriate that the Area Board expand to cover the rural parishes to the south and east of the city, given the strength of the communities as distinct from the city-based divisions.
137. In considering whether any other Divisions should be included within the Area Board the Committee noted as above its consideration that parishes not be split between Area Boards.
138. The former Bourne and Woodford Valley Division, currently within Amesbury Area Board, was now divided between the Winterslow and Upper Bourne Valley Division and the Old Sarum and Lower Bourne Valley Division. Both of those Divisions included areas previously within the Southern Area Board.
139. Additionally, the parish of Idmiston had been split between those two divisions by the LGBCE. The Committee therefore considered both should be in the same Area Board. The Parish of Laverstock and Ford, moreover, was split between the Old Sarum and Lower Bourne Valley Division and the Laverstock Division. To avoid splitting a parish between Area Boards, all three would need to be included in the same area.
140. The Committee did not consider creating a three-member Area Board of just those Divisions was justified or appropriate, given they would be dominated by Laverstock & Ford, and it would mean a further three Member Board to the south, with associated problems for a quorum for decision making.
141. As such, it was not considered that there was any justification based on community or geography to extend the Salisbury Area Board to include an area covering through the Bourne Valley to Cholderton or to the border of Wiltshire at Winterslow. It was not appropriate to include only the Laverstock Division, separated from a significant portion of the rest of the Laverstock and Ford parish.

Proposed Area Board

142. Accordingly, it was proposed that the Area Board comprise the Divisions of Salisbury Bemerton Heath, Salisbury Fisherton and Bemerton Village, Salisbury St Paul's, Salisbury St Francis and Stratford, Salisbury St Edmund's, Salisbury Milford, Salisbury Harnham East, Salisbury Harnham West.



Consultation on Draft Recommendations

143. No comments were received regarding Salisbury Area Board during the consultation.
144. Therefore, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.



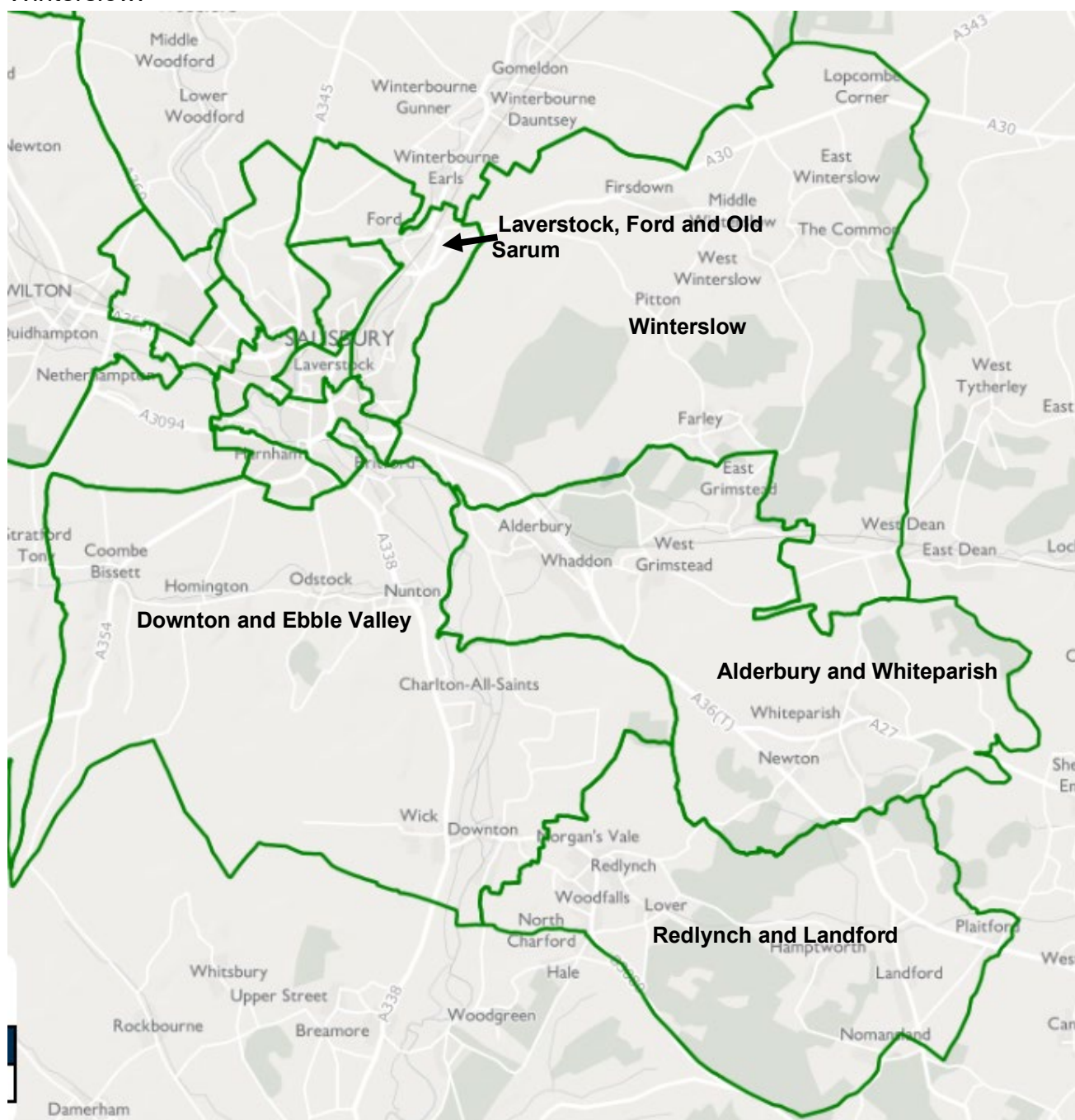
**Recommendation 12**

**That the Salisbury Area Board comprise the Divisions of Salisbury Bemerton Heath, Salisbury Fisherton and Bemerton Village, Salisbury St Paul's, Salisbury St Francis and Stratford, Salisbury St Edmund's, Salisbury Milford, Salisbury Harnham East, Salisbury Harnham West.**

## **Southern**

### **Current Area Board**

145. The existing Area Board comprises the Divisions of Laverstock, Ford and Old Sarum, Alderbury and Whiteparish, Redlynch and Landford, Downton and Ebble Valley, and Winterslow.



### **Preparation of Draft Recommendations**

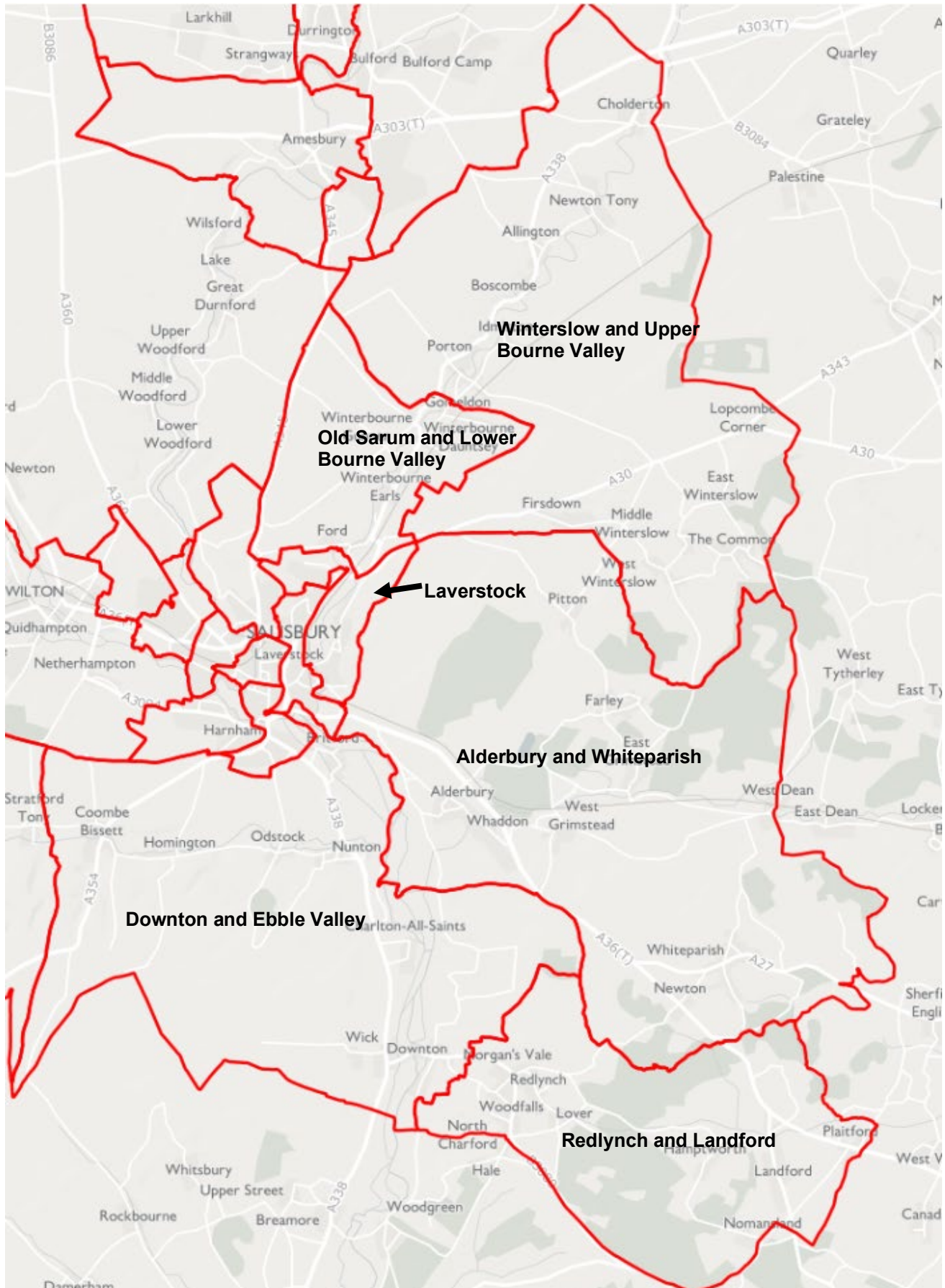
146. The Committee did not believe splitting parishes between Area Boards was sensible or desirable given the potential administrative confusion and community difficulty this could, and had, created in the past. It therefore resolved not to split a parish between different Area Boards.
147. The former Bourne and Woodford Valley Division presently within Amesbury Area Board was now divided between the Winterslow and Upper Bourne Valley Division and the Old Sarum and Lower Bourne Valley Division. Both of those Divisions included areas

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previously within the Southern Area Board.

148. Additionally, the parish of Idmiston had been split between those two divisions by the LGBCE. The Committee therefore considered both should be in the same Area Board. The Parish of Laverstock and Ford, moreover, was split between the Old Sarum and Lower Bourne Valley Division and the Laverstock Division. To avoid splitting a parish between Area Boards, all three would need to be included in the same area.
149. The Committee did not consider creating a three-member Area Board of just those Divisions was justified or appropriate, given they would be dominated by Laverstock and Ford, and it would mean a further three Member Board to the south, with associated problems for a quorum for decision making.
150. Therefore, the Committee had to decide if the three Divisions should be within the Amesbury Area Board or a South East Wiltshire Area Board.
151. In terms of projected electorate, the majority had previously been within the Southern Area Board, though significant numbers had not. Connections between the Upper Bourne Valley and the southern area were not great, however the nature of the Division, which the Council had objected to, could not be altered. Winterslow was the most significant settlement of that Division and including all three Divisions with Amesbury would create an extremely large community area stretching from Enford to the borders of Salisbury.
152. Therefore, on balance, it was considered that the three divisions most appropriately fitted with the South East area.
153. It was discussed whether other areas could be included within the Area Board, such as Wilton or Fovant and Chalke Valley, however it was not felt that there were sufficient connections to justify such an arrangement.

Proposed Area Board

154. Accordingly, it was proposed that the Area Board comprise the Divisions of Laverstock, Old Sarum and Lower Bourne Valley, Winterslow and Upper Bourne Valley, Alderbury and Whiteparish, Downton and Ebble Valley, and Redlynch and Landford.





Consultation on the Draft Recommendations

155. 3 comments were received to the online survey, with 12 in agreement and 1 in disagreement.
156. Comments in agreement included that the proposals retained Laverstock & Ford in one Area Board, that it was a sensible area, but also noting that some areas may feel a bit isolated. 1 comment stated that renaming the area to South East [Wiltshire] Area Board might address concerns of areas around Porton and Idmiston, previously within the Amesbury Area Board, about the expanded area. Others confirmed that Pitton and Farley Parish Council and Britford Parish Council were in agreement with the proposal.
157. The comment in disagreement stated it would prefer to retain the title of Southern Area Board as more reflective of the Geography of the area.
158. At its meeting on 1 October 2020, a majority of the Unitary Members of the Southern Area Board supported retaining the name of Southern Area Board for the proposed area. An additional comment was also received from the Chairman of the Area Board affirming the name Southern Wiltshire Area Board.
159. A comment from Winterslow Parish Council supported the makeup of South East Wiltshire Area Board, as did Winterbourne Parish Council, so that the Bourne Valley parishes were all in the same Board.
160. The Committee considered the comments and noted no disagreement had been received on the composition of Divisions within the Area Board, and so upheld its Draft Recommendations.
161. In respect of the name while there were some comments in support of the Draft Recommendation name, there was a clear view that retaining the present naming arrangements was most appropriate. There was some confusion over how the current Area Board was referred to, and the Committee considered that it was most commonly referred to as the Southern Area Board and therefore this should be the name of the Board officially.
162. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above, with the name Southern Area Board.

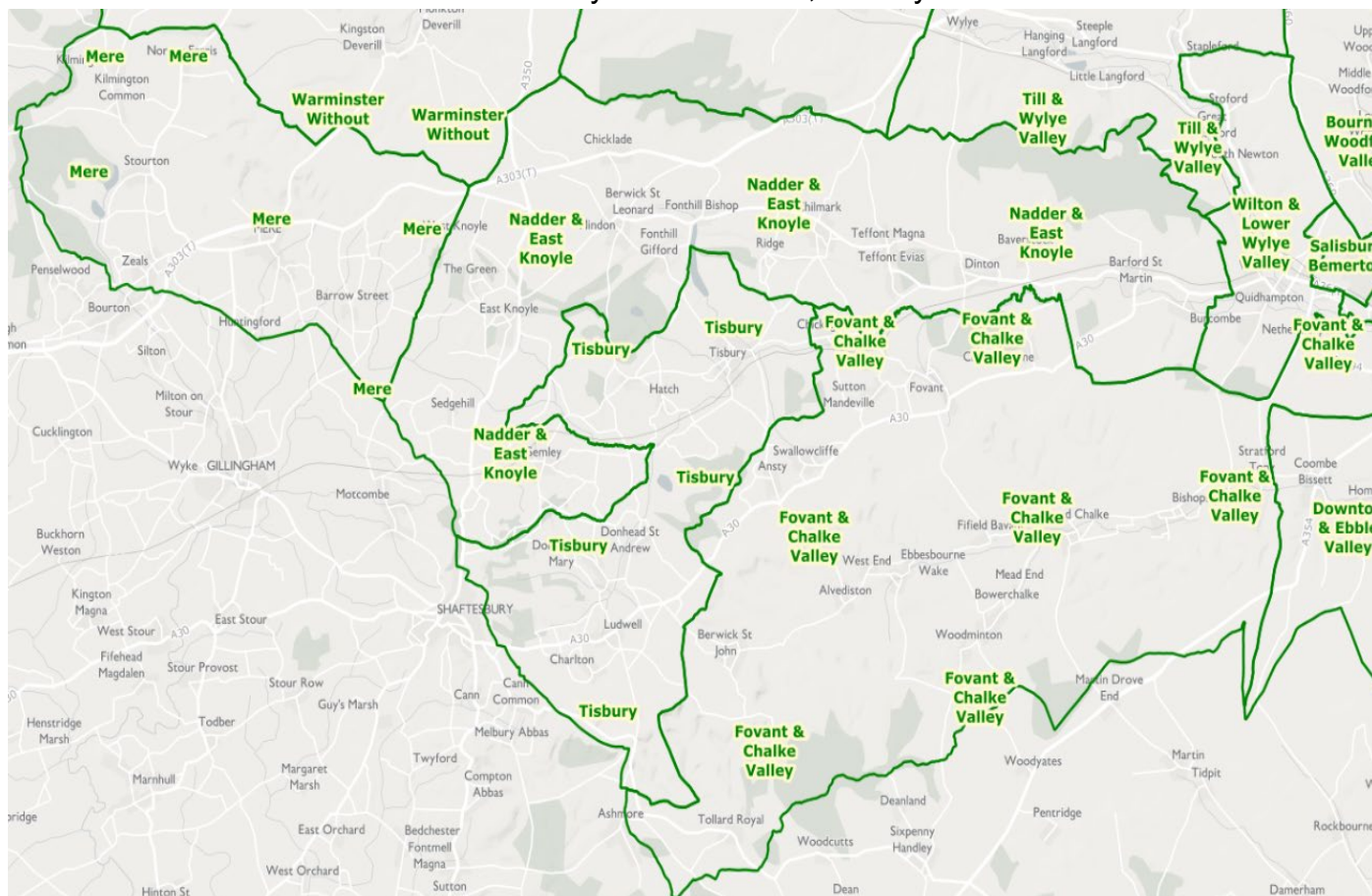
**Recommendation 13**

**That the Southern Area Board comprise the Divisions of Laverstock, Old Sarum and Lower Bourne Valley, Winterslow and Upper Bourne Valley, Alderbury and Whiteparish, Downton and Ebble Valley, and Redlynch and Landford.**

## **South West Wiltshire**

### **Current Area Board**

164. The existing Area Board comprises the Divisions of Mere, Nadder and East Knoyle, Tisbury, Fovant and Chalke Valley, and Wilton and Lower Wylde Valley.
165. The Area Board includes the community areas of Mere, Tisbury and Wilton.

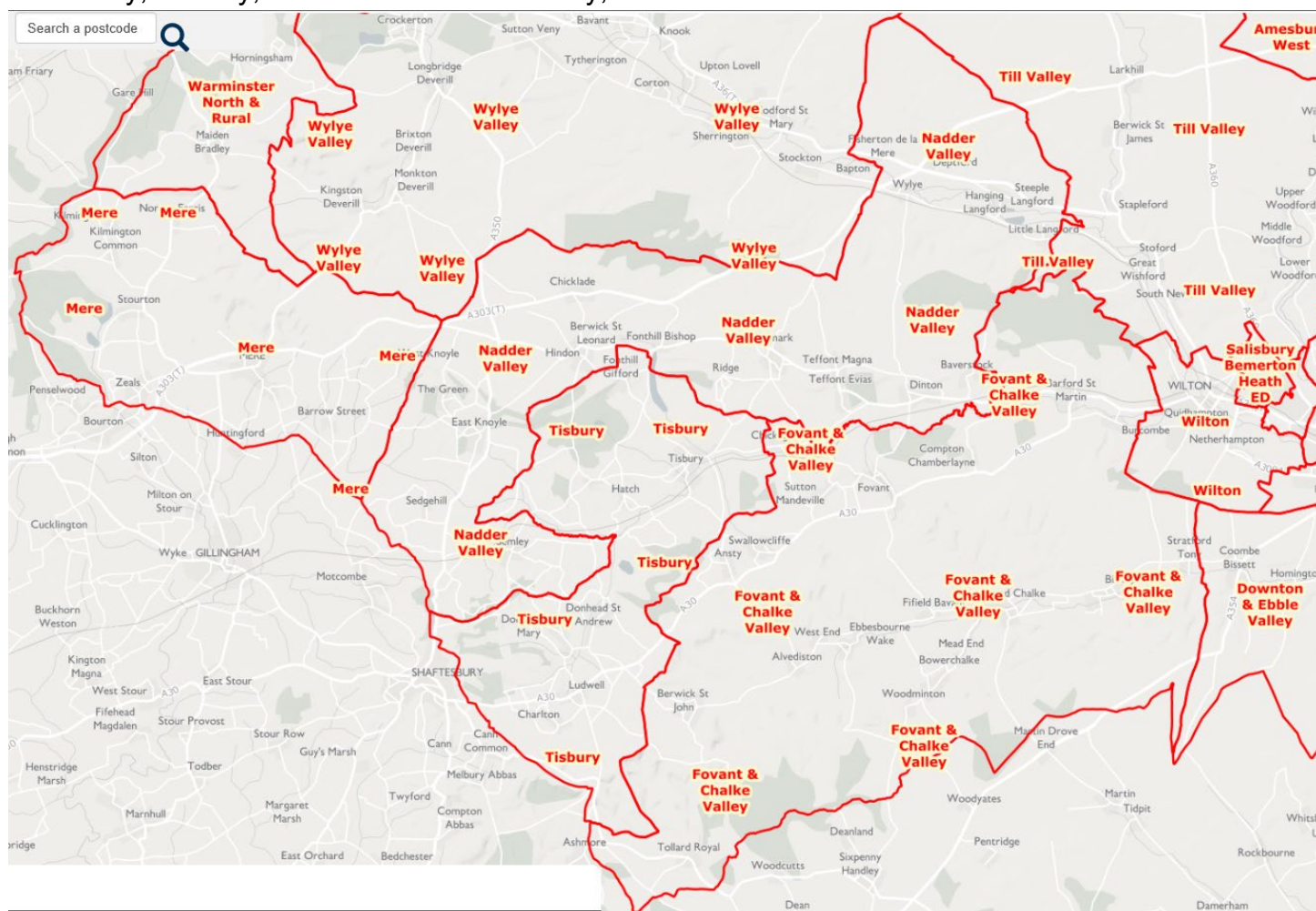


### **Preparation of Draft Recommendations**

166. As a result of the Electoral Review of Wiltshire Council the parishes of Steeple Langford and Wylde had been included within the Nadder Valley Division, and the parish of South Newton within the Till Valley Division.
167. As the vast majority of the area and population of the Nadder Valley Division was comprised of areas within the current South West Wiltshire Area Board it was recommended to remain within that Board. As the vast majority of the area and population of the Till Valley Division comprised of areas within the current Amesbury Area Board, it was recommended the Division remain within that Board.
168. It was discussed whether the smaller scale and more urban focus of the Wilton Division meant it might be appropriately included within the Salisbury Area Board, but the distinct character of the area as separate to the city meant the Committee did not consider this appropriate.
169. It was not considered that any other divisions had stronger connections with other areas.

