

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ
Date: Wednesday 7 September 2011
Time: 7.00 pm

Including the Parishes of Ashton Keynes, Brinkworth, Brokenborough, Charlton, Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea & Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton & Foxley, Oaksey, Sherston, Sopworth and St Paul Malmesbury Without

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.

Display stands regarding the new waste and recycling collection service and the winter maintenance service will be available to view from 6.30 pm.

Please direct any enquiries on this agenda to Alexa Smith (Democratic Services Officer), on 01249 706610 or alexa.smith@wiltshire.gov.uk

or Miranda Gilmour (Malmesbury Community Area Manager), on 01672 515742 or miranda.gilmour@wiltshire.gov.uk

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

Press enquiries to Communications, on 01225 713114 / 713115.

Wiltshire Councillors

Cllr John Thomson, Sherston (Chairman)
Cllr Simon Killane, Malmesbury (Vice
Chairman)

Cllr Carole Soden, Minety
Cllr Toby Sturgis, Brinkworth

Items to be considered	Time
<p>1. Chairman's Welcome and Introductions (<i>Pages 1 - 2</i>)</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2. Apologies for Absence</p>	
<p>3. Minutes (<i>Pages 3 - 14</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 29 June 2011 and to review evaluation of the June meeting.</p>	
<p>4. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>5. Chairman's Announcements (<i>Pages 15 - 18</i>)</p> <p>The Chairman will provide announcements, as in the agenda pack. This will include information about a review of agenda provision, the next visiting Cabinet Representative, the new waste and recycling collection service and Wiltshire's new 'Warm and Well' free home insulation scheme.</p>	7.15 pm
<p>6. Partner Updates (<i>Pages 19 - 30</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> a) Wiltshire Police (attached) b) Wiltshire Fire and Rescue Service (attached) c) NHS Wiltshire – to include information about the Great Western Hospital (attached) d) Malmesbury and the Villages Community Area Partnership (attached) e) Town and Parish Councils – to include Sherston Old School (attached). <p>Councillor Killane will then give a brief update on progress on the Filands Community Park.</p>	7.20 pm
<p>7. Help to Live at Home</p> <p>Councillor Thomson will give an update on his Cabinet responsibility for Adult Care, Communities and Housing.</p>	7.35 pm

This will be followed by a presentation to inform the Area Board of the Help to Live at Home programme to improve services to support older people and vulnerable people in their homes.

There will then be a short public discussion.

8. **Area Board Funding** (*Pages 31 - 40*) **8.00 pm**

Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received.

- a. Malmesbury Bowls Club – seeking £1,495 towards the replacement of a heating boiler in the club house.
- b. Luckington Children’s Playground Charity – seeking £3,959 towards the second phase of the playground.
- c. Minety Village Hall – seeking £1,162 towards provision of UPVC cladding to the outside of the building.
- d. To improve parking for residents in Glovers Court, Malmesbury, through transfer of ownership of the land to Westlea Housing Association – seeking £2,000 towards legal and advertising costs of a ‘Stopping up Order’.

9. **Community Issues Update** (*Pages 41 - 48*) **8.15 pm**

The Community Area Manager will provide a summary of current community issues and the Area Board will agree those to be closed and/or sent to the Community Area Transport Group.

10. **Community Area Transport Group Update** (*Pages 49 - 60*) **8.25 pm**

The Area Board will be asked to consider a recommendation from the Malmesbury Community Area Transport Group (CATG) to allocate £1,696 to undertake a topographical survey related to pedestrian safety in the area of Sherston High Street.

11. **Section 106 Update** (*Pages 61 - 72*) **8.30 pm**

Information will be provided about Section 106 monies secured, monies not yet due and how monies have been spent in the Community Area in the last five years.

12. **Hudson Road** **8.40 pm**

An update will be provided about Hudson Road.

13. **Request for Community Asset Transfer** (*Pages 73 - 76*) **8.45 pm**

The Area Board will be asked to approve a request from Crudwell Parish Council to transfer the Memorial Garden Crudwell from Wiltshire Council to Crudwell Parish Council.

- | | | |
|-----|--|----------------|
| 14. | Parish and Town Council Engagement 2011 (<i>Pages 77 - 80</i>)

The Community Area Manager will provide feedback on meeting with representatives from the town and parish councils. | 8.50 pm |
| 15. | Public Consultation (<i>Pages 81 - 82</i>)

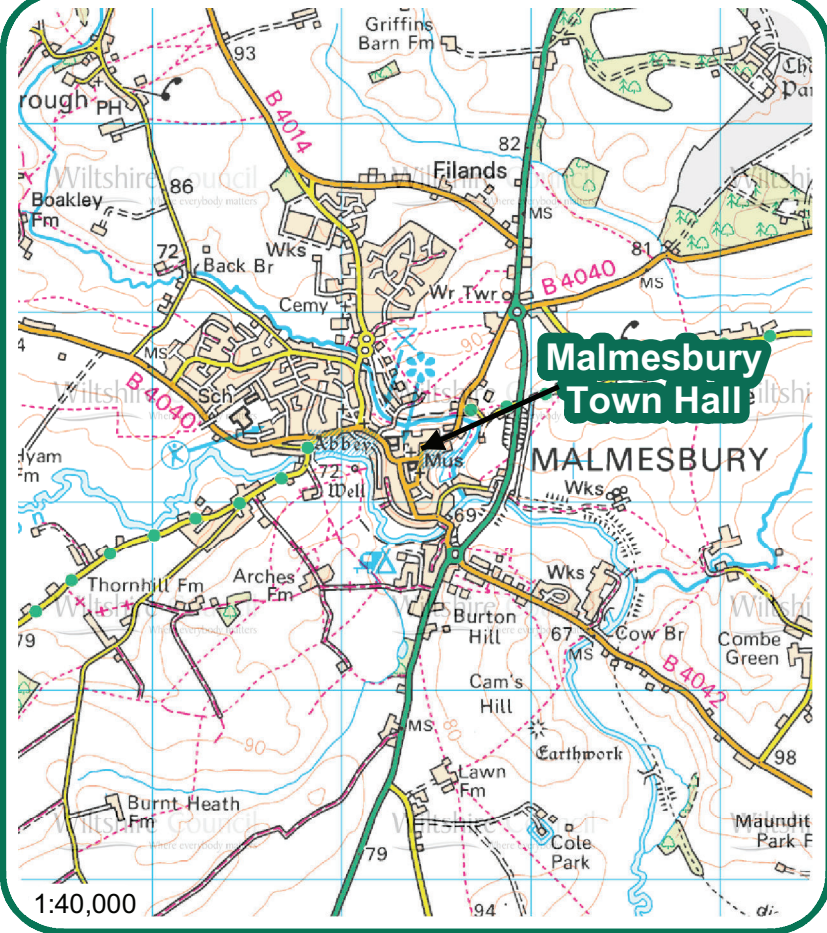
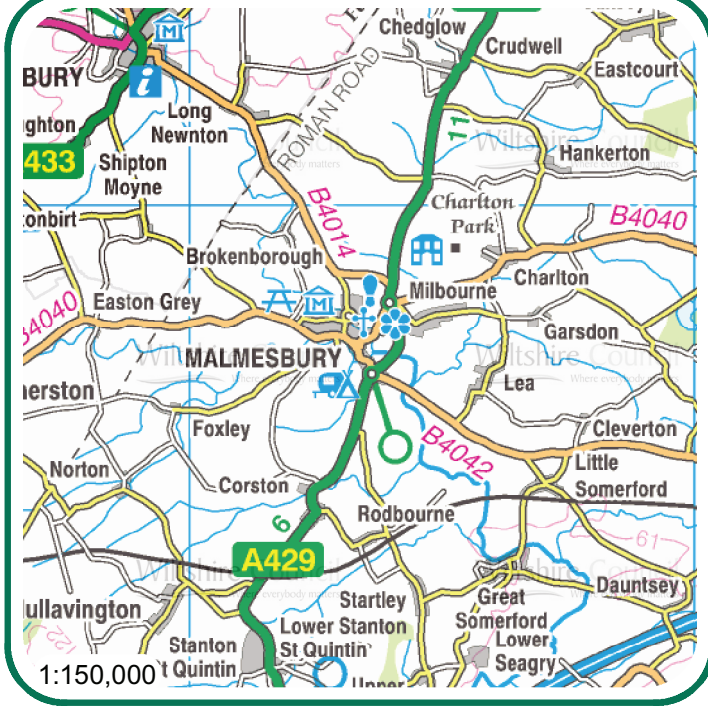
To receive initial feedback on comments about the draft Wiltshire Core Strategy consultation relating to the Malmesbury Community Area. | 8.55 pm |
| 16. | Evaluation and Close (<i>Pages 83 - 84</i>) | 9.00 pm |

Future Meeting Dates

Wednesday, 9 November 2011
7.00 pm
Crudwell Village Hall

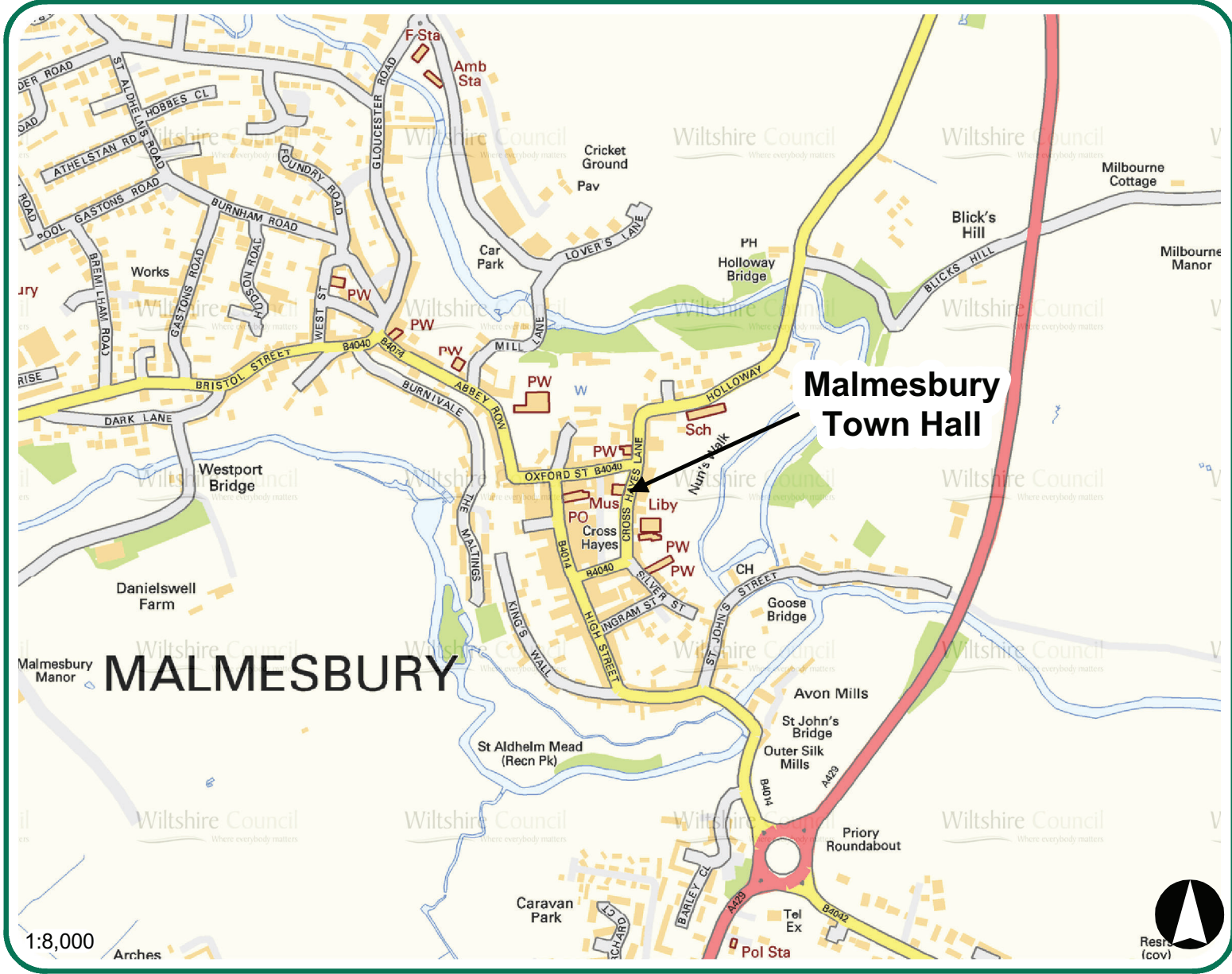
Wednesday, 18 January 2012
7.00 pm
Malmesbury Town Hall

Wednesday, 7 March 2012
7.00 pm
Crudwell Village Hall



Malmesbury Town Hall
Cross Hayes
Malmesbury
Wiltshire
SN16 9BZ

Wiltshire Council
 Where everybody matters



MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury, Wilts SN16 9BZ
Date: 29 June 2011
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

Alexa Smith (Democratic Services Officer), Tel: 01249 706610/Email:
alexsmith@wiltshire.gov.uk,

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

In Attendance:

Wiltshire Councillors

Cllr John Thomson (Chairman), Cllr Simon Killane (Vice Chairman), Cllr Carole Soden and Cllr Toby Sturgis

Cllr Dick Tonge (Cabinet Representative for Highways and Transport)

Wiltshire Council Officers

Miranda Gilmour, Community Area Manager
Alexa Smith (Democratic Services Officer)

