AGENDA

Meeting: Pewsey Area Board

Place: The Angela Yeates Memorial Community Sports Ground, Wilcot Road, Pewsey, SN9 5NLB Date: Monday 4 March 2024

Time: 7.00 pm

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

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

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

Networking opportunity from 6.30pm

Please direct any enquiries on this Agenda to Stuart Figini Senior Democratic Services Officer, direct line 01225 718221 or email <u>stuart.figini@wiltshire .gov.uk</u>

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

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

Wiltshire Councillors

Cllr Jerry Kunkler, Pewsey (Chairman) Cllr Paul Oatway QPM, Pewsey Vale West (Vice-Chairman) Cllr Stuart Wheeler, Pewsey Vale East

Recording and Broadcasting Information

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Parking

To find car parks by area follow this link.

Public Participation

Please see the agenda list on following pages for details of the items for discussion. The Area Boards welcome public participation and the Chairman will try to ensure that everyone has the opportunity to participate where possible. To discuss matters not on the agenda, please contact the officer named on the front page, ahead of the meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult <u>Part 4 of the council's constitution.</u>

The full constitution can be found at this link.

Our privacy policy is found <u>here</u>.

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

Area Board Officers

Strategic Engagement & Partnerships Manager – <u>Richard.rogers@wiltshire.gov.uk</u> Area Board Delivery Officer – <u>caroline.lequesne@wiltshire.gov.uk</u> Democratic Services Officer – <u>stuart.figini@wiltshire.gov.uk</u>

	Items to be considered	Time
1	Welcome and Introductions	
2	Apologies for Absence	
3	Minutes (Pages 7 - 12)	
	To confirm the minutes of the meeting held on 27 November 2023.	
4	Declarations of Interest	
	To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5	Chairman's Updates (Pages 13 - 36)	
	The Chairman will give an update on outcomes and actions arising from previous meetings of the Area Board:	
	 Local Nature Recovery Strategy Public Engagement FACT Family Help Programme Update Archaeology Service Annual Newsletter 2023 Cost of Living Update 	
6	Information Items (Pages 37 - 60)	
	The Board is asked to note the following Information items:	
	 Community First Healthwatch Wiltshire Update from BSW Together (Integrated Care System) – January 2024 	
7	Chief Constable	
	To receive a presentation from the Wiltshire Police Chief Constable, followed by a Q and A session.	
8	Area Board Priority Updates (Pages 61 - 68)	
	To receive updates from Lead Councillors for the local Area Board priorities. Please see pages 61 – 68 for the Area Board Priority report update.	
	 Priority 1 – Improve Opportunities for young people – Lead member – Cllr Kunkler Priority 2 - Addressing climate change and protecting the environment – Lead member – Cllr Kunkler Priority 3 - Valuing and supporting our vulnerable and older people – Lead member – Cllr Wheeler 	
	Page 3	

• Priority 4 - To improve public transport and encourage walking and cycling – Lead member – Cllr Oatway

9 **Partner and Community Updates** (Pages 69 - 70)

Verbal Updates

To receive any verbal updates from representatives, including:

- Pewsey Community Area Partnership
- Health & Wellbeing
- Parish Councils
- Wiltshire Intelligence Bringing Evidence Together -<u>Wiltshire Intelligence - Bringing Evidence Together</u>

Written Updates

The Board is asked to note the following written and online updates attached to the agenda:

- Neighbourhood Policing Team
- Age UK Update

10 Area Board Funding (Pages 71 - 76)

To note the remaining budgets and to consider any applications for funding, as detailed in the attached report and summarised below:

Remaining Budgets:

Community Area Grant	Older & Vulnerable	Young People
£5,758.10	£5,200	£6,735

Area Board Initiatives:

Ref/Link	Grant Details	Amount Requested
<u>ABG1578</u>	Pewsey Area Board - Thermal Heat Loss Camera – For Information as approved under delegated authority	£429
ABG1629	Pewsey Area Board - Sports sessions for young people	£3,500
ABG1630	Pewsey Area Board - Rural youth work	£3,000

Community Area Grants:

Ref/Link	Grant Details	Amount Requested
ABG1464	Pewsey Vale Rugby Football Club Ltd -	£3,000
	Self Propelled Grass mower	
ABG1549	Easton Royal Footpath Volunteer	£700

	Group – ER Footpath Volunteer Group	
<u>ABG1597</u>	Pewsey Heritage Centre Ltd - Pewsey Heritage Centre CCTV System upgrade windows and Office PC for CCTV Monitoring	£2,098.27
<u>ABG1648</u>	Milton Lilbourne Parish Council - Milton Hill Defibrillator Project	£500

Older & Vulnerable Grants:

Ref/Link	Grant Details	Amount Requested
<u>ABG1539</u>	Easton Royal Parish Council - Replacement defibrillator for Easton Royal	£350
<u>ABG1600</u>	Pewsey Community Area Partnership known as PCAP - Celebrating 10 years of the Pewsey Vale Community Memory Cafe	£804
<u>ABG1623</u>	Our Time Project – Pewsey Movement and Theatre Workshops for Elders	£3,000

Further information on the Area Board Grant system can be found <u>here.</u>

11 Local Highways and Footpath Improvement Group (LHFIG) (Pages 77 - 100)

To note the minutes and consider any recommendations arising from the last LHFIG meeting held on 31 January 2024, as set out in the attached report.

12 Urgent items

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

13 Future Meeting Dates and Close

Future Meeting Dates (7.00-9.00pm):

- 17 June 2024
- 23 September 2024

For information on applying for a grant or grant application deadlines for these meetings, contact the Area Board Delivery Officer, <u>Caroline.LeQuesne@wiltshire.gov.uk</u>



MINUTES

Meeting:	Pewsey Area Board
Place:	Bouverie Hall, Goddard Road, Pewsey, SN9 5EQ
Date:	27 November 2023
Start Time:	7.00 pm
Finish Time:	9.10 pm

Please direct any enquiries on these minutes to:

Stuart Figini Senior Democratic Services Officer,(Tel): 01225 718221 or (e-mail) stuart.figini@wiltshire .gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Jerry Kunkler (Chairman), Cllr Paul Oatway QPM (Vice-Chairman) and Cllr Stuart Wheeler

Cllr Nick Botterill (Cabinet Member for Finance, Development Management and Strategic Planning)

Wiltshire Council Officers

Sam Howell – Director Highways and Transport Craig Campbell – Streetscene Area Manager Adrian Hampton – Head of Highway Operations

Partners

Perry Payne – Office of the Police and Crime Commissioner

Total in attendance: 105

<u>Minute</u> <u>No</u>	Summary of Issues Discussed and Decision
94	Highways and Transport Matters
	The Chairman welcomed everyone to the Area Board meeting and introduced officers and members.
	Cllr Nick Botterill – Wiltshire Council Cabinet Member for Finance, Development Management and Strategic Planning introduced the event highlighting that Wiltshire was a large rural county and roads were an integral part of the county infrastructure and economy. This represented the Council's largest and most valuable public asset with a replacement value of over £5 billion. He noted that it was difficult to mitigate some of the more adverse factors in rural areas compared to urban areas with greater availability of public transport.
	The officer presentation highlighted the Wiltshire Context and in particular the following more detailed areas:
	 Asset Management – some numbers Investment in the network The Local Transport Plan Public Transport Review – consultation Local Issues to Pewsey Highways Maintenance - inc. benchmarking Reasons for the number of potholes and how these are repaired Innovation and the defect dashboard Flood prevention The Local Highway & Footway Improvement Group Parish Steward Scheme Verge and litter clearance – extra funds
	The Cabinet Member and Director of Highways and Transport – Sam Howells referred generally to investment in the Wiltshire network and funding for highway maintenance, the additional funding received for potholes, bus service improvements, an amount to improve electric vehicle charging, all topped up by resources from Wiltshire Council. It was noted that in 2023 there was an additional £5m to replace signs, £5m towards litter picking along rural highways, cleansing car parks, removal of flyposting and in 2024 an additional £10m for preventative maintenance and resurfacing.
	The Area Board noted that the additional sums highlighted during the presentation would help to alleviate some maintenance backlogs and general degradation.
	The Chairman thanked the Cabinet Member and officers for their informative presentation and welcomed comments and questions from the public and Area

	Board members.
95	Question and Answer Session The Chairman then invited questions and comments from those present. It was noted that questions submitted in advance of the meeting would receive written responses in a document attached to the minutes.
	The following questions were raised during the meeting with responses provided by the Panel:
	 Potholes – general issue in the Pewsey area and in particular roads in Woodborough, Pewsey, Grafton and Easton Royal, reporting through the MyWilts App and request for information about timescales for repair. Investigate the use of new technologies to fix potholes including preventative action and assess and fix potholes en-route to planned maintenance.
	Response – Officers explained that they were very alert to the challenges of potholes in rural areas. They commented on the impact of the weather on road surfaces resulting in potholes. It was noted that due to the increase in potholes generally across the country the demand for materials to repair potholes had increased to the point that it was difficult to source some of the materials necessary to make suitable repairs. On occasions interim repairs are undertaken for road safety purposes. Officers acknowledged that the MyWilts app required an update which was currently underway, with an improved system for reporting issues expected to be available in the New Year. Officers confirmed that the Council was keen to use new technology in dealing with highway issues. They also confirmed that operatives were encouraged to fill small potholes on the way to planned maintenance.
	 Signage for the railway bridge in Pewsey and impact on HGV's following recent incidences. Response – It was suggested that on occasions HGV drivers may either miss signs or simply ignore the signs. Cllr Oatway reported that the
	LHFIG had recently agreed funding for new railway bridge signage, and this had been put up on the approaches to the bridge.
	 Parish Stewards Scheme – concern that in certain parish areas resourcing for Parish Stewards is lacking.
	Response - Officers explained that the Highway Contract had recently been let to a new contractor and this had led to a number of challenges as with all new contracts. The Area Board noted that the new contract had afforded increases in available resources and investment in the

	Scheme. Officers explained that conversations about the work of Parish Stewards had taken place directly with the new contractor and improvements had been seen across the county. Officers agreed to investigate the issues further.
4.	Lack of Freight Strategy and impact on local communities.
	Response – Officers reported that the Freight Strategy is part of the current Local Transport Plan review process. It was suggested that there would be new engagement early on in 2024.
5.	Obstructions in Wilcot near the Kennett and Avon Canal bridge and problems for boat owners parking cars.
	Response – Officers would provide a response after the meeting.
6.	The quality of road repairs.
	Response – Officers explained that the Council co-ordinate certain aspects of repairs undertaken especially by utility companies and the expectation is that roads are reinstated to an acceptable standard. The public were encouraged to report issues to the Council so that concerns are addressed.
7.	Diversions and road closures – concern about signage and potential damage to verges when traffic is diverted along alternative routes due to accidents or planned road works, in particular HGV traffic using unsuitable routes. The public asked if officers approved diversion routes for planned works by utility companies.
	Response – Sometimes the diversion of traffic is unavoidable especially along narrow rural roads. Officers indicated that they would investigate the concerns further, although ultimately it was the drivers responsibility to drive according to road conditions and speed limits.
8.	Verge cutting policy – concern about overgrown verges in Wootton Rivers along the three roads through the village causing access issues when vehicles wish to pass each other.
	Response – The Area Board noted that the Grass Cutting Policy was being reviewed. Officers reported that the frequency of grass cutting has not changed, although when the grass is cut has changed to allow for natural flowering and biodiversity reasons.
9.	Concerns about white lining issues, and maintenance issues across the county not being equal and Pewsey having the highest identifiable need.
	Response – Officers confirmed that they were in dialogue with a number

	of residents about highway issues in the Pewsey area.
96	Session Summary and Next Steps
	The Chairman thanked everyone for their questions and comments during the meeting and officers for attending and responding to resident concerns and issues.
97	Apologies for Absence
	There were no apologies.
98	Minutes
	Resolved: The minutes of the meeting held on 18 September 2023 were agreed as a correct record and signed by the Chairman.
99	Declarations of Interest
	There were no declarations of interest.
100	Information Items and Updates
	The following written updates and information items were noted:
	 Area Board Priorities Update Community First BSW Together Integrated Care Board Healthwatch Wiltshire
101	Area Board Funding
	The Area Board considered two applications for Community Area Grant funding and one application for Youth Grant funding. The Chairman invited a representative of each application to give a brief overview of their project to the Area Board.
	Decision:
	To approve the following grant funding:
	1. Community Area Grant funding:
	 a. The Bouverie Hall – to award £1152.36 towards replacement of florescent lighting with led panels.
	 Manningford Memorial Hall – to award £1929.00 towards Village Hall New UPVC Facias soffits and guttering.

	 Youth Grant funding: a. Upavon Parish Council – to award £1500.00 towards Blue Bus monthly services.
102	Local Highways and Footpaths Improvements Group (LHFIG)
	On the proposal of the Chairman and seconded by Cllr Oatway QPM, it was resolved:
	Decision:
	 To add Issue 10-23-11 Oxenwood Speed Limit Assessment £2,320 (with funding) to the Priority Schemes List:
	• To add funding to schemes already on the Priority Schemes List:
	 10-20-9 Chirton Speed Limit Assessment £2.320, 10-22-10 North Newnton Footway Phase 3 £8,000 10-23-2 A4 Froxfield Speed Limit £5,000
	To close Issue 10-23-3 A364 Leigh Hill
	 It was noted that Issue 10-21-2 Woodborough C261 extend kerbing and / or footway would be subject to a substantive Fund bid.
103	Future Meeting Dates
	The Area Board noted the following future meeting dates (7.00-9.00pm):
	 4 March 2024 17 June 2024 23 September 2024
	The Chairman thanked everyone for attending.

Agenda Item 5

Chairman Announcement for Local Nature Recovery Strategy Public Engagement

This regions Local Nature Recovery Strategy (LNRS) will be a single LNRS for the Wiltshire and Swindon Council areas, and Wiltshire Council is responsible for producing it. Wiltshire Council want this strategy to reflect the priorities of the people of Wiltshire and are keen to engage with as many interested parties as possible.

Between May and August, public engagement events will be held across Wiltshire to identify and discuss where the best opportunities are for nature recovery. We will be widely announcing the dates and locations of workshops nearer the time but want Area boards to be aware of this upcoming opportunity to be a part of the LNRS Process, and have your local knowledge included.

Video - link below

Local Nature Recovery Strategies (youtube.com)

https://youtu.be/M1_Bi1ctnys?feature=shared

Same video link but two versions of link in case one doesn't work for those clicking on



FACT Family Help Programme

Update November 2023

Background

In early 2023, the Wiltshire Families and Children's Transformation (FACT) Partnership launched its Family Help project to enhance the local arrangements for the delivery of early intervention and prevention services for children, young people and families.

What do we mean by 'Family Help'?

Wiltshire's multi-agency Family Help arrangements enable children, young people and families to access the right help at the right time through a co-ordinated approach to prevention and early intervention through:

- a co-ordinated approach at a whole population/universal level to prevent needs from arising and to build resilience across all residents
- a robust multi-agency approach to identifying any additional needs at the earliest point and providing effective joined-up support that prevents the needs from escalating further

We use the term 'Family Help' to stress that the focus is on working with families and to avoid historical confusion associated with the term 'Early Help'.

Autumn Update

Autumn has been a busy time for the partners particularly with the launch of the All Together website and brand as well as progress with commissioning Family Hubs.

We hope you find the updates below helpful, please do contact <u>fact@wiltshire.gov.uk</u> if you'd like to find out more or get involved.

Branding

With input from local families, FACT partners have collaborated to create a cohesive brand for Family Help following feedback from families and professionals that the existing system was hard to navigate and appeared relatively confusing, fragmented, and disjointed. This new umbrella brand, called All Together, covers all services providing early intervention and prevention, communicating to families, schools, and other relevant organisations that these services and organisations are working in tandem to deliver a more collective and connected system across the County.



Online Platform

Feedback from families and professionals also informed the partnership that finding information about and getting in touch with Early Help services was not easy.

The All Together platform hosted on Wessex Community Action's Wiltshire Together website has been launched alongside the wider branding activity and this will enable families and practitioners/organisations to easily find out about the Family Help Offer in Wiltshire.

The webpages can be accessed via <u>All Together - Wiltshire Together</u> or https://wiltshiretogether.org.uk/AllTogether

Family Hubs

We are developing Family Hubs to respond to the Government 2019 manifesto pledge. Family Hubs are a place-based way of joining up locally in the planning and delivery of services for children and young people aged 0-19 and their parents/carers. This approach will provide families with a single point of access to early support services and will include online/digital presence as well as physical locations to access services.