**Proposed Area Board**

170. Accordingly, it was proposed that the Area Board comprise the Divisions of Mere, Nadder Valley, Tisbury, Fovant and Chalke Valley, and Wilton.



**Consultation on Draft Recommendations**

- 171. 5 comments were received to the online survey, with 3 in agreement, 1 in disagreement and 1 suggesting an amendment. A comment in agreement stated it was in line with what had been asked for by the parish council and was listed as being from Swallowcliffe parish. Another from Steeple Langford Parish Council did not object, but made various comments on consultation, integration within the Area Board, grant funding and other matters.
- 172. The suggested amendment stated that the Wilton area had a far more urban characteristic than the very rural south west.
- 173. The comment in disagreement stated that South Newton has much stronger links and affiliation with Wilton than Amesbury.
- 174. The parish of South Newton is presently in the Wilton and Lower Wylde Valley Electoral Division, part of South West Wiltshire Area Board. From May 2021 it will be within the Till Valley Electoral Division, proposed to be within the Amesbury Area Board. The incoming Electoral Division also includes the parishes of Tilshead, Orcheston, Shrewton, Winterbourne Stoke, Berwick St James, Wilsford cum Lake, Woodford, Durnford,

175. The Committee did not consider the comments provided sufficient reason to change its original recommendation in respect of the Board.
176. Therefore, following consideration of comments and discussion, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 14**

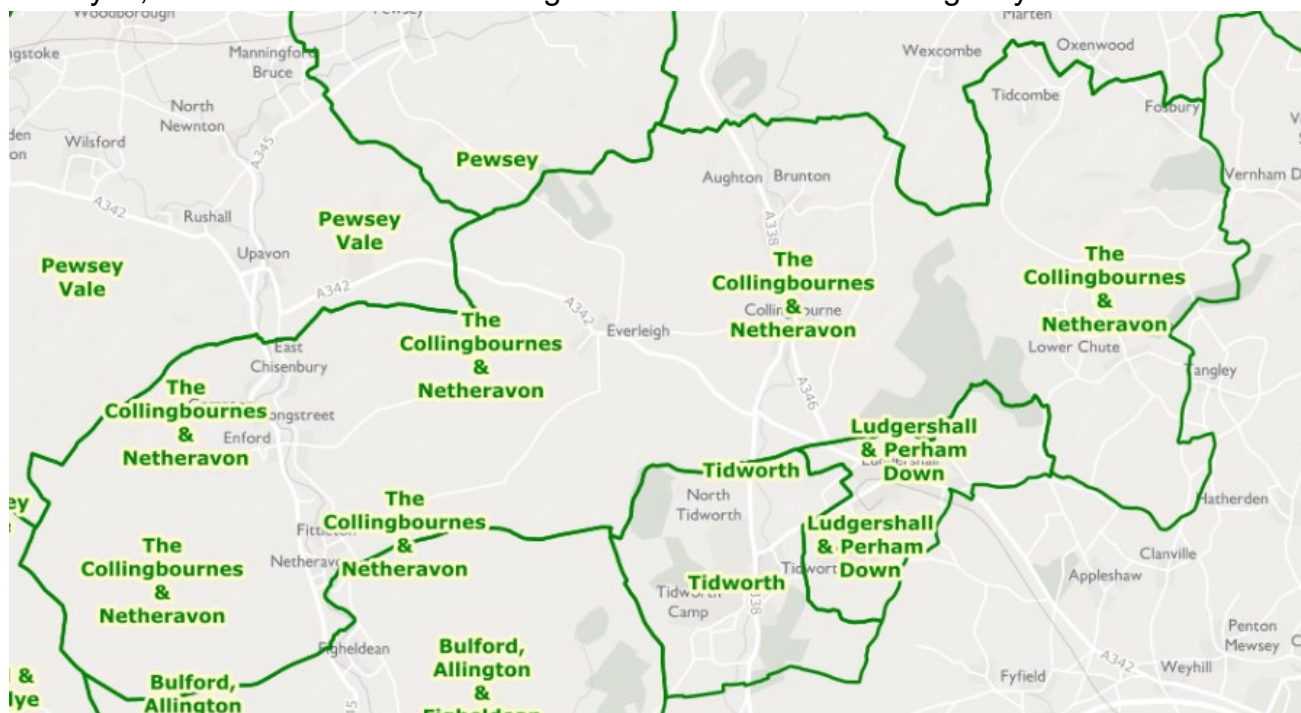
**That the South West Wiltshire Area Board comprise the Divisions of Mere, Nadder Valley, Fovant & Chalke Valley, Tisbury and Wilton.**



## Tidworth

### Current Area Board

177. The existing Area Board comprises the Divisions of Tidworth, Ludgershall and Perham Down, and The Collingbournes and Netheravon.
178. The Area Board was currently appointed as part of the Pewsey and Tidworth Area Committee, including the Divisions of Pewsey, Pewsey Vale, and Burbage and the Bedwyns, to enable substitution arrangements as a result of having only three Divisions.



### Preparation of Draft Recommendations

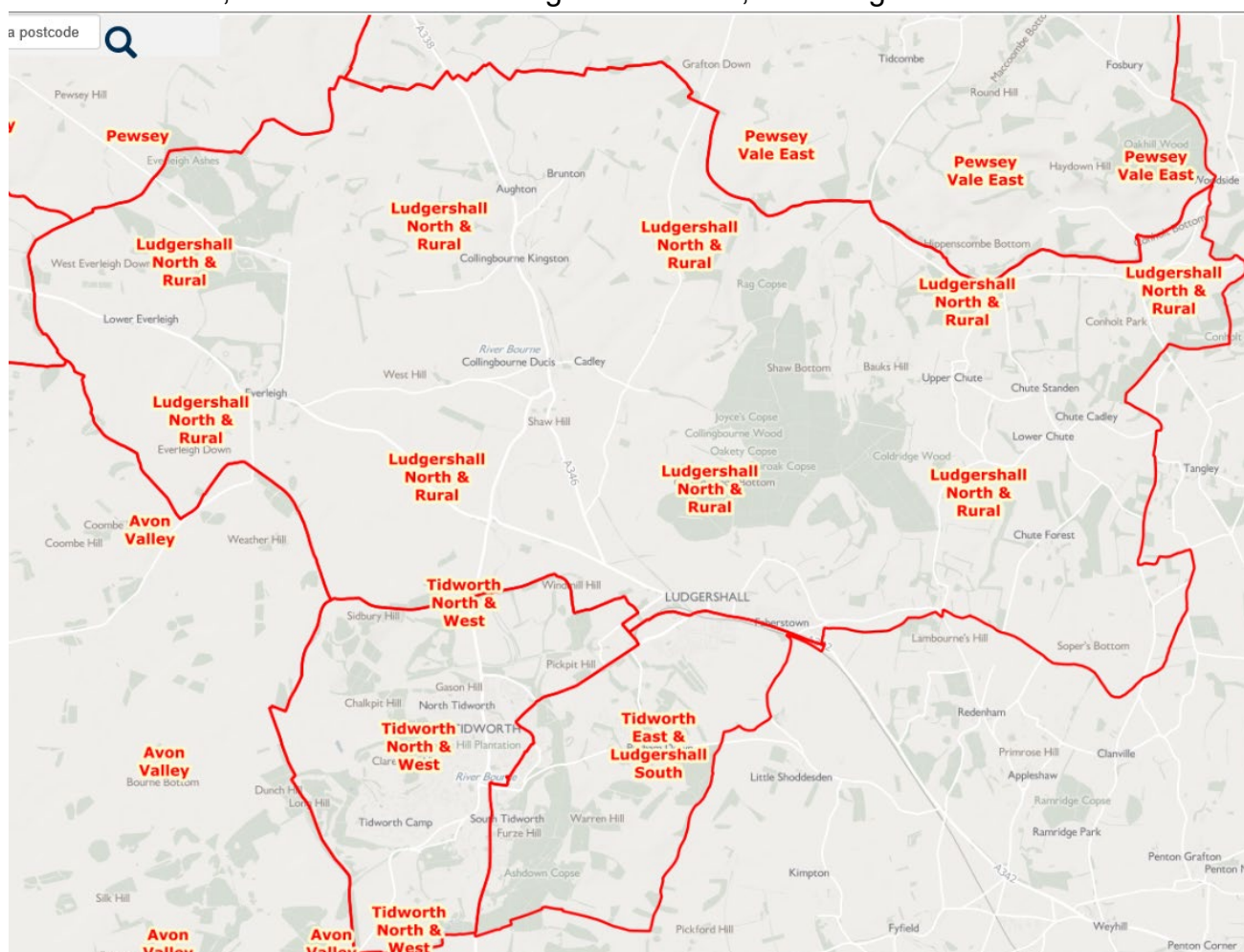
179. A number of parishes including Enford and Netheravon were now included within the Avon Valley Division. This included part of the parish of Durrington, the remainder of which was included within the Durrington Division. Durrington was presently within the Amesbury Area Board, and very closely connected with the town of Amesbury.
180. The Committee did not believe splitting parishes between Area Boards was sensible or desirable given the potential administrative confusion and community difficulty this could, and had, created in the past. It therefore resolved not to split a parish between different Area Boards.
181. In addition to not wishing to split a parish by including the Avon Valley Division within Tidworth Area Board, the Committee considered that the parishes running south from Enford in any case had closer connections to the Amesbury notwithstanding their previous inclusion within the Tidworth community area.
182. As such, Tidworth area would continue to comprise only three divisions. As noted above at present there was an administrative arrangement with Pewsey. It was not considered appropriate to merge Tidworth with Amesbury given the disparity in size, character and focus.
183. It was therefore appropriate to continue to include the areas of Pewsey and Tidworth in an area committee, which would enable Members from one to substitute for the other if

necessary.

- 184. The Committee felt this had ensured effective administration whilst retaining the community cohesiveness of both areas, and that the approach was suitable for Pewsey and Marlborough.
- 185. As the Marlborough area would now also only have three members, the Committee considered whether such an arrangement could be extended to cover all three areas in an Eastern Wiltshire Area Committee. Given the existing arrangement with Tidworth and Pewsey, the Committee did not consider such cooperation would be inappropriate given other arrangements such as the Eastern Area Planning Committee and agreed all three community areas could appropriately substitute for one another.

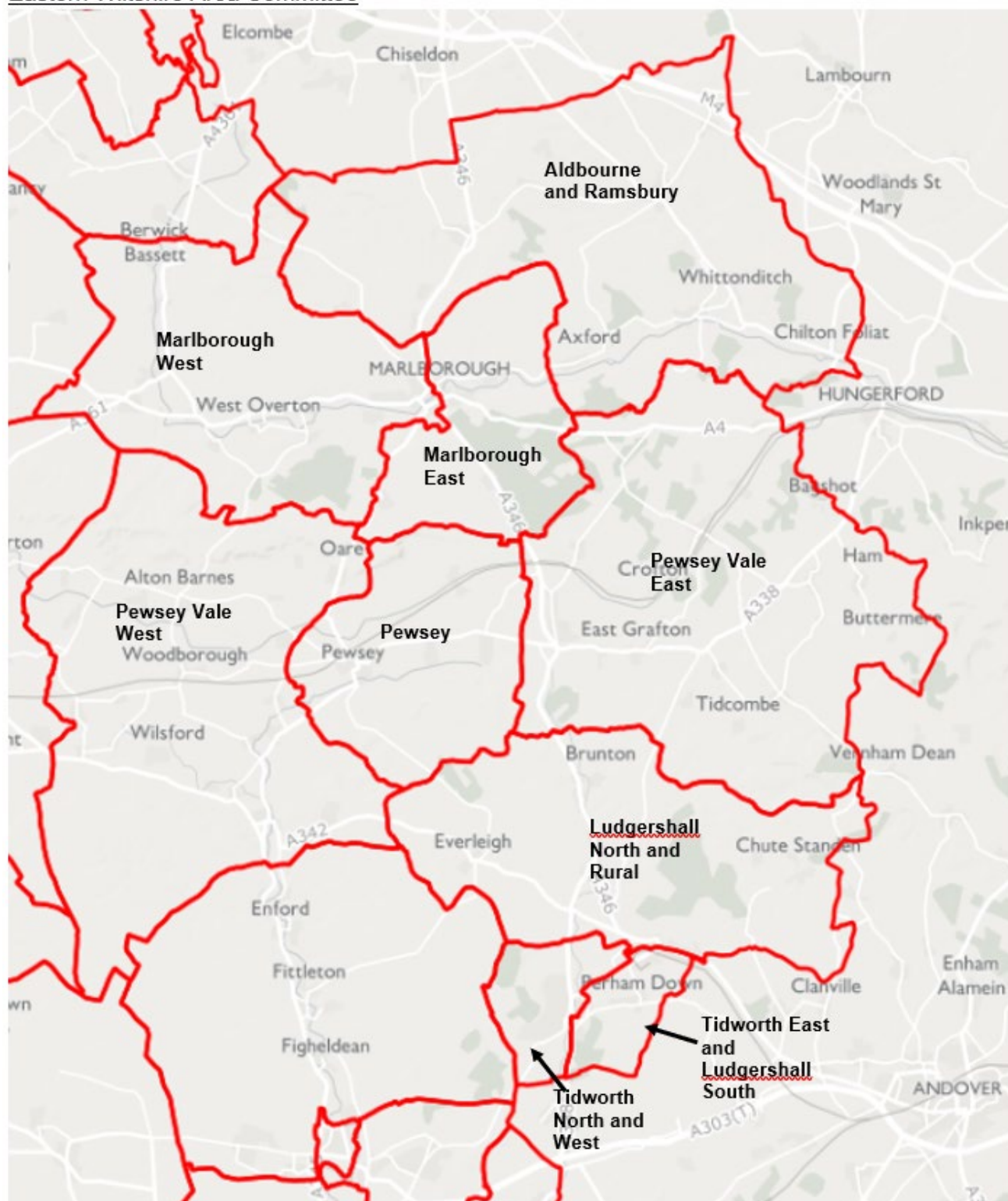
Proposed Area Board

- 186. Accordingly, it was proposed that the Area Board comprise the Divisions of Tidworth North and West, Tidworth East and Ludgershall South, and Ludgershall North and Rural.



- 187. The Committee also agreed that there should be an Eastern Wiltshire Area Committee, shown overleaf, which would appoint members to Marlborough, Pewsey and Tidworth Area Boards to enable substitution between the Area Boards.
- 188. Whilst each Area Board would meet separately, appoint their own chairmen and decide on community grants, the Committee did recommend that the Eastern Wiltshire Area Committee should meet as a group several times a year in order to enable closer cooperation on wider community issues.

Eastern Wiltshire Area Committee



Consultation on Draft Recommendations

- 189. 9 comments were received to the online survey, with 8 being in agreement and 1 being in disagreement.
- 190. Comments in agreement included that the proposal evened out the population in each area and represented the natural community area. A comment confirmed Tidworth Town Council supported the proposals, including the use of a substitute arrangement with Pewsey and Marlborough.



191. The comment in disagreement was in fact disagreeing with the extent of one of the Electoral Divisions, which have already been confirmed by the LGBCE.
192. Therefore, following consideration of comments and discussion, the Committee agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 15**

**That the Tidworth Area Board comprise the Divisions of Tidworth North and West, Tidworth East and Ludgershall South, and Ludgershall North and Rural.**

**That the Eastern Wiltshire Area Committee comprise the Divisions of Marlborough, Pewsey and Tidworth Area Boards, to enable where appropriate the use of substitution arrangements.**



## **Trowbridge**

### **Current Area Board**

193. The existing Area Board comprises the Divisions of Hilperton, Southwick, Trowbridge Adcroft, Trowbridge Paxcroft, Trowbridge Park, Trowbridge Drynham, Trowbridge Grove, Trowbridge Lambrok, Trowbridge Central.



### **Preparation of Draft Recommendations**

194. No changes had been made to the external boundaries of the area as a result of the Electoral Review of Wiltshire Council. It was not considered there was any justification for the inclusion of additional Divisions.
195. The Committee agreed that it remained appropriate that the Divisions of Southwick and Hilperton remain within the Area Board, as given the close proximity of the town there were no other areas more appropriate to include them with.

**Proposed Area Board**

196. Accordingly, it was proposed that the Area Board continue to comprise the Divisions of Hilperton, Southwick, Trowbridge Adcroft, Trowbridge Paxcroft, Trowbridge Park, Trowbridge Drynham, Trowbridge Grove, Trowbridge Lambrok, Trowbridge Central.



**Consultation on Draft Recommendations**

197. No comments were received on the proposal on the online survey. An additional comment was received from North Bradley Parish Council accepting the proposal.

198. Therefore, it was agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 16**

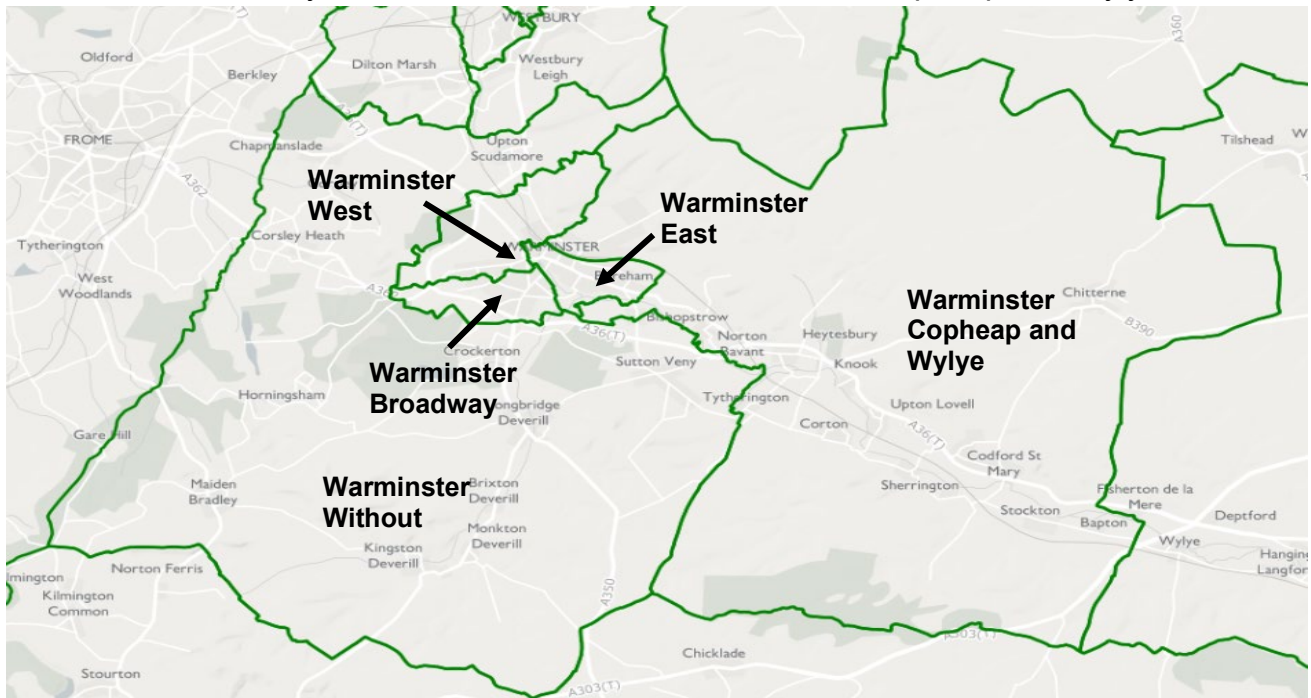
**That the Trowbridge Area Board comprise the Divisions of Hilperton, Southwick, Trowbridge Adcroft, Trowbridge Paxcroft, Trowbridge Park, Trowbridge Drynham, Trowbridge Grove, Trowbridge Lambrok, and Trowbridge Central.**



## **Warminster**

### **Consultation on Draft Recommendations**

199. The existing Area Board comprises the Divisions of Warminster West, Warminster East, Warminster Broadway, Warminster Without, and Warminster Copheap and Wylye.