Town and Parish Councillors

Malmesbury Town Council – Bill Blake, Steve Cox*, Catherine Doody, Patrick Goldstone, Jeff Penfold, Phil Rice, Ray Sanderson, Martin Snell and Charles Vernon

Ashton Keynes – Ian Woods

Brinkworth Parish Council – John Beresford* and O Gibbs

Brokenborough Parish Council – Bob Tallon*

Charlton Parish Council – Simon Burne*

Crudwell Parish Council – Terry Fraser* and Ian McKay*

Easton Grey Parish Council – John Tremayne*

Lea & Cleverton Parish Council – John Cull*

Luckington and Alderton Parish Council – George Lynham* and Val Lyneham

Minety Parish Council – Graham Thorne*

Norton and Foxley Parish Council – Peter Campaigne*

Sherston Parish Council – Martin Rea*

St Paul Malmesbury Without Parish Council – Roger Lee*

* denotes nominated representative

Partners

Wiltshire Police – Sergeant Martin Alvis and Inspector Chris Martin

Wiltshire Fire and Rescue Service – Mike Franklin

UK Youth Parliament (UKYP) and Wiltshire Assembly of Youth (WAY) – Chloe Harris-Alba

Malmesbury River Valleys Trust – Frances Goldstone

Malmesbury and the Villages Community Area Partnership – Julie Exton

Wiltshire and Gloucestershire Standard – Tina Robins

Total in attendance: 79

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Appointment of Area Board Chairman</u></p> <p>Councillor Simon Killane sought nominations for the position of Chairman of the Malmesbury Area Board for the 2011/12 forthcoming year.</p> <p><u>Decision</u> Councillor John Thomson was elected Chairman of the Malmesbury Area Board for the 2011/12 forthcoming year.</p> <p><u>Councillor Thomson in the Chair.</u></p>
2.	<p><u>Appointment of Area Board Vice Chairman</u></p> <p>Councillor Thomson sought nominations for the position of Vice Chairman of the Malmesbury Area Board for the 2011/12 forthcoming year.</p> <p><u>Decision</u> Councillor Simon Killane was elected Vice Chairman of the Malmesbury Area Board for the 2011/12 forthcoming year.</p>
3.	<p><u>Appointments to Outside Bodies</u></p> <p>The appointments to outside bodies which were made by the Board last year would continue for 2011/12.</p> <p>Activity Zone Leisure Centre Advisory Committee – Councillor Killane Malmesbury Community Trust – Councillor Soden and Councillor Thomson Malmesbury Youth Issues Group (CAYPIG) – Councillor Killane and Councillor Thomson.</p>
4.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to Malmesbury Area Board and introduced the Councillors and Officers present. This included a formal welcome to Chloe Harris-Alba, who would represent young people in the Community Area on the Area Board. The Chairman explained that Malmesbury Area Board recognised young people were rarely represented at its meetings and took the positive step of inviting Chloe to be part of the team.</p> <p>Chloe is a student at Malmesbury School and is currently on the UK Youth Parliament (UKYP) and the Wiltshire Assembly of Youth for Malmesbury and Sherston North.</p>
5.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Paul Baker (Chamber of Commerce), Ellen</p>

	<p>Blacker (Dauntsey Parish Council), Joanna Brackley (Crudwell Pre-School), Elaine Godley, Sid Jevons (Malmesbury and the Villages Community Area Partnership), John Parmiter (Lea and Cleverton Parish Council), Tony Pooley (Little Somerford Parish Council), Mark Smith (Service Director for Neighbourhood Services), Jacqui White (Wiltshire Council) and Mark Wilkins (Charlton Parish Council).</p>
6.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 4 May 2011 were approved and signed as a correct record.</p>
7.	<p><u>Declarations of Interest</u></p> <p>Councillor Sturgis declared a prejudicial interest in the grant application regarding the Fosse Way at Whitewalls, Easton Grey, as a friend of the landowner. He did not speak or vote on this application.</p>
8.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements included in the agenda pack. Information was provided about Wiltshire Council's Older People Accommodation Development Strategy. In Malmesbury, the Burnham House site was currently vacant due to completion of the Athelstan House nursing home in 2008. The site would be developed to provide a 50 unit extra care scheme as part of the joint development framework agreement. It was anticipated that work on the site would commence in April 2012 and be completed by October 2013. If you would like further information, please contact Karen Jones on 07990 611569 or karen.jones@wiltshire.gov.uk .</p> <p>The Chairman noted that a list of improvements to bus stops in the Malmesbury Community Area had also been provided in the agenda pack.</p> <p>A response regarding the impact the revised regulations for PAYE would have on Parish Council and Community Council Clerks, as requested by the Leader of the Council, had been received from the Chancellor of the Exchequer. Please find information attached to the minutes.</p>
<p><u>HM Revenue and Customs</u></p>	
9.	<p><u>Partner Updates</u></p> <p>The Chairman noted the written updates from partners included with the agenda pack. He invited partners to speak if they had further information for the meeting.</p> <p>a) The written update from Wiltshire Police was noted. Sergeant Martin Alvis added that the main increase in crime was in theft from non- dwelling properties, for example sheds. Scrap metal and quad bikes were particular targets for thieves. Please remember to secure your belongings</p>

- carefully and install lighting where appropriate. If you notice any suspicious behaviour, please take the registration of the vehicle concerned and report it to Wiltshire Police to investigate.
- b) The written update from Wiltshire Fire and Rescue Service was noted. Mike Franklin circulated a more recent update at the meeting, please find attached to the minutes.
 - c) The written update from NHS Wiltshire was noted. Please find a more recent update attached to the minutes.
 - d) The written update from Malmesbury and the Villages Community Area Partnership (M&VCAP) was noted. Sid Jevons commented that the turn off the lights project had been a great success. A new project had been introduced to put together several local walks. The first minuted meeting of the community hub group had taken place and the group were meeting with the YMCA group to explore common ground. Volunteer drivers were still required for a cinema bus, with the aim to launch officially in October.
 - e) The written update from Sherston Old School was noted. Having secured £700,000, work for the first phase of building work would commence in early July.

Councillor Killane then gave a short update on the Post Office closure. The meeting was informed that due to declining post volumes (by about 25%), poor business results and the need to improve efficiency around the business, Malmesbury sorting office was to be closed in Spring 2012, whilst inadequate and potentially unsafe offices also contributed to the closure. It was proposed that the staff and the work would move to a new facility in Wootton Bassett. There would be no redundancies made and the management felt that there would be no discernible change in the level and standard of services.

Chloe Harris-Alba explained that she was involved in developing a lesson plan about extremism and terrorism. The Chairman commented that once this had been tested in schools, there was potential for the information to be made available to the wider public.

CommunityBoardCharts Malmesbury

NHS Update

10.

Highways Work Completed and Planned in the Malmesbury Community Area

Adrian Hampton, Head of Local Highways and Streetscene, set out the highways work completed last year and the plans for major schemes in the Community Area in 2011/12. Work was scheduled to resurface the High Street in October for 15 days. It would take place between 6.00 pm and midnight, but not at weekends. Information on all work was available from the Wiltshire Council website via the link below:

<http://www.wiltshire.gov.uk/area-board-highway-info-malmesbury.pdf>.

This was followed by a short question and answer session, which covered the following main points:

	<ul style="list-style-type: none"> • Repairs to the High Street and Abbey Row had already been carried out in recent times. Adrian Hampton assured the meeting that the work had been completed to the highest possible standard. • The road from the water tower into the town was in need of improvement and was a very poor route for cyclists – this was not on the list of highways work for this year, however priorities would be assessed again next year. • Concern was expressed regarding disruption to the roads by utility companies – utility companies had a right to access the roads to make repairs. If there was a subsequent failure and it was the contractor’s fault, the contractor was liable to repair the road at their own expense. • It was requested that on behalf of Malmesbury traders, road works in November and December were avoided where possible. • Potholes were an issue in the local area – roads were inspected and potholes mapped in order to aid the prioritisation of roads. The public should report potholes to Clarence on 0800 232323. • Pavements were assessed in the same manner as roads in order to prioritise the work that would be carried out.
11.	<p><u>Cabinet Representative - Councillor Dick Tonge</u></p> <p>The Chairman introduced Peter Harris, Martin Rose and Councillor Tonge. He commented that he appreciated that some members of the community have had to wait a long time for a response to their community issue, however in some cases the issue had required further consultation and research or policy reviews from Wiltshire Council. The Area Board welcomed community issues and was pleased to work with partners and the community to try to find solutions.</p> <p>Peter Harris, Principal Engineer Special Projects, provided information about residential parking schemes (priority parking on the highway). If the town wanted residential parking schemes to be considered, it was the responsibility of the Town Council to first identify suitable places for them. There was a need for substantial ground work to be completed by local people in conjunction with officer support. Councillor Tonge advised that the Parking Strategy appended to the Local Transport Plan was consulted regarding the process. The Town Council were holding an open meeting to discuss car parking on July 12.</p> <p>With regards to Hudson Road, the request to convert a grass area into residents overspill parking could be costly and problematic due to the land being a former church yard. Any costs would fall to the Town Council and/or the Residents’ Association.</p> <p><u>Decision</u> Councillor Killane would take forward the issue of overspill parking at Hudson Road with the Town Council.</p> <p><u>Decision</u></p>

Malmesbury Town Council and the Residents' Association undertake survey work and analysis to identify local interest in residents parking schemes, with guidance provided by Wiltshire Council.

Martin Rose, Principal Highway Engineer, then spoke about the speed bumps in the town centre. He thanked the Town Council and Malmesbury and the Villages Community Area Partnership for their survey. He explained there had been a marked reduction in personal injury collision figures since the 20 mph zone and speed cushions were formally introduced in March 2000. In person he had observed the cushions and noted that problems were caused by drivers noticing the grey cushions at a late stage and then traversing them 'off centre'.

The recommendations from the survey were then considered by the meeting. Martin Rose also put forward some other options:

- Remove the 20 mph zone and traffic calming and introduce a 20 mph 'sign only' limit.
- All angular cushions to be removed and replaced with humps with a flat profile extending across the full width of the road.

And then went on to recommend the following which would involve:

- Carriageway resurfacing adjacent to the cushions.
- Provision of solid white lines around the perimeter of the cushions and additional triangular markings on the cushions.

There was a show of hands within the room and 44 people voted for the decision below and 3 for the removal of the speed bumps.

Decision

In light of the personal injury collision data, speed bumps in Malmesbury town centre would be maintained and improvements made.

Councillor Tonge, Cabinet Representative for Highways and Transport, then responded to a range of community issues. Free parking at St Joseph's School had been requested in order to drop off and collect children from school. Two schemes were in place in the county in Chippenham and Corsham. Their success would be analysed and a policy created by the end of the year. If the Area Board wished, a consultation could then be proposed.

Wiltshire Council had worked with local Chambers to ensure a more flexible approach to season tickets for use in the long stay car park, whereby they were linked to the premise rather than a specific vehicle.

Residents parking permits to use Station Road car park were available to residents of a limited number of streets only at present. This would be extended to a larger number of streets and Councillor Tonge looked to the Area Board to identify other streets that should take part.

	<p><u>Decision</u> The Town Council would pass their list of potential streets suitable for residents parking permits to the Area Board.</p>
12.	<p><u>Queen Elizabeth II Fields Challenge</u></p> <p>Information was provided about the Queen Elizabeth II Fields Challenge. The Challenge was co-ordinated by 'Fields In Trust' and part of the Jubilee celebrations. It was about preserving fields and open space and Parish and Town Councils had been asked to nominate suitable spaces. Further information was available from the website: www.qe2fields.com.</p> <p>Malmesbury Area Board had been asked to nominate two from the five areas of land that Wiltshire Council owns, to put forward to the Challenge.</p> <p><u>Decision</u> Malmesbury Area Board would put forward the Dauntsey Playing Field and White Lion Park in Malmesbury for the Queen Elizabeth II Fields Challenge, with the agreement of Malmesbury Town Council and Dauntsey Parish Council.</p> <p>The Chairman added this was only the first stage in the process. Once all nominations had been received, all nominations would be placed on the 'Fields in Trust' website and people will be invited to vote. The winning nominations would be protected and designated a Queen Elizabeth II Field.</p>
13.	<p><u>Easton Grey Roman Site/Fosse Way</u></p> <p>Adrian Hampton provided information about the Easton Grey Roman Site/Fosse Way. The site was a significant scheduled monument and English Heritage had funded display stands for education. Irresponsible drivers were causing significant damage to the site. A Traffic Regulation Order would commence on 4 July 2011. The order confined all motorised use to the designated track and concrete barriers and a bridle gate would be installed at the southern end of the track at Foxley.</p>
14.	<p><u>Community Issues and Community Area Transport Group Update</u></p> <p>The Community Area Manager drew attention to the summary of current community issues that had been included in the agenda pack and the Area Board agreed those to be closed. Please note the full log of community issues is available to view online at: http://portal.wiltshire.gov.uk/area_board/areaboard_issues_search.php?issue_location_in=Malmesbury</p> <p><u>Decision</u> The Area Board would close the following issues:</p>

Issues 1551 and 1553 related to perceived speeding and accidents on the B4040 from the Red Bull into Malmesbury. There was currently no evidence that this stretch of road was a cluster accident site. The recent Speed Limit Review retained the speed at 50 mph. The Area Board endorsed the recommendation of the Malmesbury Community Area Transport Group (CATG) on 19 January 2011, not to consider a footpath along this stretch of road, it being unrealistic in respect of cost and usage.