This initiative is being led by the Council's Commissioning Team with services scheduled to go live across Wiltshire from April '24.

Locality Pilot

A key element of the project is a specific pilot in the Warminster and Westbury area that is seeking to develop, implement and evaluate new ways of working in the context of early intervention and prevention for children, young people and families.

The two new Family Help Champions and Early Intervention Family Mental Health Champion posts are now fully embedded and working intensively with a number of local families to address specific issues with supervision from the Pilot Area Co-ordinator.

Other key developments in the pilot area include:

Introduction of drop-ins for families at a number of schools, early years settings and other venues enabling them to easily access support and advice on a wide range of topics

Delivery of 'Picnic on the Pitch' Summer holiday activities programme

Development of responses to the agreed local priority issues:

Emotional well-being

Support for parents

Impact of the cost of living crisis



Development and delivery of group work activity focussed on specific issues including helping parents cope with challenging behaviour, working with children with autism and wider parenting support strategies

Piloting of Restorative Approaches in a number of schools

An interim evaluation will be produced by Oxford Brookes University during the early part of 2024 and shared in our next update.

Workforce Development

The project is also developing a Family Help workforce development offer building on the existing SVPP-led training activity to ensure that we have a system-wide approach to training and development that will be accessible to those working in schools, settings, VCS groups and the wider group of partner agencies.

The framework will set out a series of aligned modules based around Relational Practice that will build on the existing Five to Thrive training that has been extensively rolled out across the system and led by Public Health. The offer is under development but will initially include training on:

Trauma informed practice Understanding adolescence Making Every Contact Count (MECC) Motivational Interviewing Emotion Coaching

The workforce development offer will be available to all agencies that deliver Family Help in Wiltshire via the SVPP website.

Outcomes Framework

FACT partners have contributed to and agreed a system-wide framework that will enable the partnership to monitor a range of short, medium and long term indicators to enable a shared understanding of needs and impact related to early intervention and prevention activity.

The indicators combine quantitative measures alongside qualitative measures and process indicators thus providing a balanced scorecard that aligns with the strategic vision for Family Help in Wiltshire and its three key strands:

- Health child development, physical health, metal health and emotional well-being
- Wealth education, employment, finance, home
- Wellbeing safety, inclusive communities, positive relationships

Please contact <u>fact@wiltshire.gov.uk</u> if you'd like to find out more or get involved.

Wiltshire Council

ARCHAEOLOGY SERVICE

WELCOME TO WILTSHIRE COUNCIL ARCHAEOLOGY SERVICE'S FIRST ANNUAL NEWSLETTER

The Archaeology Service identifies, records and protects the archaeology of all of Wiltshire, including Swindon wshc.org.uk . We provide archaeological advice mostly through the planning system, but also to landowners, universities, local groups and societies, and to the public. We also seek to inform on and promote the archaeology of the County. Our newsletter therefore aims to provide accessible and readable information about the work of the Service and some of the more notable archaeological and historical discoveries within the County in the last 18 months or so. There is also an annual Archaeology in Wiltshire conference in the spring. Keep an eye on the Wiltshire Museum's website for further details.

In this edition we have included recent archaeological projects in the County and within Swindon Borough Council that have resulted from our advice and guidance, as well as information about our Historic Environment Record, the Wiltshire Buildings Record, the Stonehenge and Avebury World Heritage Site Co-ordination Unit and the work of Wiltshire's Finds Liaison Officer.

Our team is based in the Wiltshire and Swindon History Centre in Chippenham. This state-of-the-art, purpose-built, records office was opened in 2007 and cost £11 million, but it has brought together the archives service, local studies library, conservation and museums advisory service, archaeology and Wiltshire Buildings Record under one, modernist, roof.

The Archaeology Service holds thousands of archaeological reports, aerial photographs and other records, all of which may be accessed by prior appointment. Just email us in advance at **archaeology@wiltshire.gov.uk** We hope you enjoy our newsletter.

Archaeology Service Wiltshire and Swindon History Centre Cocklebury Road Chippenham Wiltshire SN15 3QN





TOP

The Wiltshire and Swindon History Centre, Chippenham. Home of the Archaeology Service. © Wiltshire Council

LEFT

Some of the Archaeology Service team at Stonehenge. © Wiltshire Council

BOTTOM The fine farmhouse at 41 Green Road, Swindon. © Wiltshire Buildings Record



'SEEING THE MONUMENTS FOR THE TREES' – A PROJECT TO CLEAR VEGETATION FROM THREE OF WILTSHIRE'S ANCIENT MONUMENTS.



TOP: Cam's Hill ringwork before clearance looking towards Malmesbury. © Aerial-Cam. Reproduced with kind permission.

BOTTOM: Cam's Hill ringwork after clearance. © Aerial-Cam. Reproduced with kind permission.

Wiltshire has some of England's most important and well-known ancient monuments. Many are designated as Scheduled Monuments, meaning they are legally protected due to their historical and archaeological importance. However, sometimes they can be harmed by natural processes such as tree and scrub growth, and burrowing animals, which can damage important buried archaeological remains and hide our history from view.

Last winter a community project, funded by Historic England, was organised by the Archaeology Service to remove the scrub over three of Wiltshire's ancient monuments. The first monument was an Early Bronze Age (1,800 – 1,500 BC) disc barrow, a rare monument type, on Burderop Down, near Chiseldon, Swindon. Large hawthorn bushes were removed from the monument so that it can now be seen in all its glory.

The second monument was a ringwork at Cam's Hill which is thought to be one of several siegeworks around the town of Malmesbury during the 'Anarchy' period, when Stephen and Matilda contested the succession to Henry I in the 12th-century. The monument has a 1.5m deep and 4m wide external ditch and a distinctive horseshoe shaped internal bank, 18m wide and around 1.8m high. It has never been excavated, although it bears close similarity to other monuments of this period in the south of England. Vegetation was cleared by volunteers in January and March 2023 and so the monument is now far more visible to those passing by on the adjacent public footpath. It is now hoped that livestock will graze the monument and deter re-growth.

The third monument was a group of four medieval lynchets at Southmill Hill, Amesbury, which survive remarkably well and are prominent features on the periphery of Amesbury. The lynchets are medieval in date and result from deliberate terracing of the steep hillslope for cultivation. The monument has been in steady decline for several decades due to unchecked scrub and tree growth, so over two days in February, volunteers, including the local scout group, cleared the scrub from one of the lynchets. It is hoped that the clearance work will recommence in autumn 2023.

The project was a great success and achieved what it set to do. As well as removing the risk of damage to these monuments from unruly scrub, all three monuments are now significantly more visible to those using public footpaths and other public rights of way. Thirty-eight volunteers participated in the project, and they all enjoyed the experience. The Archaeology Service therefore hopes to identify further monuments for clearance in the next few years...so if you would like to volunteer, we would love to hear from you!

If you are interested in volunteering, please contact the Archaeology Service at archaeology@wiltshire.gov.uk

BELOW: Volunteers at Southmill Hill, Amebury. © Wiltshire Council





Wiltshire is blessed with many historic towns and Calne is a particularly interesting example, lying on the A4, a major route to the west country before the M4 was built. The town was probably best known until the late 20th-century as the home of Harris' bacon factory which dominated the centre of the town until it was demolished in the mid-1980s. Documentary sources indicate that the town probably had Saxon origins and was a borough by the time of the Domesday Book in the 11th-century. It was an established town by the medieval period.

Archaeological evidence for the origins and historic development of the town has proved to be elusive, partly because there have been few opportunities for larger-scale archaeological investigations within the town. The demolition and redevelopment of Harris's bacon factory in the 1980s was not accompanied by any archaeological investigation, despite its location in the heart of the town.

The proposed redevelopment of a parcel of land to the rear of the Nos 8 – 13 High Street therefore provided just that opportunity. Exploratory archaeological investigation in 2016 demonstrated that medieval remains survived on the site and a detailed archaeological excavation was undertaken late in 2021 by Worcestershire Archaeology on behalf of Churchill Retirement Living.



The excavation identified a large Late Saxon (9th – 10th-century) boundary ditch, along with some lesser ditches. These are notable discoveries as it was presumed that the focus of the Saxon settlement lay around the Church of St Mary. Probably in the 11th-century, the boundaries within the site were re-aligned with the laying out of burgage plots for the medieval town, running back from the High Street. The site lay too far to the rear of the High Street to reveal the properties that the burgage plots served, but these back plots did reveal rubbish pits filled with medieval waste material. This included sherds of medieval pottery dating from the 11th- to the 15th-century and probably all locally made at kilns in Minety, Lacock and Crockerton. A notable find was a lead seal matrix, used for sealing important documents, probably reflecting the commercial use of the properties on the High Street. The remains of a lime kiln were also revealed and probably served in the construction of stone properties on the High Street.

The site was remodelled again in the 17thand 18th-century as the fortunes of the town improved, largely based on the weaving industry, until the town became synonymous with pork and bacon with the opening of the Harris factories in the 19th- and 20th -centuries.

TOP RIGHT: Harris' bacon factory, Calne in 1924. © Historic England.

RIGHT: General view of the excavation at 8 – 13 High Street. © Worcestershire Archaeology, reproduced with kind permission

ABOVE: The medieval lime kiln under excavation. © Worcestershire Archaeology, reproduced with kind permission. With every historic building, the same question comes up at the end, how do you date it? When Wiltshire Buildings Record started in 1979 there was little to go on. The few books about vernacular architecture covered buildings in other parts of the country. We had help from the Salisbury office of the Royal Commission on Historical Monuments but apart from emergencies they were recording only in the south-east of Wiltshire and buildings there had different characteristics from the north and west of the County. Since then, studies of vernacular architecture have increased enormously, especially, since 2009, with the assistance of tree-ring dating or dendrochronology.

The Wiltshire Dendrochronological Project started through funding provided by English Heritage (now Historic England) to train someone in the work. There were existing projects in Hampshire and Somerset which were well advanced, and Wiltshire was known to have similarly early buildings worth sampling. We already had a list of suitable medieval buildings and the project aimed to concentrate on base cruck, cruck and other early carpentry methods. This was Phase 1 of the project and we have now reached Phase 5 thanks to funding from various sourges.

The esults have been interesting. Overall, they have confirmed the dates we had assigned based on styles ic and documentary grounds. But they have often narrowed them down and highlighted the significance of small changes of carpentry method. There have been disappointments where the timber turned out to be elm rather than oak or came from fast-grown oak trees with a small number of wide rings which could not be matched with the master sequence.





TOP RIGHT: The derelict Studley Grange farmhouse, Lydiard Tregoze. © Wiltshire Buildings Record.

TOP LEFT: Cruck visible on the landing of Studley Grange farmhouse. © Wiltshire Buildings Record.

LEFT: Joint where 14thcentury upper timbers cap a 13th-century cruck, all smoke-blackened, at 41 Green Road, Swindon. © Wiltshire Buildings Record.

TREE-RING DATING - THE HIGHS AND THE LOWS



Two former farmhouses in the Swindon area, both cruck-built, illustrate the highs and lows of the outcomes. Studley Grange Farm, Lydiard Tregoze, was brought to our attention in 2021 in a derelict state. Three of our members had a look at it and reported finding a cruck truss despite its listing as late 18th-century. As a threatened building we gave it priority. Robert Howard and Alison Arnold from the Nottingham Lab gamely tackled it for us bringing a generator to power their drills. Sadly, the oak timbers of the crucks were quick grown though dates were provided for the addition of a dairy wing in 1606 and a re-used collar of 1559-84 looked likely to come from the initial ceiling of the open hall. There is documentary evidence that the farm was a grange of Stanley Abbey at Bremhill and it was first mentioned in 1460. Robert and Alison had managed to get into the roof on the far side of the cruck truss and their photo of the joint at the apex suggests construction in the 15th-century is likely.

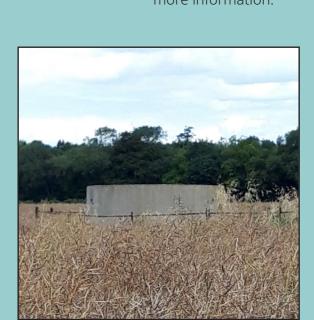
No. 41 Green Road, Stratton St. Margaret, was a reserve building on the day that Studley Grange was sampled so for that reason it was high on the list for future sampling. This former farmhouse had been visited briefly by our Principal Buildings Historian, Dorothy Treasure. We were not very hopeful of a good result as crucks in the Swindon area have proved before to be of elm or quick-grown oak. To our (and the owner's) amazement the lower parts of two cruck trusses dated from 1271-1296. They had been used again in a wider building with new upper parts and purlins etc in 1339-1355. This is a star building, quite exceptional, and shows just how valuable tree-ring dating can be.



The Wiltshire and Swindon Historic Environment Record (HER) consists of a database with integrated digital mapping that holds information on all the currently known archaeological and historical monuments for the County – a fantastic resource. It contains records of over 50,000 monuments, including earthworks, finds spots, and historic buildings, and contains information about all types of archaeological investigations, as well as various sources such as aerial photographs.

To give a taste of what the HER holds, this article explores some of the notable records for the town of Corsham. Starting in the centre of the town at The Corsham School, aerial photographs of 1946 show the current School playing fields under allotments (HER record MWI74074), created as part of the 'Digging for Victory' campaign introduced in 1940. To the west of the School is Hatton Way, named after Sir Christopher Hatton, a favourite courtier of Elizabeth I. Sir Christopher, when expressing devotion for his queen, always signed his letters with a hat drawn over the word 'on'. Hatton spent about four years at Corsham House (MWI34260), now Corsham Court, a Grade I listed Elizabethan country house. Unfortunately, financial problems caused him to sell up!





Halfway down Hatton Way is the site of Purleigh Barn (MWI65896), a demolished 19th-century outfarm of regular courtyard plan. The farmstead and all its historic buildings have been lost. The Wiltshire and Swindon Farmsteads and Landscapes Project Report summarises the results of mapping the historic character and survival of more than 4,000 farmsteads and 2,700 outfarms and field barns in Wiltshire, all mapped onto the HER. Knowledge and protection of the surviving historic farmsteads is essential if they are to be retained as a distinctive part of the rural landscape of the County.

Another notable Corsham building is the 'Pepper Pot', a Grade II listed toll house (MWI34400) on the A4 Bath Road. This pretty building was also once a sweet shop and is now a summerhouse. To the north of the A4 Bath Road, exploratory archaeological investigation in 2016 found a Neolithic (4,000 – 2,000 BC) pit (MWI76326), containing fragments of pottery. The field also contains evidence of ponds but the most exciting feature here lies underground. This is the former stone quarrying tunnel which probably ran from Hartham Park Quarry, sometimes known as the Pickwick Quarry. Bath Stone, a warm, honeycoloured limestone, has been desirable since Roman times and Brunel's cutting of the Box Railway Tunnel, close to Corsham, revealed a rich seam of highquality stone. The Corsham mines were extensively worked with miles of tunnels, chambers, and air shafts, and became the ideal underground storage location for the War Office during the Second World War and of further use during the Cold War (MWI31707). One of the ventilation shafts for the tunnels can still be seen above ground. So why not explore our HER for the area around where you live in Wiltshire. Visit our **website** or contact us at archaeology@wiltshire.gov.uk for more information.

> TOP RIGHT: Corsham Court. Image reproduced by kind permission of the Wiltshire and Swindon History Centre.

LEFT: The Grade II listed 'Pepper Pot', an 18th-century toll house. © Wiltshire Council.

RIGHT: A ventilation shaft serving the underground Pickwick Quarry. © Wiltshire Council.

AN IMPORTANT BRONZE AGE BURIAL GROUND AT NETHERHAMPTON ROAD, SALISBURY



Bronze Age burial mounds or barrows are one of the most common monument types to be found in Wiltshire, which, along with Dorset, probably has some of the densest concentrations of such monuments in the country. Many people will be familiar with the prominent barrow cemeteries set out on the chalk ridges all around Stonehenge which only add to the atmosphere of this most prehistoric of landscapes. Those barrows, with upstanding mounds still surviving, represent only the most visible of this monument type. Many more survive only as ring-ditches, the quarries from which the mounds were constructed, but where the mounds have long since been denuded by ploughing over centuries. Aerial photography and fortuitous discoveries have shown that these barrows, in the form of surviving ring-ditches, were constructed on a wider range of geologies and topographies and not just on the chalk downland.