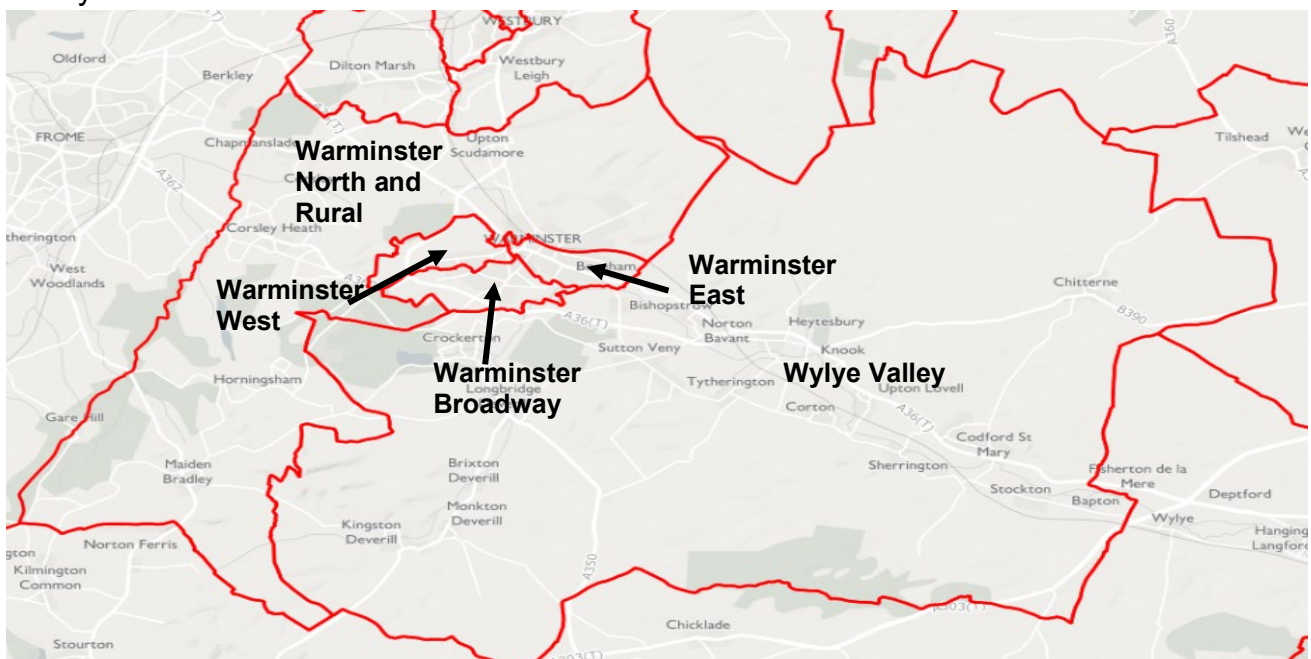
### **Preparation of Draft Recommendations**

200. No areas external to the present Area Board were included in the incoming Divisions as a result of the Electoral Review of Wiltshire Council.

201. The Committee did not consider there were reasons of community or geography to include other Divisions such as Till Valley or Mere.

### **Proposed Area Board**

202. Accordingly, it was proposed that the Area Board comprise the Divisions of Warminster West, Warminster East, Warminster Broadway, Warminster North and Rural, and Wylye Valley.



Consultation on Draft Recommendations

203. 3 comments were received to the online survey, all in agreement with the proposal. It was stated that the proposal included all villages with good links to Warminster and use its facilities. 1 comment was from Upper Deverills Parish Council noting no impact on its parishes.
204. A comment was also received from Chapmanslade Parish Council, who raised no concerns with the proposal.
205. There being no concerns raised, it was therefore agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 17**

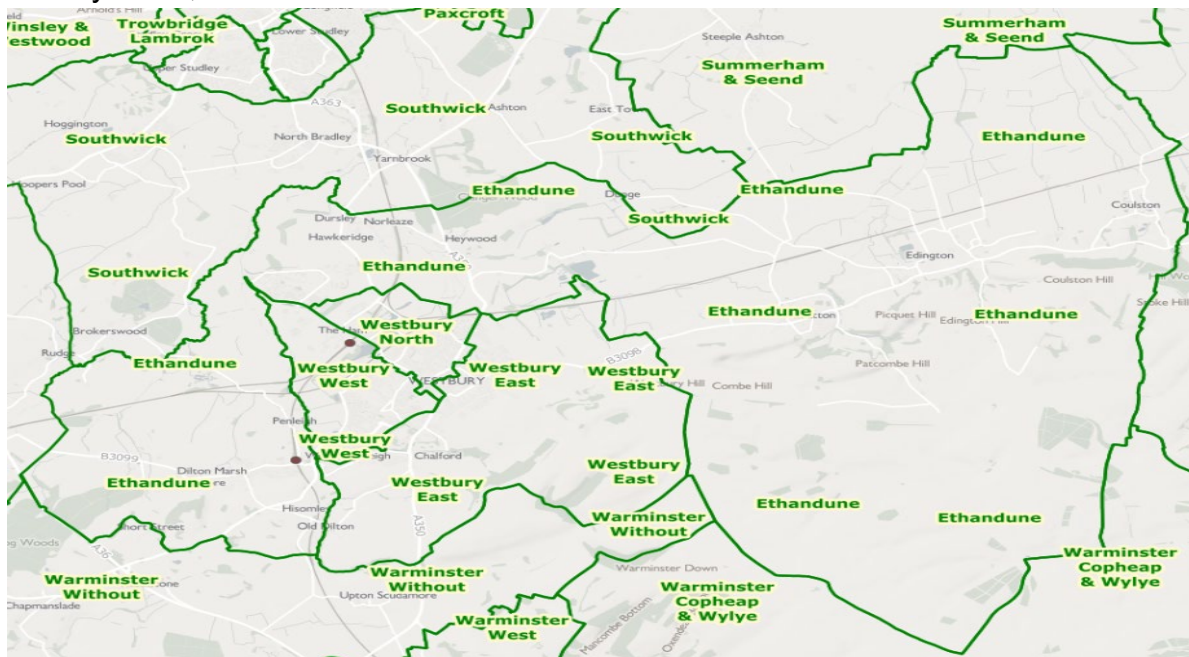
**That the Warminster Area Board comprise the Divisions of Warminster West, Warminster East, Warminster Broadway, Warminster North and Rural, and Wylve Valley.**



## Westbury

### Current Area Board

206. The existing Area Board comprises the Divisions of Westbury North, Westbury East, Westbury West, and Ethandune.



### Preparation of Draft Recommendations

207. The parish of Coulston was no longer within the Ethandune Division, but no areas external to the current Area Board had been included with the incoming Divisions.
208. It was not considered appropriate to include any Divisions from within the Warminster area, the closest of which included part of Warminster Town, which would therefore split the parish if included with Westbury. The parishes to the north were all in close proximity to Trowbridge and appropriately included in that community area.

### Proposed Area Board

209. Accordingly, it was proposed that the Area Board continue to comprise the Divisions of Westbury West, Westbury East, Westbury North, and Ethandune.



Consultation on Draft Recommendations

210. 2 comments were received to the online survey, both in agreement with the proposal with 1 noting there was no change in the Electoral Divisions included.
211. There being no concerns raised, it was therefore agreed to recommend Full Council approve the Area Board as proposed in the Draft Recommendations, for the reasons set out above.

**Recommendation 18**

**That the Westbury Area Board comprise the Divisions of Westbury East, Westbury North, Westbury West, and Ethandune.**

**Proposed Area Board Boundary Map 2021**





**Proposed allocation of Electoral Divisions to Area Boards 2021**

**Amesbury Area Board**

Divisions - Amesbury East and Bulford, Amesbury West, Amesbury South, Avon Valley, Durrington, Till Valley.

Parishes - Amesbury, Berwick St James, Bulford, Durnford, Durrington, Enford, Figheldean, Fittleton cum Haxton, Great Wishford, Milston, Netheravon, Orcheston, Shrewton, South Newton, Stapleford, Tilshead, Wilsford cum Lake, Winterbourne Stoke, Woodford.

**Bradford on Avon Area Board**

Divisions - Bradford on Avon North, Bradford on Avon South, Holt, Winsley and Westwood.

Parishes - Atworth, Bradford on Avon, Holt, Limpley Stoke, Monkton Farleigh, South Wraxall, Staverton, Westwood, Wingfield, Winsley.

**Calne Area Board**

Divisions - Calne North, Calne Central, Calne Chilvester and Abberd, Calne South, Calne Rural.

Parishes - Bremhill, Calne, Calne Without, Cherhill, Compton Bassett, Heddington, Hilmarton.

**Chippenham and Villages Area Board**

Divisions - By Brook, Kington, Chippenham Cepen Park and Derriards, Chippenham Cepen Park and Hunters Moon, Chippenham Hardenhuish, Chippenham Hardens and Central, Chippenham Monkton, Chippenham Lowden and Rowden, Chippenham Pewsham, Chippenham Sheldon.

Parishes - Biddestone, Castle Combe, Chippenham, Chippenham Without, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell Without, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger, Yatton Keynell.

**Corsham Area Board**

Divisions - Box and Colerne, Corsham Pickwick, Corsham Ladbrook, Corsham Without and Box Hill.

Parishes - Box, Colerne, Corsham, Lacock.

**Devizes Area Board**

Divisions - Bromham, Rowde and Roundway, Devizes South, Devizes East, Devizes North, Devizes Rural West, The Lavingtons, Urchfont and Bishops Cannings.

Parishes - Bishops Cannings, Bromham, Bulkington, Cheverell Magna, Coulston, Devizes, Easterton, Erlestoke, Etchilhampton, Little Cheverell, Market Lavington, Marston, Potterne, Poulshot, Rowde, Seend, Stert, Urchfont, West Lavington, Worton.

**Malmesbury Area Board**

Divisions - Brinkworth, Malmesbury, Minety, Sherston.

Parishes - Ashton Keynes, Brinkworth, Brokenborough, Charlton (nr Malmesbury),



Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea and Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton, Oaksey, Sherston, Sopworth, St Paul Malmesbury Without.

#### Marlborough Area Board

Divisions - Aldbourne and Ramsbury, Marlborough East, Marlborough West.

Parishes - Aldbourne, Avebury, Baydon, Berwick Bassett, Chilton Foliat, East Kennett, Froxfield, Fyfield, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury, Savernake, West Overton, Winterbourne Monkton.

#### Melksham Area Board

Divisions - Bowerhill, Melksham East, Melksham Forest, Melksham South, Melksham Without North and Shurnhold, Melksham Without West and Rural.

Parishes - Broughton Gifford, Great Hinton, Keevil, Melksham, Melksham Without, Semington, Steeple Ashton.

#### Pewsey Area Board

Divisions - Pewsey, Pewsey Vale East, Pewsey Vale West.

Parishes - All Cannings, Alton, Beechingstoke, Charlton, Chirton, Easton, Froxfield, Manningford, Marden, Milton Lilbourne, North Newnton, Patney, Pewsey, Rushall, Stanton St Bernard, Upavon, Wilcot, Huish and Oare, Wilsford, Woodborough, Wootton Rivers, Burbage, Buttermere, Grafton, Ham, Great Bedwyn, Little Bedwyn, Shalbourne, Tidcombe and Fosbury.

#### Royal Wootton Bassett and Cricklade Area Board

Divisions - Cricklade and Latton, Lyneham, Purton, Royal Wootton Bassett East, Royal Wootton Bassett North, Royal Wootton Bassett South and West.

Parishes - Braydon, Broad Town, Broad Hinton, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoze, Lyneham and Bradenstoke, Marston Maisey, Purton, Royal Wootton Bassett, Tockenham, Winterbourne Bassett.

#### Salisbury Area Board

Divisions - Salisbury Bemerton, Salisbury Fisherton and Bemerton Village, Salisbury Harnham East, Salisbury Harnham West, Salisbury St Edmund's, Salisbury St Francis and Stratford, Salisbury Milford, Salisbury St Paul's.

Parishes - Salisbury

#### Southern Area Board

Divisions - Alderbury and Whiteparish, Downton and Ebbles Valley, Laverstock, Old Sarum and Lower Bourne Valley, Redlynch and Lanford, Winterslow and Upper Bourne Valley

Parishes - Alderbury, Allington, Britford, Cholderton, Clarendon Park, Coombe Bissett, Downton, Firsdown, Grimstead, Idmiston Landford, Laverstock & Ford, Newton Tony, Odstock, Pitton and Farley, Redlynch, West Dean, Whiteparish, Winterbourne, Winterslow.

### South West Wiltshire Area Board

Divisions - Fovant and Chalke Valley, Mere, Nadder Valley, Tisbury, Wilton.

Parishes - Alvediston, Ansty, Barford St Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broadchalke, Burcombe Without, Chicklade, Chilmark, Compton Chaberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle, Ebbesborne Wake, Fonthill Gifford, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, Stourton with Gasper, Steeple Langford, Stratford Tony, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton, Wylde, Zeals.

### Tidworth Area Board

Divisions - Tidworth North and West, Tidworth East and Ludgershall South, Ludgershall North and Rural

Parishes - Chute, Chute Forest, Collingbourne Ducis, Collingbourne Kingston, Everleigh, Ludgershall, Tidworth.

### Trowbridge Area Board

Divisions - Hilperton, Southwick, Trowbridge Adcroft, Trowbridge Central, Trowbridge Drynham, Trowbridge Grove, Trowbridge Lambrok, Trowbridge Park, Trowbridge Paxcroft.

Parishes - Hilperton, North Bradley, Southwick, Trowbridge, West Ashton.

### Warminster Area Board

Divisions - Warminster Broadway, Warminster North and Rural, Warminster East, Warminster West, Wylde Valley.

Parishes - Bishopstrow, Boyton, Brixton Deverill, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Horningsham, Kingston Deverill, Knook, Longbridge Deverill, Maiden Bradley with Yarnfield, Norton Bavant, Sherrington, Stockton, Sutton Veny, Upton Lovell, Upton Scudamore, Warminster.

### Westbury Area Board

Divisions - Ethandune, Westbury East, Westbury North, Westbury West.

Parishes - Bratton, Dilton Marsh, Edington, Heywood, Westbury.



## Chairman's Announcements

<b>Subject:</b>	<b>Healthy Us Weight Management Programme Launch</b>
<b>Web contact:</b>	<a href="https://www.wiltshire.gov.uk/public-health-weight-adults">https://www.wiltshire.gov.uk/public-health-weight-adults</a> .

Following a successful pilot, Wiltshire Council has launched Healthy Us, a group weight management programme on 9 November.

Healthy Us is a free 12 week course open to anyone living in Wiltshire, aged 18 or over, with a BMI of 28 or above. Courses will be held throughout the year and will be delivered virtually over Microsoft Teams. We plan to run face to face group courses across the county when circumstances allow and it is safe to do so. We are now accepting referrals for the virtual courses starting in January 2021.

Cllr Simon Jacobs, Cabinet Member for Public Health said; "The programme is designed to give participants the tools they need to make small but sustainable changes that can be maintained long term, so that participants lose weight and maintain their weight loss.

We are excited to be working with Wiltshire IAPT service who are delivering two sessions during each course looking at emotional eating and wellbeing."

Each interactive session is one hour and covers topics such as balanced nutrition, portion sizes, eating out, physical activity and healthy habits for life. Participants will be supported to eat well, move more and feel better.

Healthy Us is one of three services that form the recently launched Wiltshire Health Improvement Hub, a single point of access for referrals to the Health Improvement coaches (adult health and mental wellbeing service), Healthy Me (child and family weight management service), and Healthy Us.

More information about the Healthy Us and how to calculate your BMI can be found on our website at <https://www.wiltshire.gov.uk/public-health-weight-adults>.

Alternatively, to join a course people can email the Health Improvement Hub [health.coaches@wiltshire.gov.uk](mailto:health.coaches@wiltshire.gov.uk) or call 0300 003 4566 – select option 1.





## Chairman's Announcements

<b>Subject:</b>	<b>COVID-19 Community Pack</b>
<b>Web contact:</b>	<a href="mailto:communication@wiltshire.gov.uk">communication@wiltshire.gov.uk</a>

Wiltshire Council has created an updated community pack of information to help support communities during the ongoing COVID-19 pandemic and the current national restrictions.

The council previously created a community pack in March which was very well received, and with Individuals and community groups continuing to provide vital support across Wiltshire, the council has again collated all the key information in one place.

The new community pack features current guidance on key information, resources and contacts. This should help communities to make sure everyone in Wiltshire, including the most vulnerable, have access to the right support and know where to turn.

It contains information and advice on issues such as:

- The current restrictions, self-isolating and health advice
- How to access a COVID-19 test and the test and trace scheme
- What communities can do to support themselves
- The local support available
- Business support.

Leader of Wiltshire Council, Cllr Philip Whitehead, said: "Thank you to all of our communities supporting others and looking out for each other, and for playing their part in keeping as safe as possible. We continue to be humbled by the spirit and togetherness shown. We know 2020 has been tough, but it's important not to become complacent. We need to keep going.

"We will continue to work hard to protect our communities and provide them with the information they need to access vital support and services. We are sharing this updated version of our community pack with all of the key information in one place, and we hope our communities find it useful.

"Please share this far and wide with your community to support each other as much as possible during this time."

The pack can be found at the council's dedicated COVID-19 webpage at [www.wiltshire.gov.uk/public-health-coronavirus#community-pack](http://www.wiltshire.gov.uk/public-health-coronavirus#community-pack), alongside updates and the latest advice.



# MINUTES

**Meeting:** Melksham Area Board  
**Place:** On-Line Meeting  
**Date:** 4 November 2020  
**Start Time:** 7.00 pm  
**Finish Time:** 9.05 pm

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Please direct any enquiries on these minutes to:

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

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Phil Alford, Cllr Pat Aves, Cllr Nick Holder, Cllr Jon Hubbard, Cllr Hayley Illman,  
Cllr Jonathon Seed (Chairman) and Cllr Ian Blair-Pilling

### **Wiltshire Council Officers**

Peter Dunford – Community engagement Manager  
Kevin Fielding – Democratic Services Officer  
Steve Wilson - Major Highways Project Engineer  
Louise Cary – Head of Community Development  
Suzanne Gough - Senior Project Manager Strategic Asset & FM  
Natasha Gumbrell - Business Manager – Campus and Hub Build

**Total in attendance: 97**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
138	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham Area Board meeting.</p> <p>The Melksham Area Board members were introduced.</p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• National Restrictions – The Chairman gave details of Council services which remained operational and those which were again suspended due to the deteriorating public health situation.</li> <li>• Melksham Community Response Hub - Cllr Hubbard reported that the response hub was back up and operational Thanks were given to Melksham Without Parish Council for loaning staff and to other volunteers for getting involved and donating their time and effort.</li> </ul>
139	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence</p>
140	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the minutes of the meeting held on Tuesday 8 September 2020 were confirmed as the correct record</b></li> </ul>
141	<p><u>Declarations of Interest</u></p> <p>Cllr Hubbard declared a non-pecuniary interest in agenda item 12. (Atworth Youth Club requesting £5,000 towards replacement of toilets and construction of disabled access).</p> <p>Young Melksham had been carrying out some partnership working with Atworth youth club.</p> <p>Even though the interest was non-pecuniary, in this instance he declared that he would not vote on that application.</p>

142	<p><u>Police and Crime Update</u></p> <p>Angus Macpherson – Police &amp; Crime Commissioner gave a brief presentation.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That both the Commissioner and Deputy Commissioner had remained in post for a further 12 months due to the pandemic.</li> <li>• That an updated police &amp; crime plan and annual report had now been produced.</li> <li>• Operation Uplift - the national announcement of a further 20,000 police officers to be achieved by March 2023. The police service had been asked to introduce 2,000 extra officers by March 2020, rising to 6,000 extra officers by March 2021.</li> <li>• Policing during the pandemic - The Government had provided the police service with additional powers to police regulations issued because of the pandemic. The detail of these powers had changed on a number of occasions, Wiltshire Police followed the College of Policing guidance to Engage, Explain and Encourage, only Enforcing as a last resort.</li> </ul> <p>All Fixed Penalty Notices issued were scrutinised both for correct use of the legal powers and for proportionality. Wiltshire had led the way in the latter, and in the transparency it demonstrated in reporting this. Only a small proportion of the FPNs had been rescinded</p> <p>The Chairman thanked the Commissioner for his update.</p>
143	<p><u>A350 Bypass Consultation</u></p> <p>Steve Wilson – Major Highways Project Engineer, Wiltshire Council gave a general overview of the A350 Melksham Bypass Public Consultation. (The power point presentation is attached to these minutes).</p> <p>The full range of options were briefly outlined</p> <p>This consultation provided the opportunity to gather additional information on the scheme and its potential effects and help identify mitigation measures where required.</p> <p>It should be noted that the consultation was not a public ‘vote’ for the most popular route or option. A wide range of factors had to be taken into account in determining a preferred option.</p> <p>That there would be other formal consultation stages in the future, including at</p>

the planning application and in connection with the statutory orders, but it was considered that early consultation was a vital stage in developing major projects.