Issues 1491 and 1498 related to dog fouling in Gloucester Road, Malmesbury and near Dauntsey Primary School. In both cases the dog warden had visited the site and notices had been checked and/or refreshed. Patrolling would continue on an ad hoc basis.

Decision

Officers had inspected the stretch of road related to issue 1494, the condition of the B4040 from the water tower to the Spice Merchant, Malmesbury, and considered it was not a priority for repair in 2011/12, as it was considered safe. It would be retained on the highways list and the road condition monitored. Councillor Killane would also walk the route with an Officer from the highways department to confirm.

Decision

The Area Board would refer a further issue (issue 1613 related to pedestrian safety in Sherston High Street) to the Community Area Transport Group.

An update on the Community Area Transport Group (CATG) was then provided from the two CATG meetings held since they last reported to the Area Board on 19 January 2011. The Area Board were asked to note the CATG budget for 2011/12 and other available funding and then invited to consider the progress and approve recommendations from the group.

Decision

The Area Board would allocate a further £747 to the Tetbury Lane scheme towards refreshing Playground, Slow and Crudwell signs to satisfy the needs identified at this site.

Decision

The Area Board would allocate £4,000 towards the installation of some minor re-paving and curbing work and installation of a more visible Give Way sign on the High Road, Ashton Keynes near the school.

Decision

The Area Board would allocate £4,160 to extend the 40mph speed limit on the B4696 North End Crossroads, Ashton Keynes (deferred on 19 January 2011 pending a site visit).

Decision

	<p>The Area Board would allocate £1,000 to undertake a pedestrian count and a full assessment on Tetbury Hill near the Filands estate to inform future decisions about the need for a substantive scheme.</p> <p><u>Decision</u> The Area Board would allocate a further £1,600 to accommodate higher costs than originally anticipated and to enable extending the white- lining at the zebra crossing on A429 near the Primary Health Care Centre Malmesbury, to improve road and pedestrian safety.</p> <p><u>Decision</u> The Area Board would allocate a further £1,120 towards the cost of additional signage and a 'Gateway', conditional on the parish council contributing 50% of the cost of the 'Gateway'.</p> <p><u>Decision</u> The Area Board made note that £10,000 would be allocated from Wiltshire Council's Low Cost Safety Scheme to improve safety by providing islands in the side roads at North End Crossroads, Ashton Keynes.</p> <p><u>Decision</u> The Area Board would agree to retain issues 4, 5, 11, 17, 28 and 31 for future investigation/consideration.</p> <p><u>Decision</u> Issues 18 and 29 would not be given any further consideration until the school had produced/updated their School Travel Plans.</p> <p><u>Decision</u> Issue 7 would be closed and picked up under issue 5.</p> <p><u>Decision</u> Issue 30, a footpath request at Dauntsey south of the M4 bridge, would be closed, as it was considered to be too expensive and extensive a project.</p>
15.	<p><u>Community Area Grants Scheme</u></p> <p>Consideration was given to the three applications made to the Community Area Grants Scheme.</p> <p><u>Decision</u> Malmesbury Kite Festival Group were awarded £500 towards the 2011 kite festival.</p> <p><u>Reason</u> <i>The application meets the 2011/12 grant criteria and it addresses issues in the Malmesbury and Villages Community Area Plan.</i></p>

	<p><u>Decision</u> Crudwell Pre-School were awarded £1,890 towards the provision of an outdoor sensory play area.</p> <p><u>Reason</u> <i>The application meets the 2011/12 grant criteria and demonstrates strong links to the Malmesbury and Villages Community Area Plan.</i></p> <p><u>Decision</u> £4,386 was awarded towards the installation of gates and purchase and installation of barriers and fencing to prevent further destruction of the Roman settlement as an Area Board/Councillor led initiative.</p> <p><u>Reason</u> <i>The project would restore the damage that had been caused to this nationally important heritage site by use by off-road motor-vehicles as a driving course, so that it could be properly enjoyed by local people and visitors.</i></p> <p>The Chairman also explained that the Area Board had a young people's budget of £4,059 allocated from Cabinet. He recommended that as there was already a dedicated budget for young people, this was topped up to £6,000 and the balance of £815 was returned into the general Area Board budget.</p> <p>Chloe Harris-Alba was then asked to consider how the budget for young people would best be managed, for example via a participative budgeting event. The Chairman commented that this year it would be good for the funding to go to projects which involve and benefit the wider community.</p> <p><u>Decision</u> The Area Board young people's budget of £4,059 allocated from Cabinet would be topped up to £6,000 and Chloe Harris-Alba would consider how the budget would best be spent.</p>
16.	<p><u>Public Consultation</u></p> <p>The Chairman provided information on ongoing Wiltshire Council consultations on the Wiltshire Core Strategy, the 13-19 Commissioning Strategy for Youth Services and the new Council-wide street trading scheme, as included in the agenda pack. All information regarding the consultations taking place across the county was available from the Wiltshire Council consultation portal: http://consult.wiltshire.gov.uk/portal.</p> <p>The Chairman highlighted there would be a public exhibition regarding the Wiltshire Core Strategy document on Monday 18 July 2011 at Malmesbury Town Hall from 2.00 – 8.00 pm.</p>

17.	<p><u>Neighbourhood Planning Front Runners Proposal</u></p> <p>The Chairman explained there was a late addition to the agenda regarding a Neighbourhood Planning Front Runners Proposal. Wiltshire Council was fully supportive of the aims of the Localism Bill to deliver a more collaborative and community led approach to plan making. Wiltshire Council had recently secured funding from CLG for two Neighbourhood Planning Front Runner projects, one at the Community Area level and a site specific proposal.</p> <p>Interest had been expressed to undertake Neighbourhood Plans based around the settlements of Malmesbury and Sherston and for the Council to make two additional Front Runner applications.</p> <p><u>Decision</u> The Area Board would submit the proposal for Neighbourhood Plans based around the settlements of Malmesbury and Sherston to Wiltshire Council for the Council to make two Front Runner applications for funding to the Government.</p>
18.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone and asked for those present to complete an electronic evaluation of the meeting. The next Area Board meeting would take place on Wednesday 7 September 2011 at 7.00 pm, with refreshments available from 6.30 pm, at Malmesbury School.</p>

Chairman's Announcements - 7 September 2011

Review of Agendas

In an effort to reduce the number of agendas that we recycle at the end of meetings, Malmesbury Area Board is looking into alternative ways of presenting information in a concise way. From this meeting, the Area Board will be trialling the use of a mini agenda, coupled with having more slides.

A few full agenda packs will be provided on each table and a mini agenda will be available for everyone who would like a copy. If you are able to print your paperwork and bring this to the meeting, it would be appreciated.

The intention is for this to be a trial which we will evaluate at a future Area Board meeting.

The Next Visiting Cabinet Representative

To note: Jane Scott, Leader of Wiltshire Council, will be the Cabinet Representative at the next Malmesbury Area Board meeting on 9 November 2011. If you have a question that you would like to ask Councillor Scott, please submit it at the earliest opportunity and by 7 October 2011 to your Democratic Services Officer, Alexa Smith. Questions must be in writing and can be submitted via email at alexa.smith@wiltshire.gov.uk or to:

Monkton Park Office,
Chippenham,
Wiltshire,
SN15 5ER.

New Waste and Recycling Collection Service

As a result of Wiltshire Council becoming a Unitary Authority in April 2009, there have been four different waste and recycling collection services available to residents, depending on where you lived. This costed different amounts, had differing recycling levels and was not a fair service for residents.

From October the council is rolling out service changes so that everyone receives the same level of service, beginning with fortnightly plastic bottles and cardboard recycling collections using blue-lidded bins in the north, west and east. This service is already in place in the south.

In late February 2012, the council will roll out fortnightly non-chargeable garden waste collections, using green lidded bins, for the north, east and south of the county. This service is already in place in the west. Residents will need to opt in to receive the service, ideally by 30th September, and should complete the opt-in form online at www.wiltshire.gov.uk/waste if possible. Alternatively residents can complete the FREEPOST form found in the latest edition of Your Wiltshire magazine, or in the "Coming Soon" leaflet which has been sent out in the post to all residents from week

commencing 4th July. If residents already have a garden waste bin, they do not need to re-apply, and their collections will carry on as usual.

Finally, the weekly household waste collections that the north and south currently have, will be replaced with a fortnightly collection service during March 2012, using existing bins. This service is already in place in the west and the east of the county.

The council would like to take this opportunity to remind residents that:

- all households are entitled to up to two black boxes for recycling glass bottles and jars, paper, food tins, foil, clothes, shoes, aerosols and drinks cans
- All containers need to be out by 7am on the day of collection
- With the exception of the black box collection service, no side waste will be collected

For further information residents can: visit www.wiltshire.gov.uk/waste, call 0300 456 0102 or look out for further information coming in due course.

Laura Snoulton
Senior Waste Service Development Officer
Wiltshire Council
Riverway Depot, Riverway, Trowbridge, BA14 8LL
Internal tel: 745448 External tel: 01225 776655
E-mail: laura.snoulton@wiltshire.gov.uk
Website: www.wiltshire.gov.uk

Wiltshire's New 'Warm and Well' Free Home Insulation Scheme

There are an estimated 30,000 people in fuel poverty in Wiltshire, who cannot afford to heat their homes adequately. How many live in your community area?

Cold homes impact on the health and wellbeing of your local residents. Would you like to help yourself and other residents save money and improve your home comfort?

The new Wiltshire Warm and Well scheme is open to all home owners and private tenants, and enables residents to improve the energy efficiency of their homes through installing loft and cavity wall insulation – saving money on bills and making homes warmer.

To access the scheme
Freephone: 0800 512 012, or go to <http://www.warmandwell.co.uk>

With Council funding as well as national CERT funding, Wiltshire Warm and Well aims to improve 3,000 homes in financial year 2011/2012.

Wiltshire Council's Core Strategy commits the council to reducing carbon emissions throughout the county. Carbon emissions from domestic properties make up 24% of total emissions. Improving insulation of domestic properties therefore makes a significant contribution to energy saving and therefore carbon emissions reduction.

We urge Area Board partners to get involved and help refer people to the scheme.

If you would like to hold a special event to promote the scheme, or promote it as part of another event you are holding, the 'Green Room' van is available to help, (further details at

<http://www.warmandwell.co.uk> > The Green Room). Leaflets can also be supplied should you be interested, simply email your request to: warm&well@swea.co.uk

Further information on this scheme can be accessed on the Wiltshire World Changers Network website, <http://wiltshireworldchangers.org> or via the Wiltshire Council website, <http://www.wiltshire.gov.uk/counciltaxhousingandbenefits/housing/housinggrants/homeenergygrants.htm>

Rachel Ross
Home Energy Efficiency Officer
Energy Change and Opportunity
Economy and Enterprise
Wiltshire Council
P O Box 2281
Salisbury
SP2 2HX

Crime and Community Safety Briefing Paper Malmesbury Community Area Board 7TH September 2011



1. Neighbourhood Policing

Team Sgt: MARTIN ALVIS

Malmesbury Town Centre Team
Beat Manager – PC BUSSEY
PCSO Dee CURRAN

Malmesbury Rural Team
Beat Manager – PC HUMPHRIES
PCSO Durry MAULE

Ashton Keynes and Minety Team
Beat Manager – PC Steve HARVEY
PCSO Sam WALSH

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Police Authority Representative: Carole Soden

Please contact via Wiltshire Police Authority Tel. 01380 734022 or
<http://www.wiltshire-pa.gov.uk/feedback.asp>

4. Performance and Other Local Issues

There have been a reduction in reported crime in nearly all areas other than non-dwelling burglaries. The force priority has been a reduction in violent crime. The sector has seen violent crime reduced by 33%. The excellent result has been achieved by tackling violent associated with the night time economy and violent crime committed in the home.

The main area for concern is the continued increase in reported non-dwelling burglaries. This is a national problem and the sector's figures are comparable to other areas in the county.

There are 2 areas where all the community can help:

- Be vigilant. Report any suspicious activity to police as soon as possible. Take down any vehicle indexes of suspicious vehicles.
- Always lock away valuable tools and machinery. Make sure your tools and machinery is marked with a unique number so if we find it we can return it to you promptly.