Aerial photography has shown that several ring ditches exist in a short stretch of the Nadder Valley between Harnham and Netherhampton. Some 35 ring ditches have been identified, and more are sure to exist, located both on the valley floor, as well as the valley slopes. Their mounds have long since been denuded, but what survives still retains valuable archaeological information about the practice of burial in the earlier Bronze Age (2,200 – 1,500 BC).

Proposed residential development immediately west of West Harnham has provided the opportunity to investigate archaeologically several of these barrows and Cotswold Archaeology and Museum of London Archaeology (MOLA) have been doing just that over the winter of 2022 and into early 2023.

MOLA excavated a double ring-ditch and a second conjoining ring-ditch. Interestingly these monuments were located on the floor of the Nadder Valley. In the heavy winter rain, the barrow got close to being flooded but it seemed to occupy, probably intentionally, a slight gravel rise so that it stayed just above the flood level. The excavations revealed large graves in the centre of each ring-ditch, both of which contained the skeleton of an individual. The graves were of considerable size, far larger than was needed to bury the one individual. Samples from the fill of the grave may tell us if there was a reason for that and if there was other material buried in the grave that has not survived to the present day, such as wood or organic material.



However, one of the burials was accompanied by a very fine pottery vessel, a highly decorated Beaker. These vessels are attributed to a migrant population that arrived in Britain around 4,500 years ago bringing with them new burial practices and these distinctive pottery vessels. It is hoped that this particularly fine example with go on display in Salisbury Museum.

Meanwhile on the opposite side of the Netherhampton Road, Cotswold Archaeology on behalf of their client, Vistry Group, has been excavating a group of five ring-ditches or barrows that form a barrow cemetery just at the base of the valley side. The barrows are marked by their different size, the width and depth of the ring-ditches, and the presence or absence of graves within or adjacent to the barrows. One grave within one of the barrows contained a fine and rare food vessel with a small handle, while one grave just outside of one barrow contained five individuals, an adult and four infants, all very tightly grouped. The implication is that they died in a single catastrophic event and analysis of the human remains will elucidate why they died and



their relationship to each other, as well as to other individuals buried in the other barrows.

Most unexpectedly, the excavation has also revealed an Early Saxon (5th – 7th-century AD) waterhole, as well as a smattering of Saxon pottery. It is not unusual for later Saxon burials to be inserted into or around the mounds of Bronze Age barrows, although at Netherhampton Road, it is not clear why this functional feature should have been placed here. That there were Saxons living nearby is attested by a very famous Saxon inhumation cemetery found in Harnham in the 19th-century. For the time being, the excavations at Netherhampton Road have been concluded. The long process of analysing the results is underway and will result in a publication that will reveal the details of this important excavation.

TOP LEFT: The Bronze Age barrows under excavation south of Netherhampton Road. © Cotswold Archaeology, reproduced with kind permission.

BOTTOM LEFT: The central grave and burial from one of the barrows north of Netherhampton Road. © MOLA, reproduced with kind permission.

ABOVE: A double-ditched barrow before excavation south of Netherhampton Road. © Cotswold Archaeology, reproduced with kind permission.

MIDDLE LEFT: Beaker vessel grave good from one of the burials north of Netherhampton Road. © MOLA, reproduced with kind permission.

BELOW: The Saxon waterhole with waterlogged timbers south of Netherhampton Road. © Cotswold Archaeology, reproduced with kind permission.



In summer 2020 a mysterious hole appeared in a field close to the village of East Kennett, within the Avebury World Heritage Site, and was reported to the Archaeology Service. Being archaeologists, we are always fascinated to explore any such phenomena and so members of our team guickly went to the site and undertook an initial exploration. This found that the hole comprised a substantial pit, roughly circular, around 1m in diameter, and lined by four large blocks of unworked sarsen stone. The feature appeared to have a deliberate void, and was capped by other sarsons, two of which remained in place, while a thight appeared to have collapsed into the pit, so revoling the presence of the feature. A flint blade and rim of Roman greyware were recovered from the collapsed fill but were assumed to be incidental. The initial interpretation was that this was a prehistoric cist or burial chamber. Similar examples of sarsen-capped burials are known from the wider region.

Consequently, Historic England undertook geophysical survey of the site of the 'hole' and its surroundings in 2021 and identified other possible chambered features, along with several ditches belonging to a field or enclosure system, and two possible rectilinear buildings. Along with the possible cist, the possible buildings were of interest as they bore some resemblance to the plans of Early Neolithic houses.



A MYSTERY HOLE IN EAST KENNETT: A PREHISTORIC OR ROMAN OPENING INTO THE UNDERWORLD?

The site was of sufficient interest that Professor Josh Pollard of the University of Southampton's Department of Archaeology organised an exploratory excavation of the site in late summer 2022. Much interest centred on discovering the purpose of the feature that had created the mystery hole two years earlier. The excavations stripped an area around the hole and revealed the sarsen stones surrounding the rim and slumped into the pit. At this stage, the only way to find out what lay below the sarsen stones was to carefully lift and remove them. By this stage, interest in the story was such that it attracted the attention of Professor Alice Roberts and the 'Digging for Britain' team, who filmed the lifting of the sarsen stones (Series 10, Episode 4).

Once removed and after some more careful excavation down to a depth of 2m, it became clear that this feature was not in fact a prehistoric burial chamber but a natural sink hole, the upper portions of which had been modified in the Roman period. A sink hole is formed from the natural dissolving of the soluble chalk bedrock, creating a deep fissure or hole in the bedrock. The Romans had erected the sarsens on the inner edge of this natural feature perhaps partly to form a barrier to stop livestock and children from falling into it, but perhaps also to emphasise it, as an opening into the underworld. The project emphasises the uncertainty of archaeology. As Professor Pollard so eloquently put it, it is 'what makes archaeology a vibrant and unpredictable subject'!

TOP: The mystery hole at East Kennett as it first appeared in 2020. © Wiltshire Council.

LEFT: The sarsen stones after initial excavation by the University of Southampton. © University of Southampton. Reproduced with kind permission.

RIGHT: The 'sink hole' after excavation. ©University of Southampton. Reproduced with kind permission.



SOME FINDS REPORTED TO WILTSHIRE'S FINDS LIAISON OFFICER



A notable feature of the Covid-19 pandemic was the increase in the number of people who took up metal-detecting as they sought new interests that could be undertaken individually and outdoors. Everyone taking up the pastime is encouraged to follow the Code of Practice for Responsible Metal Detecting in England and Wales (2017), which sets out the legal requirements as well as more general guidance on accepted best practice finds. org.uk. There is no doubt that the results of metal detecting have contributed significantly to our knowledge of the heritage of England and Wales. Much of this is due to the work of the Portable Antiguities Scheme (PAS) which was established in the late 1990s. The PAS encourages the reporting of all finds of archaeological objects, whether through metal detecting or not and is not limited to items of precious metal. To date, the PAS has recorded over 1.6 million objects, which has provided an extraordinary insight into the study of archaeological objects and their distribution.

TOP: Late Bronze Age gold penannular ring.

Reproduced by kind permission of the Portable Antiquities Scheme. TOP RIGHT: Blue glass bead dating from anytime between the Iron Age and Late Saxon period.

Reproduced by kind permission of the Sussex Archaeological Society

Reproduced by kind permission of the Sussex Archaeological Societ RIGHT: 17th-century silver cufflink.

Reproduced by permission of the Portable Antiquities Scheme.



Locally, the work of the PAS is overseen by Finds Liaison Officers (FLOs) who receive, identify and record archaeological objects, plus deal with Treasure finds from England and Wales. Wiltshire has its own FLO and Sophie Hawke is based at Salisbury Museum and would be very glad to hear from you if you have any objects that you would like identified and reported on (pas@ salisburymuseum.org.uk).

These are some typical finds from Wiltshire that have been reported over the last 18 months or so and they show the variety in age, type and material of object that are recorded. This complete gold or gold-plated penannular ring is of Late Bronze Age date (1150-750 BC). The object is oval and about 1.5cm across. The ring is mostly gold in colour, except for a brown band that appears to wrap around it. It is likely that this is the core of the object that has been heavily coated in gold and then filed away to leave the band. The ring's function remains uncertain, although it is likely that they were personal adornments, possibly worn on the ears or nose, rather than being hairornaments or items of exchange.

Not all objects reported are of metal. This beautiful, complete, annular, blue glass bead, around 1cm in diameter, dating from the Iron Age to early Medieval period c. 100 BC to AD 750, was found near Alderbury. This last object, found near Wroughton, is a silver cufflink, one element of a pair that would have been linked together. The cufflink, which is around 1.5cm in diameter, has stamped decoration of a pair of hearts side by side with a crown above. Cufflinks were introduced in England in the latter half of the 17th-century and those with this design are considered to have originally been produced to commemorate the marriage of Charles II to Catherine of Braganza in 1662 but continued to be used as a general symbol of love or marriage.









THE REMAINS OF OLD SARUM'S CATHEDRAL FOUND IN NEW SARUM'S CATHEDRAL CLOSE WALL

The Grade I Cathedral Close Wall in Salisbury started to be constructed in the later 13th-century but was not completed until the 15th- or 16thcentury. It was built both as a defensive structure but also as a symbol of the status of the clergy and heir lordship of the Close. It is known that perfission was given in the 14th-century for stone from the Cathedral at Old Sarum to be used in the congruction of the Close Wall and carved stone from the Cathedral can be seen on the Exeter Street face of the Close Wall in the form of stylised flowerheads.

The repair in 2022 of a short, leaning section of the Close Wall within the grounds of Bishop Wordsworth School along Exeter Street therefore provided the opportunity to examine its masonry makeup and to identify other masonry that might have been purloined from the old Cathedral at Old Sarum. The repair work was undertaken by the stonemasons of the Salisbury Cathedral Works Department under the watchful eye of Graham Keevil, Salisbury's Cathedral Archaeologist.

The exercise proved to be worthwhile as several pieces of very fine carved masonry were identified, mostly hidden and not visible on the face of the Wall. It also seems likely that even plain ashlar blocks came from the old Cathedral at Old Sarum. It seems odd today that, despite all the effort put into constructing a fine cathedral at Old Sarum, within a hundred years or so it was used as little more than a quarry for the construction of the Close Wall. However, it does add to the historical and archaeological importance of the Close Wall, which is also a strong architectural and aesthetic feature of the Close and the city landscape.



TOP LEFT: Salisbury Cathedral Close Wall under repair. © Wiltshire Council

TOP RIGHT: Carved stone, formerly part of the Cathedral at Old Sarum, built into the Close Wall along Exeter Street. © Wiltshire Council

MIDDLE RIGHT: Carved stone, formerly part of the Cathedral at Old Sarum, built into the Close Wall along Exeter Street. © Wiltshire Council

BOTTOM RIGHT: Carved stonework from Old Sarum Cathedral built into the Close Wall. © Wiltshire Council Stonehenge, Avebury & Associated Sites were inscribed on the UNESCO World Heritage Site (WHS) List in 1986 and was one of the UK's very first World Heritage Sites. Stonehenge is the most sophisticated prehistoric stone circle in the world, and Avebury is the largest. Both stone circles lie at the heart of prehistoric landscapes containing numerous impressive and amazingly wellpreserved ceremonial monuments dating back over 5,000 years to the Neolithic and Bronze Age. Together they form a landscape without parallel.

To achieve World Heritage status, sites must define what makes them to be of Outstanding Universal Value, or internationally significant, and how they intend to protect and enhance this. This is achieved through the adoption of a WHS Management Plan. In December 2022 Claire Selman joined the Stonehenge & Avebury WHS Coordination Unit within the Wiltshire Council Archaeology team. The primary aim of the unit is to coordinate the delivery of the Stonehenge and Avebury WHS Management Plan . To do so, Claire works with over 25 partners, including national organisations such as the National Trust and English Heritage, and farmers and communities living within and surrounding the WHS.

Priorities within the Management Plan cover what may at first seem a surprising span of topics extending beyond archaeology to subjects including woodland management, dark skies preservation and arts projects. Together, the Management Plan's actions work to preserve the site's buried archaeology, relationship with the landscape and accessibility for visitors. No two days within the Coordination Unit are the same from meeting with partners viewing activity on site, to engaging with visitors at local events and organising Partnership Panel and Steering Committee meetings.

Claire recently spent some time exploring the WHS through the range of services available at the Wiltshire & Swindon History Centre, which you can read about in a blog post here. Her discoveries included viewing some of the 1,114 entries on the Historic Environment Record from Stonehenge and Avebury. Each record builds a picture of life across the ages on this site, from Neolithic flint tools to Bronze Age round barrows, Saxon pottery and more.

TOP: Stonehenge with a near Winter Solstice alignment, December 2022. © Wiltshire Council.

RIGHT: Attending Open Farm Sunday on the edge of Avebury WHS, June 2023. © Wiltshire Council.

WORLD HERITAGE IN WILTSHIRE



The opportunity to support the management of these iconic sites has led Claire to discover even more about our County and its heritage, and there's a wealth of monuments to explore beyond the stone circles themselves. To help plan a visit to the World Heritage Site, Claire recommends the walking trails on National Trust's Avebury and Stonehenge Landscape pages and the historical information on English Heritage's Stonehenge pages.

There are currently 33 UK World Heritage Sites, and 1,157 in total globally. The UK's World Heritage Sites demonstrate the breadth of what World Heritage can be, from natural sites like the Lake District to industrial sites such as The Slate Landscape of Northwest Wales and even an entire city, Bath. Discover them all at: UNESCO World Heritage Centre - World Heritage List To find out more about the Stonehenge, Avebury & Associated Sites World Heritage Sites, visit our_website and follow @StoneAveWHS on Twitter.



In 1985 Honda started work on building their new car plant at South Marston, Swindon, providing a much-needed boost to the local economy and employment. The car plant itself replaced the site of an aircraft factory, first developed in the late 1930s as a 'shadow' aircraft factory, and then as an active manufacturing facility from 1940. South Marston Aerodrome was constructed at this time to serve in the Second World War. Phillips & Powis Aircraft Ltd, Short Brothers, and Vickers-Armstrong-Supermarine all produced aircraft at the site, including the iconic Supermarine Spitfire. Having been considered but been rejected as a possible municipal airport serving Swindon in the 1960s, the airfield came to end when Honda bought the site for their new venture. However, the runway still exists, running through the site, and was used by Honda as a test track. One of the attractions to Honda was the skilled engineer workforce of Swindon arising from its role in the railway industry. However, after 35 years, the Honda factory itself came to an end and the site is now being redeveloped again.

This redevelopment has provided the opportunity to explore the archaeology of the site preceding its 20th-century history. Remarkably, despite two significant phases of development to construct South Marston Airfield and then the Honda works, evidence for Late Iron Age (200 BC – AD 43) and Roman settlement, surrounded by extensive field systems, has come to light, some surviving under the airfield runway! Oxford Archaeology has been undertaking exploratory investigations and more detailed excavation at the site prior to development.

The evidence points to a small rural settlement that lies just off Ermine Street, the Roman road that links the local small town of Durocornovium (Wanborough) with the important regional centre of Corinium (Cirencester). The buildings might have been of slight construction and left little trace but finds of box tile, brick and tegula suggest a significant building lay nearby. A corn drier was found alongside some stone-lined pits, suggesting an area devoted to crop processing. Finds from the settlement include guern stones from grinding corn, whetstones for sharpening tools and two Roman shoes! The excavations are on-going and further discoveries are expected. The results will continue to add to the extraordinary history of this site on the edge of Swindon.



PLANES, TRAINS AND AUTOMOBILES – AN IMPORTANT SITE OF SWINDON'S 20TH-CENTURY INDUSTRIAL HERITAGE REVEALS ITS ANCIENT PAST.

AIRFIELD IS NEEDED, SAY LOCAL FIRMS

SWINDON industrialists are wasting time and money on trips to London while a Corporation scheme for a town airfield remains in

the idea stage.

Local businessmen claim that Swindon needs its own airport. Land at Vickers Armstrong Ltd., South Marston, has been earmarked for use as a civilian aerodrome. But there seems no hope of the airport materialising for some time yet.

The borough council has sought the opinions of local business concerns, and has now been sitting on the idea for several years. Meanwhile local executives say that thousands of pounds would be saved if they did not have the 70-odd mile trip to London Airport — many make frequent trips to Europe, the East and America.





TOP: Newspaper cutting from 1965 about South Marston Airfield. © Swindon Echo, 8 January 1965. Reproduced by kind permission of the Wiltshire and Swindon History Centre, document reference 2753FL.

LEFT: Aerial view of Iron Age and Roman deposits under the runway.

ABOVE: Excavating an Iron Age feature. © Oxford Archaeology. Reproduced with kind permission.