Views were requested by Monday 30 November 2020.

Further information could be found at:

<https://www.wiltshire.gov.uk/highways-a350-melksham-bypass>

Points made included:

- That the importance of the A350 to the local economy had long been recognised by Wiltshire Council
- That this was the primary north-south route between M4 & Dorset Coast
- That the route was one of Busiest Routes in Wiltshire connecting principle settlements
- That sections of the A350 were subject to high traffic volumes, congestion and delays
- That funding from DfT to prepare Outline Business Case (OBC) was available
- That the scheme was currently at an early stage. It had many stages and statutory consultations to go through before construction could start.

That the aims of this non-statutory consultation were to:

- Engage with stakeholders & potentially affected land owners
- Encourage involvement
- Build strong open relationships
- Raise awareness
- Inform about the option assessment process
- Understand concerns, issues and suggestions
- Receive feedback on the options to allow us to develop the scheme further

- Prepare for the statutory consultation phases

#### Next Steps

- Ongoing technical investigation and review works, Ecology / environment walk over surveys
- Consultation to be launched at Melksham Area Board Meeting (4th Nov 7pm) Runs to the end November 2020
- All suggestions and comments would be welcomed and would be considered
- Responses would feed into option consideration process
- Sifting of options to progress from long list to short list
- Further consultation mid 2021
- Adoption of preferred route & submission of Outline Business Case

The Chairman thanked Steve Wilson for his informative presentation.

Questions raised at the end of the presentation

***(Note – the information provided below is a synopsis of the questions asked and answers provided – this is not a word for word transcription)***

**Q1. Cllr Jonathan Seed** – Can the slides from tonight’s presentation be made available as part of the consultation?

Response provided during the meeting:-

**R1.** The information pack on the website utilises a lot of information within presentation and expands upon it, however the slides will be provided as a standalone document as well.

Post meeting note – slides uploaded to web site Thursday 5<sup>th</sup> November 2020.

**Q2. Tom and Mandy Pearce** – Live in 600 year old listed house which would be directly affected by option 10d. Would there be a need for compulsory purchase order to be placed on our property? The building has shallow foundations - what



happens with increased vibration during construction and heavy traffic, who would be responsible and liable?

Response provided during the meeting:-

**R2.** Any option taken forward will be subject to a planning application and will be designed and implemented in compliance with current design standards and practices. One of the constraints to work through, and around, relates to listed buildings. The constraints plan available as part of the consultation information highlights all of the listed buildings that we are aware of within the Melksham area. This is not a unique issue and will be considered and feed into the route selection process. One key question is always in connection with the deliverability of routes and the impact that deliverability has. Issues such as this will need to be worked through as part of the scheme development, business case and planning application process.

**Q3. Graham McNally** – length of period of consultation is short given the size of the issue being considered and other wider matters such as COVID 19. Would have expected the consultation period to be longer.

Response provided during the meeting:-

**R3.** This is non-statutory consultation, which we are wanting to undertake in a timely manner to allow the route selection process to proceed. Ideally, we would not be in a COVID-19 lockdown situation and would prefer to undertake this type of engagement through face to face discussions in a Town or Parish Hall. Formal consultation will be undertaken as the scheme evolves and develops, so this is not the only opportunity for the public to engage and help shape the scheme. We are doing our best in very difficult circumstances.

**Q4. Tom Turner** – Understands that route 10d was not part of the original proposal. Sometime has been spent explaining the route this evening. Why has this been added when it crosses the canal, a key area for leisure and tourism and has impact on the countryside? Who suggested it and why has it been considered?

Response provided during the meeting:-

**R4.** The new route has come about following suggestions at the Melksham Area Board in March 2020 where a wider or longer version of Option 10C was suggested with a connection directly to the A361. We gave an undertaking at that Area Board to consider the suggestion and have done so. We believe the option has some merit, but it does need to be explored fully. The scheme could end up at a public inquiry and if that were to be the case then we would need to ensure that we have undertaken all of the necessary investigations, and have documented and evidenced why potential routes have been discounted in the

same way as we need to evidence why route are taken forward. There may be further suggestions / ideas coming through this consultation and if so, we will be duty bound to consider whether those have merit as well.

**Q5. Ian Jones** – Have we got plans to consider whether a bypass is necessary given changes to traveling habits i.e. working from home. Also, friends & neighbours were not aware of this meeting – need to look at communication on the consultation.

Response provided during the meeting:-

**R5.** Yes. Non-road based options are part of long-list being considered. These did not perform particularly well at the Strategic Outline Business Case stage, but we are considering and would welcome thoughts and views. In connection with changes to travel patterns, we need to assess routes in line with the rules set out by DfT through WebTAG, which is the formal way schemes such as this are assessed in traffic terms. WebTAG is updated from time to time, and we are anticipating an update early next year, in part, due to changes in travel patterns associated with COVID 19. We will assess route options in line with the rules at that time.

With regards to the consultation communications there are two press releases – one from a week or so ago advertising the Melksham Area Board and this agenda item, the other is due to be issued tomorrow in connection with the launch of the consultation. We are sorry that your friends and neighbours were unaware, but colleagues in the communications team have been working hard to advertise.

Post meeting note – there was also a press release regarding the launch of the consultation on 05/11/20 as well as those on 13/10/20 following Wiltshire Cabinet Meeting and on 27/10/20 advertising the Area Board Meeting.

**Q6. Janet Giles** (summary only of statement / questions) – Will recent correspondence submitted in advance of the consultation be taken into account? Who is involved with the route selection analysis, will Councillors be involved and how much will be in the public domain? What decarbonising targets have been used in the modelling process? Feels there is a bias towards 10d – is there a proposed housing development south of Bowerhill through which a contribution to the bypass would be sought?

The Area Board Chair requested the Mrs Giles submit her questions through him to allow for a full response to be provided.

**Post meeting correspondence received form Mrs Giles (20:22 04/11/20) with questions as follows:-**

Can I clarify the time line for the consultation

Now you have officially launched a set of proposals for the A350 bypass with a budget cost of £135m the public have three and a half WEEKS to put forward any arguments or considerations viz until the end of November.

After this the team will go into analysis of the routes and will take into account any comments by the public but this will be done in closed meetings and will continue to mid 2021 when a preferred route will be selected by the team.

Once the preferred route has been selected the public will again be consulted before the route is adopted in October 2021 but only on the detail of that route.

So we have literally 3 ½ weeks. Here are my 3 brief questions Mr Chairman.

Will you take into account all of the recent correspondence about the A350 which has been addressed to the Council before the meeting tonight

Who will be involved in the selection and analysis? will it be purely officers or at what stage will councillors be involved and how many of the discussions will be in the public domain.

It was noticeable at the presentation to Seend PC that the bias was heading towards option 10d unintentional or not and is this because Wiltshire Council feel they might pack in several thousand houses south of Bowerhill and use the resulting Community Infrastructure Levy to fund their share of the A350. Are you able to categorically deny that your council has discussed this?

Finally who has got the Major Scheme Business case for the Melksham bypass or any WebTag analysis?

Post meeting response to these questions as follows:-

The Consultation is scheduled to close on 30<sup>th</sup> November 2020.

Yes. Recent correspondence received ahead of the launch of the consultation will be considered.

The consultation responses received will be analysed and summarised in a report to the Council's Cabinet which will be publicly available. The information collected will help to inform the development of the detailed proposals, which will be the subject of further consultations. As part of the options assessment process, our Consultant and Client Officer team will engage in the development of an Options Assessment Report, which will form the basis of any recommendation made to Wiltshire Council Cabinet regarding the preferred route and will be publicly available alongside the OBC. The adoption of a Preferred Option will be a matter for Wiltshire Council's Cabinet. It should be noted that the statutory orders to construct the scheme are likely to be the subject of a Public Inquiry, the results of which will be considered by the Secretary of State.

There is no bias towards option 10d (unintentional or otherwise). All options will be considered on their own merits. The current exercise to consider and assess options is as much about being able to evidence why options are not viable as it is about demonstrating viability. Option performance is being modelled and assessed in line with WebTAG.

Only currently committed developments have been considered in developing route options. Potential housing development sites will be considered through the Local Plan process, but currently these are not sufficiently developed or certain enough to be considered as constraints on route options .

The previous Strategic Outline Business Case reports are available on the consultation website.

**Q7. Phil Chipper** (summary only of statement / questions) – Expresses confusion regarding the extent of options being considered, and understood that following SOBC there were only two options remaining. Believes there has been misinformation presented to DfT at SOBC stage. If a bypass is such a good idea why is there a need to invent a case for funding? WC have to make a funding contribution to the OBC works – where is this coming from?

Response provided during the meeting:-

**R7.** The SOBC is the starting point for developing a scheme such as this, during which a high level assessment is undertaken in order to establish a concept and the need for scheme. The SOBC process establishes that need, and whether there is a scheme to be found which may “stack up” in terms of Benefit Cost Ratio (BCR). It is an exercise in its own right. At OBC stage you look in more detail, revisit and reassess, undertake more analysis and more design work. Beyond this, again, further assessment, design and development is needed to get to the Full Business Case position. We are following the process in line with Government guidelines and requirements.

**Q8. Steve Dagnall** (summary only) – What percentage of traffic load increase is perceived? Westbury had failed bypass requirement 9 years ago. Westbury needs to be considered – is a bypass at Westbury being considered as part of this business case?

Response provided during the meeting:-

**R8.** The percentage increase in traffic will be in line with what is required through the WebTAG assessment, which determines what growth rates are applied, and what future developments are to be considered. The slide presented depicts graphically the change in traffic between 2018 and 2036 during the AM peak hour. Westbury is probably beyond the scope of what can be responded to tonight.



Area Board Chair requests submission of Westbury questions through him to allow for a full response to be provided.

Post Meeting response:

It is hoped to bid for funds to improve the A350 at Westbury, but this scheme will fall into a further round of government funding, which is unlikely to begin until 2025.

**Q9. John Freeman** – Agree with Westbury comment, and the passing of traffic further along the A350 towards Westbury. Costs in the order of £150m have been muted - what happens when the cost increases and who picks up tab?

The Area Board Chair requested that questions be submitted to him to allow for a full response to be provided.

Post Meeting response:

It is hoped to bid for funds to improve the A350 at Westbury, but this scheme will fall into a further round of government funding, which is unlikely to begin until 2025.

Wiltshire Council would not be able to fund a scheme of this type from its own resources. It would be necessary to bid for funding from the Department of Transport (DfT) and to make the case for the scheme by preparing a business case which would include the cost and economic benefits.

The decision regarding funding for the scheme would be made by the DfT after considering the business case. If approved, and depending on the choice of route, the scheme could cost in the region of £135 million.

There will be a need for local contributions to the cost of the scheme, and typically DfT require 15% local contributions.

The Outline Business Case submission will need to set out the economic case for the scheme. This will consider the cost compared to the benefits through reduced accidents and reduced vehicle operating costs. A more expensive option may have higher benefits and may be a better investment.

At this early stage of the scheme development a risk allowance is included in the estimated scheme cost to provide a contingency item and to allow for unknown costs. As the scheme design progresses the costs become better defined and the risk element reduces. At the construction stage any cost overruns are likely to have to be met by the Council, which is why care is taken to ensure the cost estimate is as accurate as possible prior to construction starting.

**Q10. Michelle Donelan MP** - As the local MP, wants constituents views to be heard. Echoes concerns regarding the length of consultation period and that this is taking place during lockdown. Indicates that in reality this will bring forward housing development which will see Melksham potentially double size. Believes this should be discussed more so local people can provide input. Wants the option that will work best for the local community.

Is there a possibility of extending consultation due to new circumstances?

The Area Board Chair requested indicated that the MP may wish to approach the Leader to discuss further.

Post meeting response:

This non-statutory consultation is due to run until 30<sup>th</sup> November 2020. Further opportunities for public engagement will come forward as the scheme progresses, including statutory consultations. We will monitor the response rate to the on-line questionnaire and other correspondence over the next few weeks and consider if it would be appropriate to extend the consultation period. This does, however, need to be balanced against the programme requirements for the completion and submission of the Outline Business Case work to the Department for Transport. As always, we want to make meaningful and timely progress to help remove uncertainty surrounding route choice as quickly as possible.

**Additional written question received by Cllr Seed form Mark Jeffery:-**

Received 20:52 05/11/20:-

1. Michelle Donelan said that she expected that Melksham would double in size as a result of this bypass .Having read the scheme Q&A I can see no reference to this other than some “jargon “re local plans ,Core Strategy etc .For transparency ,central to the Boards and Councils stated aims ,can this be clarified. The prospect of a doubling in the size of Melksham is an unwelcome and raises bigger questions re sustainability and infrastructure.
2. I understand a budget if £135m has been allocated. If the cost was greater than this who would pay the difference and how would this be funded?

Post meeting response:-

The future housing allocations in the county will be determined through the emerging Local Plan process which is currently underway. At this stage there is no certainty about the level of housing needing to be accommodated in Melksham or in the other towns. The bypass proposals will need to be

	<p>considered in the context of any confirmed housing allocations in due course.</p> <p>A specific budget has not been allocated for the scheme. The initial work carried out indicated that a scheme costing £135m could be viable. The cost of the scheme would be compared to the potential economic benefits, taking into account the environmental impacts, before the scheme is finalised. It is possible that a more expensive option may offer better benefits and could be a better investment than a cheaper one. The Outline Business Case would be considered by the Department for Transport before deciding whether to award funding.</p>
144	<p><u>Melksham Community Campus update</u></p> <p>Introduced Cllr Ian Blair-Pilling - Cabinet Member for ICT, Digitalisation, Operational Assets, Leisure and Libraries who advised that:</p> <ul style="list-style-type: none"> <li>• The Melksham community should focus on the prize, it will be worth the inevitable disruption caused during the construction phase. Good communication will be important between all parties</li> <li>• That the Melksham campus was the first Wiltshire Council campus being built from the ground up.</li> </ul> <p>Louise Cary – Head of Community Development, Wiltshire Council</p> <p>Project Update and Design Changes</p> <ul style="list-style-type: none"> <li>• That Pellikaan Construction, a leisure specialist contractor, were appointed as Principal Contractor via the UK Leisure Framework in early 2020</li> <li>• That the Project team had been developing the designs and construction plan.</li> <li>• That COVID-19 had significantly impacted the council’s human and financial resources. A review of the council-wide capital programme had taken place and spend re-profiled, which had slowed the pace of the project for a period.</li> <li>• The council reaffirmed its commitment to deliver this project.</li> <li>• Construction would commence early next year.</li> <li>• That Pellikaan has appointed a leisure specialist Architects, Roberts Limbrick Architects, to work with them on developing the building design.</li> </ul>

- That design changes had been made, but these were all considered improvements in terms of impact on adjacent residential properties; operational functionality; sustainable credentials and increased community spaces.

Suzanne Gough - Senior Project Manager Strategic Asset & FM, Wiltshire Council

#### Access Update – A350 Challenges

When the campus achieved planning, the intention was for construction access to enter the site via Western Way (A350).

As proposals have developed, concerns about safety, disruption and deliverability have emerged:

- Safety and Disruption - Steps to make the access route safer have been considered, but would result in significant disruption to the A350 and its tributaries.
- Programme - Creating an access road via the A350 has had a significant impact on the programme, increasing this by circa 6 months.
- Deliverability - The A350 access point can only be utilised for 55% of the construction programme, due to the proposed location of the campus building.
- For the remaining period the only way to deliver the project is through the Market Place.

#### Access Update

- Following a series of positive meetings with the Area Board members, we are now intending bring all construction traffic into the site via the Market Place.
- Construction vehicles would enter and exit the site from either Spa Road or King Street.
- All Campus construction vehicles would avoid the town centre.

#### Next Steps

- Design Changes - Non-Material Amendment submitted
- Access Changes - Section 73 notice submitted to change the access to



	<p>the site, with flexibility via Spa Road and King Street  Extend construction period by half an hour, Monday – Friday  Discharge of Construction conditions.</p> <ul style="list-style-type: none"> <li>• Construction - Detailed design work continued, contracts were being finalised.</li> <li>• A number of site surveys would be undertaken including archaeological works.</li> <li>• Construction was due to commence on-site in early 2021.</li> <li>• That the roof of the sports hall was now slightly lower than the initial plans.</li> </ul> <p>Questions</p> <p>Had there been any surveys of the impact on town car parks during the construction phase?  Response: Parking Services had been consulted. Signage would be provided. A Wiltshire Council press release would be released highlighting any the parking changes.</p> <p>Concerns re the roof for badminton – what is the floor to roof?  <i>Floor to roof height is 9 metres, which will enable competitive levels of badminton to take place.</i></p> <p>The Chairman advised that he was excited to see the campus on the starting blocks.</p> <p>The Area Board thanked all Wiltshire Council officers involved in this project.</p> <p>The Chairman thanked Cllr Ian Blair-Pilling, Louise Cary and Suzanne Gough for their presentations.</p> <p><i>Note: written reports were included as part of the agenda pack</i></p>
145	<p><u>Neighbourhood Plan Regulation 16 consultation</u></p> <p>Cllr Richard Wood – Chair, Melksham Neighbourhood Plan Steering gave a brief update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the plan would shortly be entering the Regulation 16 process with Wiltshire Council, who would then examine the plan.</li> </ul>

	<ul style="list-style-type: none"> <li>• When the plan was approved by Wiltshire Council a referendum would be held.</li> <li>• That the plan was available on the Melksham Neighbourhood Plan website for all to view.</li> <li>• That some housing provision in Shaw &amp; Whitley was included in the proposed plan.</li> <li>• Next development phase – so that local people could become involved in the process.</li> <li>• That the group were looking for new members to continue the work of the group.</li> </ul> <p>The Chairman thanked Richard Wood for his update.</p>
146	<p><u>Health and Wellbeing Group</u></p> <p>Cllr Nick Holder – Chairman</p> <p>The minutes of the meeting held on Monday 12 October 2020 were agreed and noted</p> <p>That there were no recommendations for action</p>
147	<p><u>Community Area Transport Group</u></p> <p>Cllr Jon Hubbard – Chairman</p> <p>The minutes of the meeting held on Thursday 24 September 2020 were noted and agreed</p> <p>The recommendations detailed below were agreed and noted</p> <p>The following issues were now complete and can be closed:</p> <ul style="list-style-type: none"> <li>• Issue 4966 – Seend High Street - crossing facility Phase 2 – request for coloured surfacing and / or bollards to highlight the crossing point.</li> <li>• Issue 3340 - Melksham Coronation Road area – request for 20 mph limit.</li> <li>• Issue 6574 – Broughton Gifford, Mill Lane – request for measures to control freight movement.</li> </ul>

	<ul style="list-style-type: none"> <li>• Issue 6932 - Steeple Ashton – request for dropped kerbs at Holmeleaze and Newleaze.</li> <li>• Issue 7176 - Redstocks – request for village nameplate and single track road sign.</li> <li>• Issue 7080 - Melksham Bath Road / Bell Court – request for sign to deter HGVs entering / turning</li> <li>• Issue 9-19-3 – Melksham Snarlton Lane – request for “No access to Snarlton Farm” sign.</li> <li>• Issue 9-19-5 – Seend High Street – request for pedestrian crossing sign on eastern side of “new” crossing point.</li> <li>• Issue 9-19-2 – Melksham Snarlton Lane – Request for safety features at crossing point.</li> <li>• Issue 9-19-10 – Beanacre Westlands Lane rail bridge – Request for warning signs of road narrowing for westbound vehicles.</li> </ul> <p>The following issues could now be added to the priority list:</p> <ul style="list-style-type: none"> <li>• Issue 9-20-4 - Keevil Towmead Lane – request for signs to deter use by motor vehicles. <b>To recommend to the Area Board to add this to the Priority List and to allocate £400.</b></li> <li>• Issue 9-20-5 – Littleton, Stoggy Lane – request for no through road signs. <b>To recommend to the Area Board to add this to the Priority List.</b></li> <li>• Issue 9-20-6 – Seend High Street – request for access protection markings. <b>To recommend to the Area Board to add this to the Priority List and to allocate £100.</b></li> <li>• Melksham - Shurnhold and Dunch Lane. <b>To recommend to the Area Board to add this to the Priority List.</b></li> </ul>
148	<p><u>Written Partner Updates</u></p> <p>The following written updates contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> </ul>

149	<p><u>Grant Funding</u></p> <p><b>Decision</b>  <b>Atworth Youth Club awarded £5,000 towards replacement of toilets and construction of disabled access</b>  <b>(Note: Cllr Jon Hubbard did not take part or vote)</b></p> <p><b>Decision</b>  <b>Conigre Mead Volunteers awarded £590 to buy maintenance kit - an engine, brush cutter head and a strimmer lead</b></p> <p><b>Decision</b>  <b>2385 (Melksham) Squadron ATC awarded £900 towards Duke of Edinburgh IT support</b></p>
150	<u>Close</u>







**Celebrating Age Wiltshire Phase 2** (September 2020 – 2025) funded by the National Lottery Communities Fund, Wiltshire Council Local Area Boards and Wiltshire Community Foundation

Re-structure since Covid-19 to deliver 4 key strands of activity that can reach older people in multiple ways, not just digitally. These are:

- On-line concerts and performances
- Outdoor concerts
- 1:1 Creative Conversations via telephone
- Noticing Nature: Taking Art Outdoors

CAW works closely with partners across Wiltshire to create a bespoke offer based on each area's needs. As community gatherings are re-introduced, building confidence in attending public events will be paramount, and our work with older people in their homes via telephone, one-to-one sessions and outdoors, will be focused on encouraging a return to social and cultural experiences in the community.