CRIME & DETECTIONS (August 2010 – July 2011 compared to previous year)

Malmesbury	Crime				Detections	
	August 2009 - July 2010	August 2010 - July 2011	Volume Change	% Change	August 2009 - July 2010	August 2010 - July 2011
Violence Against the Person	88	59	-29	-33%	41%	53%
Dwelling Burglary	37	32	-5	-14%	11%	0%
Criminal Damage	117	68	-49	-42%	8%	15%
Non Dwelling Burglary	68	77	9	13%	0%	0%
Theft from Motor Vehicle	34	28	-6	-18%	9%	0%
Theft of Motor Vehicle	19	18	-1	-5%	16%	17%
Total Crime	587	489	-98	-17%	17%	16%
Total ASB	392	312	-80	-20%		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers in All Recorded Crime and Violent Crime for the most recently reported 3 month period (Apr - Jun 2011)

*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences
 ** Detections include both Sanction Detections and Local Resolution

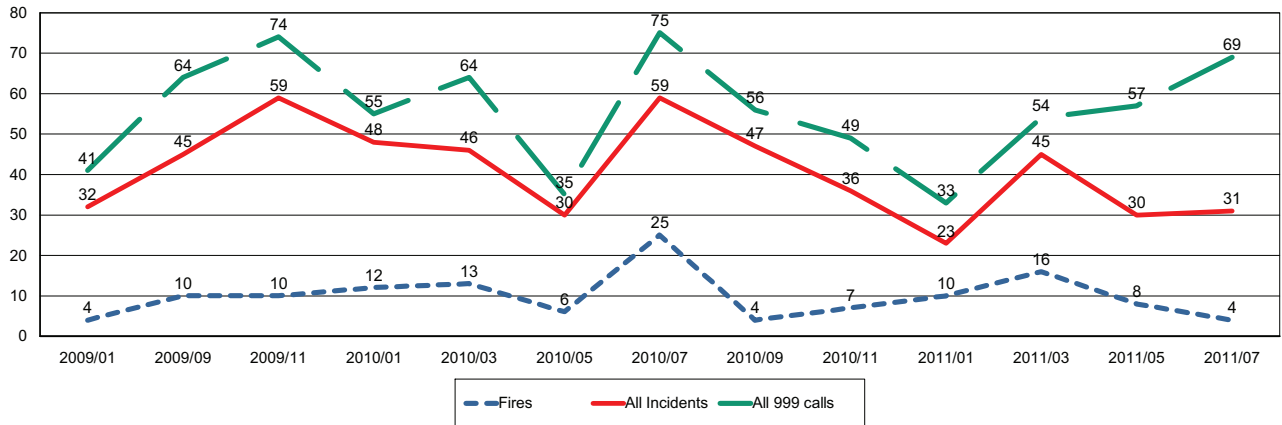
Inspector Chris Martin
 Area Commander



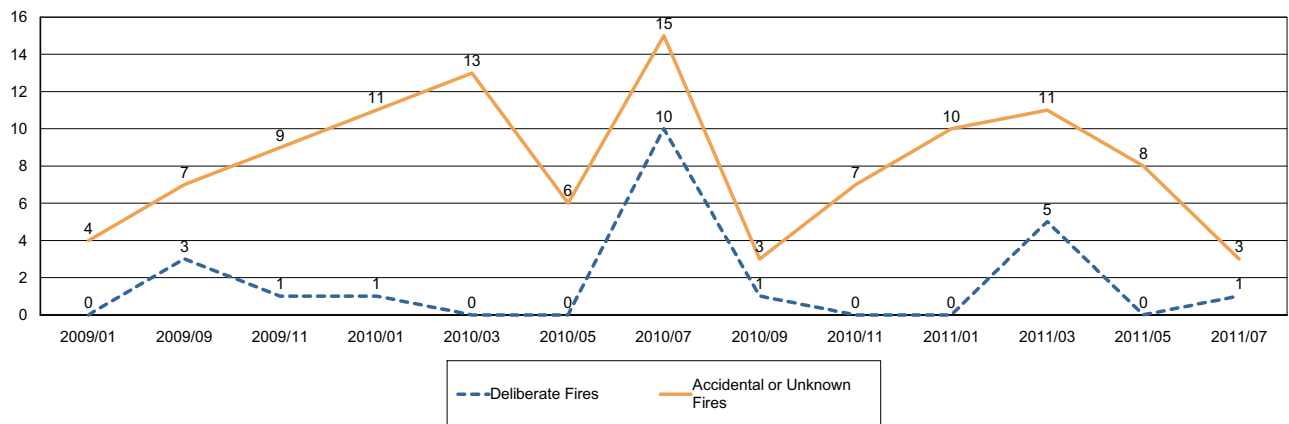
Report for Malmesbury Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including July 2011. It has been prepared by the Group Manager for the Board's area.

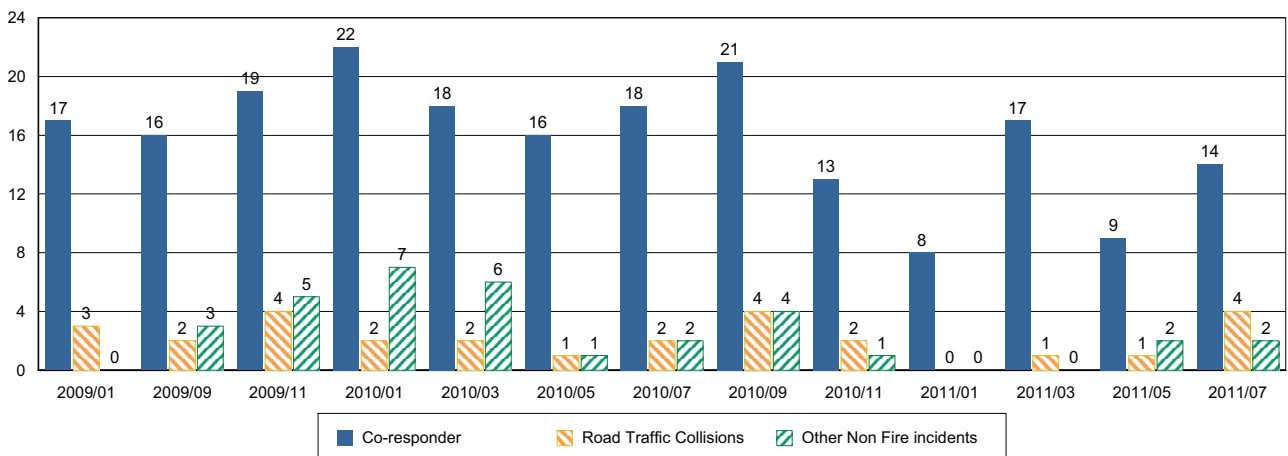
Incidents and Calls



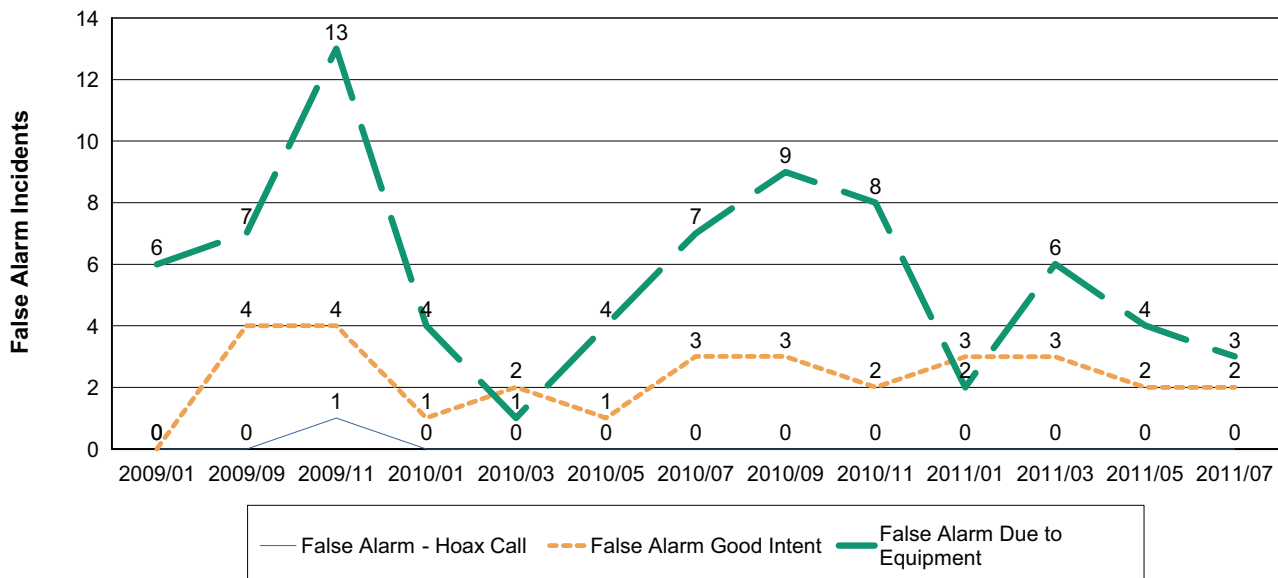
Fires by Cause



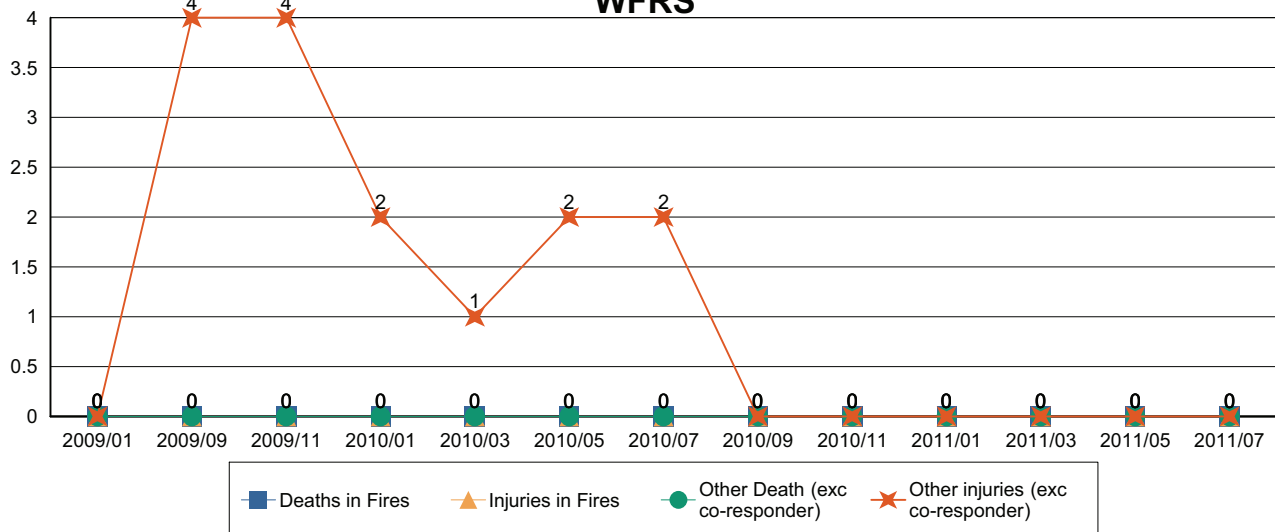
Non-Fire incidents attended by WFRS



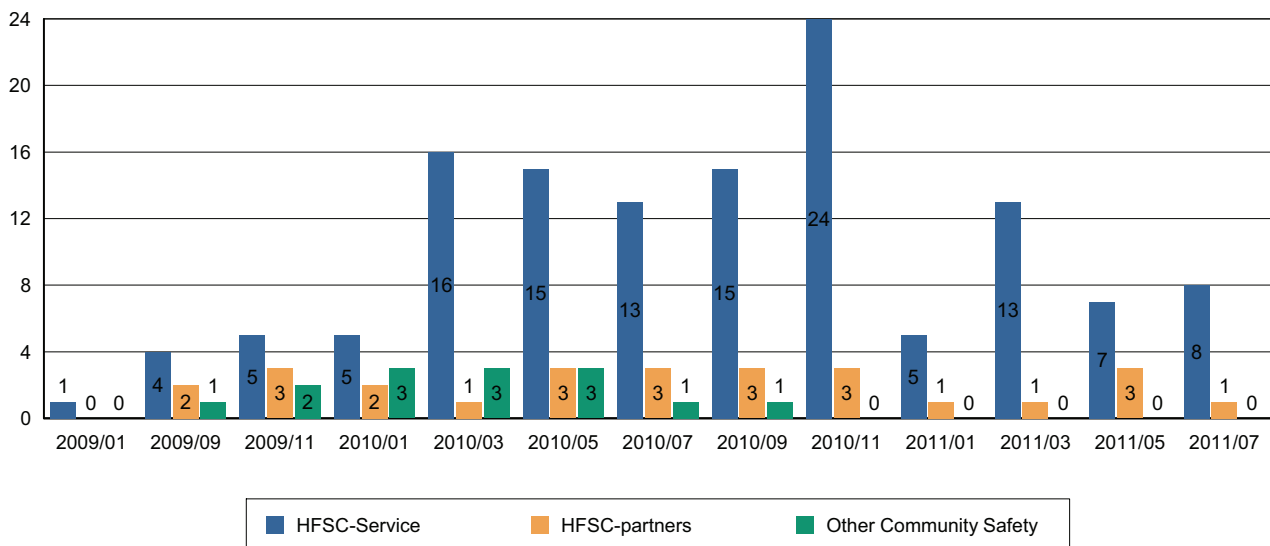
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

NHS Update – September 2011

Exercise after stroke service in Wiltshire

NHS Wiltshire and Wiltshire Council are working together to provide exercise classes for stroke survivors at leisure centres across the county. Exercise professionals have received stroke training so they can help people to recover more quickly through specially-tailored exercises classes. The first exercise after-stroke classes and gym-based sessions will be offered from September at Castle Place Leisure Centre in Trowbridge. Further classes will be offered in Chippenham, Salisbury, Devizes and Marlborough from January 2012.

Exercise is particularly important for people who are recovering from a stroke, as a stroke often results in reduced strength, mobility, fitness and mood as well as loneliness and a myriad of additional challenges such as pain, impaired movement or comprehension, which may make it difficult for people with stroke to get to exercise facilities. The exercise after stroke service forms part of a range of improvements to stroke services in Wiltshire to help people rebuild their lives.