Area Board Briefing Note

Service:	Cost of Living
Date prepared:	15 November 2023
Further enquiries to:	Will Oulton
Direct contact:	William.oulton@wiltshire.gov.uk

Cost of Living

With overall inflation stabilising, it is welcome news that some cost pressures for the community have reduced, but with other financial pressures remaining on household budgets, it is anticipated that there will be continuing demand for support and advice as the winter draws in.

The Council is continuing to work with partners to deliver interventions that provide advice and support to our communities, including:

- Wiltshire libraries are continuing as warm spaces and will also play a key role in distributing support (e.g. with Warm Packs or free Sim-cards) and advice (e.g. Providing energy advice or signposting to partners).
- We have contacted community providers to update our <u>interactive guide</u> to help people find key support to combat fuel and food poverty. In addition, we are creating a page on the directory that gives an interactive advent calendar view of provision/ opportunities over the Christmas period.
- Foodbanks and Community Food Providers are invited to apply for funding to support their work. Applications are welcome from 13th November 2023 – 21st January 2024. Organisations can make one application in this funding round. Further information and the application form is appended to this update.
- We have further developed our approach to delivering Household Support Fund, working with a range of services and partners to financially support a range of programmes and initiatives.
- <u>Our website</u> and media channels offer a range of online support and sign-posting information on topics including council tax/benefits, energy advice and mental health support.
- A dedicated Wiltshire Wellbeing support line to provide advice and guidance, and officers are working with to improve processes to ensure people are directed to right support.
- We continue to engagement with our communities, through activity such as the Boaters Survey, which has had a terrific response so far, and Community Conversations, to understand need.

The DWP will be issuing the second Cost of Living Payment of £300 to those in receipt of Universal Credit, Jobseekers allowance, Employment support allowance, Income support and Pension Credit between 31st October and 19th November 2023.¹

The Council is pleased to say that, following a successful summer programme that saw more than 1,220 young people take part, Wiltshire Council's Holiday Activity and Food programme (FUEL) will be back during the Christmas school holidays. It is funded by the Department for Education and provides children who are eligible for benefits-related free school meals with free access to activity, food and nutritional education during school holidays. Eligible families will be able to sign up later in the year and details will be promoted through all schools in Wiltshire in due course. More information about FUEL can be found at www.wiltshire.gov.uk/fuel-programme.

Warm and Safer Wiltshire

Warm & Safe Wilshire, provided by the council in partnership with Swindon Borough Council and the Centre for Sustainable Energy, is a service to help residents live in warmer, safer and healthier homes. It provides in-depth telephone, home visit and outreach support to people and communities covering a wide package of support: including energy bills, energy saving tips, energy saving vouchers, and funding for heating and insulation improvements in their homes. More information is available at <u>Warm</u> and <u>Safe Wiltshire advice service</u>

This year, in particular, we are offering grants for broken heating systems and have extensive voucher offer to help with heating and food vouchers. Attached to this briefing is poster for the public highlighting the scheme

Also attached is a leaflet for frontline workers which details training available to frontline workers, which can also be taken up by third sector.

To help different communities access support, we have two Warm and Safe Community case workers covering the North and South of the county providing support to the third sector, home visits and in depth case work. The focus here will be on the 20% most deprived across Wiltshire, Travelling and Boating Communities, and the Military.

Council Tax Reduction Scheme Consultation

We are consulting on possible changes to its local Council Tax Reduction Scheme for working aged people, ensuring it continues to benefit those who need it, and that the scheme evolves in line with Government's developing plans on Universal Credit.

The consultation is now open until 27 November 2023. I'd like to encourage people to respond via the electronic survey online at <u>https://www.wiltshire.gov.uk/benefits-council-tax-reduction</u> - paper copies are available in all of Wiltshire's libraries and main hubs. So far, more than two hundred responses have been received.

Potential changes to the scheme should result in it being more generous to people in hardship who are eligible to receive support, and that in turn should help to reduce the overall council tax debt written off each year due to those who are unable to pay.

¹ Cost of Living Payments 2023 to 2024 - GOV.UK (www.gov.uk)

Wiltshire Food Banks and Community Food Providers Support Fund

Grant Application

Wiltshire food banks and community food providers, are invited to apply for funding support for the following categories:

- The purchasing of food, or food vouchers (up to £5,000)
- Support costs that enable the food setting to bring in professional financial advice (no funding limit each proposal will be assessed individually)
- The purchasing of capital items that enable residents to reduce their energy costs, which could be used at the food setting or in residents' own homes (no funding limit each proposal will be assessed individually)

This funding cannot be used for ongoing operational costs. Eligible organisations will be from the voluntary and community sector and will provide food free of charge, or at a subsidised rate.

Applications are welcomed for this second funding round available from 13th November 2023 – 21st January 2024. Organisations can make one application per funding round.

Applicants are encouraged to discuss their application with their local Strategic Engagement and Partnerships Manager (SEPM). You can find the contact details for your local SEPM <u>here</u>.

Applications will be assessed on multiple factors including the number of households they support, the evidence of need provided and the value of the service being offered to residents. It is anticipated that funding demand will be high, so please be aware that there may not be sufficient funding to fully support all requests.

To submit your application please complete this form and return to <u>areaboards@wiltshire.gov.uk</u>. Please note, it is essential that all successful applicants return a proforma regarding the use and impact of the funding. This will be provided to all successful applicants with the required deadlines for submission.

1) Food bank or food provider details

Food bank or food provider details	
Address	
Contact name	
Contact telephone number	
Contact email address	

2) Detail regarding your application?

Please provide a description of how the requested funding will be used? Please use a separate box for purchasing of food, advice costs or other.	Expected no. of households to benefit from the funding?	Amount being applied for?

3) Please provide as much evidence and detail as possible as to why this funding is needed (if advice services are being proposed, please provide details of the relevant organisation who will deliver this).

4) How do residents access food from your organisation?

- □ Referral system
- □ Open access
- \Box Other please advise here:

5) Any other relevant information to support your application?

6) Declaration

Supporting information; please confirm that the following documents will be available to inspect upon request (You do not need to send these documents to us):

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

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

Signature	Name	Position	Date



Are you a frontline worker in Wiltshire?

Warm & Safe Wiltshire can help you help others stay warm this winter.

We offer free advice and support to Wiltshire residents to help lower their heating bills, stay warm and improve their health. This includes:

- Replacing broken heating systems.
- Accessing financial assistance such as prepayment meter vouchers or discounts on bills.
- In-depth casework with a trained advisor.

Frontline workers can also explore our **FREE** training options, from a brief overview of our services and how clients are supported, to an in-depth look at how to identify potential clients needing support.

You can refer Wiltshire residents to us quickly and easily using this online form: www.warmandsafewiltshire.org.uk/referral

Or call 0800 038 5722

To book a FREE training session please email: warmandsafe@cse.org.uk

Warm & Safe Wiltshire is funded by Wiltshire Council and managed by the Centre for Sustainable Energy. www.warmandsafewiltshire.org.uk

Working in partnership with Wiltshire Council Page 33



Cold home? High bills? We're here to help ...



If our house is cold or you are struggling to pay your heating bills, please get in touch.

Warm & Safe Wiltshire offers free advice and support including:

- Grants for broken heating systems if you meet the criteria.
- Vouchers to help pay your bills.
- Other grants you may be entitled to.

Call us free today
0800 038 5722

Email warmandsafe@cse.org.uk





Centre for Sustainable Energy, St James Court, St James Parade, Bristol BS1 3LH | www.cse.org.uk | 0117 934 1400 | Charity 29874

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Trustee Recruitment

Community First is looking for two new Trustees to join our Board and help us support growth, innovation and development. We are committed to equal opportunities and we are looking for Trustees with a variety of different skills, life experience and backgrounds. We are particularly interested in applications from people with business or Voluntary, Community and Social Enterprise (VCSE) sector experience.

We have created an information pack which is included with this briefing document. It can also be accessed online using the link:

https://www.communityfirst.org.uk/wp-content/uploads/2024/01/Trustee-Information-Pack-2024.pdf

To apply, please send a CV and a short statement addressing the person specification in the briefing pack to Nicky Theobald (<u>ntheobald@communityfirst.org.uk</u>)

The deadline for applications is 1st March 2024.

New Service User Engagement Service

In January 2024 the new Service User Engagement Service led by Community First started. Working alongside our partners:

- Wiltshire Service Users Network
- Wessex Community Action

- Alzheimer's Support
- Celebrating Age

• Age UK Wiltshire

The new service unifies the collective strengths of its partners to support the voice and engagement of people in Wiltshire.

Working in conjunction with Wiltshire Council and the BaNES, Swindon and Wiltshire Integrated Care Board (BSW ICB) we will be engaging with people living and working in Wiltshire to co-produce, co-design and co-develop health and social care services in Wiltshire.

We will be working alongside people with physical disabilities, sensory needs, mental health conditions, learning disabilities, neurodiversity, long term conditions, complex needs, older people and dementia. Empowering and facilitating them to have their say and get involved in shaping how health and social care services work for them now and in the future.

We will be using various consultation and engagement methods that will range from in person conversations to online interactions whilst also embracing new technologies. We will ensure that we use a wide variety of approaches so that we are able to reach and engage with a population with varying and diverse needs. Through exploring innovative approaches to engagement, we will aim to encourage participation in co-production amongst the population of Wiltshire.

Alongside, we will also be offering training and capacity-building opportunities to Commissioners to enhance their understanding of co-production principles and practices.

For more information email <u>enquiries@communityfirst.org.uk</u>

FIRST

Oxenwood 2024 Activity Programme

2024 marks an exciting time of development for Oxenwood Outdoor Education Centre with a new website launching in the next few months.

Oxenwood is the perfect setting for school, club and group residentials or day trips. We offer a bespoke package of curriculum enrichment days, outdoor learning and adventure activities, led by our friendly and experienced outdoor education instructors.

Oxenwood Outdoor Education Centre is a heritage building located in an area of outstanding natural beauty near Marlborough, Wiltshire. During your stay, your group will have exclusive use of the Centre and access to variety of exciting activities including climbing, rifle shooting, archery, hiking, canoeing and mountain biking.

We have produced a 2024 activity programme for Oxenwood which outlines all of the fantastic opportunities for learning and adventure at the Centre. A copy of the 2024 activity programme is included with this briefing pack.

For more information or to book your activity or residential email: <u>enquiries@oxenwoodcentre.com</u>

Community-Led Housing Project

Community First is working alongside Wiltshire Community Land Trust and other stakeholders to relaunch the Community-Led Housing Project for Wiltshire. The Homes of Our Own project will be relaunched in 2024. The project aims to work with local councils, voluntary groups and members of the community who are interested in supporting the provision of Community-Led Housing in their local area.

We are currently developing a community survey to help shape the offer of support. More information about the Community-Led Housing Project will be shared as the project develops.

Regulation 14 Consultation

Community First has seen an increase in demand for support with Regulation 14 Consultation as it relates to Neighbourhood Planning. We have worked with a number of Councils, Steering Groups and Planning Consultants to create, monitor and deliver public consultation surveys and produce a report with tabulated comments from members of the public. We can work with you if you are refreshing an existing Plan or creating a new Plan.

For more information and a free, no obligation quotation, please contact Harry Tipple: httpple@communityfirst.org.uk.

Splash Annual Report

Splash forms part of our Youth Action Wiltshire service and offers a free-to-access programme of support and positive activities for young people facing challenges in their lives. We have produced a report for the Splash service in 2023 which can be accessed via our website:

https://www.communityfirst.org.uk/wp-content/uploads/2024/01/Splash-Annual-Report-2023.pdf

FIRST

Building Bridges and Inspire Swindon Programmes

Community First now has three programmes which offer a holistic service that provides personalised support to people with significant barriers and challenges to help them build their independence and move towards education and employment outcomes.

Building Bridges Wiltshire

Support for people aged 16+ in Wiltshire.

The programme supports people aged 16+ (no upper age limit) who want to move towards sustained education or employment goals. If you are under 18, you will need to be Not in Employment, Education or Training (NEET) or at risk of becoming NEET to take part.

Funded by UK Shared Prosperity Fund via Wiltshire Council through to the end of March 2025

Building Bridges Swindon

Support for people aged 18+ in Swindon.

The programme supports people aged 18+ (no upper age limit) who want to move towards sustained education or employment goals.

Funded by The National Lottery Community Fund through to the end of 2025.

Inspire Swindon

Support for people aged 15-18 in Swindon.

We can work with you if you are aged 15-18 and at risk of becoming NEET, are NEET or are engaging with Swindon Youth Justice Service. We can work with you if you are aged 19-25, if you are care experienced or have an EHCP.

Please note all referrals to this service are managed in conjunction with the Swindon Borough Council Education, Employment & Training Team and is funded by the UK Shared Prosperity Fund via Swindon Borough Council through to the end of March 2025.

People can refer themselves to the programme or make a referral on behalf of someone else they are supporting (with their permission), by completing the form at: <u>www.buildingbridgessw.org.uk</u>

Briefing prepared by:

Ellie Ewing

Marketing and Communications Manager (Community First)

eewing@communityfirst.org.uk

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Update for Wiltshire Area Boards

January 2024

Improving cancer early diagnosis and survival in BSW

The NHS is working hard to save thousands more lives each year by dramatically improving how cancer is diagnosed and treated and there is some great work going on here at BSW ICB to help improve support for people with cancer.

One of the two national ambitions for cancer is to ensure more of those people who are found to have cancer, are diagnosed and treated while it is at an earlier stage, as this means that treatment is often less complex, more successful and people live longer after treatment and with fewer long-term effects. Across BSW we have been doing a lot of work to help deliver this national ambition, including the following initiatives.

Primary Care cancer projects

For several years GPs and staff working in primary care have been supported to design and deliver local bespoke cancer programmes to best meet the needs they know exist within the populations they support. These typically focus on work to improve early diagnosis of cancer by encouraging people to attend when invited for bowel, breast or cervical cancer screening; or to see their GP if they have concerning symptoms that might be a sign of cancer.

Where possible, many of these programmes have a focus on addressing the health inequalities that exist in our communities, which is important as access to care and uptake of screening is lower for certain more disadvantaged groups than other groups. Examples of successful recent projects include

- Cancer roadshows
- Contacting those who have not responded to screening invites
- Language-specific promotional activities, information and leaflets for particular groups targeting Nepali, Polish and Moroccan populations
- Additional cervical screening sessions outside of normal hours and pop-up cervical screening sessions to better meet the needs of some populations
- Creating and distributing easy-read information explaining cancer screening for people with learning disabilities
- Community outreach to people with learning disabilities to explain the reasons • for, and benefits of, cancer screening.

Chair: Stephanie Elsy | Chief Executive Officer: Sue Harriman www.bsw.icb.nhs.uk

Targeted lung health checks

Across Swindon, parts of Bath and, shortly, Trowbridge and parts of Salisbury, targeted lung health checks (TLHC) are being offered to current and ex-smokers aged 55-74. The aim is to identify and treat people with lung cancer even though they may have no obvious symptoms. People diagnosed with lung cancer at the earliest stage are nearly 20 times more likely to survive for five years than those whose cancer is caught late. Where the lung health check identifies a potential high risk of lung cancer, people are invited to attend a scan to investigate further.

New resources to support patients, carers, families and health and care professionals with hospital discharge

New leaflets, videos and information resources have been developed to help provide extra support for patients, families and carers during their discharge from hospital and throughout their onward care journey.

The resources, which also provide information and support for health and care professionals looking after patients, support a new programme of work called <u>Caring</u> <u>Steps Together</u> which has been established to improve the wider understanding around what can sometimes be the confusing process of leaving hospital and accessing follow-up care.

Offering help to region's military families

The NHS in Bath and North East Somerset, Swindon and Wiltshire is offering military families in the region dedicated help and support to navigate any issues and queries they may have which relate to local health and care.

Military personnel and their loved ones can now contact the local NHS directly to receive personalised advice and guidance on any matter that is making accessing local services a challenge.

A high number of military families are currently based in the region, particularly in parts of rural Wiltshire, with many having moved from elsewhere in the country.

To ensure these people can continue to access care seamlessly and with the same ease as others living in the region, the local NHS has signed up to OpCommunity.

This national initiative involves creating a single point of local contact, which military families can call upon in times of need, such as when medical records may not have been transferred from a previous provider.

By being part of OpCommunity, we are giving families a direct route into the heart of the local NHS, where they can find answers to all their questions, directions to the right services and help for issues that are creating a barrier to care.