Reaching the most isolated older people and their carers who are unable to access the arts due to disability, lack of transport and anxiety around leaving their homes is our key focus in Phase 2. We now have more opportunity to reach this most vulnerable group.

## Doorstep concert in Steeple Langford October 2020

### Feedback from outdoor concerts:

- *The most profound responses, I feel, were in folks who had very limited contact with the outside world throughout the Covid situation. They were particularly delighted by the imagination and planning that had gone in to providing them with some very special entertainment.*

(village community volunteer)

- *For some individuals who had been isolated alone for many months, this was their first opportunity to meet neighbours and be reminded what the friendship of neighbours means*

(local area co-ordinator)

CELEBRATING  
Age Wiltshire





# Creative Conversations on the phone

Pilot project funded by Wiltshire Community Foundation to work in partnership with Age Friendly Melksham

Since our launch in October we have trained 4 creative artists and 7 volunteers

Phillipa Huxtable, Age Friendly Melksham Co-Ordinator and Moira Conroy, Community Connector referring participants

5 participants currently receiving weekly calls

Artist feedback:

*A little moment of magic to sit here listening to a frail, post stroke voice singing down the phone - a moment of privilege too.*





# Rebecca Seymour Creative Producer

[Rebecca.seymour@wiltshiremusic.org.uk](mailto:Rebecca.seymour@wiltshiremusic.org.uk)

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	Item	Update	Actions and recommendations	Who
	<b>Melksham CATG Agenda for virtual meeting: 3<sup>rd</sup> December 2020 at 16:30 hrs</b>			
1.	<b>Attendees and apologies</b>			
		Attendees: Cllr Jon Hubbard, Jonathon Seed, Phil Alford, Nick Holder, Pat Aves – Melksham Area Board; Mark Stansby, Andy Cadwallader, Peter Dunford – Wiltshire Council; Cllr Adrienne Westbrook, Linda Roberts - Melksham TC; Cllr Alan Baines, Melksham Without PC; Ginny Sherman, Richard Culverhouse – Keevil PC; Richard Clark – Atworth PC, Terry James - Seend PC; Malcolm Jones -Steeple Ashton PC; Chris Pickett – Older Persons Champion	Area Board to note.	AB
		Apologies:		
2.	<b>Notes of last meeting</b>			
		The notes of the previous meeting held on 24 <sup>th</sup> September 2020 were considered by the Area Board on 4 <sup>th</sup> November 2020, passing all recommendations.	Area Board to note.	AB



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<b>3.</b>	<b>Financial Position</b>			
		The balance for financial year 2019 / 20 has closed at £18,171.11 (see Appendix 1).  The current balance for 2020/21, less previous commitments and expenditure, stands at £17,130.42 (see Appendix 2).	Area Board to note.	AB
<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	Highways awaiting Parish decision ahead of producing revised drawings and a firm estimate.  CATG members expressed concerns over progress with this project and wish to remove this from the Top 5 Priority List.	To recommend to the Area Board that this issue is moved to the “Other Priorities” list.	AB
b)	6048 – Melksham Lowbourne Rd and Church Lane – request for Bus Shelters	This project is to be funded in full by the Town Council.  Installation delayed due to Covid-19 Response. The project remains on the programme for completion during the current financial year.	Area Board to note.	AB
c)	6914 - A350 Beanacre – request for ground socket to assist SID deployment	Site work completed and the key to the socket has been handed to the Parish Council.  Final account has been settled at £490.70. Costs to be split 50/50 between Parish and CATG.	To recommend to the Area Board that this issue is closed.  Highways to issue invoice	AB  Highways
d)	6697 – Atworth Mead Park – request to extend the double	The consultation resulted in 3 objections and 3 letters of support concerning Mead Park. Additional comments were received concerning Fleetwood Rise.	Area Board to note.	AB

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	yellow lines (plus other locations)	Objections to be considered in a report to the Cabinet Member.		
e)	Issue 9-19-13 – Melksham Old Broughton Road – request for drop kerbs at junction with The City	<p>A ball-park figure to provide a pair of drop kerbs is around £1,500.</p> <p>Officers have met with the contractor on site to discuss options. The large telecom cover has been lifted to reveal various apparatus making use of this chamber. This will require detailed investigation, at a cost of £250.</p> <p>An alternative solution is to create an informal crossing point across Old Broughton Road, in the same vicinity, which was supported by the Group.</p>	<p>Area Board to note</p> <p>Highways to prepare design and estimate, with an option to include buff high friction surfacing to denote the crossing point.</p>	AB
<b>5.</b>	<b>Other Priority schemes</b>			
a)	Issue 9-19-6 – Seend Parish – request for Gateway features (white gates) at Seend Cleeve, Sells Green, Bell Hill, Seend village (A361)	<p>The Parish no longer wish to pursue white gates as they feel that the cost outweighs the potential benefits.</p> <p>An order to install a new nameplate with road safety message at New Buildings and a SLOW marking has been placed with the Contractor. Installation is anticipated by the end of the year.</p>	Area Board to note.	AB
b)	Issue 9-19-12 – Seend Bell Hill – concerns that drivers are failing to give-way at crossroads (northbound)	A SLOW marking has been painted as requested.	To recommend to the Area Board that this issue is closed.	AB

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c)	Issue 9-20-1 – Atworth – requests for drop kerbs at Bath Road junction to Purlpit	Preliminary design work underway. Estimate likely to rise as an illuminated Give Way sign will need to be repositioned.	Highways to complete design and estimate	Highways
d)	Issue 9-20-2 - Seend Bollands Hill – request for junction warning signs on approach to the Seend Cleeve turning	An order to install new warning signs has been placed with the Contractor. Installation is anticipated by the end of January.	Area Board to note.	AB
e)	Issue 9-20-4 - Keevil Towmead Lane – request for signs to deter use by motor vehicles	An order to install new “Unsuitable for motor vehicles” signs has been placed with the Contractor. Installation is anticipated by the end of January.	Area Board to note.	AB
f)	Issue 9-20-5 – Littleton, Stoggy Lane – request for no through road signs	An order to install new no through road / no access to A361 signs has been placed with the Contractor. Installation is anticipated by the end of January.	Area Board to note.	AB
g)	Issue 9-20-6 – Seend High Street – request for access protection markings.	An access protection marking has been installed as requested.	To recommend to the Area Board that this issue is closed.	AB
h)	Melksham George Ward Gardens Section 106 Project – A365 Shaw Bath Road Footway improvements	Site investigation work underway. Findings to be reported at the next CATG meeting.	Area Board to note.	AB
i)	Melksham George Ward Gardens Section 106 Project - Dunch Lane	Options for Dunch Lane were discussed with reference to the briefing note, see Appendix 3.  The Town Council will meet with Highways to formulate a consultation paper for distribution to residents in the new year.	Area Board to note.  Town Council and Highways to arrange a meeting	AB  TC & Highways

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6.	Requests / Issues			
a)	Issue 9-19-7 – Request for a Speed Limit Review on Bollands Hill to A365	<p>Speed limit reviews are undertaken over an entire route and are charged at £2,500. The C20, from A365 to B3098 at Market Lavington was last reviewed in 2012/13.</p> <p>A Traffic Survey has been delayed due to lock-down restrictions.</p>	Area Board to note.	AB
b)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	It was noted that the CATG contributed to the ground works of the shelter provided on High Street, Melksham. Parish Council has offered a 1/3 contribution.	Parish Council to advise on size of shelter.	MWPC
c)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>Parish Council to liaise with Dick Lovett who has purchased the site adjoining the path.</p> <p>No update to report.</p>	Area Board to note.	AB
d)	Issue 9-19-14 – Atworth – request for Parish Boundary signs	<p>The merits of signing Parish boundaries has been discussed. The signs installed at Box were funded in full by the Parish Council.</p> <p>Parish to longer wish to pursue this issue at this time.</p>	To recommend to the Area Board that this issue is closed.	AB
e)	Issue 9-20-3 - A350 Western Way – Pedestrian safety at signal controlled crossing on dual carriageway section.	<p>The Parish request:</p> <ul style="list-style-type: none"> <li>• The installation of signal enforcement cameras.</li> <li>• Notices for pedestrians to ensure traffic has stopped before crossing.</li> <li>• Review of signal phase timings.</li> </ul>	<p>Area Board to note</p> <p>Highways to arrange safety notices</p>	<p>AB</p> <p>Highways</p>

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		<ul style="list-style-type: none"> <li>Installation of rumble strips to warn drivers.</li> </ul> <p>Crossing to be upgraded as part of Re-allocation of Road Space project (subject to successful funding bid).</p> <p>Highways to consult on proposals of each bid to determine final programme.</p> <p>Parish request that safety notices for pedestrians are prioritised. CATG to fund.</p>		
f)	Issue 9-20-7 – Beanacre Old Road – Request for bollards to prevent access to A350 across verge.	<p>New Issue submitted by Melksham Without Parish Council.</p> <p>Parish wish to consider tree planting as an alternative to bollards.</p>	<p>Area Board to note</p> <p>Parish to consider and report back to the CATG.</p>	<p>AB</p> <p>MWPC</p>
g)	Issue 9-20-8 – Atworth Godwins Close – request for barriers and signs to deter cycling	<p>New Issue submitted by Atworth Parish Council.</p> <p>Parish request an estimate for cyclists dismount signs and a single bike barrier at the north end.</p>	<p>Highways to produce ball park estimate</p>	<p>Highways</p>
h)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	<p>New Issue submitted by Melksham Town Council</p> <p>Resident has offered to dedicate land in exchange for a new boundary fence in order to widen footway. Although this would be a “free” dedication, there are substantial legal fees involved in this process.</p> <p>Highways to consider options to improve pedestrian safety at this location, working within the extent of the current highway boundary.</p>	<p>To recommend to the Area Board that this issue be added to the Priority Schemes list.</p> <p>Highways to consider options.</p>	<p>AB</p> <p>Highways</p>



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i)	Issue 9-20-10 – Seend High Street – request to highlight crossing point between Spout Lane and Inmarsh Lane.	New Issue submitted by Seend Parish Council  Pedestrians cross at end of footway where drop kerbs are provided.	Highways to consider and provide ball park estimate of possible measures	Highways
j)	Issue 9-20-11 – Keevil Martins Road junction with Martins Lane – kerbing and footway improvements	New Issue submitted by Keevil Parish Council  Cllr Seed suggested that this issue should be considered as a maintenance matter. Highways responded that kerbing work and upgrade of the footway would be an “improvement”.	Highways to consider what actions could be taken under the maintenance banner.	Highways
k)	Issue 9-20-13 – Keevil Seend Road Farm – request for single track road signs	New Issue submitted by Keevil Parish Council  The road is single track with no formal passing places provided. Signs could be erected to rectify this.	To recommend to the Area Board that this issue be added to the Priority Schemes list and to allocate £400.  Highways to arrange signs.	AB  Highways
l)	Issue 9-20-14 – A365 Shaw Traffic Signals – request for school wig-wag lights	New Issue submitted by Melksham Without Parish Council  A phase to allow pedestrians to cross has been added to the signal arrangements at this junction. Cllr Alford to discuss new arrangements with Highway officers.	Cllr Alford to contact highways	PA
m)	Issue 9-20-15 – B3353 Shaw Corsham Road – request for school wig-wag lights and or part time 20mph limit	New Issue submitted by Melksham Without Parish Council  It was agreed that a part time 20 mph limit at school journey times is unlikely to change actual vehicle speeds. Parish Council to monitor the situation and report back to the CATG in due course.	Parish to monitor	MWPC

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7.	<b>Other items</b>			
a)	<b>Pavement and Footway Improvement Schemes</b>	<p>The footpath alongside Ebenezer Chapel from Union Street to King George V Playing Field (Melksham) has structural issues and this is being considered by Wiltshire's Asset Management team and consultants Atkins.</p> <p>Investigation work has been delayed due to the Covid Response effort and the project has now been re-programmed for 2021-22.</p> <p>Highways reported that new sites would be considered for improvements in 2021/22. Early indications are that the budget for this work will be increased over the next financial year.</p>	Area Board to note	AB
b)	<b>Highways Response to Covid-19 – Re-allocation of road space</b>	<p>A team of multi-disciplinary officers assessed a total of 28 potential schemes within the community area with 9 sites put forward to the CATG and local councils for consideration:</p> <ol style="list-style-type: none"> <li>1. Melksham Town Bridge – drop kerbs and signs.</li> <li>2. Melksham Bath Road (Bear to Sainsbury mini r/a) – suspend parking &amp; extend footway space</li> <li>3. Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road.</li> <li>4. A365 Shunhold (George Ward Gardens to rail station) – shared use path.</li> <li>5. Dunch Lane (Southbrook Road to A350) – potential experimental closure except for cycles and pedestrians.</li> <li>6. Whitley West Hill to Top Lane – footpath</li> <li>7. B3107 Broughton Gifford to Holt – cycle lane / path</li> <li>8. A361 Seend to The Stocks – shared use path</li> <li>9. A365 Dunch Lane to Shaw – footway improvements</li> </ol>	<p>To recommend to the Area Board that Sites 1, 3 and 6 be added to the Priority Schemes list.</p> <p>Highways to commence preliminary design work to produce ball park estimates when staff resources become available.</p>	<p>AB</p> <p>Highways</p>

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		<p>Sites 5 and 9 have been added to the Priority Schemes List for consideration, funded by Section 106 money.</p> <p>Melksham Town Council support the proposals for Sites 1, 3 and 4 but do not wish to pursue Site 2.</p> <p>Melksham Without support the proposals for Sites 6 and 9, with Site 9 being their highest priority.</p> <p>Seend no longer support Site 8 as the cost to implement is prohibitive.</p> <p>Broughton Gifford support the constriction of a full width cycle track but the verge width is unlikely to accommodate this.</p> <p>Following a lengthy discussion it was agreed to add Sites 1, 3 and 6 to the Priority Schemes list.</p>		
c)	<p><b>Traffic Survey Request Process – November 2020</b></p>	<p>The process for making Traffic Survey (Metro Count) requests has been refined.</p> <p>Please continue to send requests direct to <a href="mailto:trafficsurveys@wiltshire.gov.uk">trafficsurveys@wiltshire.gov.uk</a>.</p> <p>Guidance notes, a copy of the request form and an example of a Survey Report are included as Appendices 4, 5 and 6.</p>	<b>To note</b>	<b>All</b>
d)	<p><b>Deadline for submitting CATG Requests.</b></p>	<p>The process of collating information to prepare CATG Agenda packs can take considerable time and unfortunately it is now</p>		

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		<p>necessary to impose a deadline before a meeting to submit new items.</p> <p>Moving forward, all requests must be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting will therefore be 18<sup>th</sup> February 2021.</p>	<b>To note</b>	<b>All</b>
<b>8.</b>	<b>Date of Next Meeting: Thursday 4<sup>th</sup> March 2021 at 16:30hrs (likely to be held virtually)</b>			

**Melksham Community Area Transport Group**

**Highways Officer – Mark Stansby**

**1. Environmental & Community Implications**

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

**2. Financial Implications**

2.1. All decisions must fall within the Highways funding allocated to Melksham Area Board.  
 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£16,750.76**

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### **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**

6.1 There are no specific Safeguarding implications related to this report.

### **7. Recommendations to Melksham Area Board**

7.1 To close the following Issues: 6914, 9-19-12, 9-20-6 and 9-19-14.

7.2 To remove Issue 6055 from the Top 5 Priority List.

7.3 To add the following Issues (with funding) to the Priority Schemes Lists: 9-20-13 (£400).

7.4 To add the following Issues to the Priority List to determine costs: 9-20-9, Covid Response Sites 1, 3 and 6.





Melksham CATG expenditure 2019 / 20 as of 19/11/20

Budget £13,225 + £12,149.78 c/fwd = £25,374.78

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Broughton Gifford The Street / Bishops Seat	£5,562.00	£nil	£4,868.90 Final	£4,868.90
Melksham Coronation Road 20 mph	£15,000.00	£5,000.00	£9,317.78 Final	£9,317.78
Broughton Gifford Mill Lane HGV signs	£3,300.00	£2,200.00	£2,786.72 Final	£2,786.72
Seend High Street High Friction Surface	£795.00	£600.00	£690.03 Final	£690.03
Steeple Ashton Playground warning sign	£300.00	£200.00	£153.56 Final	£153.56
Steeple Ashton Drop Kerbs Holme / Newleaze	£2,800.00	£1,960.00	£3,731.75 Final	£3,731.75
Redstocks – Nameplate and warning sign	£400.00	£nil	£382.06 Final	£382.06
Melksham Bath Road / Bell Court HGV sign	£200.00	£200.00	£89.62 Final	£89.62
Melksham Snarlton Lane “No access sign”	£100.00	£100.00	£184.31 Final	£184.31
Seend High Street – pedestrians crossing sign	£100.00	£100.00	£180.44 Final	£180.44
Melksham Snarlton Lane Crossing Point sign	£200.00	£200.00	£207.92 Final	£207.92
Westlands Lane Rail Bridge – ped warning signs	£500.00 (Ball Park)	£nil	£1,590.56 Final	£1,590.56
Totals	£29,257.00	£10,560.00	£24,183.65	£24,183.65

Budget £25,374.78

Projected Spend £24,183.65

Balance £1,191.13

Plus Contributions (details listed over) £16,979.98

**Closing Balance £18,171.11**

## Contributions

Broughton Gifford The Street	£4,868.90	Section 106 money – funds transferred
Melksham Coronation Rd 20 mph	£3,000.00	Melksham Town Council – invoice issued
Melksham Coronation Rd 20 mph	£5,000.00	Melksham Area Board – Funds transferred
Broughton Gifford Mill Lane signs	£928.90	Broughton Gifford Parish Council – invoice issued
Seend High St High Friction Surface	£90.03	Seend Parish Council – invoice issued
Steeple Ashton Drop Kerbs	£1,119.53	Steeple Ashton Parish Council – invoice issued.
Redstocks Signs	£382.06	Melksham Without Parish Council – invoice issued
Westlands Lane Rail Bridge	£1,590.56	Highway Maintenance - funds transferred
Total	£16,979.98	

Melksham CATG expenditure 2020 / 21 as of 01/10/20

Budget £13,225 + £18,171.11 c/fwd = £31,396.11

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Broughton Gifford Traffic Management Measures	£21,000 (Ball Park)	£10,500.00	£0,000.00	£21,000.00
Melksham Bus Shelters Lowbourn & Church Lane	£11,150.00	£nil	£0,000.00	£11,150.00
Atworth Parking Restrictions	£3,000.00 (Ball Park)	£nil	£0,000.00	£3,000.00
Melksham Old Broughton Road – drop kerbs	£1,500 (Ball Park)	£1,000.00	£0,000.00	£1,500.00
Beanacre – ground socket for SID device	£531.38	£265.69	£0,000.00	£531.38
Seend New Buildings – nameplate and SLOW	£600.00 (Ball Park)	£600.00	£0,000.00	£600.00
Seend Bell Hill – SLOW marking	£100.00	£100.00	£0,000.00	£100.00
Atworth Purlpit Road – drop kerbs	£1,500.00 (Ball Park)	£1,000.00	£0,000.00	£1,500.00
Seend Bolland's Hill – warning signs	£600.00 (Ball Park)	£300.00	£0,000.00	£600.00
Keevil Towmead – Unsuitable for motors signs	£400.00 (Ball Park)	£400.00	£0,000.00	£400.00
Littleton Stoggy Lane – No through road signs	£400.00 (Ball Park)	£nil	£0,000.00	£400.00
Seend High Street – access protection bars	£100.00 (Ball Park)	£100.00	£0,000.00	£100.00
Totals	£40,881.38	£14,265.69	£0,000.00	£40,881.38

Budget £31,396.11

Projected Spend £40,881.38

Balance -£9,485.27

Plus Contributions (details over) £26,615.69

**Current Balance £17,130.42**

## Contributions

Broughton Gifford TM Measures	£10,500.00	Broughton Gifford Parish Council – invoice upon completion
Melksham Bus Shelters	£11,150.00	Melksham Town Council – invoice upon completion
Atworth Parking Restrictions	£3,000.00	Atworth Parish Council – invoice upon completion
Melksham Broughton Rd drop kerbs	£500.00	Melksham Town Council – invoice upon completion
Beanacre Ground Socket	£265.69	Melksham Without Parish Council – invoice upon completion
Atworth Purlpit drop kerbs	£500.00	Atworth Parish Council – invoice upon completion
Seend Bollands Hill warning signs	£300.00	Seend Parish Council – invoice upon completion
Littleton Stoggy Lane signs	£400.00	Highways Maintenance Fund
Total	£26,615.69	



## Briefing Note - Shurnhold & Dunch Lane, Melksham

Wiltshire Council are holding contributions received from the George Ward Gardens development. These contributions are to be used primarily to:-

- Upgrade the footway along the A365 to improve access to Shaw School, £25,000.
- Provide traffic management measures relating to the access from Dunch Lane to the A350 (Beanacre Road). To regulate parking on Dunch Lane, £45,000
- Provide pedestrian and cycle signing to the town centre and other key locations, £15,000.