Stroke Clubs are currently held across Wiltshire in Amesbury, Chippenham, Salisbury, Swindon, Trowbridge, Warminster and Wroughton. Stroke community support workers are also available to provide advice and support to people who have had a stroke and their carers. A major review by the Care Quality Commission (CQC) on stroke care has placed NHS Wiltshire in the category of **best performing** Primary Care Trusts, ranking the trust 20 out of 151 PCTs for the stroke services it delivers. Further details can be found on the NHS Wiltshire website at: <http://www.wiltshire.nhs.uk/Public/Your-health-wellbeing/FAST-stroke-action.htm>

Stop Smoking Successfully

Nearly 5,000 people used the NHS Wiltshire Stop Smoking Service last year. Our aim is to make Wiltshire a healthier place to live and there are many more people we can help to quit. The Wiltshire NHS Stop Smoking Service supports people in a variety of methods and treatments, providing specialist support for groups of people such as women who are pregnant, people with mental health problems and young people. The team of advisors work across different services in all sorts of venues including GP surgeries and health centres, clinics, pharmacies, Children's Centres and hospitals. NHS Stop Smoking Services encourage anyone who is trying to stop their habit to contact us on 01380 733891 or via our website NHSstopsmoking@wiltshire.nhs.uk.

Next NHS Wiltshire Board Meeting

The next Board meeting of NHS Wiltshire will be held on **21 September 2011 at 10am - Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please email communications@wiltshire.nhs.uk

Update From: Malmesbury and the Villages Community Area Partnership. (M&VCAP) - Date of Area Board Meeting: 7th.September 2011

Headlines

Community Safety - The Safety Forums continue to be useful and the next is booked for Tuesday 27th September at Malmesbury Town Hall 7pm for 7.30pm.

Steering Group Meetings - The Group meet regularly approximately every 6 weeks. We have enlisted two new members in Julie Exton and Ellie Cross-Jones.

Fundraising- We run stalls and pitches at local events which combine fundraising with the provision of information about MVCAP projects. This has proven successful in raising much needed project funding. We are also investigating other funding sources.

A quiz night has been arranged at the Kings Arms in Malmesbury to raise funds for the Community Hub project on Sunday 25th September. Tickets are available from the Kings Arms, £15 per team.

A New Members Protocol - is being drafted for consideration at the next meeting of the Steering Group.

Project Report

Malmesbury Area Community Hub (MACH)

The Charitable Company has been registered. The project plan has been updated and now includes detailed action dates. Public consultation will commence with a questionnaire combined with a free draw at Petticoat Lane in Malmesbury. A presentation to a group of potential partners will take place in October.

Cinema Bus

We have now got the definitive information about who can be a driver of the Cartmell minibus. These restrictions should not be a problem with the pilot scheme but may have implications if M-CAT becomes a permanent operation. We will be developing a project plan to cover the whole pilot scheme. We will be arranging training for the volunteer drivers

Sustainability

Streetlighting: All appropriate parishes have been approached to see whether they would like to participate in this year's round. Two parishes are already signed up and Wiltshire Council engineers are currently examining the feasibility of proposals to convert more than 100 lights in one parish alone.

Walks group

The project has been named 'White Walls Way'. Applications for grants from the Area Board and the Cotswold Conservation Board are in hand regarding the main project 'White Walls Way' but are

awaiting details of volunteer time / cost which can be included in the calculation of funding raised to date.

If anyone would be interested in becoming involved in any of the above projects we are always looking for volunteers. You would be made most welcome. Please contact Sue Webb on email: dennis.webb01@virgin.net

Future Events/Dates for the Diary:

Dates for Steering Group meetings for 2011 are: 20th September, 2nd November, 13th December. All meeting will commence at 7pm, venue to be agreed. (Please check on www.mvcap.org.uk in case of changes). A Community Showcase Event will be held on November 5th. The AGM will now take place on September 27th Immediately prior to the Community Safety Meeting (venue to be advised)



Co-coordinator/Administrator for M&VCAP - Dated 22nd. August 2011

Sherston Old School: SOSCIC Report for Malmesbury Area Board

Since the last meeting of the Area Board, work has started on phase 1 of the refurbishment and conversion of the Old School building.

The firm chosen by the SOSCIC board of directors to carry out the work is Chappell and Dix Ltd. The choice was a unanimous one and was the outcome of a careful selection process. Eight firms were initially contacted by SOSCIC's architect, James Slater Ltd. From these, following discussions and site visits, a short list of four emerged. They were invited to submit tenders for the work and after due consideration the SOSCIC directors made their choice.

Chappell and Dix made a start during the second week of July. Provided there are no unpleasant surprises now that the building is opened up, the work should be sufficiently well advanced for the post office and general stores to move in before Christmas as planned.

In order to undertake phase 2 of the project, which would complete it, a further £150,000 has to be raised. A number of funding initiatives and grant applications are now underway in that regard.

Geoff Martin
SOSCIC Company Secretary
22nd August 2011

Report to	Malmesbury Area Board
Date of Meeting	7 September 2011
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to 3 Community Area Grant applications and 1 Area Board/councillor led initiative:

1. Malmesbury Bowls Club – award £1,495 towards the replacement of a heating boiler in the club house, conditional on the balance of funding being in place.
2. Luckington Children’s Playground Charity – award £3,959 towards the second phase of the playground, conditional on the balance of funding being in place.
3. Minety Village Hall – award £1,162 towards provision of UPVC cladding to the outside of the building, conditional on the balance of funding being in place.
4. To improve parking for residents in Glovers Court, Malmesbury, through transfer of ownership of the land to Westlea Housing Association – award £2,000 towards legal and advertising costs of a ‘Stopping up Order’, conditional on the balance of legal and advertising costs being matched by Westlea Housing Association and when the land is transferred Westlea will be financially responsible for installing bollards and policing the parking.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (15 April 2011). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. In addition to CAGs councillors can submit an Area Board/councillor led project, which differs from a CAG in that they do not require matched funding. They should, however, not used to avoid complying with Community Area Grant criteria.
- 1.6. Area Board/councillor led project applications are designed to enable councillors to tackle 'sticky' community issues or projects identified in the Community Plan. An application form is used and estimates for project work have to be completed in a similar manner to the Community Area Grant scheme.
- 1.7. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.8. Funding applications will be considered at every Area Board meeting.
- 1.9. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.

- 1.10. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.11. The 2011/2012 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.
- 1.12. All recipients of community area awards are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board.

Background documents used in the preparation of this report	Community Area Grant Application Pack 2011/12
--	---

2. Main Considerations

- 2.1. Malmesbury Area Board has been allocated a 2011/2012 budget of £40,593 for community grants, community partnership core funding and councillor led initiatives.
- 2.2. The carry forward from the 2010/2011 budget is £9,717, resulting in a balance of £50,310 for distribution during 2011/2012.
- 2.3. At the 4 May 2011 area board, councillors approved 2011/12 core funding of £8,119 to Malmesbury & Villages Community Area Partnership, resulting in a balance of £42,191.
- 2.4. In addition at the 4 May 2011 area board £5,303 was distributed to young people (in a participative budgeting event) from a separate ring fenced youth/transport budget, leaving a balance of £2,756 for youth projects.
- 2.5. On 29 June 2011, the area board agreed that the 2011/12 young people's budget of £4,059 (from Cabinet) would be topped up to £6,000 and the balance of £815 was to be returned to the general area board budget.
- 2.6. At the 29 June 2011 area board, councillors approved distribution of £6,776 to community area grants and area board/councillor led initiatives leaving a balance of **£36,230**.

2.7. Councillors will need to be satisfied that grants awarded in 2011/2012 are made to projects that can realistically proceed within a year of the award being made.

2.8. There are 6 funding rounds during 2011/12. The remaining deadlines for receipt of applications and dates when they will be considered are as follows:

- **26 September 2011 for consideration on 9 November 2011**
- 28 November 2011 for consideration on 18 January 2012
- 23 January 2012 for consideration on 7 March 2012

3. Environmental & Community Implications

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

4. Financial Implications

4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.

4.2. If grants are awarded in accordance with officer recommendations Malmesbury area board will have a balance of **£27,614**

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1. Community Area Grants give all local community and voluntary groups, town and parish councils an equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

7.2. Implications relating to individual grant applications are outlined within "Officer Recommendations".

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Malmesbury Bowls Club	Replacement of the heating boiler in the club house	£1,495

- 8.1.1. Officers recommend that Malmesbury Bowls Club is awarded £1,495 towards the replacement of a heating boiler in their club house, conditional on the balance of funding being in place.
- 8.1.2. Officers are of the opinion that this application meets the 2011/12 grant criteria.
- 8.1.3. There are specific references in the Malmesbury & Villages Community Plan 2009-2013 in respect to maintaining community facilities, providing facilities other than the town hall for events and activities. Mention is also made to more affordable activities for young adults and families and integrating young and old people.
- 8.1.4. The new club committee is doing its best to widen its membership, by becoming a pool venue and in so doing encouraging a younger social membership. It is also holding fund raising events with a music evening and an open ladies versus men bowls event, where proceeds will support the boiler fund.
- 8.1.5. The applicant is requesting 50% of the total cost of this work, with £400 worth of work being 'in kind' indicating a significant community contribution to ensure that this project is completed.
- 8.1.6. Failure to support this project may lead to a delay in this work being completed before the winter which would lead to a reduction in club revenue from inability of the venue to be used. While the club does hold some free reserves, these are modest and need to be built up through fund raising events and membership fees.

Ref	Applicant	Project proposal	Funding requested
8.2.	Luckington Children's Playground Charity	Second phase of the playground	£3,959

- 8.2.1. Officers recommend that Luckington Children's Playground Charity is awarded £3,959 towards the second phase of the playground, conditional on the balance of funding being in place.

- 8.2.2. Officers are of the opinion that this application meets the 2011/12 grant criteria
- 8.2.3. The second phase of the playground will include the provision of a slide, tyre swing, 2 picnic benches, adding to the play trail and installing new safety gates as requested by ROSPA.
- 8.2.4. Phase one was undertaken earlier in the year and involved provision of a new junior fort, a climbing wall, double zip wires and balancing bars at a total cost of £16,137 which was funded largely from their reserves. While this facility is owned and managed by a community group the parish council did contribute funding to phase one of the project.
- 8.2.5. It should be noted that young people living in the parish of Luckington and Alderton have been consulted about the type of equipment they would like to have in their play ground.
- 8.2.6. The local community are very active in undertaking and supporting community events to ensure funding is available not only to purchase equipment, but also to maintain the facility. In a small community such as Luckington and Alderton this should be applauded.
- 8.2.7. The applicant is seeking 50% of the total cost of the project.
- 8.2.8. A decision not to help fund this application would not only delay this phase of the project, but fail to recognise the considerable financial contribution made by the community to phase one.

Ref	Applicant	Project proposal	Funding requested
8.3.	Minety Village Hall	UPVC cladding to the outside of the hall	£1,162

- 8.3.1. Officers recommend that Minety Village Hall is awarded £1,162 towards provision of UPVC cladding to the outside of the hall, conditional on the balance of funding being in place.
- 8.3.2. There is specific reference in the Malmesbury & Villages Community Plan 2009-2013 in respect to desire for village hall facilities to be improved.
- 8.3.3. The wood cladding on the exterior of the hall has become shabby and is in need of refurbishment and it has been agreed that UPVC cladding should be fitted to improve the appearance and reduce future maintenance costs.
- 8.3.4. The front entrance way and post supporting the doorway will be

replaced with white UPVC, while the wooden cladding on the roof apex will be covered with UPVC cladding. The need to obtain planning permission to undertake this work is currently being investigated and the applicant accepts that any grant would be conditional on planning permission being received.

- 8.3.5. The hall is regularly used by about 180 people each week, with a further 60 using it on a monthly basis and is an important community facility within Minety.
- 8.3.6. The village hall management group are undertaking a programme of refurbishments to the hall. In March 2011 the area board awarded the village hall £1,504 towards the cost of toilet improvements. Phase three will be the largest phase of work (costing nearly £22,000), to which the management group have sought support from the Charities Information Bureau and as a consequence are approaching other funders and not the area board.
- 8.3.7. The applicant is seeking 50% of the total cost of this project, with the remainder being contributed from village hall reserves.
- 8.3.8. A decision not to fund this application may could lead to a delay in proceeding with this project as the applicant have to seek funding from elsewhere or fund from their reserves. A decision to do the latter would diminish their modest reserves which could otherwise act as leverage for phase three of the project.

Ref	Applicant	Project proposal	Funding requested
8.4.	Area board/councillor led initiative	Legal and advertising costs for a 'Stopping Up Order', to enable transfer of land at Glovers Court to Westlea Housing Association	£2,000

- 8.4.1. Funding is sought to cover 50% of the cost of legal and advertising costs involved in a 'Stopping Up Order' to enable transfer of land at Glovers Court to Westlea Housing Association. This will stop indiscriminate parking in the 7 bays in the road into Glovers Court which at times restrict access to residents.
- 8.4.2. The application (which addresses community issue1074), demonstrates links to the Malmesbury & Villages Community Plan 2009-2013 in that it meets a desire to improve parking enforcement, provide support for carers, and provide support for the elderly and vulnerable people to be cared for in their own homes.

- 8.4.3. Glovers Court provides sheltered and supported housing for predominately older people in 24 units. Residents have a variety of disabilities and some require care (visiting up to 3 times a day), and/or need easy access to their own car or that provided by volunteers and should not be required to walk far.
- 8.4.4. Currently the area is used by other local residents in the wider area including local businesses and vehicles when owners are on holiday. The area housing the bins have been blocked preventing collection and dropped kerbs and disabled parking bays have been blocked.
- 8.4.5. To enable Westlea to be take on the responsibility of the parking bays a stopping up order will first need to be applied for through the Magistrates Court by Wiltshire Council (which is responsible for highway) on the parking bays to remove the highway status, the parking bays can then be transferred to Westlea who will be able to apply parking restrictions on the bays.
- 8.4.6. Prior to this application being brought to the area board Malmesbury Town council has been consulted.
- 8.4.7. A decision not to fund this initiative will lead to considerable difficulties for older and vulnerable members of the Glovers Court community.