Families can access this new support service in a number of different ways, either by telephone or email, or by filling in the form on the ICB website, which will then generate a callback. Emails should be sent to <u>bswicb.afspoc@nhs.net</u>.

Home First Project

The Home First Services project was set up to explore the current Home First pathway (Pathway 1 services funded by the Better Care Fund) within Wiltshire and to propose potential changes and service developments that could be put in place to improve efficiency and patient flow through this pathway. This is to be done whilst maintaining or improving service outcomes. This is a partnership project, with stakeholders from the ICB, Wiltshire Health & Care and Wiltshire Council among others all involved and working together.

So far the project has:

- Fully analysed our capacity and demand for the Home First service and considered the needs of our changing population
- Developed and proposed a model of best practices related to hospital discharge, taking into account national and local guidance
- Developed and proposed a new model for discharge
- Completed comprehensive staff engagement aimed at sense checking and developing the proposed model
- Proposed and is now implementing a pathway 1 patient categorisation framework that will allow the teams to better tailor care to the needs of patients
- Recruited (via Wiltshire Council) a Home First Services Manager to oversee Home First Services
- Developed and launched patient and staff communication resources around the discharge process <u>Caring Steps Together</u>

Next Steps are:

- Developing KPI reporting functionality so we can understand our performance
- Further progress towards a model of integrated care and interdisciplinary working
- Establish if there are any other innovations (including technology) that will further support and improve the service we offer to people living in Wiltshire

Chair: Stephanie Elsy | Chief Executive Officer: Sue Harriman

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Oxenwood Outdoor Education Centre

Activities

2024 season



Adventure activities

Activity	Description	Suitable for/Restrictions	
Archery	Individual skills/team competition	All ages	
Bushcraft/Survival Skills	Fire, cooking and shelter	All ages (Weather dependant)	
Canoeing	Multi person boats. encourages cooperation and teamwork	All ages (younger ages only if boats are rafted together to increase stability). Weather dependant.	
Paddle Sports	Multi vessel session; Canoe, Kayak, SUP (Stand Up Paddleboard) try out different types of paddling	Year 4 and above Weather dependant.	
Raft Building	Test your team work to build raft to keep you afloat!	Year 4 and above Weather dependant.	
Kayaking	Individual skill	Year 4 and above. Weather dependant.	
Climbing Wall	Auto belays	Year 1 and above. Weather dependant.	
Cycle Skills	Learn to ride or improve your bike handling skills in a simulated environment	Year 3 and above (or based on individual ability)	
Mountain Biking	Off road cycling	Year 4 and above (based on ability)	
Fencing	Olympic sport of Foil Sword Fencing	All ages	
Olympic Style Air Rifle	Target rifle shooting/shooting gallery	All ages	

Orienteering / Navigation

Orienteering	Different styles of the sport	All ages
Photo search	Basic orientation	Key stage 1+2 ages
Navigation/Map Reading	Use of map and compass	Year 3 and above
Night Navigation exercises	Hone your skills at night	Year 9 and above
Journeying/Basic Expedition	Navigation and camp skills	Year 5 and above



Walking (Local area)

Fosbury Iron Age Hill Fort Walk <i>(Very Popular)</i>	Iron Age Hill Fort, spectacular scenery, history talk, Celts & Romans Battle Game. (3 miles or 5 1/2 round trip)	Year 3 and above (for younger ages 3-mile option with mini bus to drop off point is available)
Kennet & Avon Canal Walk <i>(Very Popular)</i>	Varied Scenery including the canal and woodland of Bedwyn Brail, other features include Crofton Pumping Station and Wilton Windmill. Nature and history talk and sketching opportunities. (5 1/2-mile circular walk) Guided Tour of Windmill	Year 3 and above
Hangman's Walk	Coombe Gibbet/Walbury Hill - features include dramatic scenery, gibbet and Iron Age Hill Fort, history talk (5 1/2 miles one way)	Year 3 and above
Windmill Walk	Scenic walk to Wilton Windmill includes talks on local nature and history talk and guided tour of Wilton Windmill. (2 1/2 miles)	Year 3 and above
Spooky Alley Walk (Daytime Walk)	From the Centre onto the Downs, looking over the Pewsey Vale, Northern Salisbury Plain and distant views of the Savernake Forest (2 ½ miles circular walk)	Year 1 and above



Walking (Local area) – night / evening walks

Spooky Alley Night Walk (Very Popular)	Brave your fear of the dark and the mud in the infamous "Spooky Alley". Ghost stories optional. (2 ½ miles circular walk)	Year 3 and above
Evening Nature Walk	Walk through the local countryside and woodland around the village. (1 -2 miles variable)	Reception – year 4

Team building / problem solving activities.

Outdoor Problem Solving	Team Building	Year 3 and above
Indoor Problem Solving	Team Building	Year 3 and above
Shelter Building	Team Building - v/popular	All ages (Weather dependant)

Environmental studies

Mini Beast Hunting	Simple Keys / ID Charts	Key stage 1+2
Stream Survey and	Simple Keys / ID Charts	Key stage 1+2
Stream Dipping		
Tree Identification	Simple Keys / ID Charts	Key stage 1+2
Bird Identification	Simple Keys / ID Charts	Key stage 1+2

Woodland activities

Shelter Building	Team Building - v/popular	All ages (Weather dependant)
Woodland Art and Sculpture	Using forest materials	Key stage 1+2
Mini Beast Hunting	Simple Keys / ID Charts	Key stage 1+2



Offsite activities

Mountain day ¹	Summiting the highest point in the Brecon Beacons - Pen-Y-Fan	Year 5 and above
Mountain day	Summiting the highest point in the Black Mountains – Waun Fach	Year 5 and above
Outdoor rock climbing	Climbing and belaying at the fantastic Burrington coombe in North Somerset	Year 5 and above



Corporate groups / staff days out / activities

Team building away from the office to ensure a high performing group and achieve enjoyment whilst doing it!

Mountain day	Summiting the highest point in the Brecon Beacons - Pen-Y-Fan	Adult
Mountain day	Summiting the highest point in the Black Mountains – Waun Fach	Adult
Outdoor rock climbing	Climbing and belaying at the fantastic Burrington coombe in North Somerset	Adult
SERE	Survival, Evasion, Resistance and Escape 3-to-4-day survival course being taught the essentials of shelter building, fire construction, water purification, navigation and more, culminating in a final assessment phase whilst being pursued by a live hunter force by foot, vehicle, and air!	Adult

¹ Mountain days for minors are restricted to smaller groups – please call for information.

Curriculum enrichment days – History/literacy/drama

Need help with a history topic? Oxenwood can help. We bring history to life with our historical themed enrichment days, where we meet our ancestors close up, and through a range of interactive and action oriented workshops. We cover most periods, from our Stone Age ancestors to the present day. Days we have organised for schools include:

Era	Includes
Stone Age Man	Hunter gatherers, the mobile "supermarket" and the birth of Farming
Celts and Ancient Britons	Druids, rebellion, and hillforts
Romans	The Army, invasion, and daily life
King Arthur	The legend and the hero from history
Angles and Saxons	Rune swords, riddles, and the forging of England
Beowulf	Heroes and monsters
Alfred the Great	Burnt cakes, heroic battles, and strong rule.
The Vikings	Long ships, raiding and invading!
1066	The Year of Battles; the defeat of the Vikings and the coming of the Normans; Stamford Bridge and Hastings
Knights and Castles	Squires, jousts, and fair and fierce maidens
Tudors	A King, Queens, the executioner's axe, and the age of exploration
Pirates	Cutlasses, buried treasure and skulls and crossbones
Wiltshire in the Civil War	Waller and Hopton gunpowder and sieges
1666 – The Great Fire	A king, a diary, a war, and disaster
1914 – Lord Kitchener's new army	Enlistment, basic training, and the frontline.
WW2 – The Home Front	Experience what life was like in wartime Britain, join the home guard, do your bit for the war effort.



First aid training courses On Site Training²

Delivered on site at Oxenwood Outdoor Education Centre, Marlborough SN8 3NQ.

Course Name	Time
Activity First Aid - FAA Level 3 Award	2 day
Annual Refresher for First Aiders	Half day
Appointed Person	2 hour
Basic Life Support - FAA Level 2	3 hours
Emergency First Aid at Work - FAA Level 3 Award	1 day
First Aid at Work Re-qualification - FAA Level 3	2 day
First Aid at Work - FAA Level 3	3 day
First Aid for Mental Health - FAA Level 2 Award	1 day
First Aid for Mental Health Awareness - FAA Level 1 Award	4 hours
First Aid for Mental Health Supervising - FAA Level 3 Award	2 day
First Aid for Youth Mental Health - FAA Level 2 Award	1 day
First Aiders for Mental Health Annual Refresher	Half day
Paediatric Emergency First Aid - FAA Level 3	1 day
Paediatric First Aid - FAA Level 3	2 day

Contact information:

If you need to contact us before or after your visit, you should email: **Enquiries@Oxenwoodcentre.com** or call 01380 732806.

² Accommodation and meals can be offered during multi-day courses

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Vibrant Communities Brighter Futures

Patron: Her Majesty The Queen President: HM Lord-Lieutenant of Wiltshire, Mrs Sarah Troughton



Community First Trustee Information Pack

Details

Deadline for applications: Appointment Length: Time Commitment: Remuneration: 1st March 2024 Initial co-option, followed by a 3-year term and up to 2 consecutive terms Approximately 10-20 days a year This is an unpaid, voluntary role. Travel expenses are paid

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Introduction

Community First is a leading charity at the heart of communities in Wiltshire and Swindon, our work has a real and lasting impact on the lives of people across the county and the need for our service has never been greater. We have exciting opportunities for two new Trustees to join our Board and help us support growth, innovation and development.

We are committed to equal opportunities and we looking for Trustees with a variety of different skills, life experience and backgrounds. We are particularly interested in applications from people with business or Voluntary, Community and Social Enterprise (VCSE) sector experience.

We have created this information pack as a guide to our work and the role Trustees play in our charity.





About Us

Community First is a registered charity (288117) based in Devizes and a member of Action with Communities in Rural England (ACRE).

Brighter Futures

Community First works tirelessly to help people overcome challenges in their lives and we are passionate about brighter futures for the diverse range of people who live in the communities we serve. We support young people through our national awardwinning 'youth arm' Youth Action Wiltshire, including Wiltshire Young Carers Service, Splash, Project Inspire and youth club support. Many of our activities for young people take place at our dedicated outdoor education centres at Oxenwood and Linkenholt.

As the managing partner for the Building Bridges and Inspire Swindon programmes, Community First is leading a partnership of organisations in Swindon and Wiltshire, who are working together to help people overcome their barriers to employment and education. The programmes are funded by the UK Shared Prosperity Fund and The National Lottery Community Fund.

Vibrant Communities

We are passionate about helping people work together to identify and find solutions to things that matter to them. From championing local grassroots causes to managing multi-million-pound projects, we are proud to support people and places in the vibrant communities we have served for over 50 years.

We support communities across Wiltshire and Swindon

through advisory services for village halls and local councils. We envisage, create and manage projects to support people and places including community transport schemes, community led housing and community organising. Alongside our community development and engagement programmes, we also work with local landfill operators to distribute grant funding for community projects through the Landfill Communities Fund.

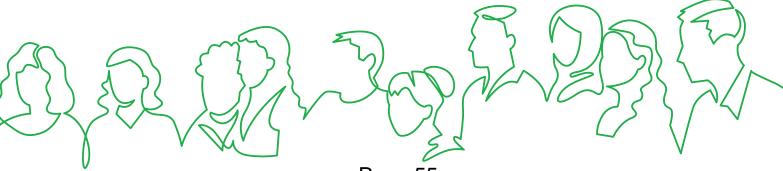
Inspiring Ideas

We are a champion for local enterprise and we love fresh ideas that make local communities better places to live and work. We think outside the box to develop new ideas through consultancy, trading and creative services. This includes Community Insurance and Minibus Driver Awareness (MiDAS) training.

Find Us Online

Our website: www.communityfirst.org.uk

Social media: X: @CommFirstWilts Facebook: @CommunityFirstWiltshire Instagram: @CommunityFirstWiltshire LinkedIn: uk.linkedin.com/company/community-first





The Role

We're looking for leaders with vision and a passion for communities.

Trustees play a very important role at Community First. Decisions made by the Board of Trustees help set the direction of our charity, play essential role in decisionmaking and have a major influence on the success of our work.

Becoming a trustee is a fantastic way to support local communities and assist them in developing and maximising the opportunities available to them. Trustees are responsible for the overall governance and strategic direction for Community First and for developing the organisation's aims, objectives and goals in accordance with governing documents as well as financial, legal and regulatory guidelines.

You can find out more about the roles and responsibilities of Trustees on the gov.uk website guide called: <u>The Essential Trustee</u>.

Role Specification

Community First Trustees have the following responsibilities:

- To ensure we comply with our governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure we pursue the objectives outlined in our governing documents.
- To ensure that we apply our resources only in pursuance of our objectives and do not expend funds on activities which are not included, no matter how worthwhile or charitable these objectives may be.
- To contribute actively to the Board of Trustees' role in supporting the CEO and Leadership team to set the strategic direction, agree overall policy, defining goals and monitoring targets.

- To monitor and evaluate our performance against agreed objectives.
- To safeguard and uphold the good name and values of Community First.
- To ensure the effective and efficient administration of our charity and to ensure financial stability.
- To protect the property of our charity and to ensure proper investment of funds.
- To appoint a Chief Executive Officer and monitor performance and reward.

In addition to the above statutory duties, each Trustee will have strategic oversight of activities appropriate to their interests, skills, knowledge and experience.





Person Specification

Essential

- ✓ A commitment to the organisation
- A willingness to devote the necessary time and effort
- ✓ Strategic vision
- ✓ Good, independent judgement
- An ability to think creatively
- ✓ A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Desirable

As part of our Trustee recruitment process, we would particularly welcome applications from people with experience of:

- Business
- The Voluntary, Community and Social Enterprise (VCSE) sector
- Fundraising





Terms of Appointment

Appointment Length

We understand that becoming a Trustee is a big responsibility and we want to ensure Trustees feel supported and have time to grow into their roles and to reflect on whether the organisation meets their expectations.

New Trustees are initially co-opted and following the initial co-option, Trustees can then be elected at the next AGM to serve a 3 year term. They can be re-elected for two further 3 year terms.

Time commitment

Trustees are expected to attend a minimum of 4 out of 6 Trustee meetings which are held annually as well as the Annual General Meeting (AGM) which is usually held in the Autumn.

In addition, Trustees are expected to devote time outside meetings in preparation for Board and other related meetings.

Payments to Trustees

This is an unpaid, voluntary role. Trustees may claim expenses for travel, childcare while at Board meetings or support needed due to a disability.

How to Apply

To apply for a Trustee role, please send a short statement and CV addressing the person specification (on page 5) to Nicky Theobald.

Email: ntheobald@communityfirst.org.uk.

The deadline for applications is 1st March 2024.

Interviews will take place at the Community First office in Devizes or by video call. We intend to interview prospective candidates in April 2024. The interview also offers an opportunity for prospective Trustees to ask questions, discuss their views on joining our Board and how their role could reflect their interests and experience.