Some lateral thinking may be required to spend this money appropriately, whilst working within these parameters.

It is noted that improvements are to be for the benefit of the wider community as well as the residents of the new development. Wiltshire Council has been given up to ten years to implement changes using this funding stream, with work to be completed by 1<sup>st</sup> November 2026.

### Background information

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

In 2017, the Town Council undertook an initial round of consultation with residents asked to give their views on the following set of options:

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

The consultation revealed some support for the closure of the lane at the eastern end (A350) and / or to make this single-track section one way, but no clear preference had emerged.

The Town Council therefore recommended that the part-time closure be revoked, and consideration be given to the introduction of a 20 mph speed limit.

Melksham Without also registered their concerns about restricting access to and from the lane as this would likely have an adverse effect on the volume of traffic using Westlands Lane as an alternative route.

#### Current Situation

Since the consultation took place, the CATG has been happy for this project to sit dormant whilst prioritising other issues within their community area.

To make changes on the ground, a period of between 2 to 3 years should be allowed to undertake further consultation, develop proposals, implement traffic regulation orders (as necessary) and to undertake construction work. As such, there remains plenty of time for this project, and the decision on whether to prioritise this work, for the time being, remains with the CATG.

Mark Stansby  
Senior Traffic Engineer  
16/03/20

TRAFFIC SURVEY  
REQUEST PROCESS AND  
INFORMATION  
November 2020

Instructions for ordering Traffic Surveys from Wiltshire Council

Emma Painter  
trafficsurveys@wiltshire.gov.uk

## Appendices

1. Overview of Traffic Surveys
2. Area Board/CEM & Traffic Engineer Information
3. Site Selection Criteria for Traffic Surveys
4. Survey Results and example
5. What3Words Instructions

Tracsis

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## Appendix 1

### Overview of Traffic Surveys

Previously known as 'Metro Counts', the traffic surveys we undertake use equipment placed on carriageways which comprises two rubber tubes stretched across the carriageway and a data box which is secured to street furniture. Data is collected for 24 hours per day over a 7-day period on the speed, volume and classification of vehicles. The equipment may be on site for up to two weeks and surveys are only conducted during school term times.

Wiltshire Council receives a large number of traffic survey requests over the year from town and parish councils and from internal teams within the Council to assist with transport related projects.

*Please note, we do not accept the request forms directly from individual members of the public. If you are a member of the public who would like to request a traffic survey, this should be made via your local town or parish council who will submit an application form to Wiltshire Council on your behalf.*

Traffic survey requests will be sent to our contractor in batches of 30. Once the surveys have been completed, Wiltshire Council will process the survey data before it is distributed to the relevant town or parish council.

The following information has been provided in order to guide you through the process of completing a Traffic Survey Request. Please read this carefully and provide as much detail as possible. Once the traffic survey has been commissioned, it cannot be cancelled, relocated or repeated.

If you have any queries, please contact [trafficsurveys@wiltshire.gov.uk](mailto:trafficsurveys@wiltshire.gov.uk).



## Appendix 2

### Area Board/Community Engagement Managers (CEM) & Traffic Engineer Information

Area Board	CEM	WC Highway Engineer
Amesbury	Jacqui Abbott	Kate Davey
Bradford on Avon	Ros Griffiths	Kirsty Rose
Calne	Jane Vaughan	Mark Stansby
Chippenham	Ollie Phipps	Martin Rose
Corsham	Ros Griffiths	Kate Davey
Devizes	Andrew Jack	Gareth Rogers
Malmesbury	Ollie Phipps	Martin Rose
Marlborough	Andrew Jack	Steve Hind
Melksham	Peter Dunford	Mark Stansby
Pewsey	Richard Rogers	Mark Stansby
Royal Wootton Bassett & Cricklade	Jane Vaughan	Steve Hind
Salisbury	Marc Read	Paul Shaddock
Southern Wiltshire	Karen Linaker	Julie Watts
South West Wiltshire	Karen Linaker	Julie Watts
Tidworth	Richard Rogers	Gareth Rogers
Trowbridge	Liam Cripps	Kirsty Rose
Warminster	Graeme Morrison	Martin Rose
Westbury	Graeme Morrison	Kirsty Rose

## Appendix 3

### Site Selection Criteria for Traffic Surveys

The following points must be followed when selecting a survey site. If the criteria are not met, the data quality will be poor, and results may not provide any evidence of the issues you have raised.

- For Community Speed Watch and community concern sites, traffic surveys will only be approved in 20mph, 30mph and 40mph limits. **Any locations with a posted speed limit of 50mph or 60mph will need approval from a Wiltshire Council Highways Engineer** before a survey is commissioned.
- **Sites must be at least 100 metres from a change of speed limit.**
- **Select sites where most traffic is travelling at a constant speed across the tubes.** Wherever possible please avoid the following locations;
  - roads where vehicles are accelerating or decelerating due to sharp bends and steep inclines
  - do not choose locations near traffic signals, junctions or near pedestrian crossings
  - roads with on-street parking
  - and sites where vehicles may need to stop over the tubes.
- **Ensure that traffic will cross at right angles to the tubes as far as possible.** Avoid sites where vehicles may turn across the tubes or where vehicles may change lanes.
- **Ensure there is a suitable securing point for the roadside unit.** This could be road signs, street furniture, trees or street lights. **Please note – equipment cannot be attached to telegraph poles.** The data box is secured with a padlock and chain - any posts must be tall enough so that the chain cannot be lifted over the top. Use of posts on private property will require permission from the landowner.
- **Consideration for the safety of the deployment officers is paramount.** Any location deemed too high risk for deployment will not be completed – notification of this will come from our contractors via Wiltshire Council and the relevant Town/Parish Council will be notified.
- **Please include as much information for the location as possible,** including house numbers, official road name and/or number and maps or map web-links using (<https://www.google.co.uk/maps>). In addition, please include a [www.what3words.com](http://www.what3words.com) link for the location, as this helps us and our external contractors to identify specific locations, particularly in rural areas. Please see Appendix 3 for further instructions.
- **Please avoid using local nicknames for locations.**

- **Locations are not eligible for repeat survey within a 12-month period**, unless there are exceptional circumstances and approval from the Highways Officer.

**PLEASE NOTE – There may be instances where the site you have selected cannot be surveyed and an alternative is deployed. Reasons for this could be as follows;**

- **the site is not suitable for the equipment to be secured and the contractor will relocate the equipment in a more suitable place as close to the requested site as possible**
- **a Wiltshire Council Highways Officer considers that an alternative location is required in order to achieve the most accurate results based on the issues outlined. However, any alterations will be notified by email to the appropriate Town/Parish Council for final approval.**

A Wiltshire Council Highways Officer will try to answer any questions regarding the above points but are unable to visit sites in person. Please contact [trafficsurveys@wiltshire.gov.uk](mailto:trafficsurveys@wiltshire.gov.uk) .

## Appendix 4

### Survey Results

From October 2020, all traffic surveys will be commissioned by a company called Tracsis who are Traffic and Survey specialists. The survey data will be supplied to the corresponding Town/Parish Council and will provide details as before. However, the presentation of the data will change and will include the following information (please see Figure 1);

- **Speed Data**

The traffic survey will record 85<sup>th</sup> percentile speed for each vehicle and this will be used to determine if the site enters the thresholds for intervention and detailed as follows;

Speed Limit (MPH)	No further action (85 <sup>th</sup> ile)	Considered for Community Speed Watch (85 <sup>th</sup> ile)	Police Enforcement (85 <sup>th</sup> ile)
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

The 85<sup>th</sup> percentile is the speed at or below which 85% of the traffic is travelling. This is the standard method of assessing traffic speed in the UK. **Community Speed Watch teams cannot operate in areas with a speed limit over 40mph.**

In addition to the recorded 85<sup>th</sup> percentile, speed results are also provided to illustrate;

- Directional speed data
- Weekly average speed data
- Percentage of vehicles travelling over PSL (Posted Speed Limit).

- **Traffic Volumes**

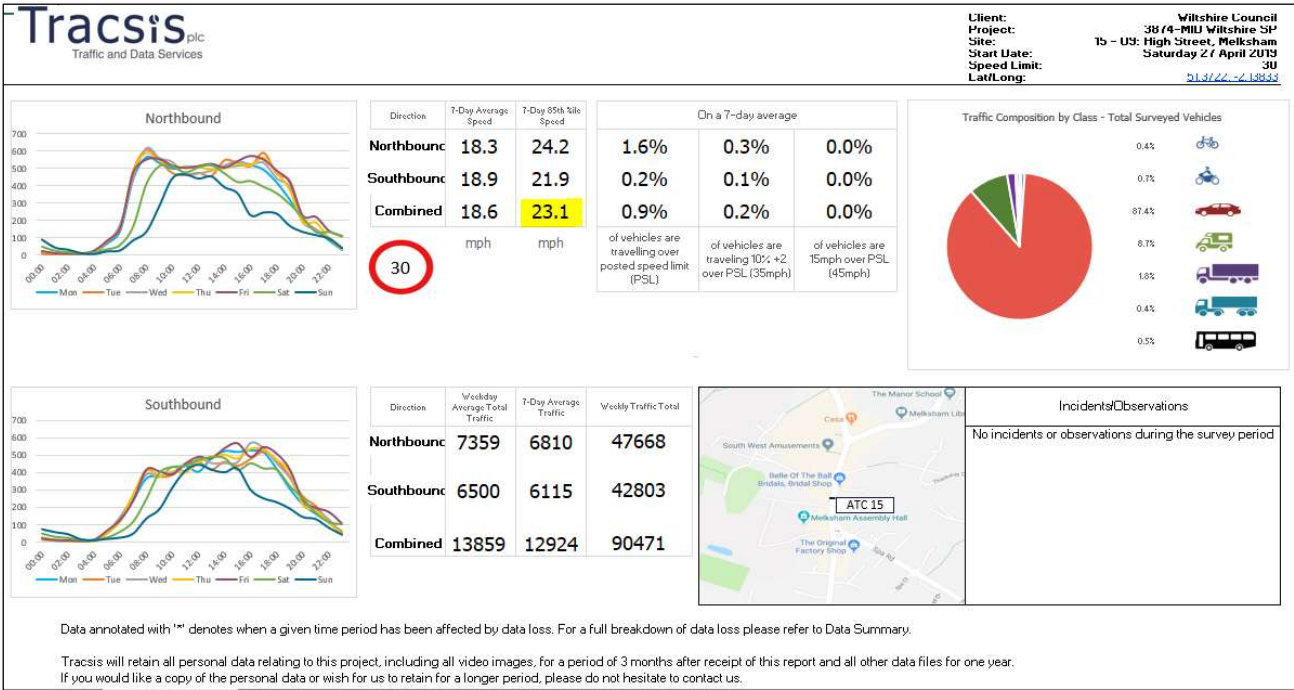
Traffic volumes are recorded hourly and split into northbound/southbound, eastbound or westbound directions. These results are also categorised as follows;

- Combined vehicle volume
- Weekday average volume
- Weekly average volume
- Weekly total volume

- Vehicle Classification**

The classification of each vehicle is recorded during the traffic survey by measuring the distance between front and rear axles as they travel over the two tubes. Again, this information is provided as a summary over the survey period and split into vehicle classifications.

Figure 1 – example survey report

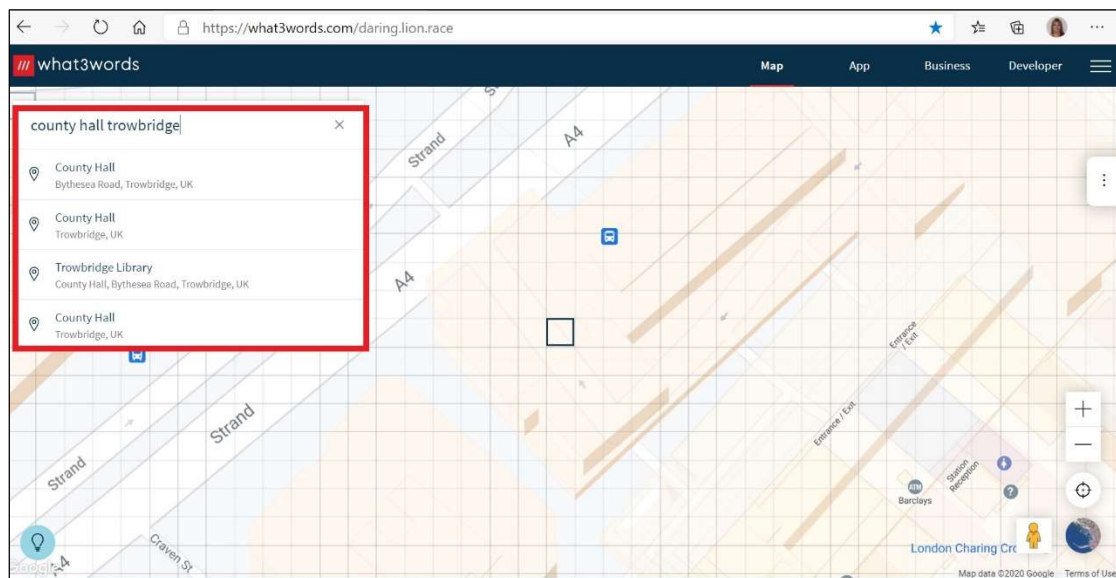
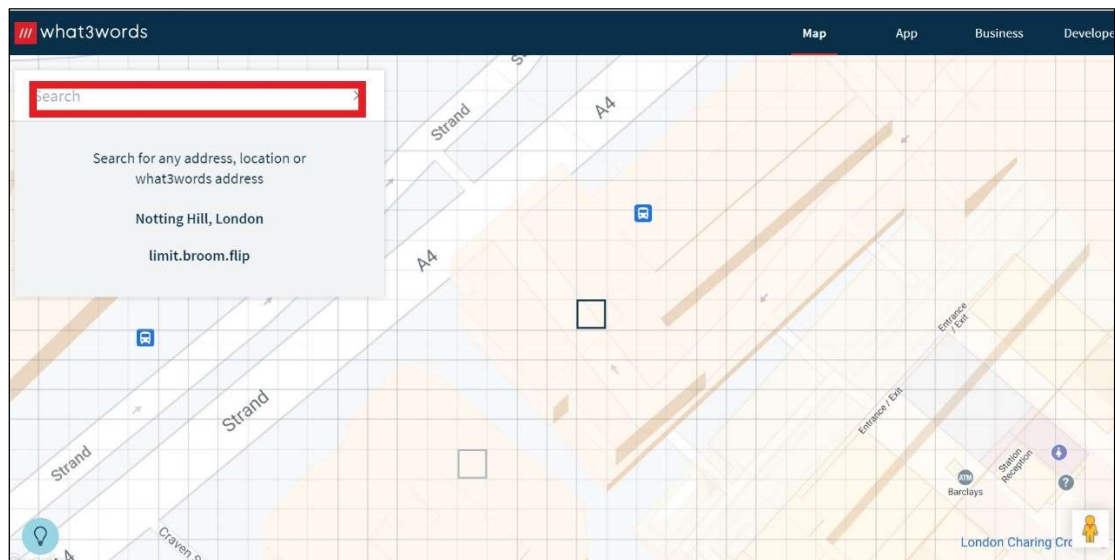




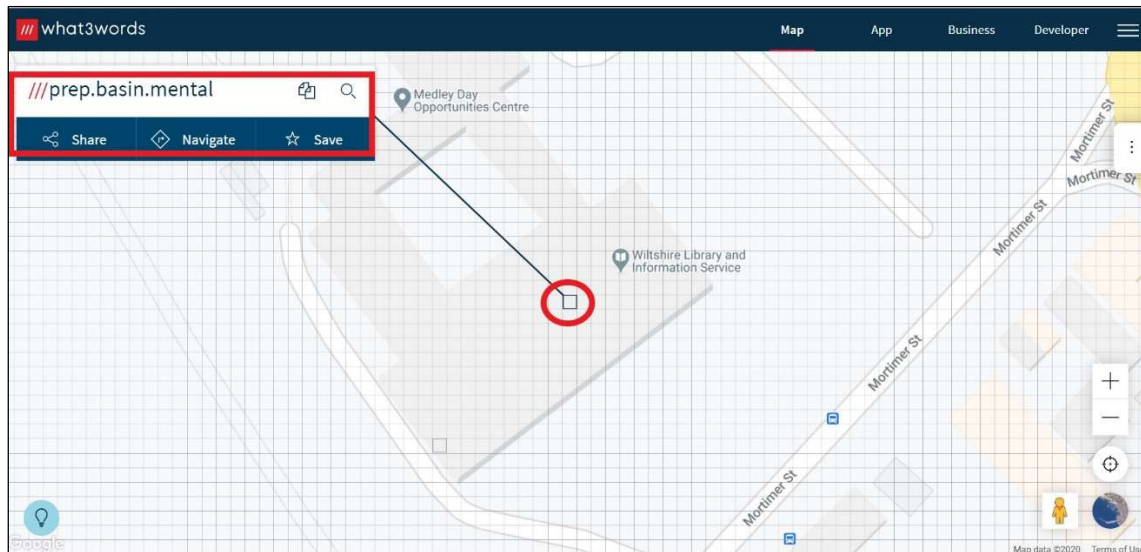
## Appendix 5

### 'What 3 Words' Instructions

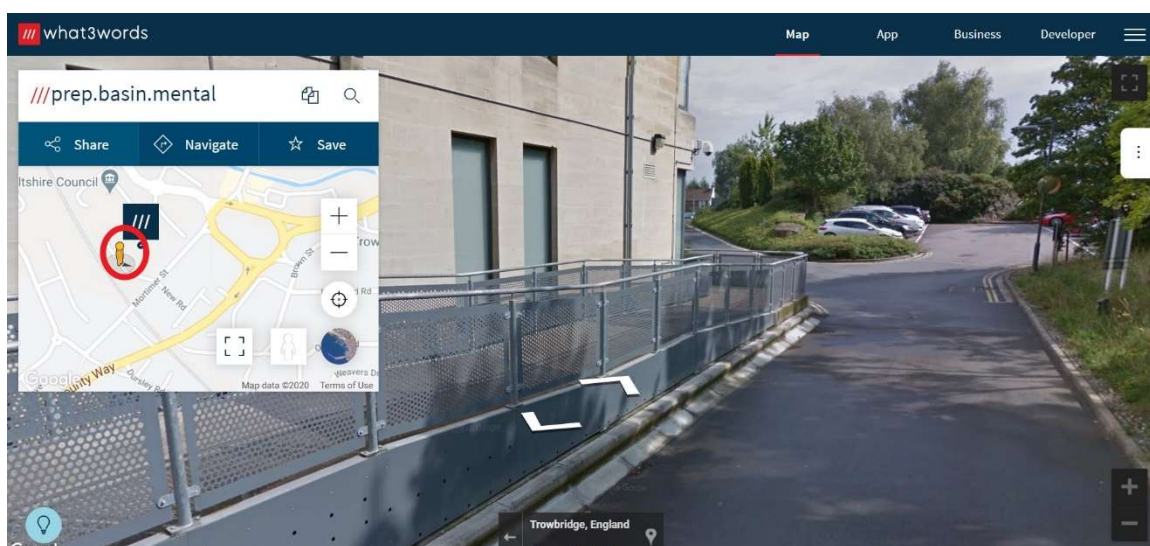
- Navigate to [www.what3words.com](http://www.what3words.com)
- In the search bar at the top left of the screen, type in the address or postcode you are looking for e.g. County Hall, Trowbridge.