Appendices	Appendix 1 Grant application – Malmesbury Bowls Club Appendix 2 Grant application – Luckington Children’s Playground Charity Appendix 3 Grant application – Minety Village Hall Appendix 3 Area Board Initiative application – Glovers Court
-------------------	---

No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
----------------------	---

Report to	Malmesbury Area Board
Date of Meeting	7 September 2011
Title of Report	Malmesbury Community Issues Update

Purpose of Report

To provide an update about Community Issues and invite members of the Area Board to:

1. Close 7 issues.
2. Endorse the referral of 1 issue to the Malmesbury Community Area Transport Group (CATG).

1. Background

- 1.1. At the time of writing (16 August 2011), 90 community issues have been received, of which 67 have been closed and 23 are in progress. There are currently no new requests.

Background documents used in the preparation of this Report	Malmesbury community issues online at: http://www.wiltshire.gov.uk/communityandliving/areaboards.htm
--	---

2. Main Considerations & Officer Recommendations

2.1. Closure of Issues

- 2.1.1. The area board are invited to close 8 issues (emboldened in Appendix 1).
- 2.1.2. **Issue 1574** a Community Payback Scheme undertaken in Grove Wood, Sherston has been completed.
- 2.1.3. **Issues 334 and 620** are two highways issues in Ashton Keynes and Dauntsey which are now being addressed and funded through the Malmesbury Community Area Transport Group (CATG).
- 2.1.4. **Issue 1494** concerns the poor state of B4040 Water tower - The Spice Merchant (Holloway Road), which has recently been re-patched and is on the current list for further work in 2012/13
- 2.1.5. **Issue 1492** relates to repeat repairs to the road outside the Bell Hotel and in the High Street. These will be undertaken in the autumn when the High Street is re-surfaced.
- 2.1.6. **Issue 906** relates to an unclassified road between Lea and Cleverton which is on the current highways list for 2012/13.
- 2.1.7. **Issues 1537** relates to a Community Speedwatch request for a metro count. The results showed there was not a speeding issue at Bustlers Hill Sherston .

2.2. Referral to the Community Area Transport Group

- 2.2.1. Endorse the referral of **Issue 1809** to the Malmesbury Community Area Transport Group (CATG). This issue relates to pedestrian safety in Oaksey and a church footpath.

3. Environmental & Community Implications

- 3.1. Addressing community issues contribute to the improvement of community wellbeing in the area, the extent and specifics of which will be dependent upon the individual issue.

4. Financial Implications

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

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1 The opportunity to raise Community Issues enables individuals, voluntary and community groups, town and parish councils an equal opportunity to identify and seek assistance to address problematic issues.

Appendices:	Appendix 1 Malmesbury Area Board Community Issues – 7 September Update
--------------------	---

Unpublished documents which have been relied upon in the preparation of this report include notes arising from the Malmesbury CATG meetings.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
----------------------	---

Malmesbury Area Board Issues – 7 September 2011 Update

ID	Category	Division	Summary of Issue	Status
406	Car Parking	Malmesbury	Residents Parking in Malmesbury	The area board on 29 June 2011 agreed that Malmesbury Town Council and the Residents' Association undertake survey work and analysis to identify local interest in residents parking schemes, with guidance provided by Wiltshire Council. Residents parking permits to use Station Road car park were also discussed. These were available to residents living in a limited number of streets at an annual cost of £212.14 pa. This would be extended to a larger number of streets and Councillor Tonge looked to the Area Board to identify other streets that should take part. The area board agreed that the Town Council would pass their list of potential streets suitable for residents parking permits to the Area Board.
655	Car Parking	Malmesbury	St Josephs seek parking permits for Cross Hayes	Councillor Tonge, Cabinet Representative for Highways and Transport, attended the Malmesbury area board on 29 June 2011, when he explained that there were currently two schemes in place in the county in Chippenham and Corsham. Their success would be analysed and a policy created by the end of the year. If the Area Board wished, a consultation could then be proposed.
1074	Car Parking	Malmesbury	Access to car parking by Glovers Courts residents	Malmesbury Town Council and St Paul Malmesbury Without Parish Council are currently being consulted about a proposal for addressing this problem. It is hoped that the proposal will be considered by the area board on 7 September 2011.
1226	Car Parking	Malmesbury	Enable car parking on grass on corner of Burnham/Hudson Road	This issue was discussed at the 29 June 2011 Malmesbury area board. It was agreed that the request to convert the grass area into residents overspill parking could be costly and problematic due to the land being the site of a former church yard. Any costs would fall to the Town Council and/or the Residents' Association. The decision of the area board was that Councillor Killane would take forward the issue of overspill parking at Hudson Road with the Town Council.
1783	Car Parking	Minety	Parking problems at Hillside, Leigh	Further information has been requested from the parish council

ID	Category	Division	Summary of Issue	Status
1574	Communities	Sherston	Community Payback activity in Sherston	Path through Grove Community Wood completed in June 2011
1602	Environment	Malmesbury	Maintenance of open space at Filands, Malmesbury	This issue is being chased up
334	Highways	Minety	Safety at North End Crossroads, Ashton Keynes	Malmesbury area board on 29 June 2011 endorsed the recommendations of the Malmesbury Community Transport (CATG) scheme and made the following decisions; 1. The Area Board would allocate £4,160 to extend the 40mph speed limit on the B4696 North End Crossroads, Ashton Keynes (deferred on 19 January 2011 pending a site visit). 2. The Area Board noted that £10,000 would be allocated from Wiltshire Council's Low Cost Safety Scheme to improve safety by providing islands in the side roads at North End Crossroads, Ashton Keynes.
562	Highways	Malmesbury	Crossing needed on Tetbury Hill Road near Filands.	On 14 June Malmesbury CATG agreed that a site visit by officers and Cllr Simon Killane should be undertaken. Officers requested £1,000 for speed and volume counts, a pedestrian count and a full assessment of the site. This information would inform any need to consider a substantive scheme such as a signal crossing. It was also agreed that a meeting be set up with all Malmesbury schools, officers and Cllr Simon Killane to discuss the need for School Travel Plans to be produced/updated by all schools and ascertain from the schools which day/s would be suitable for the pedestrian counts to take place. Malmesbury Area Board on 29 June 2011 endorsed the recommendation of the CATG and a decision was made to allocate £1,000 to undertake a pedestrian count and a full assessment on Tetbury Hill near the Filands estate to inform future decisions about the need for a substantive scheme.
620	Highways	Brinkworth	Footpath required in Dauntsey. There is no footpath for a significant stretch of the road called The	Malmesbury CATG had agreed to look at the stretch of road between 'The Green' from opposite Olivemead Lane to 'Sedgemoor'. At the 19 January 2011 area board a decision was made to award £600 for some road safety signage. At the 19 April 2011 CATG meeting they decided another site visit was needed. At the 14 June 2011 CATG meeting it was agreed that a more substantive scheme amounting to £30,000-£40,000 was warranted in the longer term but, as an interim measure they would recommend replacing existing bend warning

ID	Category	Division	Summary of Issue	Status
				<p>signs / '30' repeater signs and posts lining improvements to include edge lines and refreshing 'Slow' markings. There was a further suggestion of gateway features being installed at the terminal point just north of the junction with Olivemead Lane which would help to draw driver's attention to the change in speed limit (to 30mph). Gates were £620 each and it was suggested that Dauntsey parish council might like to pay for one of the pair. Further request to area board being £1,120 and total cost of scheme is £1,720. On 29 June 2011 the decision of Malmesbury area board was that they would allocate a further £1,120 towards the cost of additional signage and a 'Gateway', conditional on the parish council contributing 50% of the cost of the 'Gateway'.</p>
656	Highways	Malmesbury	Safe Routes to St Joseph	<p>Malmesbury CATG on 14 June 2011 (approved by Malmesbury area board 29 June 2011) agreed that no further consideration would be given to this issue until an updated School Travel Plan had been produced by the school with some reference to this issue</p>
906	Highways	Brinkworth	<p>Poor condition of unclassified road between Lea - Cleverton</p>	<p>This road is on the surface dressing list. It has however missed out to other higher priority schemes in 2011/12. It will remain on the list in the hope that it will receive treatment next year. In the meantime there is a system of inspections that identifies dangerous defects for priority repair.</p>
1492	Highways	Malmesbury	<p>Repeat repair of highways required in Malmesbury</p>	<p>Repairs to the highway by The Bell Hotel and on the High Street will be undertaken when the major resurfacing is undertaken during October/November 2011</p>
1493	Highways	Malmesbury	<p>Surface water opposite 58 Abbey Row, Malmesbury</p>	<p>It is likely that this work will be undertaken in the early autumn.</p>
1494	Highways	Malmesbury	<p>Poor state of B4040 water tower - The Spice Merchant</p>	<p>During the week beginning 8 August 2011, patching work was undertaken to improve the road and we have already received positive feedback. It remains on the highways list for further works in 2012/13.</p>
1537	Highways	Sherston	<p>Speeding on Bustlers Hill Sherston</p>	<p>A metro count was undertaken in June 2011, however Bustlers Hill was not eligible for CSW as most drivers were well within the current speed limit of 30mph.</p>

ID	Category	Division	Summary of Issue	Status
1608	Highways	Brinkworth	Speeding vehicles and HGVs on Wood Lane Brinkworth	Response from parish council forwarded to council officers for consideration
1613	Highways	Sherston	Pedestrian Safety in High Street, Sherston	On 29 June 2011, Malmesbury Area Board refereed this issue to Malmesbury CATG. Members of Malmesbury CATG have agreed to fund a topographical study and a request for this to endorsed by the area board can be found elsewhere in this agenda
1624	Highways	Brinkworth	Speeding outside Little Foxes Nursery, Brinkworth B4042	Metro count has been requested
1808	Highways	Malmesbury	Improve viability of speed bumps in Station Road car park	The issue has been forwarded to council officers to see whether it is possible to enhance visibility of the Station Yard car park speed bumps at the same time as highways work is undertaken in the High Street during the Autumn.
1809	Highways	Minety	Repair to pathway in Oaksey	The issue has been forwarded to highways officers for their consideration.
1509	Planning	Malmesbury	Gritting of roads at Reeds Farm, Malmesbury	The council receive numerous requests for additional road gritting. These requests are currently being reviewed and assessed. As soon as this has been done, information will be provided to you.
1499	Transport	Sherston	School crossing on Knockdown Road, Sherston	Malmesbury CATG agreed on 14 June that no further consideration would be given to this issue until an updated School Travel Plan had been produced by the school with some reference to this matter. This was endorsed by the area board on 27 June 2011. A meeting has been arranged for October when the head teacher will meet the School Travel Plan officer. Councillor John Thomson has also been invited as have other highways officers.

Report to	Malmesbury Area Board
Date of Meeting	29 June 2011
Title of Report	Local Transport Plan – Small Scale Transport and Highway Improvement Schemes

Purpose of Report

To ask the area board to consider and approve a recommendation from the Malmesbury Community Area Transport Group (CATG)

1. Allocate £1,696 to undertake a topographical survey related to pedestrian safety in the area of Sherston High Street.

1. Background

- 1.1. In 2011/2012 the 18 Area Boards were again allocated a discretionary budget of £250,000 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Malmesbury area board was allocated £13,360.
- 1.2. A balance of £4,160 was carried forward from the 2010/11 budget to give a total of **£17,520** for 2011/12.
- 1.3. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.4. Malmesbury area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the area board.
- 1.5. The means by which the public and parishes can identify issues for consideration to the Malmesbury CATG is primarily via the [area board community issues process](#)
- 1.6. The current membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated representative from each division (see table below).

Division	Area Board councillor	Nominated representatives
Malmesbury	Simon Killane	Catherine Doody
Sherston	John Thomson	Martin Rea
Brinkworth	Toby Sturgis	Ellen Blacker
Minety	Carole Soden	John Marsh

- 1.7. Malmesbury CATG last submitted a report to the area board on 29 June 2011.
- 1.8. Malmesbury CATG minutes are available from the [Malmesbury area board pages](#) of the council's website to enable information to be readily available to parish/town councils and the community.
- 1.9. The minutes largely consist of a table (Appendix 1). Each issue/scheme is allocated a number on receipt, so numbers do not run sequentially, as some schemes have been completed or rejected and therefore removed.
- 1.10. The CATG will extend its membership to include an invitation to any parish council (who is not currently represented on CATG) to attend a meeting where there is an issue under discussion relevant to them.

2. Considerations

- 2.1. There are 14 issues/schemes on the CATG list (see appendix 1), some of which have received funding and are either awaiting completion or warrant further work when resources become available. Others have been retained on the list while applicants undertake investigative work. Some schemes have been combined as they have a common outcome.
- 2.2. Through electronic means Malmesbury CATG members have been advised about the availability and application criteria/process for £100,000 aimed at supporting substantive schemes. At present there does not appear to be any local scheme which would benefit from this funding, although it is hoped that if in 2012/13 a similar budget is made available then Malmesbury would be in a good position to apply.
- 2.3. The next meeting of the CATG will take place on 27 September 2011.

3. Environmental & Community Implications

- 3.1. Environmental and community implications were considered by the LTP Allocation Group 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.