Vibrant Communities Brighter Futures

Patron: Her Majesty The Queen President: HM Lord-Lieutenant for Wiltshire, Mrs Sarah Troughton

Community First Trustee Information Pack

Contact Us:

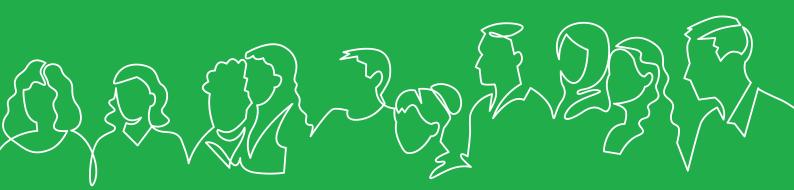
Community First Unit C2, Beacon Business Centre Hopton Park, Devizes SN10 2EY

01380 722475 enquiries@communityfirst.org.uk

Find us Online:

Our website: www.communityfirst.org.uk

Social media: Facebook: @CommunityFirstWiltshire X: @CommFirstWilts Instagram: @CommunityFirstWiltshire LinkedIn: uk.linkedin.com/company/community-first







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Wiltshire Rural Mobility/DRT Update Paul Sanders – DRT Manager







Wiltshire Connect

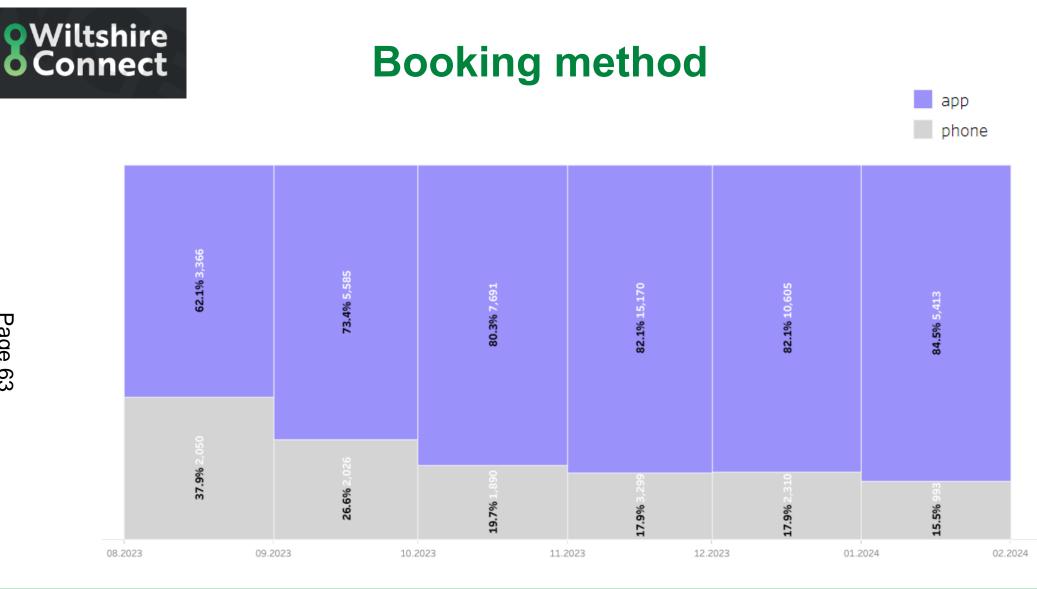
5 Month Overview

- The whole service has been up and running since 30th October 2023: 3 DRT vehicles & 2 Semi-flexible/timetabled vehicles.
- Over 4,000 people have registered and downloaded the app.
- Over 2,500 individuals have made at least one journey.
- Over 17,000 passengers carried in the first 5 months.



- Between August and December 23, daily patronage per DRT vehicle has grown by 49%.
- Page 62 DRT vehicles are now carrying more passengers than the timetabled services.
- Average of 3.7 passengers per vehicle per hour across the service in November. (Previously the 101/2 service averaged approx. 3 passengers per hour excluding schools).
- Almost 85% of rides are now booked on the app. This has been increasing month by month.
- Average customer rating is 4.9 out of 5 stars.





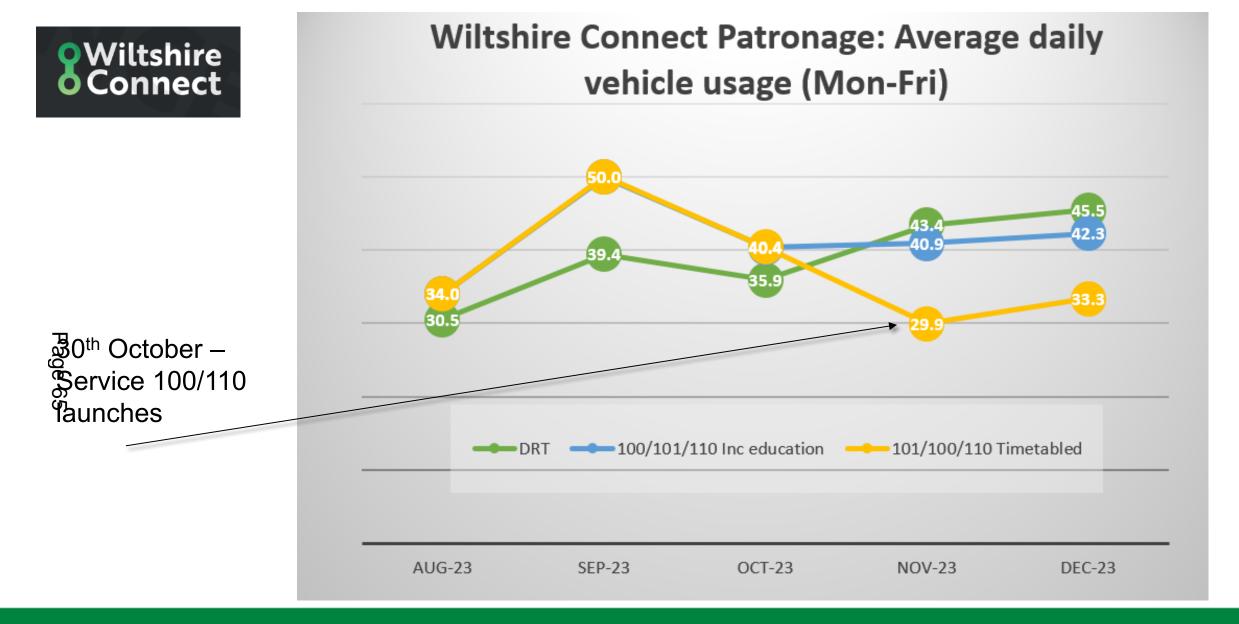
Wiltshire Council

Wiltshire Connect

Wiltshire Connect patronage









oWiltshire **o**Connect

Work in progress

- Promotion & Marketing Focus on service 100 between Marlborough and Devizes and the Saturday on-demand service.
- Objective to exceed 50 passengers per DRT vehicle per day, Monday to Friday.
- Working with Visit Pewsey Vale and Great West Way
- App Tech We continue to adjust the algorithms and parameters Improvements are still to be r_{Ω} made Working with the provider.
- Web booking portal to launch in due course
- ິ Customer service and support improvements
- Infrastructure improvements Bus stop signage and cases to be replaced
- Potential electric vehicle for the service Working with Reds





Questions!

o Wiltshire O Connect







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Agenda Item 9



Update from Age UK Wiltshire – December 2023

Charity Shops and Information Hubs:

We have now opened our new Charity shop in Salisbury. We were delighted to have the Older People's Champion for Salisbury, Irene Kohler, cutting the ribbon for us. Our shop is also an Information & Advice hub, offering the opportunity for older residents to have accessible, face-to-face advice, by an arranged appointment. Leaflets about a range of issues affecting older people and our services are available in the shop. Our Information & Advice service offers a free quality accredited information & advice service for older people, their families, and their carers. They cover a wide range of issues affecting older people, including welfare benefits and money, care and support, housing options, local services, and later life planning.

We are looking to open other shops, with information points across the county, including in Marlborough and Devizes, so watch this space! If anyone would like to get in touch or is aware of a need arising in their area, please do get in touch and we may be able to explore this.



There is information on how to make donations on our website: Age UK Wiltshire | Charity Shops

Fitness and Friendship:

Our Fitness & Friendship classes are ever popular and growing, with 17 clubs across the county, including some new clubs within sheltered housing schemes. These clubs provide seated exercise and activities. Members value the clubs as important places to make friends and connections which in turn reduces feelings of loneliness and isolation. The clubs are supported by 47 volunteers, many of whom started as members. A list of clubs is available on our website: <u>Fitness & Friendship Clubs | Age UK</u> Wiltshire.

Meals+:

Our Meals+ service is a service that provides a visit to an older person and the delivery of a hot meal. It is a lunchtime delivery all year round, apart from Christmas day. Our drivers have a conversation with the older person and conduct a welfare check as a part of every visit. Often the driver will be the only person they see all day. We continue to receive positive feedback on this service, and the peace of mind that it provides to relatives/carers, as below.

"You are absolutely fab and I cannot thank you enough for the way you look after my Mum!"

Neighbourhood Collaboratives/Health:

Our Chief Executive, Sarah Cardy, is the voluntary sector representative on the Wiltshire Health & Wellbeing Board, and Age UK Wiltshire are involved with various ICA workstreams. We are part of the Neighbourhood Collaborative Pathfinder work in Melksham and have also been involved with work to improve the hospital discharge process. As an organisation we often speak to older people who have insight into how this process could be better, from lived experience.

We believe that co-production and lived experience insight are integral to shaping future service provision.

Our latest newsletter can be found here - <u>https://www.ageuk.org.uk/bp-</u> <u>assets/globalassets/wiltshire/about-us/november-external-newsletter.pdf</u>. Please email <u>jasmine.forbes-lumby@ageukwiltshire.org.uk</u> to be added to the mailing list.

Wiltshire Council

Pewsey Area Board

04 March 2024

Pewsey Area Grant Report

Purpose of the Report

- 1. To provide details of the grant applications made to the Pewsey Area Board. These could include:
 - community area grants
 - youth grants
 - older and vulnerable people grants
 - area board initiatives
- 2. To document any recommendations provided through sub groups.

	Community Area Grants	Youth Grants	Older and Vulnerable People Grants
Opening Balance For 2023/24	£ 16,744.00	£ 14,135.00	£ 7,700.00
Awarded To Date	£ 10,975.90	£ 7,400.00	£ 2,500.00
Current Balance	£ 5,768.10	<u>£</u> 6,735.00	£ 5,200.00
Balance if all grants are agreed based on recommendations	£ -959.17	£ 235.00	£ 1046.00

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<u>ABG1578</u>	Area Board Initiative	Pewsey Area Board	Thermal Heat Loss Camera	£429.00	£429.00

Project Summary:

Thermal imaging surveys can identify cold spots cause by a lack of insulation and gaps in windows and doors,

causing draughts and energy loss from houses. Identification and rectification of these issues can reduce heating bills, lead to warmer homes, and lower energy use and associated greenhouse gases emissions. This standalone thermal imaging camera will be lent to householders so they can undertake a survey of their home, or for residents that are unable to survey their own house, volunteers will undertake the survey for them. 39 homes expressed an interest in the April 2023 Pewsey Green Survey. This camera will be available for anyone in the Pewsey community area to borrow

<u>ABG1629</u>	Area Board Initiative	Pewsey Area Board	Sports sessions for young people	£7000.00	£3500.00
				·	

Project Summary: The youth offer in Pewsey has been greatly enhanced with the successful introduction of the youth cafe from Sep 23. Working with them and Pewsey Parish Council, we wish to offer fun sports sessions led by trained	Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
coaches on the Muga adjacent to the Campus. This will provide a variety of sports and sporting activities that will appeal to a wide range of young people and also help keep them physically active	The youth off Sep 23. Work coaches on th	er in Pewsey has bee ing with them and Pe e Muga adjacent to t	ewsey Parish Council, the Campus. This will	we wish to offer fun sports sessi provide a variety of sports and s	ions led by tra	ined

ABG1630Area BoardPewsey Area BoardInitiative	Rural youth work	£6000.00	£3000.00
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Project Summary:

Over the past 2 years, the area board has been working with its partners and investing time and money to support young people in Pewsey, Upavon and Burbage areas. We would like to offer some additional support to other parts of the community area where there is little or no provision. This includes the Bedwyns and Grafton areas. The funding is to be used to provide activities for young people primarily aged 13 to 18. Consultation has begun with them and their families through Community First and some possible provision and activities have been identified. Discussions will also take place with local providers including Oxenwood Outdoor Educational Centre. Some funding may also be used to provide more permanent provision such as in Grafton where the skate ramp is being removed

Grant Football Club Ltd

Project Summary:

The club lease the Angela Yeates memorial ground (approx. 5.4 acres) from Pewsey Parish Council. A requirement of the lease is to keep the grounds in suitable condition. Part of this commitment is the grass cutting of two rugby pitches, a training area and various recreational grass areas. The current grass cutter has reached the end of its servicable life and economic repair is not feasible. A replacement mower has been identified and tested and found to be suitable. Funds are sought to part fund the purchase of this machine

<u>ABG1549</u>	Community Area	EASTON ROYAL	ER FOOTPATH VOLUNTEER	£1400.00	£700.00
	Grant	FOOTPATH	GROUP		
		VOLUNTEER GROUP			

Project Summary:

This is a new volunteer group. Over twenty people have come forward to offer their time and energy to maintain the footpaths in Easton Royal which require ongoing attention. Each "team" has been allocated a stretch of ROW which they have accepted to maintain during 2024 (notably March - October). Given the enjoyment that the access to these paths gives to not only our own residents but those from surrounding villages and visitors to the area, we all feel that this is a very worthwhile cause. A self-propelled mulcher cutter, safety equipment and small

<u>ABG1597</u>	Community Area Grant	Pewsey Heritage Centre Ltd	Pewsey Heritage Centre CCTV System upgrade windows and Office PC for CCTV Monitoring	£4196.54	£2098.27
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Application	Grant Type	Applicant	Project	Total Cost	Requested
Reference					

Project Summary:

We are looking to provide an upgrade for our current windows which are old Crittall Steel framed windows that have been broken by vandals, we will replace the broken glass with toughened double glazing units, therefore making it more secure. We are also looking to replace our existing CCTV system which is starting to fail due to age, and replace our Office PC which is used for our accessioning and will be used as a monitor for the CCTV system.

<u>ABG1648</u>	Community Area Grant	Milton Lilbourne Parish Council	Milton Hill Defibrillator Project	£1000.00	£500.00
	Grant	Parish Council	Project		

Project Summary:

The Parish Council has supported defibrillator within the Parish. This application is for a remote part of the parish adjacent to Salisbury Plain which will benefit many users and will be supported by 50% of the purchase price by the Parish Council and ongoing renewal contracts with South West Ambulance Trust. This defibrillator will be available in a remote area for the use of walkers, horse riders and off road users as well as the residents.

<u>ABG1539</u>	Older and Vulnerable Adults	Easton Royal Parish Council	Replacement defibrillator for Easton Royal	£1500.00	£350.00
	Funding				

Project Summary:

The village is very linear and, to meet the advised requirement of a defibrillator within 3 minutes of any location for the residents, the defibrillator which is situated on the wall by the Holy Trinity Church, and which we were suddenly informed will no longer be funded, needs replacing. One other that we purchased through donations is situated at the Village Hall at the top of the Street. We have applied for a match funding grant through the recent DHSC defibrillator grant for £750 leaving us to raise the other £750. Any help to cover this cost through an Area Board Grant would be much appreciated as we have already had to raise the Precept significantly this year to cover all other basic costs.

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<u>ABG1600</u>	Older and Vulnerable Adults Funding	Pewsey Community Area Partnership known as PCAP	Celebrating 10 years of the Pewsey Vale Community Memory Cafe	£1609.00	£804.00

This Community Memory Cafe was instigated by Wiltshire Council officers in 2014 as part of a dementia awareness project. PCAP's volunteers have continued to run this Memory Cafe once a month for all these years offered free at the point of use. It has had local support for many years. However, the costs of the venue have increased over the years and are about to increase again. We would also like to celebrate our 10th birthday with a trip on the Canal with the Bruce Boat Trust which our clients so enjoy.

Funding ELDERS

Project Summary:

TO PRODUCE AND DELIVER A SERIES OF HIGH QUALITY INSPIRING THEATRE AND MOVEMENT WORKSHOPS WITH ELDERLY COMMUNITIES IN PEWSEY : CREATING JOYFUL, LIFE - ENHANCING EXPERIENCES, UNDER THE GUIDANCE AND THE EXPERTISE OF THE OUR TIME PROJECT COMPANY. INVOLVING ACTIVE ELDERS, VERY FRAIL, THOSE WHO HAVE HAD STROKES, AND THOSE WITH DEMENTIA .ULTIMATELY ENCOURAGING PERSONAL DISCOVERY AND A SHARED AND ENLIGHTENING COLLECTIVE EXPERIENCE WHICH WILL HAVE **POSITIVE REPERCUSIONS IN THE WIDER COMMUNITY.** The workshops will improve the health and well-being of participants at Holly Lodge Pewsey encouraging mental and physical stimulation as well as being a joyful creative collective experience for both elders and carers. www.ourtimeproject.weebly.com https://www.youtube.com/@ourtimeproject Tailor- made to the needs of each group whether very frail, active elders or those with dementia or who have had strokes, the OUR TIME PROJECT inspires through the use of movement and theatrical play, drawing from the life experience of participants, guiding with delicate expertise and taking ideas onto a theatrical level, allowing and encouraging the participants to see each other in new ways, and encouraging a fantastic shared experience which has an impact inside the prospective homes and groups as well as having ripples into the wider communities through the carers and families ; Carers are encouraged to participate and sometimes family members who are visiting. In Pewsey Holly Lodge has been highlighted as having a clear needs and a keen interest in having OUR TIME PROJECT delivering this work for the beneficiaries of elders. Each residency workshop is a unique experience in itself and is tailor made to the needs and requirements of each group whether very frail active elders those with dementia or physically disabled. These workshops draw from the distinctive experience of the Company and the experience of the Director who has created pioneering theatre and movement work with the elderly over the past 14 years. It is a pre-requisite of the company's ethos to have an innovative creative and life enhancing approach to interactive workshops with the elderly. Drawing from training at the Lecoq International school 1992 -1994 and over 20 years' experience as a Director of theatre Sue Lee B.A Hons Diploma Ecole Lecoq Director coordinates the OUR TIME PROJECT and encourages a direct and stimulating environment with the Our Time expert practitioners where wonderful experiences and great discoveries happen with much laughter under the care and collaboration with care workers within each workshop setting. The workshops aim to inspire and bring out the undiscovered in each participant drawing on the creativity that stems from each individual's life experience and celebrate this in a joyous way. Movement is at the core and each workshop begins with simple movements which will have a great physical benefit then leading to simple improvisation creating a unique vibrant and life enhancing experience that bonds the collective and rejoices the individuals uniqueness. The workshops are delicate drawing out the creative potential in each person in a sensitive way as well as encouraging a group shared experience. The workshops aim to stimulate physical activity as well as spiritually bind the group encouraging well-being and improved quality of health. Some feedback from the previous set of workshops in the area Rebecca Brown leader from Forum Stroke Club "I think the members really enjoyed it they were smiling and laughing....... it is wonderful for their imagination and memory. It is good for them to interact as a group. They gain confidence I could really see this programme happening again as it was great fun.' Chris brown day centre participant Mrs Alison Meer's .'It took me out of my shy comfort zone.... Making a fool of oneself isn't a bad thing from time to time... I wish I had started being so fluid in movements earlier'.