- Make your selection from the list and you will automatically be taken to the location on the map as shown in the next image.



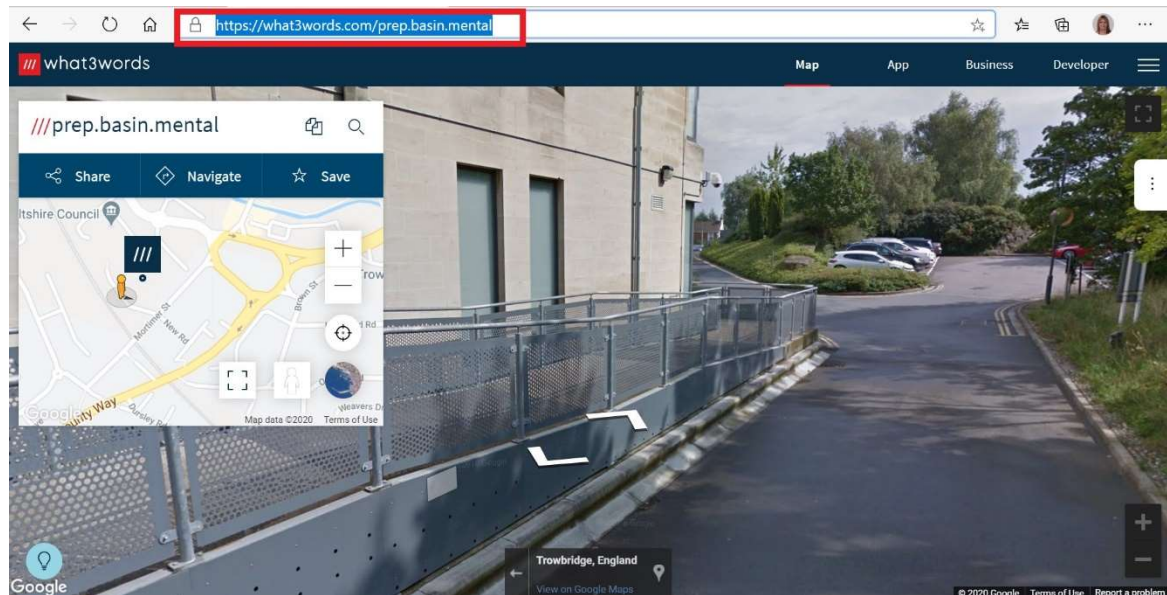
- Once you have been navigated to your chosen address, you will see three completely random words in the search box which is where you will find your 'What3Words' location reference. **However**, the location that you are taken to may not necessarily be the precise location you are looking for (e.g. Mortimer Street, Trowbridge). Using the 'hand' tool, you can navigate around the screen to find your chosen location. Again, using the 'hand' tool, click onto a box within the grid - each time you do this you will notice the 3 words in the search box change.
- Once you have found your chosen location, please select the 'yellow man' at the bottom right of the screen (also shown in Google Maps). Click and drag him onto the map in the vicinity of your location as shown below.



- You can now navigate to your chosen location by selecting the relevant box on the map shown on the top left of your screen, and the 'yellow man' will move to that box. An image

of the location will also be shown via Google Maps which will enable you to specify an exact location (e.g. street light number 35 outside entrance to County Hall).

- Once you are happy with your location, please make a note of the What3Words reference (e.g. ///prep.basin.mental) on your traffic survey request form **OR** simply highlight then copy the URL on your web browser as shown in the next image and paste the URL link onto the request form.



- If you have any issues with using [www.what3words.com](http://www.what3words.com) please contact [trafficsurveys@wiltshire.gov.uk](mailto:trafficsurveys@wiltshire.gov.uk) .

i

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<sup>1</sup> Document Created By  
Emma Painter  
Sustainable Transport  
October 2020

## Traffic Survey Request Form

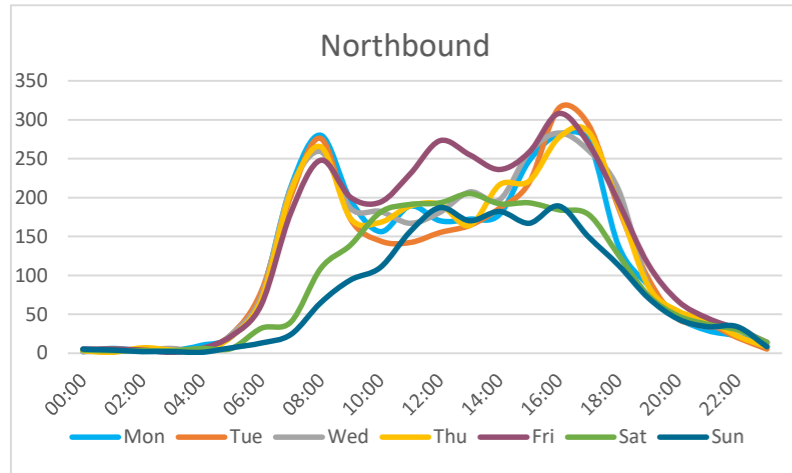
This form should be completed in conjunction with the 'Traffic Survey Request Process & Information' document

Request Details <i>(one location ONLY – please use one form per survey location):</i>					
Date of Request					
Full Name of Requester					
Town/Parish Council					
Town/Parish Council contact name					
Town/Parish email <i>(Please note – this is the email address the results will be sent to)</i>					
Name of Area Board					
Name of Community Engagement Manager					
Name of Traffic Engineer <i>(50/60mph locations ONLY)</i>					
Main Issue <i>(please 'X' all that are relevant):</i>					
Speeding	<input type="checkbox"/>	Traffic volume	<input type="checkbox"/>	Vehicle type	<input type="checkbox"/>
Please provide further details of these issues and the desired outcome:					
Survey Location <i>(please see Appendix 3):</i>					
Road name/classification/number <i>(e.g. A342 Devizes Road)</i>					
City/Town/Village					
Posted Speed Limit	20mph	30mph	40mph	50mph	60mph

<p><i>(Please refer to Appendix 3 – Site Selection criteria for 50/60mph locations)</i></p>					
<p><b>Description of preferred survey location</b>  <i>(Please refer to Appendix 3 – Site Selection criteria for examples)</i></p>					
<p><b>‘What3Words’ location link</b> <i>(please use <a href="http://www.what3words.com">www.what3words.com</a> and refer to Appendix 5 for guidance)</i></p>					
<p><b>Survey location map/link/photos/any other information</b>  <i>(please refer to Appendix 3)</i></p>					
<p><b>Declaration</b></p> <p><b>Signed by</b></p>	<p>I confirm that I have read and understood the information in the ‘<i>Traffic Surveys Request Process and Information</i>’ document (please tick the box).</p> <div style="border: 1px solid black; width: 80px; height: 40px; margin-left: auto; margin-right: auto;"></div>				

***This form should be completed and sent by email or delivered to your local town or parish council (details from link provided below)***  
<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

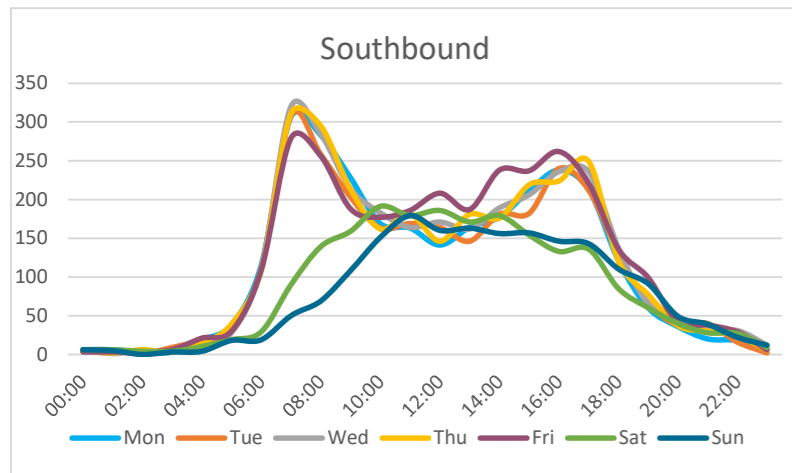
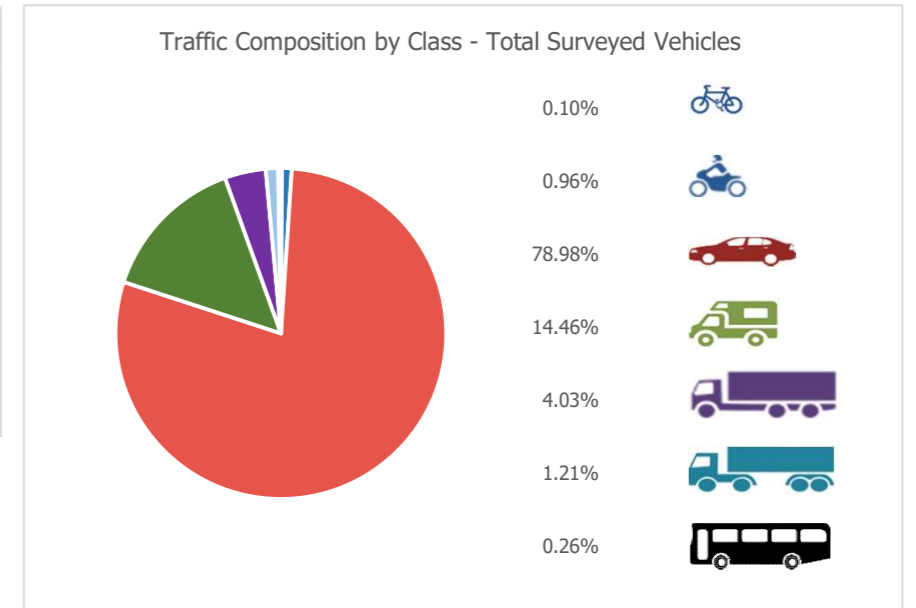




Direction	7-Day Average Speed	7-Day 85th %ile Speed
Northbound	41.9	48.8
Southbound	41.5	48.1
Combined	41.7	48.5



On a 7-day average		
10.7%	1.4%	0.2%
8.8%	1.3%	0.2%
9.8%	1.3%	0.2%
of vehicles are travelling over posted speed limit (PSL)	of vehicles are traveling 10% +2 over PSL (57mph)	of vehicles are 15mph over PSL (65mph)



Direction	Weekday Average Total Traffic	7-Day Average Traffic	Weekly Traffic Total
Northbound	2921	2661	18626
Southbound	2818	2571	17996
Combined	5739	5232	36622



Incidents/Observations
No incidents or observations during the survey period

Data annotated with '\*' denotes when a given time period has been affected by data loss. For a full breakdown of data loss please refer to Data Summary.

Tracsis will retain all personal data relating to this project, including all video images, for a period of 3 months after receipt of this report and all other data files for one year. If you would like a copy of the personal data or wish for us to retain for a longer period, please do not hesitate to contact us.



<b>Report to</b>	Melksham Area Board
<b>Date of Meeting</b>	14/12/2020
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Atworth Village Hall and Recreation Ground Committee <b>Project Title:</b> Atworth Village Hall - Refurbishment of Changing Room  <a href="#">View full application</a>	£4000.00
<b>Applicant:</b> Melksham Oak Community School <b>Project Title:</b> Boxercise Intervention  <a href="#">View full application</a>	£406.58
<b>Applicant:</b> Young Melksham <b>Project Title:</b> Disabled access entrance to The Canberra Centre  <a href="#">View full application</a>	£4950.00
<b>Applicant:</b> Age Friendly Melksham CIC <b>Project Title:</b> Face2Face Mobile Video Calls  <a href="#">View full application</a>	£918.00

### 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 2019/2020 year is made to projects that can realistically proceed within a year of it being awarded.

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

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

### 3. Environmental & Community Implications

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

### 4. Financial Implications

Financial provision had been made to cover this expenditure.

### 5. Legal Implications

There are no specific legal implications related to this report.

### 6. Human Resources Implications

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

### 7. Equality and Inclusion Implications

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

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

### 8. Safeguarding Implications

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

### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">3855</a>	Atworth Village Hall and Recreation Ground Committee	Atworth Village Hall - Refurbishment of Changing Room	£4000.00

#### Project Description:

For many years the changing room located at the rear of the Atworth Village Hall was used by local football clubs mostly playing in the Sunday league. For the past five year no club has used these facilities and after many telephone conversations with the FA it does not seem like it will be used again. Therefore, we are proposing that we convert this room to a multiuse room that can be hired by the public. It can also be used by the Parish Clerk as an office space when it's not being use by the public. This room will be useful as sometimes we have been asked for a room to be hired but the main hall is in use.

We try to keep enough funds to pay all maintenance invoices for between 12 and 18 months. However, we recently had a tree survey conducted in the recreation

ground and found that several trees need to be removed over the next few months. We also had a ROSPA inspection carried out on the children's equipment and certain work needs to be scheduled to make some equipment safe. The village hall has also not been used since early March and after carrying out a survey of users recently it does not seem likely to be opened again until the new year. This means that we will not receive any income until users start using the hall again. By refurbishing this room and hiring it out to existing and new groups it should help us to recover from the lack of income quicker when the Covid-19 restrictions are lifted. Normally we have over 5000 users come through the village hall doors. Obviously, this year we have had none. We may or may not have the same groups back in the hall when restrictions are finally lifted from Covid-19. By completing this refurbishment of the changing room, we will be able to offer more facilities to current groups and also to encourage new and different groups into the hall. This will also offer more opportunities for older members of our community to join user group and to go out to meet friends and join in with others this will help to combat loneliness which is on the increase.

**Input from Community Engagement Manager:**

Hills Waste is contributing £10,000 and the Parish Council £6,000 to this £20,000 project.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3955</a>	Melksham Oak Community School	Boxercise Intervention	£406.58

**Project Description:**

We would like to start a number of intervention projects based around boxercise. The aim is to use boxing to assist targeted groups of students. The activity will aim address physical and mental health issues.

Our pastoral support team will identify small groups of students to attend a 6-week intervention program. The students could be picked for a variety of reasons which could include low self-esteem mental health concerns behavioural concerns and or special educational needs. The activity will be run alongside support from the pastoral team. This activity will be run in addition to their normal curriculum therefore cannot be funded by our normal departmental budgets. We also intend to set up an after-school club for these students so that they can still benefit from the positives of boxing even after the program has finished. Finally, the Boxing equipment will be a useful resource for our pastoral team should they wish to run off a one-off intervention with a student.

**Input from Community Engagement Manager:**

The project meets eligibility requirements and does not require match funding. It is an extra-curricular activity and outside core education funding.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3957</a>	Young Melksham	Disabled access entrance to The Canberra Centre	£4950.00

**Project Description:**

Following the sale of a Wiltshire Council Property adjacent to The Canberra Centre the formerly shared disabled access step-free access to The Canberra Centre was lost. To ensure disabled step-free access and compliance with the Equality Act 2010 we need to construct a new wheelchair friendly access to The Canberra Centre. This will also support access for Age Friendly member and other community groups using the centre. The secure entry and visitor systems will improve safeguarding and support tracking in line with the risk assessment for the management of COVID19.

The inclusion of step-free access to The Canberra Centre will benefit the members and carers of Monday No Limits Club and Friday disco for SEND adults by ensuring all our disabled clients and their carers have access that is equal to that of non-disabled clients in accordance with the Equality Act 2010. The step-free entrance will also benefit the more aged clients of Age Friendly and other community groups offering activities such as Wheelchair Yoga. Step-free access is also useful for parents requiring access for prams and pushchairs. As a result of these changes the centre will become a space that is easily accessible for the community of Melksham and the surrounding villages enabling people of all ages physical abilities and those requiring particular style of entry due to their stage in life to access and utilise The Canberra Centre. The inclusion of a secure entry system and visitor management system will enhance the safety and safeguarding of our clients and staff and allow us to more readily track our visitors in line with our COVID-19 risk assessment.

**Input from Community Engagement Manager:**

Match funding contributions have been secured from Melksham Town Council and 4Youth reserves and other grants are being sought.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3958</a>	Age Friendly Melksham CIC	Face2Face Mobile Video Calls	£918.00

**Project Description:**

To facilitate contact between those people who have not seen family and friends as a result of the Covid Pandemic or because they are unable to travel and family live away through the use of loan iPads with Age Friendly Face2Face Facilitators to set up the calls for users.



We will purchase two iPads that service users can borrow that will allow them to have video calls using Facetime/Zoom/WhatsApp etc with their friends/relatives. The iPads will be a bookable resource that we would deliver to the Service Users home and then collect after an hour or two. Where necessary the AFM volunteer would set up the call so that the service user would not need existing computer skills. This service will be available to anyone who is unable to access the necessary equipment to be able to make video calls to friends and family and is therefore at risk of being or is socially isolated.

**Input from Community Engagement Manager:**

The project meets eligibility requirements. Match funding has been provided by reserves and from donations, including from Blenheim House Care Home

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

Peter Dunford

Community Engagement Manager

01225 713060

[Peter.Dunford@wiltshire.gov.uk](mailto:Peter.Dunford@wiltshire.gov.uk)



## Grant Applications for Melksham on 14/12/2020

ID	Grant Type	Project Title	Applicant	Amount Required
3855	Community Area Grant	Atworth Village Hall - Refurbishment of Changing Room	Atworth Village Hall and Recreation Ground Committee	£4000.00
3955	Community Area Grant	Boxercise Intervention	Melksham Oak Community School	£406.58
3957	Community Area Grant	Disabled access entrance to The Canberra Centre	Young Melksham	£4950.00
3958	Community Area Grant	Face2Face Mobile Video Calls	Age Friendly Melksham CIC	£918.00

ID	Grant Type	Project Title	Applicant	Amount Required
3855	Community Area Grant	Atworth Village Hall - Refurbishment of Changing Room	Atworth Village Hall and Recreation Ground Committee	£4000.00

**Submitted:** 08/09/2020 19:11:04

**ID:** 3855

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

No

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

**5. Project title?**

Atworth Village Hall - Refurbishment of Changing Room

**6. Project summary:**

For many years the changing room located at the rear of the Atworth Village Hall was used by local football clubs mostly playing in the Sunday league. For the past five year no club has used these facilities and after many telephone conversations with the FA it does not seem like it will be used again. Therefore, we are proposing that we convert this room to a multiuse room that can be hired by the public. It can also be used by the Parish Clerk as an office space when it's not being use by the public. This room will be useful as sometimes we have been asked for a room to be hired but the main hall is in use.

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

Melksham

**Electoral Division**

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

SN128JY

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

Children & Young People

Economy

Health and wellbeing

Leisure and Culture

Older People

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2019

**Total Income:**

£15704.79

**Total Expenditure:**

£15671.63

**Surplus/Deficit for the year:**

£33.16

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£3012.91

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

We try to keep enough funds to pay all maintenance invoices for between 12 and 18

months. However, we recently had a tree survey conducted in the recreation ground and found that several trees need to be removed over the next few months. We also had a ROSPA inspection carried out on the children's equipment and certain work needs to be scheduled to make some equipment safe. The village hall has also not been used since early March and after carrying out a survey of users recently it does not seem likely to be opened again until the new year. This means that we will not receive any income until users start using the hall again. By refurbishing this room and hiring it out to existing and new groups it should help us to recover from the lack of income quicker when the Covid-19 restrictions are lifted. Normally we have over 5000 users come through the village hall doors. Obviously, this year we have had none. We may or may not have the same groups back in the hall when restrictions are finally lifted from Covid-19. By completing this refurbishment of the changing room, we will be able to offer more facilities to current groups and also to encourage new and different groups into the hall. This will also offer more opportunities for older members of our community to join user group and to go out to meet friends and join in with others this will help to combat loneliness which is on the increase.