4. Financial Implications

- 4.1. All decisions must fall within the funding allocated to Malmesbury Area Board.
- 4.2. If the area board approve the recommendations of Malmesbury CATG and allocate £1,696 the budget balance will be **£3,197**.

5. Legal Implications

- 5.1. There are no specific legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. The schemes recommended to the area board will improve road safety for all users of the highway.

8. CATG Recommendations

8.1. Issues/schemes requiring funding

- 8.1.1. **Pedestrian Safety in High Street Sherston (No 31)** requires £1,696 for a topographical study of an area which includes the area by the Post Office, the Old School and the footpath by the Rattlebone skittle alley. Once completed this will enable the group to consider some options for the site.
- 8.1.2. Separate traffic management through the narrow priority system whilst the survey is being carried out will be required and have added to the cost.
- 8.1.3. A site visit was made in July with members of CATG, the parish council, post office and Sherston Old School.
- 8.1.4. Key concerns were the existing vehicle priority scheme and painted footway on Court Street together with the painted footway and crossing point on the High Street. The issues of the High Street were considered most important in view of the anticipated transfer of the Post Office to the Old school building in the autumn.
- 8.1.5. The Malmesbury CATG have not had a scheduled meeting to discuss this proposal, however via email consultation there is a consensus of opinion to support this funding.

Appendices	Appendix 1– Malmesbury community area transport schemes under consideration
-------------------	---

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
----------------------	---

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
2	Tetbury Lane	Crudwell	Provision of footway	Concern about road width. It is a footpath or a traffic calming issue? Requested further investigation/costs.	Refreshing playground, Slow and Crudwell signs in addition to pedestrian signs in Tetbury lane. A further £500 would be needed and CATG agreed with proposal. Seek AB approval on 29 June 2011	Considered request from parish council for rider on horseback signs, but it was agreed that these were not required in a community in which horse riders on roads were the norm. Total costs of this scheme would be £1,347, which was approved by the CATG.	To allocate a further £747 to the Tetbury Lane scheme towards refreshing Playground, Slow and Crudwell signs.
(3)	Tetbury Lane	Crudwell	Traffic calming	Doubtful of suitable options. It is a footpath or a traffic calming issue? Requested further investigation/costs.			
4	High Road	Ashton Keynes	Provision of footway from White Hart PH to Church Walk	Query traffic calming or a footpath. This is 30mph. Monitor speed, cost footpath/traffic calming	Officer to visit sites and discuss with John Marsh	CATG agreed this scheme should be retained on list. Any scheme at this site would cost in the region of £30-40k. Suggested that the Parish council consider contributing funding for 2012/13.	To retain issues 4 and 5 for future investigation and consideration.
5	High Road	Ashton Keynes	Traffic calming	Query traffic calming or a footpath. This is 30mph area – suggest monitor speed in the first instance	Officers to discuss with John Marsh	It was recognised that issue 5 would disappear if the scheme no 4 was delivered.	

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
6	High Road (near to school)	Ashton Keynes	Pedestrian crossing	Query traffic calming or a crossing. Monitor 30 mph zone. Installation of Stop sign at White Hart crossroads might negate need for crossing/traffic calming measures.	Officers to discuss with John Marsh	A meeting with members of the parish council had taken place. It was agreed that there was insufficient demand for a crossing. Some minor repaving and curbing work together with a 'Give Way' sign (being made more prominent), would improve safety and a budget of £4,000 was recommended which CATG agreed.	To allocate £4,000 towards the installation of some minor re-paving and curbing work and installation of a more visible Give Way sign on the High Road.
(7)	High Road (near school)	Ashton Keynes	Traffic calming	Multiple request –see above		The CATG agreed that this issue was related to No 5 and that it No 7 should be closed.	Issue 7 would be closed and picked up under issue 5.
8	North End Crossroads (B4696)	Ashton Keynes	Safety improvements at junction	Junction in 18 month monitoring period following fatality. Spine Road East is 50mph in Gloucestershire, but is de-restricted when it becomes Wiltshire	Officers had re-assessed site. A further £5,000 would be needed to extend the 40mph speed limit and the group agreed. This would have to be approved by AB on 29 June 2011. A further £10,000 would be needed to improve local	A misunderstanding in the 19 April notes. Only £4,160 was required for speed limit changes from CATG budget and £10,000 from Low Cost Safety Scheme.	To allocate £4,160 to extend the 40mph speed limit on the B4696 North End Crossroads, Ashton Keynes (deferred on 19 January 2011 pending a site visit). To note that £10,000 would be allocated from Wiltshire Council's Low Cost Safety Scheme to improve safety by

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
					safety with islands in the side roads. This would be funded by the council's Low Cost Safety Scheme		providing islands in the side roads.
11	C66 Great Somerford (data from Dauntsey Rd)	Great Somerford	Footpaths (from Broadfields Farm entrance to Dauntsey Road)	Check 106 agreements to determine whether these footpaths will be delivered by development.	Cllr Toby Sturgis to discuss with Planning officers	S106 of £15,000 confirmed. The parish council might also consider contributing to this scheme. Officers to check the actual site of footpath with the parish council as there is interest in linking the shop and allotments. Officers and Cllr Toby Sturgis to walk site.	To retain issue 11 for future investigation and consideration.
13	Tetbury Hill near Filands homes	Malmesbury	Pedestrian crossing	This should be linked to Malmesbury Primary School Travel Plans and school making an application for, 'Taking Action on School Journeys Challenge' (TAOSC) funding.	Safe Routes to School officer to invite Cllr Simon Killane to attend future meetings with primary school, to include head teacher and governors	Site visit by officers and Cllr Simon Killane. Accepted there are high speeds, poor dropped curbs. Officers had requested funding speed and volume counts and £1,000 for a pedestrian count to be undertaken and a full assessment of the site. This information would inform any need to consider a substantive scheme such as a	To allocate £1,000 to undertake a pedestrian count and a full assessment on Tetbury Hill near the Filands estate to inform future decisions about the need for a substantive scheme.

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
						<p>signal crossing.</p> <p>A meeting to be set up with all Malmesbury schools, officers and Cllr Simon Killane to discuss the need for School Travel Plans to be produced/updated by all schools. Cllr Simon Killane also to ascertain from the schools which day/s would be suitable for the pedestrian counts to take place.</p>	
17	Park Rd	Malmesbury	Traffic Calming	Metro count indicate not eligible for CSW following. Is this a speed or a safety issues? Investigate whether any Section 106 monies associated with 6 houses (Hawthorns) on Park Road could be used for this purpose/footpath provision.	S106 money may be able to improve signage. information about S106 to 29 June area board	S106 monies associated with public open space so query whether it will be eligible for access to public open space. Cllr Toby Sturgis to investigate.	To retain issue 17 for future investigation and consideration.
18	St Joseph's School	Malmesbury	Traffic calming/crossing Holloway Hill /Cross Hayes car park	Potential to link to School Travel Plan and school submitting application for, 'Taking Action on School Journeys Challenge' (TAOSC) funding.	Only briefly discussed – Ruth Durrant should ensure local councillor be also invited to travel plan meetings with the school	No further consideration will be given to this issue until an updated School Travel Plan has been produced by the school with some reference to this matter.	Issue 18 would not be given any further consideration until the school had produced/updated their School Travel Plans.

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
19	A429 near Primary Health Care centre	Malmesbury	Zebra crossing	Consider funding - repainting highway and halos added to help direct light and make the crossing more obvious to drivers	White lining still to be completed – also filling in of pothole June – This appears to have exceeded original budget, now £6,100	Pothole filled in and white lining to take place before the end of June. Some discussion took place and a decision was made to extend the white lining slightly at an additional cost of £500, making the total cost £6,600	To allocate a further £1,600 to accommodate higher costs than originally anticipated and to enable extending the white- lining at the zebra crossing on A429 near the Primary Health Care Centre Malmesbury, to improve road and pedestrian safety.
21	Dauntsey - between 'The Green' from opposite Olivemead Lane to 'Sedgemoor'.	Dauntsey	Footway	20 metre stretch on the bend. Not impossible but tricky due to drainage ditches. Costs approx 30-40k	Agreed an enhanced scheme to improve general signage. Agreed officers to revisit the site and probably a further £500 would cover. Seek approval of AB on 29 June 2011.	In the longer term this issue would warrant a more substantive scheme amounting to £30,000 -£40,000 and it could be retained on the list. An interim measure would be lining and signing as previously discussed to also include replacing existing bend warning signs / '30' repeater signs and posts lining improvements to include edge lines and refreshing 'Slow' markings. There was a	To allocate a further £1,120 towards the cost of additional signage and a 'Gateway', conditional on the parish council contributing 50% of the cost of the 'Gateway'.

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
						further suggestion of gateway features being installed at the terminal point just north of the junction with Olivemead Lane which would help to draw driver's attention to the change in speed limit (to 30mph). Gates were £620 each and it was suggested that Dauntsey might like to pay for one of the pair. Further request to area board being £1,120 and total cost of scheme is £1,720.	
28	B4042, The Crescent	Lea	Provision of footway to enable access to 'The Street', into the village	Only benefits a few, although traffic exceeds 40mph speed limit. Check feasibility/cost	Officers to be consulted	Land not in council ownership, so investigate whether it is owned by Westlea – Cllr Toby Sturgis to investigate. Retain	To retain issue 28 for future investigation and consideration.
29	Knockdown road	Sherston	Pedestrian crossing (but in request zig zag lines suggested outside school or renewing	N/A	Only briefly discussed – Ruth Durrant should ensure local councillor be also invited to travel plan meetings with the school	No further consideration will be given to this issue until an updated School Travel Plan has been produced by the school with some reference to this matter.	Issue 29 would not be given any further consideration until the school had produced/updated their School Travel Plans.

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
			coloured tarmac to highlight current crossing place). Area Board issue no 1499				
30	South of M4 bridge	Dauntsey	Pavements required to enable accessing school, church and play park which are north of the bridge Area Board issue no 1497	N/A	<i>NB footway St James to M4 bridge, Dauntsey was rejected by area board on 19 January 2011 because of costs set against use.</i>	A site visit had been made by officers. It was extensive and too expensive. CATG agreed that this issue should be closed.	Issue 30 would be closed, as it was considered to be too expensive and extensive a project.
31	Pedestrian Safety in High Street	Sherston	Highway safety in Sherston High Street - for pedestrians around the area opposite the Post Office, the footpath outside the Old School	N/A	Only briefly discussed	Officers to meet with Parish Council and Cllr John Thomson to survey the whole area. This issue had been around for a number of years, but now that the Old School was being renovated the scheme was more important to address and concern was expressed that drivers were ignoring	To retain issue 31 for future investigation and consideration.

Malmesbury Community Area Transport Schemes Under Consideration – Area Board Report 7 September 2011

No	Location	Town / Village	Scheme Description	Discussion/Decisions Dec CATG	Agreed CATG 19 April 2011	Agreed CATG 14 June 2011	Decisions of Area Board 29 June 2011
			where vehicles park, forcing pedestrians into the road and the footpath by the Rattlebone's skittle alley that vehicles drive over to avoid colliding with oncoming vehicles which have failed to obey the 'STOP' sign outside the Post Office. Area Board issue no 1613			stop signs.	

Report to	Malmesbury Area Board
Date of Meeting	7 September 2011
Title of Report	Section 106 Agreements 2004 to date for Malmesbury Community Area

Purpose of Report

To provide the Area Board with an update on the last 7 years of Section 106 agreements in the Malmesbury Community Area.

The report details the following:

1. What is a Section 106 agreement and how are they agreed
2. Summary of money received, money spent and money outstanding
3. How to access funding if there is funding available

1. Background

- 1.1. A request was made by Malmesbury Area Board for an update on the money secured through Section 106 agreements in the Malmesbury Community Area over the last 7 years.
- 1.2. An exercise is currently being carried out to capture all Section 106 agreements in Wiltshire. A Scrutiny Task Group was set up to help monitor the progress made on this work so that the same information can be given to every Area Board. This report provides all the details captured in the Malmesbury Community Area Board.

2. Main Considerations

2.1. What is a Section 106 Agreement?

- 2.1.1. The definition of a Section 106 Agreement is :

“Section 106 (S106 of the Town and Country Planning Act 1990) allows a local planning authority (LPA) to enter into a legally-binding agreement or planning obligation with a landowner in association with the granting of planning permission. The obligation is termed a Section 106 Agreement.

- 2.1.2. These agreements are a way of delivering or addressing matters that are necessary to make a development acceptable in planning terms. They are increasingly used to support the provision of services and infrastructure, such as highways, recreational facilities, education, health and affordable housing”.
- 2.1.3. The Council needs to have robust mechanisms in place to secure funding from developers towards the cost of infrastructure. These mechanisms must be supported by a comprehensive infrastructure planning evidence base, which shows what infrastructure is needed, how much it costs, how it will be funded, and when and how it will be delivered. Presently, the Council uses Section 106 agreements to negotiate developer contributions towards infrastructure from each separate development.
- 2.1.4. The North Wiltshire Local Plan 2011 has a Core Policy on Community Infrastructure. This sets out how the provision for the **directly related** community infrastructure costs of development proposals, appropriate to the scale of that development, will be sought.
- 2.1.5. The Council will examine each development proposal for its need to contribute to the following community infrastructure requirements and negotiate to secure planning obligations or by means of other appropriate methods to secure the requirements identified. The community infrastructure requirements are:

- Affordable housing
- Education, skill training provision and libraries
- Travel and transport infrastructure
- Community buildings and facilities
- Health care provision and social services
- New or improved open spaces
- Leisure, sport and recreation provision
- Waste management and recycling
- Environmental protection and enhancement
- Information Communication Technology infrastructure
- Art in the community

2.1.6. It is unlawful for the Council to spend Section 106 money on anything which is not in accordance with how it is set out in the specific agreement.