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Background

- 3. Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.
- 4. Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:
 - Community Area Grants (capital)
 - Youth Grants (revenue)
 - Older and Vulnerable People Grants (revenue)
- 5. The Area Board will be advised of the funding available prior to their first meeting of each financial year.

Main Considerations

- 6. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.
- 7. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 8. Councillors need to consider any recommendations made by sub groups of the Area Boards.

Safeguarding Implications

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

Public Health Implications

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

Environmental & Climate Change Implications

11. 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.

Financial Implications

12. Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

Legal Implications

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

Workforce Implications

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

Equalities Implications

- 15. Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.
- 16. Community Area Grants will give local community and voluntary groups, Town and Parish Councils equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

Proposals

17. To consider and determine the applications for grant funding.

Report Author

• Richard Rogers, Strategic Engagement and Partnership Manager, <u>Richard.Rogers@wiltshire.gov.uk</u>

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

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	Item Update		Actions and recommendations	Who
	Pewsey LHFIG – Notes of on-line meet	ng held on Wednesday 31 st January 2024 at 14:00 h	rs	
1.	Attendees and apologies			
Page 77	Atter	dees: Cllr Jerry Kunkler (Chair) Cllr Paul Oatway Tim Burgess – Chirton & Conock PC Steve Colling – Burbage PC John Brewin – Woodborough PC Vanya Body – Froxfield PC Mike Lockhart – Shalbourne PC Andrew Flack – Upavon PC Colin Gale – Rushall PC Dawn Wilson – Wilcot, Huish & Oare PC Lisa Brindley – Pewsey PC Andy Gray – North Newnton PC Andy Gray – North Newnton PC Andy Caswallader – Area Highway Engineer Phil Rushmere – Senior Engineer Mark Stansby – Principal Engineer (Traffic)	Area Board to note.	AB
	Apol	gies: John Ford – Pewsey PC Paul Mills – Chirton & Conock PC Dianah Shaw – Shalbourne Tom Doyle – Easton Royal		



	Item	Update	Actions and recommendations	Who	
2.	Notes of last meeting		1		
		The notes of the previous LHFIG meeting held on 18 th October were presented to the Area Board on 27 th November 2023, passing all recommendations.	LHFIG to note.	All	
3.	Financial Position				
Pane 78		The current balance for 2023/24, less previous commitments, stands at £14,725.92 (see Appendix 1). The Council has rolled out a new software operating system which includes financial management. Unfortunately there has been some teething issues and this has delayed invoices being issued. However, any outstanding invoices should be issued in good time for settlement by the end of the financial year.	Area Board to note	AB	
4.	Priority schemes				
a)	Issue 10-20-3 Rushall Elm Row Phase 2 – Bus Shelter to Manor Cottage continuation of footway.	 Issue submitted by Rushall Parish Council on 30/01/20 Construction has been completed and an order has been placed for a Stage 3 Safety Audit (as built) which is expected to take place early February. Total expenditure so far amounts to £42,457.35, inclusive of legal fees for road closure and Stafety Audits at Stage 2 and 3. The job is to remain "live" pending the findings of the Stage 3 safety report. 	Area Board to note	AB	



	Item	Update	Actions and recommendations	Who
b)	Issue 10-20-9 Chirton – request for 20 mph speed limit assessment, to include Conock.	Issue submitted by Chirton Parish Council on 24/11/20 Engineers have been appointed to undertake the formal assessment. It is anticipated that traffic counters will be deployed towards end Jan / beginning of Feb.	Area Board to note	AB
c)	Issue 10-21-2	Issue submitted by Woodborough PC on 20/01/21	Highways to issue invoice.	Highways
Page 79	Woodborough C261 (West End of village) – request to extend kerbing and / or footway	 Parish contribution for the Topo survey was agreed at £425.00 and an invoice is to be issued before the end of financial year. The Detail Design has been completed (see Appendix 2) and the estimated cost now stands at £50,322.13. A bid for Substantive Scheme Funding has been submitted for a sum of £37,322.15. The bids are currently being evaluated and it is anticipated that the Cabinet Member will give a decision in February. 	Area Board to note.	AB
d)	Issue 6374 & 6541 Upavon – repositioning of No Entry Signs	Issues submitted on 08/06/18 & 31/07/18 All electrical work has now been completed but the final bill is still to be confirmed. Interim costs currently stand at £4,098.53 against an estimate of £6,800.	Area Board to note	AB
e)	Issue 10-22-10	Issue submitted by Noth Newnton Parish Council on 05/07/22	Area Board to note	AB
	North Newnton – request for Phase 3 of Footway project to complete the link from Rushall	As previously reported, the Detail Design is complete and the estimated cost stands at £29,225.81. A bid for Substantive Scheme Funding has been submitted for a sum of £13,189.38.		



	Item	Update	Actions and recommendations	Who
	Road to the Bus Stops on A345.	The bids are currently being evaluated and it is anticipated that the Cabinet Member will give a decision in February.		
f) Page 80	Issue 10-22-8 Rushall Elm Row Phase 3 – New footway from Manor Cottage to newly built footway from Whistledown farm	 Issue submitted by Rushall Parish Council on 27/04/22. Parish contribution for the Topo and BT surveys was agreed at £1,733.40 and an invoice is to be issued before the end of financial year. A site meeting has been held with the Parish and it is likely that this Phase will need to be divided into two stages to spread the cost. BT has stated that 3 poles will need to be repositioned but Highways will contend this request. Design work is to commence shortly. 	Highways to issue invoice for surveys. Area Board to note.	Highways AB
g)	Issue 10-22-11 Woodborough – request for direction signs to indicate Parish Room and Defibrillator	Issue submitted by Woodborough Parish Council on 02/08/22 The contractor's bill disputed by Highways has been amended and the work has been charged at the estimated price. Highways to issue invoice to the Parish for £175.00.	Highways to issue invoice.	Highways
h)	Issue 10-23-2 Froxfield A4 – request for Speed Limit Review	Issue submitted by Froxfield Parish Council on 11/01/23 The advert plans and schedules have been passed to the Highways legal team for processing. It is anticipated that the public consiultation will be completed by the end of the financial year.	Highways to issue invoice to Parish Council for the sum of £725.00 for the Assessment. Area Board to note	Highways AB



		Item	Update	Actions and recommendations	Who
Page 81	i)	Issue 10-22-9 A345 Upavon – request for footway link from Riverside Park to the village centre, in the vicinity of Grey Flags	 Issue submitted by Upavon Parish Council on 29/06/22 A site meeting established the key wishes of the land owner: To retain a natural look to the environment. The provision of a planted boundary, to limit noise pollution, but with no fencing. The provision of a neutral coloured footway surface, not standard "black-top". Highways has completed a feasibility study and details are shown at Appendix 3. At this early stage, a ball park estimate to undertake this work, inclusive of legal fees is £25,000. The cost difference of using a coloured resin against a standard black top material is approximately £4,000. It was agreed that the Parish would take the lead on consultation with the property owner. Highways happy to attend a site meeting as required. 	Parish to consult with the owner of Grey Flags.	Parish
j	i)	Issue 10-23-5 All Cannings Lipgate Road – request for 20 mph carriageway roundels	Issue submitted on 11/05/23 by All Cannings Parish Council 2 roundels have been painted at a confirmed cost of £200.	Highways to issue invoice	Highways
	k)	Issue 10-23-6 A4 Froxfield – request for SID infrastructure (ground socket & Post)	Issue submitted on 22/05/23 by Froxfield Parish Council The SID will monitor both directions and so a permanent post can be installed. The estimate is £430.93 inclusive of temporary traffic management.	Area Board to note	AB



	Item	Update	Actions and recommendations	Who		
		The Parish are content to delay this until the speed limit changes are introduced, thus realising some saving on traffic management costs.				
Page 82	Issue 10-23-8 Beechingstoke Woodborough Road – request for village gates	 Issue submitted on 12/07/23 by Cllr Oatway on behalf of Beechingstoke Parish Council A site meeting has been held with the Parish Council and Cllr Oatway and positions for the new signs have been agreed. An engineer has been appointed to complete the design but due to previous commitments, this has unfortunately been delayed. 	Highways to place an order at the earliest opportunity.	Highways		
m)	10-23-11 Oxenwood – request for Speed Limit Review	Issue submitted on 01/10/23 by Shalbourne Parish Council Highways have instructed their consultants to undertake a speed limit review for both Oxenwood and the neighbouring hamlet of Fosbury. The results of the review will be shared with the Parish when available.				
5.	New Requests and ongoing Issues					
a)	Issue 10-21-12 C52 Safety and Speed between Manningford and Wilcot	Issue Submitted by Manningford Parish Council on 26/10/21 Parish have raised safety concerns about Cross Hayes and Little Abbots crossroads and of through traffic using this route.	Parish Council to update the LHFIG on how they wish to proceed.	Parish Council		



		ltem	Update	Actions and recommendations	Who
			Area Highway Engineer confirmed that patching work at Little Abbots now more likely to take place in 24/25 due to financial constraints.		
			A site meeting was held last 9 th August with potential solutions discussed.		
	b)	Issue 10-22-12	Issue submitted by Upavon Parish Council on 04/10/22	Highways to produce a design and estimate	Highways
гаg	J !	Upavon High Street – request for footway between 21 High Street and Jarvis Street.	There is no kerbed footway provision at the narrow section of the High Street a length of approximately 50 metres.		
Page 83			Measuments taken on site show that an 8m extension to the current footway would be possible, but the carriageway width is too narrow to extend beyond this.		
			Alternative measures could include, coloured surfacing to highlight the on-carriageway "footway", a refresh of the markings and extension to the centre line on approach to Jarvis Street and road narrows and or pedestrians in road signs. Parish has requested an estimate to cover all of the above.		
			An Engineer has recently been assigned to this project and a deign and estimate should be presented at the next meeting.		
ľ	c)	Issue 10-23-4	Issue submitted on 2704/23 by Rushall Parish Council, as a consequence of aborted work by Local Highways Team.	Highways to undertake preliminary design work	Highways
		Rushall Pewsey Road – request for footway improvements near Chudleigh Cottage	Request is for raised kerbs to prevent through traffic from using the footway as an extension to the running carriageway.		



	Item	Update	Actions and recommendations	Who
Page 84	Issue 10-23-7 Burbage Stibb Green – request for footway improvements near The Old Bakery	 A further site meeting has been held and the problem is now fully understood. An engineering solution is possible but not quite so straightforward due to the changing levels with properties, steps to properties and driveways all present. Following local consultation the Parish Council has asked that a raised kerb solution is developed without the installation of bollards. An engineer has recently been appointed to consider this issue, and design work is to commence shortly. Issue submitted on 12/07/23 by Burbage Parish Council, as a consequence of aborted work by Local Highways Team. Request is for footway widening to achieve 1.2 metres and a solution to retain the bank, good for the next 20 years. The length spans approximately 125 metres and is confirmed as being public highway (to the fence line). The Structures team have assessed the situation and have suggested a solution, included as Appendix 4. The work would take around 3 weeks to complete, inclusive of curing time, and is likely to cost in the region of £25K to £30K. The group were content with the proposal and asked that a detail design be drawn, to produce a robust cost estimate. 	Highways to undertake detail design	Highways



	Item	Update	Actions and recommendations	Who
e) Pag	10-23-9 A345 Junction with Sunnyhill Lane – request for Bus Stop infrastructure and footpath link.	Issue submitted on 29/09/23 by Wilcot, Huish and Oare Parish Council Request includes for the provision of a bus shelter, dropped kerbs and footpath link from Sunnyhill Lane to the Bus Stops. The group are content to move this forward, and request that preliminary surveys are undertaken. The Parish has offered an initial contribution of £400 for this purpose.	To recommend to the Area Board that this Issue is added to the Priority Schemes List, and to allocate a sum of £2,000. Highways to consider the need for a Topo survey.	Chair Highways
Page 85	10-23-10 A345 between Prospect and Rainscombe Farm, North of Oare – request for Signing review	Issue submitted on 29/09/23 by Wilcot, Huish and Oare Parish Council Request includes consideration of gates at North end of Oare, road markings and traffic signs. Following a discussion the extent of the review was revised to include Oare village and Oare Hill to Rainscombe Farm. The Parish has offered an initial contribution of £600 towards this project.	To recommend to the Area Board that this Issue is added to the Priority Schemes List, and to allocate a sum of £3,000. Highways to undertake preliminary design work	Chair Highways
g)	10-23-12 East Grafton, The Green – request for a speed limit review, warning signs and traffic calming	New Issue submitted on 09/11/23 by Grafton Parish Council Speed Limit reviews are currently charged at £2,900. This item was deferred until the next meeting as the Parish representative was not in attendance.	Area Board to note	AB



	Item	Update	Actions and recommendations	Who
h)	10-23-13 A345 Upavon Pewsey Road / Riverside Park – request for a new post for SID Deployment	New Issue submitted on 27/11/23 by Upavon Parish Council Highways explained that ground sockets might be required to enable the SID to be deployed at more than one location. The Parish has offered an initial contribution of £100 towards this project.	To recommend to the Area Board that this Issue is added to the Priority Schemes List, and to allocate a sum of £500 Parish rep to inform Highways of exact positions for SID Deployment to enable site investigation.	Chair Parish Council
Page 86	10-23-14 Froxfield Upper Oakhill – request is for verge marker posts, construction of formal passing places and refurb of edge of carriageway markings	 New Issue submitted on 27/12/23 by Froxfield Parish Council Highways suggested that the road marking defect be reported via the My Wilts App. The cost of a fully constructed passing place might be in the region of £20K, assuming that there is sufficient highway land available. This was considered to be cost prohibited. It was agreed that Highways would investigate the placing of verge marker posts, and to establish why these were not provided when this was first raised as a concern in 2006. 	Highways to investigate	Highways
j)	10-24-01 Pewsey Wilcot Road – request for Planter to form a calming feature	 New Issue submitted on 15/01/24 by Pewsey Parish Council A site meeting has been held to discuss concerns about drivers moving to the opposite side of the carriageway to avoid a speed cushion by the entrance to Crown Close. The Parish has suggested a supplier of street furniture made from recycled plastic. Highways to consider their product range and make recommendations. 	To recommend to the Area Board that this Issue is added to the Priority Schemes List, and to allocate a sum of £800. Highways to undertake preliminary design work	Chair Highways



		ltem	Update	Actions and recommendations	Who
			The Parish has offered an initial contribution of £300 towards this project.		
_	k) J	10-24-02 Bottlesford, nr Seven Stars public house – request is for warning signs for pedestrians, horses and to indicate that the road narrows.	New Issue submitted on 18/01/24 by North Newnton Parish Council Following a discussion it was agreed that Highways investigate signing options, specifically to address concerns of the narrow section, northeast of the public house.	Highways to investigate	Highways
rage or	2) 2) 0 7	10-24-03 C38 Woodborough The Sands – request for Horse Warning Signs	New Issue submitted on 19/01/24 by Woodborough Parish Council Signs suggested by the Parish are not prescribed for use on the Highway (see Appendix 5). Non-prescribed signs placed on private land, subject to planning permission, cannot be funded by the LHFIG. The Parish has offered an initial contribution of £300 towards this project.	To recommend to the Area Board that this Issue is added to the Priority Schemes List, and to allocate a sum of £500. Highways content to consider standard signs for this purpose and the Parish will confirm locations for investigation.	Chair Parish Council Highways
-	6.	Other items			1
	a) Deadline for submitting LHFIG Requests.				All



	Item	Actions and recommendations	Who					
	Dates of future meetings:							
7.	24 th April, 24 th July, 9 th October and 5 th February 2025.							
	Meetings to commence at 14:00 hrs and will be held on-line until further notice.							