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	£4000.00		
Expenditure (Itemised £ expenditure)	Income (Itemised income)	Tick if income confirmed	£
Contractor Cost 20000.00	Hills Waste Grant	yes	10000.00
	Parish Council	yes	6000.00
	Money from reserves	yes	0.00
<b>Total</b>	<b>£20000</b>		<b>£16000</b>

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

No

**12. If so, which Area Boards?**

Melksham

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

The whole community will ultimately benefit from the refurbishment of the changing rooms. This is because it provides additional space which can be used either to hire out or to be used for community activities. Several groups use the hall on a regular basis unfortunately others would like to hire the hall but with currently only one room to hire we

have to turn some people away. The village hall will benefit as it potentially will bring in additional income which can be used to provide better facilities for the hall and its users.

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

After Covid-19 has subsided and social distancing is reduced we will monitor this by hopefully being able to reduce double bookings and to be able to provide an additional room that users can use for whatever use they need. As currently the room is not available, we are not sure how many users will use this room but unless we have the room to use it will not help the hall. It will also help the hall to increase its finances especially after the hall has been out of use for so long. Hopefully some of the potential users who had shown an interest to use this space in the past will still be around when the epidemic is over.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

No-one in the village hall or committee will be involved in the work for this project. We will employ a contractor to carry out all the the work

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

As we feel that it's important to use all available space which is limited. We will have to apply to other funders if Wiltshire Council fund runs out.

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

18. 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.

3955	Community Area Grant	Boxercise Intervention	Melksham Oak Community School	£406.58
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**Submitted:** 26/11/2020 15:08:08

**ID:** 3955

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

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

No

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

Boxercise Intervention

**6. Project summary:**

We would like to start a number of intervention projects based around boxercise. The aim is to use boxing to assist targeted groups of students. The activity will aim address physical and mental health issues.

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

Melksham

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

SN12 6QZ

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

Children & Young People

Health and wellbeing

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

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

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

**10b. Project Finance:**

Total Project cost		£406.58		
Total required from Area Board		£406.58		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed    £
Lonsdale Free Standing Punchbag	123.59			
Lonsdale Club Boxing Pack	282.99			
<b>Total</b>	<b>£406.58</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Melksham

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

This money will be used to fund a boxing-based intervention scheme. Our pastoral support team will identify small groups of students to attend a 6-week intervention program. The students could be picked for a variety of reasons which could include low self-esteem mental health concerns behavioural concerns and or special educational needs. The activity will be run alongside support from the pastoral team. This activity will be run in addition to their normal curriculum therefore cannot be funded by our normal departmental budgets. We also intend to set up an after-school club for these students so that they can still benefit from the positives of boxing even after the program has finished. Finally, the Boxing equipment will be a useful resource for our pastoral team should they wish to run off a one-off intervention with a student.

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

As part of each intervention group students will complete self-assessments at the start and end of the program. In addition, the pastoral staff member will monitor progress throughout the program. After the initial 6-week program there will be regular check-ups with the students and an opportunity for them to re-enter the program or join the after school club.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

How do you make sure staff and volunteers understand their safeguarding responsibilities through annual training and regular safeguarding updates shared with all staff in the school are staff and volunteers Disclosure and Barring Service DBS checked and do you hold a central record of this as well as details of staff references. Yes a single central record is held for all staff and volunteers who in your organisation is ultimately responsible for safeguarding The designated safeguarding officer is Mrs Sharon Kirwan. The deputy designated safeguarding officers are Miss Heather Mitchell and Mr Alan Henderson

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

This money will be used to purchase the equipment and we do not foresee their being any extra costs unless the equipment were to break. In that case we would have to look at other options such as fund raising.

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

**18. DECLARATION**

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

**Quotes:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

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.

3957	Community Area Grant	Disabled access entrance to The Canberra Centre	Young Melksham	£4950.00
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**Submitted:** 27/11/2020 18:41:58

**ID:** 3957

**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?**

Disabled access entrance to The Canberra Centre

**6. Project summary:**

Following the sale of a Wiltshire Council Property adjacent to The Canberra Centre the formerly shared disabled access step-free access to The Canberra Centre was lost. To ensure disabled step-free access and compliance with the Equality Act 2010 we need to construct a

new wheelchair friendly access to The Canberra Centre. This will also support access for Age Friendly member and other community groups using the centre. The secure entry and visitor systems will improve safeguarding and support tracking in line with the risk assessment for the management of COVID19.

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

Melksham

**Electoral Division**

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

SN12 7NY

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

Children & Young People

Health and wellbeing

Older People

Other

If Other (please specify)

Disabled Access

**10. Finance:**

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

**Your latest accounts:**

12/2019

**Total Income:**

£55315.00

**Total Expenditure:**

£69331.00

**Surplus/Deficit for the year:**

£-14016.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£19615.00

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

Some funds are being used for this project. The remaining funds are attributed to core costs to run our range of services and the general maintenance and running costs of The Canberra Centre.

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

**10b. Project Finance:**

Total Project cost		£10559.50		
Total required from Area Board		£4950.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Building work to remove steps brick up wall and create space in wall for new door to be fitted	3352.00	Melksham Town Council	yes	1000.00
New Front Doors	2200.00	4Youth reserves	yes	2400.00
Electrical Works	900.00	Other grants		2209.50
Decorating	500.00			
Professional Fees	450.00			
Video Entry System	367.50			
Visitor Management System	1390.00			
External signage	300.00			
Safety Signage Fire Extinguishers	800.00			
Information Boards	300.00			
<b>Total</b>	<b>£10559.5</b>			<b>£5609.5</b>

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

No

**12. If so, which Area Boards?**

Melksham

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

The inclusion of step-free access to The Canberra Centre will benefit the members and



carers of Monday No Limits Club and Friday disco for SEND adults by ensuring all our disabled clients and their carers have access that is equal to that of non-disabled clients in accordance with the Equality Act 2010. The step-free entrance will also benefit the more aged clients of Age Friendly and other community groups offering activities such as Wheelchair Yoga. Step-free access is also useful for parents requiring access for prams and pushchairs. As a result of these changes the centre will become a space that is easily accessible for the community of Melksham and the surrounding villages enabling people of all ages physical abilities and those requiring particular style of entry due to their stage in life to access and utilise The Canberra Centre. The inclusion of a secure entry system and visitor management system will enhance the safety and safeguarding of our clients and staff and allow us to more readily track our visitors in line with our COVID-19 risk assessment.

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

Our board of trustees examine the work undertaken by the organisation to ensure our aims and objectives continue to be successfully delivered that our facilities are fit for purpose and we are meeting the needs of our service users as best as is possible. As a result of this project there will be an expectation of increased community usage. We recognise that for our own activities as a voluntary-to-attend organisation getting people through the door is our greatest challenge, but it is also our most effective measure. Being able to classify our clientele using the visitor management system will allow a more detailed analysis of client usage. For lettings accounting for the increased use of our space for community use is easier. Trustees will monitor the process and impact of this project and the outcomes will be reported in our minutes. We will celebrate our improved access and increased community usage using our social media presence.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Safeguarding is a priority of 4Youth. Our practice focuses on safeguarding and the welfare of young people. All staff and volunteers are DBS checked and our HR Trustee is Level 3 Safeguarding trained and completes regular safeguarding update training for staff. All staff and volunteers hold a DBS check. All DBS checks are held on Lamplight and a record of satisfactory references are held on Breathe our Information Management Systems. E-safety policy training and enforcement is in place for all centre based computers. All computers based at The Canberra Centre access the internet using the Safe DNS system ensuring that they cannot access inappropriate websites. In addition, our public WiFi service is also routed through this system. The Lead Youth Worker has day-to-day safeguarding responsibility to ensure any concerns are reported to the DSL the Trustee with responsibility for Youth Work with oversight from the HR Trustee.

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

Whilst The Canberra Centre will continue to be open the renovation of the entrance to include safe and secure access that is step-free is a finite project. The annual cost of the visitor management system software will be purchased through core funding.

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

No

**18. 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.

3958	Community Area Grant	Face2Face Mobile Video Calls	Age Friendly Melksham CIC	£918.00
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**Submitted:** 29/11/2020 12:56:00

**ID:** 3958

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

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

No

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

**5. Project title?**

Face2Face Mobile Video Calls

**6. Project summary:**

To facilitate contact between those people who have not seen family and friends as a result of the Covid Pandemic or because they are unable to travel and family live away through the use of loan iPads with Age Friendly Face2Face Facilitators to set up the calls for users.

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

Melksham

**Electoral Division**

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

SN12 7NY

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

Health and wellbeing

Older People

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

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

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

**10b. Project Finance:**

Total Project cost		£1840.00		
Total required from Area Board		£918.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
2 x basic iPad with cellular connectivity	918.00	Donation from Blenheim House	yes	250.00
2 x unlimited data contract with Vodafone 12 month contract	672.00	Other donations and drawdown from reserves	yes	672.00
Marketing and Publicity	250.00			
<b>Total</b>	<b>£1840</b>			<b>£922</b>

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

No

**12. If so, which Area Boards?**

Melksham

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

We will purchase two iPads that service users can borrow that will allow them to have video calls using Facetime/Zoom/WhatsApp etc with their friends/relatives. The iPads will be a bookable resource that we would deliver to the Service Users home and then collect after an hour or two. Where necessary the AFM volunteer would set up the call so that the service user would not need existing computer skills. This service will be available to anyone who is unable to access the necessary equipment to be able to make video calls to friends and family and is therefore at risk of being or is socially isolated.

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

Following use of the Face2Face system we will undertake evaluations with users to understand the impact being able to use the service has had on them.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Phillipa Huxtable Age Friendly Co-ordinator

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

The grant application is for the capital cost of the iPads. We will continue to fund the internet access SIM cards through other fundraising and donations.

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

**18. DECLARATION**

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

**Quotes:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

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Report to	Melksham
Date of Meeting	14/12/2020
Title of Report	Community Youth Grants

## 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Melksham Area Board.

Application	Grant Amount	
<b>Applicant:</b> Young Melksham <b>Project Title:</b> 4Youth Mentoring 2021	£4950.00	

## 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2020/21 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2020/2021.

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

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community-based projects and schemes.

## 3. The applications

<b>Applicant:</b> Young Melksham <b>Project Title:</b> 4Youth Mentoring 2021	Amount Requested from Area Board: £4950.00	
This application meets grant criteria 2020/21.		
<b>Project Summary:</b> The project is designed to provide mentoring from trained volunteers from the local business and domestic community for our young people. The aim is to aid their transition through the senior years of school and into employment. The mentoring is designed to support the		

mental health of our young people and through the mentoring relationship develop aspirations and the skills necessary for them to be an active employed and happy member of the local community.

**Comments of Community Engagement Manager:** This is a contribution towards total project costs of £12,748, with the balance of funding coming from reserves, donations and other grants.

**Report Author:**

Peter Dunford, Melksham Area Board  
01225 713060

## Grant Applications for Melksham on 14/12/2020

867	Youth	4Youth Mentoring 2021	Young Melksham	£4950.00
<p><b>Submitted:</b> 27/11/2020 22:24:38</p> <p><b>ID:</b> 867</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> tbc contact Community Area Manager</p> <p><b>1. Which type of grant are you applying for?</b> Youth</p> <p><b>2. Amount of funding required?</b> £501 - £5000</p> <p><b>3. Are you applying on behalf of a Parish Council?</b> No</p> <p><b>4. If yes, please state why this project cannot be funded from the Parish Precept</b></p> <p><b>5. Project title?</b> 4Youth Mentoring 2021</p> <p><b>6. Project summary:</b> The project is designed to provide mentoring from trained volunteers from the local business and domestic community for our young people. The aim is to aid their transition through the senior years of school and into employment. The mentoring is designed to support the mental health of our young people and through the mentoring relationship develop aspirations and the skills necessary for them to be an active employed and happy member of the local community.</p> <p><b>7. Which Area Board are you applying to?</b> Melksham</p> <p><b>Electoral Division</b></p> <p><b>8. What is the Post Code of where the project is taking place?</b> SN12 7NY</p>				

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

Informal education  
Youth work/development  
Employment or training  
1:1/group work  
Volunteering

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2019

**Total Income:**

£55315.00

**Total Expenditure:**

£69331.00

**Surplus/Deficit for the year:**

£-14016.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£19615.00

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

Some of the reserves are being used for this project. However, the balance of the reserves are required to cover the core costs of the multi-faceted organisation and the costs of maintaining the The Canberra Centre.

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

**10b. Project Finance:**

Total Project cost		£12747.80		
Total required from Area Board		£4950.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Mentoring Coordinator	4176.00	Reserves	yes	2000.00
Mentoring Support Worker	2700.00	Donations		500.00

Admin support	1150.00	Other grants	5297.00
Mileage for Co-ordinator	310.50		
Management cost	167.30		
Training venue costs	1200.00		
<b>Total</b>	<b>£9703.8</b>		<b>£7797</b>

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

No

**12. If so, which Area Boards?**

13. DECLARATION

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

**Quotes:**

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

**Project/Business Plan:**

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

**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.





# Area Board Projects and Councillor Led Initiatives Application Form 2019/2020

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

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

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

## 1. Contact Details

<b>Area Board Name</b>	Melksham		
<b>Your Name</b>	Councillor Phil Alford		
<b>Contact number</b>	07976 108737	<b>e-mail</b>	<a href="mailto:Phil.Alford@wiltshire.gov.uk">Phil.Alford@wiltshire.gov.uk</a>

## 2. The project

<b>Project Title/Name</b>	Detached Youth Work in King George V Playing Fields and Skate Park		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>To provide detached youth workers in the King George V Playing Field and at the Skate Park in Melksham.</p> <p>Employ 2 youth workers to provide cover on Friday nights 6.30pm to 8.30pm and on Saturdays 4pm to 8.30pm.</p> <p>Supported by the Canberra Centre and part of the 4Youth Youthwork Team.</p> <p>Outcomes to be achieved will include:</p> <ul style="list-style-type: none"> <li>- Building young people's self-esteem and self-confidence</li> <li>- Developing young people's ability to manage personal and social relationships</li> <li>- Creating learning opportunities for young people to develop new skills</li> <li>- Encouraging positive group atmospheres</li> <li>- Building the capacity of young people to consider risk, make reasoned decisions and take control</li> <li>- To reduce and relieve the suffering and distress, and to improve the emotional wellbeing of young people and their families</li> </ul>		
<b>Where is this project taking place?</b>	King George V Playing Fields and Skate Park, Melksham		
<b>When will the project take place?</b>	Starting February 2021		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	The Area Board hopes that this project can also be supported by Melksham Town Council, Melksham Without Parish Council and the Office of the Police and Crime Commissioner.		

How will the local community benefit?	Reduction in complaints regarding anti-social behaviour. Safer environment for young people to participate. Increased awareness regarding topical issues for young people, including drugs awareness and sexual health.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Concerns expressed by the community and by the Police.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Yes		
Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)	N/A		
<b>What is the desired outcome/s of this project?</b> Reduction in anti-social behaviour; help create a safe space for young people.			
<b>Who will be responsible for managing this project?</b> Bev Martin, 4Youth Youth work team at Young Melksham.			
<b>3. Funding</b>			
What will be the total cost of the project?	£ 10,000		
How much funding are you applying for?	£ 10,000		
If you are expecting to receive any other funding for your project, please give details	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Young Melksham		
<b>4. Declaration – I confirm that...</b>			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified  <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Phil Alford Position in organisation: Wiltshire Councillor/ Melksham Without Parish Councillor	Date: 1 December 2020		
Please return your completed application to the appropriate Area Board Locality Team ( <a href="#">see section 3</a> )			







Bath and North East Somerset,  
Swindon and Wiltshire  
Clinical Commissioning Group

## Update for Wiltshire Area Boards

December 2020

### **Coronavirus vaccination**

We continue to work with primary care and our hospitals across the region to support the delivery of the anticipated coronavirus vaccination.

Following government guidance on priorities our first focus is on vaccinations for older residents in care homes, all those over 80 years of age and health and social care workers.

Arrangements will depend on which vaccinations become available and when, as storage and transport options differ across the different vaccines.

### **Flu vaccination**

The number of people getting their flu vaccination is up in all groups – between 15% - 40% higher compared to the same time last year. This is thanks to the hard work of our GP practices, often with the support of the council to use local facilities for large scale vaccination clinics.

Free vaccinations for 50 – 64 year old people will be available from 1 December and people in this group will be contacted by their GP surgery when they are ready to begin vaccinating.

### **COVID-19 oximetry@home service**

The COVID-19 oximetry @home service has launched in Wiltshire and across the BSW region. The service provides an enhanced package for monitoring of symptoms and oxygen saturations for patients with suspected or confirmed COVID-19 who are at risk of future deterioration but are not unwell enough to need immediate hospital admission.

Appropriate patients will be identified following clinical assessment (face to face or remote) and invited to join the service. They will be provided with a pulse oximeter to monitor their condition and information on how to operate it. The patient will be set up with the GoodSAM app to submit their readings or be supported by the clinical team to share their oximetry readings if they are not able to use the app.

Results will be monitored and patients will be advised on what to do if their condition deteriorates.

The service will be managed by a multidisciplinary clinical team (nurse, paramedics, GPs, Advanced Nurse Practitioners) who will provide clinical support and advice to patients throughout the time they are being monitored.

### **Parkinson's services in North Wiltshire**

Earlier in the year we tackled variation in care for Parkinson's patients in North Wiltshire by jointly investing with Parkinson's UK in additional Parkinson's nurses to provide a one stop service for residents through Great Western Hospital.

The service started in April and initially offered virtual clinic reviews. Consultant reviews and subsequent referrals that could not be offered in April are now gradually increasing and the service has now set up fortnightly clinics in Savernake and Malmesbury from October 2020 and a clinic in Calne is to start in November.

A helpline has also been set up and receives calls from patients, carers, care providers, GPs and acute staff. Calls are responded too consistently within 72 hours and early feedback from patients is positive

### **Wiltshire Wellbeing Hub**

We are continuing to work with the Wiltshire Council as part of the Wiltshire Wellbeing Hub.

The hub provides support and guidance to anyone who needs it during these difficult times, including those who are self-isolating or don't have a support network to access help.

Opening hours:

9am – 5pm Monday to Friday

10am – 4pm Saturday and Sunday

People can call 0300 003 4576 or email [wellbeinghub@wiltshire.gov.uk](mailto:wellbeinghub@wiltshire.gov.uk)

### **Think 111 First**

We already promote NHS 111 as the place to go when someone is unsure of what healthcare is right for them, encouraging them to go online or call to be directed to the right service.

From 1 December 2020 if you have an urgent but not life-threatening health problem and think you need to go to an emergency department, you should contact NHS 111 first. This can be done either online or by phone 24 hours a day, 365 days a year, and the service is free to use (including from all mobiles).



An experienced health advisor will talk to you to find out more about your health problem and get you to see the right local service. This could be your GP, a pharmacy, a local minor injuries unit or urgent treatment centre.

If it looks like you need to go to the emergency department, you'll speak to a senior medical professional who will be able to arrange a timed arrival slot for you at the emergency department if necessary.

Think 111 First aims to reduce the number of people who walk in to emergency departments, where overcrowding and long wait times can be common, especially during winter. Current social distancing and infection control procedures mean that there is less waiting space and fewer people can be seen so we need to steer people who could be treated safely elsewhere away from our busy hospitals.

Those who genuinely need emergency treatment must still be seen safely, and the ability to arrange a timed arrival slot through Think 111 First will allow us to manage some of the flow of people through the emergency department.

People with life-threatening emergencies should always call 999.



## Share your experiences of health, care and community services

Healthwatch Wiltshire is launching a new survey to find out about your experiences of health, care and community services during the Covid-19 pandemic.

Since March, NHS and social care services have had to change the way they work to meet coronavirus safety guidelines, while voluntary and community groups have stepped up their support to help local people through the pandemic.

We now want to understand how these changes have been working for you, what's been good and what could be better.

We would also like to hear what you think should be Healthwatch Wiltshire's priorities for next year.

**Guy Patterson**, Projects Lead, said:

“As the pandemic continues, it's really important that people keep on using health, care and community services if they need them.

“We want to know how people feel the changes in these services are working for them



and if they have any ideas for how things could be improved.

“Everything we hear will be shared with the people who plan and run services in Wiltshire, so no matter how big or small the issue, we want to hear about it.”

### Three ways to have your say

1. Fill in our online survey at [smartsurvey.co.uk/s/HealthwatchWiltshire-Experiencesofhealthandcareservices](https://smartsurvey.co.uk/s/HealthwatchWiltshire-Experiencesofhealthandcareservices)
2. Request a paper copy of the survey by calling 01225 434218 or emailing [info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk) and we will post the survey out to you.
3. Complete the survey over the phone. Please call us on 01225 434218 to arrange.