Pewsey Local Highways & Footway Improvement Group

Highways Traffic Officer – Mark Stansby

Area Highway Engineer – Andy Cadwallader

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG 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

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- 2.1. All decisions must fall within the Highways funding allocated to Pewsey Area Board.
- 2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Pewsey Area Board will have a remaining Highways funding balance of **£7,925.92**

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 Pewsey Area Board

7.1 To add the following Issues (with funding) to the Priority Schemes List:

10-23-9 A345 Sunnyhill Lane Bus Stop infrastructure - £2,000 10-23-10 A345 Oare Signing Review - £3,000 10-23-13 A345 Upavon – SID Infrastructure - £500 10-24-01 Pewsey Wilcot Road Calming Feature - £800 10-24-03 Woodborough The Sands Horse Warning Signs - £500

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Pewsey LHFIG expenditure 2023 / 24 as of 25/01/24

Budget £26,712 + £29,749.48 c/fwd = £56,461.48

Scheme Upavon village centre – signs and lighting upgrade Chirton The Street – Installation of bollards Rushall Elm Row Phase 2 Construction Woodborough Footway Phase 2 Topo Woodborough Footway Phase 2 Topo Survey Woodborough local direction signs A4 Froxfield – Speed Limit Assessment Rushall Elm Row Phase 3 Topo Survey Rushall Elm Row Phase 3 Topo Survey All Cannings 20 mph carriageway roundels x 2 A4 Froxfield SID Infrastructure Beechingstoke Parish – village gates / nameplates Chirton & Conock 20 mph speed assessment North Newnton Footway Phase 3 construction A4 Froxfield – revised speed limit Oxenwood – Speed Limit Assessment	£4,000.00 (ball park) £56,000.00 £2,000.00 £50,322.13 £2,000.00 (ball park) £350.00 £2,900.00 £3,000,00 £1,522.80 £200.00 £600.00 (ball park) £3,000.00 (ball park) £2,900.00 £29,225.81 £6,500.00 (ball park)	LHFIG Commitment £3,400.00 £3,000.00 £5,600.00 £1,500.00 £5,500.00 £Nil £175.00 £2,175.00 £1,000.00 £1,022.80 £100.00 £480.00 £2,500.00 £2,320.00 £8,000.00 £5,000.00 £2,320.00	Expenditure £4098.53 Interim £3,643.08 Final £42,457.35 Interim £1,700.00 Final £0,000.00 £1,800.00 Final £350.00 Final £2,900.00 Final £1,850.00 Final £1,522.80 Final £200.00 Final £0,000.00 £0,000.00 £0,000.00 £0,000.00 £0,000.00 £0,000.00 £0,000.00	\pounds 1,700.00 \pounds 50,322.13 \pounds 1,800.00 \pounds 350.00 \pounds 2,900.00 \pounds 1,850.00 \pounds 1,850.00 \pounds 1,522.80 \pounds 200.00 \pounds 600.00 \pounds 3,000.00 \pounds 2,900.00 \pounds 29,225.81 \pounds 6,500.00
A4 Froxfield – revised speed limit Oxenwood – Speed Limit Assessment Totals	£0,500.00 (ball park) £2,900.00 £174,220.74	£2,320.00 £44,092.80	£0,000.00 £0,000.00 £60,521.76	£6,500.00 £2,900.00 £164,913.82

Budget £56,461.48

Projected Spend £164,913.82

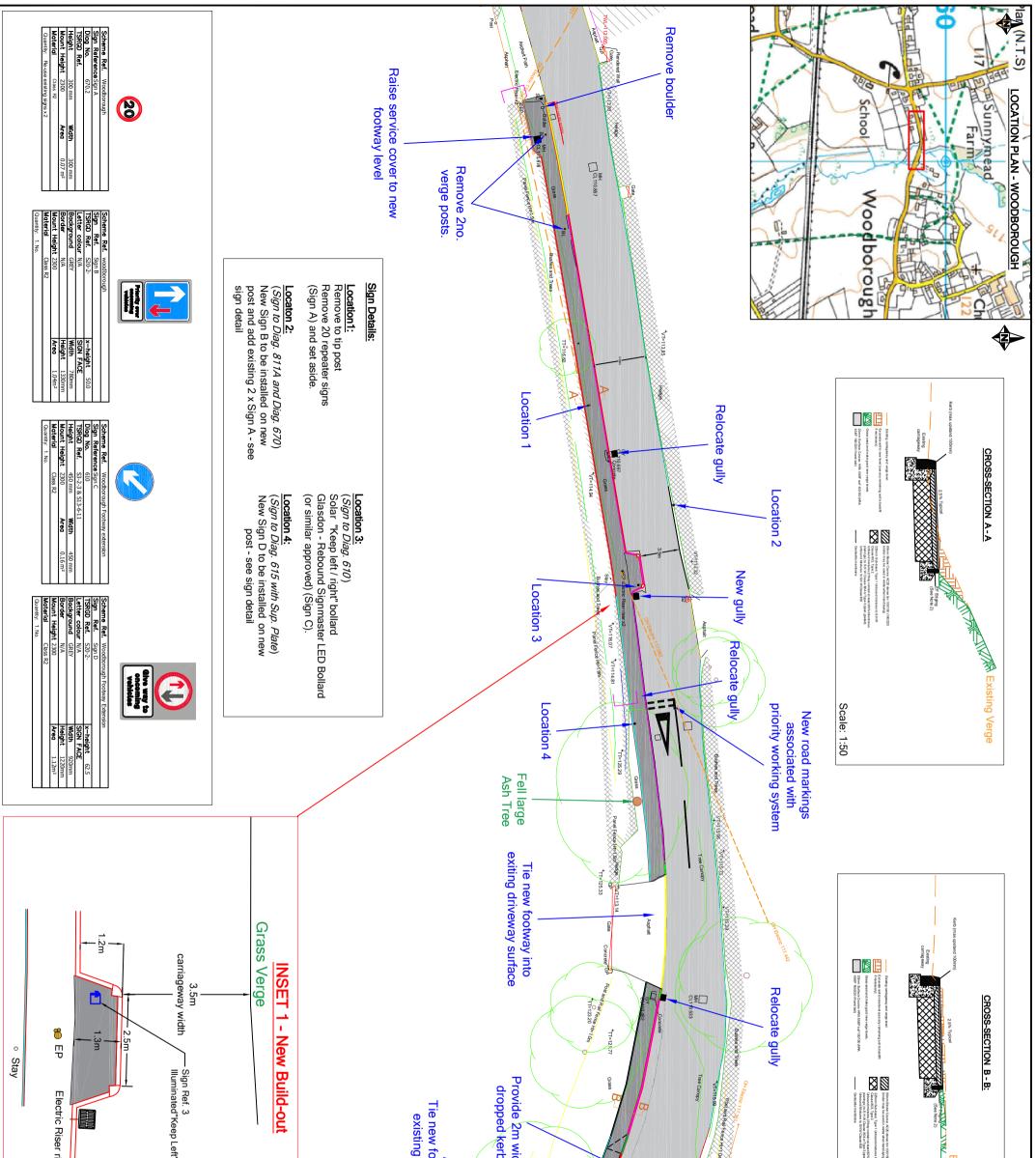
Balance -£108,452.34

Plus contributions (details below) £123,178.26

Current Balance £14,725.92

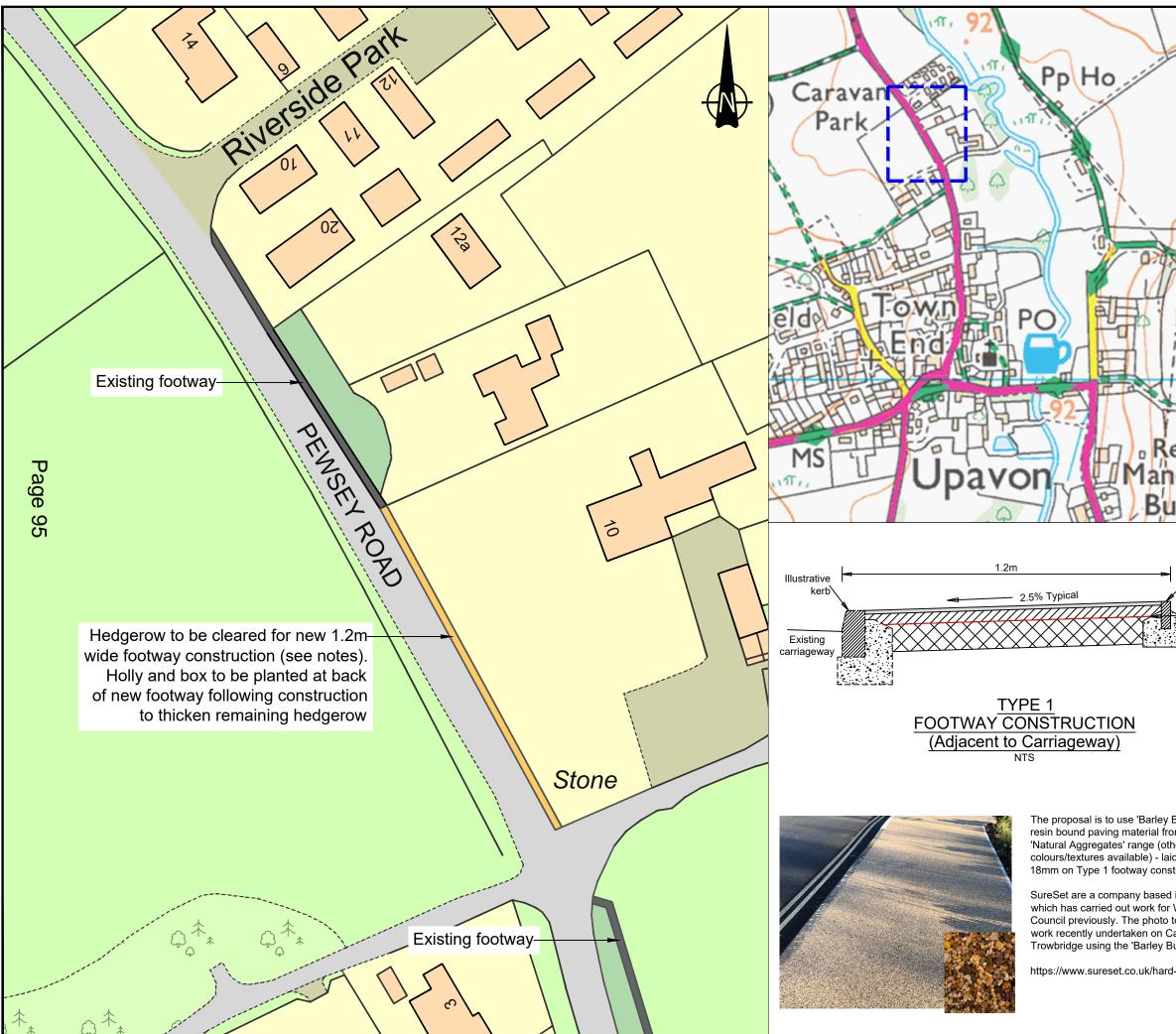
Contributions

Upavon village centre – signs and lighting	£3,400.00	Upavon Parish Council – to be invoiced upon completion
Chirton The Street Bollards	£1,092.92	Chirton & Conock Parish Council – invoice to be issued
Rushall Elm Row Phase 2 Construction	£5,600.00	Rushall Parish Council – to be invoiced upon completion
Rushall Elm Row Phase 2 Construction	£38,800.00	Substantive Highways Scheme Fund
Woodborough Footway Phase 2 Topo	£425.00	Woodborough Parish Council – invoice to be issued.
Woodborough Footway Phase 2 Construction	£7,500.00	Woodborough Parish Council – to be invoiced upon completion
Woodborough Footway Phase 2 Construction	£37,322.13	Substantive Highways Scheme Fund (Subject to 23/24 bid)
North Newnton Phase 3 Topo	£1,800.00	Section 106 Fund
Woodborough local direction signs	£175.00	Woodborough Parish Council – to be invoiced upon completion
A4 Froxfield Speed Limit Assessment	£725.00	Froxfield Parish Council – invoice to be issued.
Rushall Elm Row Phase 3 Topo Survey	£1,233.40	Rushall Parish Council – invoice to be issued
Rushall Elm Row Phase 3 BT Openreach Survey	£500.00	Rushall Parish Council – invoice to be issued
All Cannings 20 mph Carriageway roundels	£!00.00	All Cannings Parish Council – to be invoiced upon completion
A4 Froxfield SID Infrastructure	£120.00	Froxfield ParishCouncil – to be invoiced upon completion
Chirton & Conock 20 mph speed limit review	£580.00	Chirton & Conock Parish Council – to be invoiced upon completion
North Newnton Footway Phase 3 Construction	£8,035.43	Section 106 Fund
North Newnton Footway Phase 3 Construction	£13,189.38	Substantive Highways Scheme Fund (subject to 23/24 bid).
A4 Froxfield revised speed limit	£1,500.00	Froxfield Parish Council – to be invoiced upon completion
Bechingstoke village gates / nameplates	£500.00	Beechingstoke Parish Council – to be invoiced upon completion
Oxenwood Speed limit Assessment	£580.00	Shalbourne Parish Council – to be invoiced upon completion
Total	£123,178.26	



Scale: 1:1	riser x2	ft" Bollard			ootway into g surface	Selection of the select	Unable to survey stream (overgrown) forConcerne Wal 	Interpretation Scale: 1:50	Existing Verge	
SUMLES: AS SHOWN SHEET SIZE: AS DRAWING No. 2021-043-PEWS-SJA-D003.0 REVISION: * FILE REF: L;/TET/CATG/PEWSEY/2021-43/DRAWINGS/D003.0 *	a TITLE: DETAILED DESIGN	PROJECT: WOODBOROUGH FOOTWAY EXTENSION	O 11.23 SJA MS MS ORIGINAL REV DATE DRAWN CHECK APPRV DESCRIPTION DRAWNING PURPOSE: DETAILED DESIGN	∞ ∩ □ m I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I	Traffic & Network Management County Hall, Bythesea Road, Trowbridge Wiltshire, BA14 8JD Tel: 0300 4560100 Website: www.wiltshire.gov.uk	This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or Civil Proceedings. Wiltshire Council (100049050) 2024	D400 Gully grating and frame. Please refer to standard drawing no. WC-HCD-500-D001-REV. A Cut entire hedgerow back within extents Please contact Sarah Anderson on 0770536505 or 01225 713494 to arrange a site meeting prior to works starting on site.	 Retain existing kerbline New signs and posts as specified Full Footway construction (see cross sectional details) QHB Kerbs 	HB2 kerb DDL / DDR Kerb BN Kerb EF Edging	NOTES: Key:

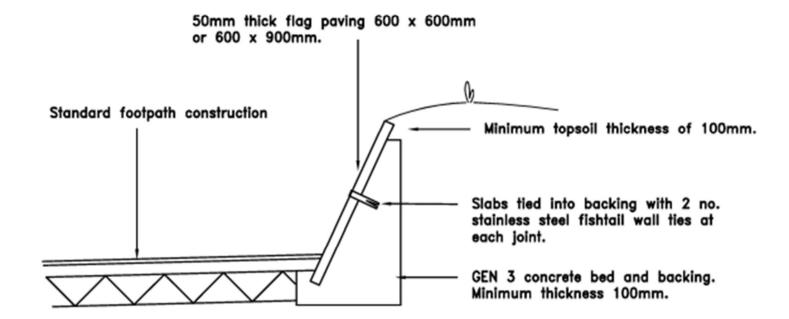
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Burbage Stibb Green Retaining Arrangement.







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Non-prescribed Horse Warning Sign

CAUTION HORSES **10mph Max**

Sign prescribed for use on the Highway



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