2.1.7. Within each agreement there are trigger points for when the money has to be paid to the beneficiary Services. These triggers are often different for each development and are negotiated with the applicants before the agreements are signed. Examples of trigger points could include “payment on completion of the 10th house”, “payment prior to first occupation”, “payment on commencement of development”.

2.1.8. These trigger points are recorded by the s106 Monitoring Officer and actively monitored by the beneficiary Services

2.2. Future policy

The latest Government legislation makes it clear that it intends to revise the current system with the introduction of Community Infrastructure Levy (CIL). This will be a new charge based on the principle of providing infrastructure to support development. In other words, it is a system of pooled contributions that can be spent on infrastructure across a wider area, whereas Section 106 contributions will in future be limited to site specific infrastructure and affordable housing. In time, the current use of Section 106 agreements to collect pooled contributions will be limited because CIL is the Government’s preferred mechanism in this regard. Last communication stated CIL will be mandatory as from April 2014. Malmesbury Area Board has been allocated a 2011/2012 budget of £40,593 for community grants, community partnership core funding and councillor led initiatives.

3. **Section 106 Agreements in the Malmesbury Community Area**

3.1 Appendix 1 sets out all of the Section 106 Agreements in the Malmesbury Community Area secured in the last 7 years.

- 3.2 Table one shows all of the agreements which have secured financial obligations.
- 3.3 Table two shows all of the agreements which have financial obligations which have been secured by condition. This has been separated because for a period of 12 – 18 months between 2007/2008, the former North Wiltshire District Council secured public open space contributions by condition. This was based on advice given at the time from the Council’s Legal Services. However, a Planning Inspectors decision and clarification from the Planning Inspectorate confirmed that this was not appropriate secure contributions in this way. North Wiltshire District Council changed the way it secured obligations from that point but this does mean that any previously agreed by condition may be difficult to enforce if the money is not readily forthcoming.

4 Financial update

- 4.1 In total £985,705 has been secured via a Section 106 legal agreement since 2004. Of this amount, £635,970 has already been received by the Council, leaving £349,735 outstanding.
- 4.2 Of the £349,735, £245,531 is not yet due to be paid due to the development not having been commenced or the appropriate trigger point being met.
- 4.3 Therefore the Council is actively investigating/chasing £104,204 of outstanding Section 106 obligations.
- 4.4 Table two details those obligations secured by condition. The total sum of financial contributions due to the Council is £40,420. Where the trigger points have been met, the contributions are also being actively chased.

5 Access to funding

- 5.1 The Land Adoptions team, who are responsible for the allocation of Section 106 money obtained specifically for public open space, are in the process of contacting all Town and Parish Councils to notify them of any unspent money. Any enquiries relating to this should be sent to landadoptions@wiltshire.gov.uk or contact Stuart Harper from the Land Adoptions team on 01380 734682.

Background documents used in the preparation of this report	North Wiltshire Local Plan 2011
--	---------------------------------

6 Environmental & Community Implications

6.1 There are no Environmental and Community Implications

7 Financial Implications

7.1 Section 106 money must be spent in line with Section 106 Agreement and cannot be used for other projects not related to the development.

8 Legal Implications

8.1 There are no specific Legal implications related to this report.

9 HR Implications

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

10 Equality and Inclusion Implications

10.1 There are no specific Equality and Inclusion implications.

11 Officer Recommendations

11.1 There are no officer recommendations.

Appendices	Appendix 1 – Summary of Section 106 Agreements in the Malmesbury Community Area.
-------------------	--

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

Report Author	Sally Canter, Head of Administration and Technical Support Telephone: 01249 706630 email: sally.canter@wiltshire.gov.uk
----------------------	--

Appendix 1 - Table 1

	Appn No:	Address of site	Parish/ Town	Date Signed:	Proposal:	Section 106 obligation	Total money negotiated	Total Received:	Update position
1	03/01864/OUT	Filands Tetbury Hill Malmesbury	Malmesbury	28/10/04	Demolition of existing school building and carrying out of residential development, layout of open space, improved access, infrastructure and landscaping	£65,000 of which £50,000 on=site play, £5,000 maintenance of play, £10,000 searting / litter bins/public art, £67,160 for ongoing maintenance for public open space	£132,160.00	£132,160.00	Confirmation all monies received and allocated correctly. Equipment has been ordered and Wilts council are liaising with residents association
2	03/01865/OUT	Malmesbury C Of E Primary School , Tetbury Hill, Malmesbury, Wiltshire, SN16 9JR	Malmesbury	30/11/05	Demolition of existing school and residential development	Public Open Space (POS) £25,000	£25,000.00	£25,000.00	£24,990 spent on At Aldhems Mead
3	04/02024/OUT	Brook Farmhouse Great Somerford	Great Somerford	20/12/05	Residential Development (footpath contribution)	Footpath £10,000	£10,000.00	£10,000.00	to be confirmed by highways
4	05/00295/FUL	Malmesbury Swimming Pool Old Alexander Road Malmesbury	Malmesbury	16/05/06	Eighteen New Dwellings Including Associated External Works	Highways £30,000	£30,000.00	£30,000.00	Nothing outstanding. Public open space and play scheme to the value of £63,000 has been provided on site. Highways car parking in the vicinity of Basevi Close

5	05/01081/OUT	Former Lucent Technologies Site, Swindon Road, Malmesbury, Wiltshire, SN16 9NA	St Paul WO/Lea & Cleverton	21/04/06	Mixed-Use Redevelopment Scheme Comprising: Offices, Live/Work Units, Market Housing, Affordable Housing and Restaurant	£150,000 Enhanced Bus service £150,000 Town hall refurbishment £25,000 SUSTRANS £50,000 Skate park	£375,000.00	£375,000.00	£25,000 SUSTRANS not spent - ongoing discussion regarding best use / reallocation of this contribution
6	05/03261/FUL	Land at Braydon Cottage Kent End Ashton Keynes	Ashton Keynes	25/10/07	Eight Dwellings Including Four Affordable Units with Associated Access and Parking	Public Open Space £26,880	£26,880.00	£26,880.00	£2,600 on Millenium Green. £5,070 Bradstone Sports Field. £19,120 available for spend
7	06/02576/FUL	Custom Transformers Ltd , Bristol Road, Malmesbury, Wiltshire, SN16 0DU	Malmesbury	02/05/07	Demolition Of Existing Buildings, Erection of 10 Dwellings With Parking	Public Open Space £17,000	£17,000.00	£0.00	Inspected - development commenced - trigger is 9th dwelling - re-inspect in a few months (as at 12th August 2011)
8	06/02616/FUL	Land adj Dormer Cottage 13 Park Place Ashton Keynes	Ashton Keynes	18/07/08	Erection Of One Dwelling (Revision To 05/02500/FUL)	Public Open Space £6,130	£6,130.00	£6,130.00	Funds available. With Land Adoptions team for spending
9	08/00258/OUT	Eastville Gaston Lane Sherston	Sherston	n/a	Replacement of Existing Dwelling and Erection of Additional Dwelling	Affordable Housing £11000 & Public Open Space by condition	£11,000.00	£0.00	With Affordable Housing to investigate
10	08/00474/FUL	Grassed Area Adj, 16 Easton Square, Sherston, Malmesbury, SN16 0LX	Sherston	15/09/08	Erection of Pair of Semi-detached Properties with Access (revision of 07/02060/FUL)	Public Open Space £8900	£8,900.00	£8,900.00	This money is ringfenced to the outdoor element of the Sherston School project
11	08/00916	Timikell House Crudwell	Crudwll	03/03/08	Erection of detached dwelling. Revision to 07.02802.FUL	Public Open Space £7,300	£7,300.00	£0.00	Inspection reveals development not commenced (as at Aug 2011)

12	08/01342/OUT	Maycroft Filands Malmesbury	Malmesbury	14/07/08	Outline Application for the Erection of Six Dwellings & Six Garages following the Demolition of the Bungalow & Widening of Access (Revision to 07/02412/OUT)	Public Open Space £43,813	£43,813.00	£0.00	Inspected on 16th August and not commenced. Reinspect in 6 months/work with BC on commencments
13	08/01415/FUL	Wayside Sandpitts Lane Sherston	Sherston	24/07/08	Demolition of Existing Garage and Erection of Dwelling	Affordable Housing £26000 Public Open Space £6130	£32,130.00	£0.00	Occupied - Finance investigating receipt prior to unitary. Developer to be asked for contribution if payment not received
14	08/01802/FUL	Manor Farm, Corston, Nr Malmesbury, Wiltshire SN16 0HF	St Paul Malmesbury Without	17/11/08	Conversion, Adaptation & Extension Of Existing Farm Buildings To Provide 5 No New Dwellings - Resubmission	Public Open Space £27,308	£27,308.00	£0.00	Payable prior to first occupation of first dwelling - development not commenced
15	08/02025/COU	52 High Street Malmesbury	Malmesbury	19/08/09	Change Of Use Of First, Second & Third Floors To Two Two-Bedroom Residential Units	Public Open Space £3600	£3,600.00	£3,600.00	To be used in the vicinity of the land. With Land Adoptions team to liaise with Town Council
16	08/02085/FUL	55 Parklands Malmesbury	Malmesbury	n/a	Extension to Create Two Flats and Associated Works - Amendment to 07.02697.FUL	Public Open Space £2,700	£2,700.00	£2,700.00	Not spent - funds available. Land adoptions team to work with Town Council
17	08/02696/FUL	Long Cottage Silver Street Minety	Minety	04/02/09	Dwelling & Access.	Affordable Housing £26,000 Public Open Space £6,100	£32,100.00	£0.00	Payable prior to first occupation - development in progress - actively being monitored. Trigger is prior to first occupation.
18	08/02834/COU	Moravian Church, Oxford Street, Malmesbury, SN16 9AX	Malmesbury	05/05/09	Conversion of Church Hall to Residential Dwelling	Public Open Space £4,400	£4,400.00	£0.00	Occupied - now with the Enforcement team (Allan Brown)

19	09/01117/FUL	2 Athelstan Road Malmesbury	Malmesbury	06/11/09	Amendment to Application 07.02418.FUL - Proposed New Dwelling and Proposed New Access for 2 Athelstan Road Including Single Storey Extension	Public Open Space £1,500	£1,500.00	£0.00	Has been inspected and is built and occupied- currently with Finance for confirmation on monies received prior to unitary
20	09/01394/FUL	4 Morse Close Malmesbury	Malmesbury	15/10/09	Erection of Two Storey Dwelling (Revision to 09/00979/FUL)	Public Open Space £5,800	£5,800.00	£0.00	Development not yet complete
21	09/01399/FUL	Springfiled Dauntsey Road Great Somerford	Great Somerford	08/10/09	Demolition of Existing Dwelling & Garage & Erection of Replacement Dwelling & Garage	Public Open Space £3174	£3,174.00	£0.00	Was inspected in Feb 2011 and was near to completion. Developer to be contacted for contribution
22	09/01890/FUL	The Watershed Chapel Row Luckington	Luckington	12/02/10	Conversion of Property (A1 & B1 Office Use) to Two Bed Dwelling and External Works to Provide Garden Space	Public Open Space £4,200	£4,200.00	£0.00	development not yet commenced
23	09/02226/OUT	East Cottage Burton Hill St Paul Malmesbury Without	St Paul Malmesbury Without	09/12/10	Erection of 8 Two Storey Dwellings, Vehicular Access Roads & Associated Works.	Public Open Space £26,650	£26,650.00	£0.00	Payable prior to first occupation of first dwelling - development not commenced
24	10/01162/FUL	Church Farm Coach House Wheatsheaf Lane Oaksey	Oaksey	20/05/11	Conversion of Redundant Former Dwelling & Barn to Form 2 Residential Dwellings (Renewal of 07.00175.FUL)	Public Open Space £4,360	£4,360.00	£0.00	Payable prior to first occupation - monitoring to commence at end of 2011
25	10/01565/FUL	Land adj Windwhistle Sawyers Hill Minety	Minety	17/02/11	Erection of Detached Dwelling (Variation to 09/00367/FUL)	Public Open Space £4,200	£4,200.00	£0.00	Payable prior to first occupation - monitoring will commence end of 2011
26	10/02147/FUL	75 Parklands Malmesbury	Malmesbury	02/03/11	5 x new dwellings, open space and assoc works	Public Open Space £10,500	£10,500.00	£10,500.00	With Land Adoptions team for spending.

27	10/02174/FUL	Coombe Green Farm, Lea, Malmesbury, Wiltshire, SN16 9PF	Lea & Cleverton	26/08/10	Conversion, Extension, Alteration & Rebuild of Existing Barn to Form Single Dwelling	Public Open Space £5,100	£5,100.00	£5,100.00	With Land Adoptions team for spending
28	10/02232/FUL	The Haywoods The Street Lea	Lea & Cleverton	22/12/10	Construction of a New Dwelling and Detached Garage Within Grounds of Existing Property; Improve Existing Drive To Provide Shared Access	Affordable Housing £26,000	£26,000.00	£0.00	Being investigated by Affordable Housing team
29	10/02581/FUL	Kinfiled Bremilham Road Malmesbury	Malmesbury	18/05/11	Two New Dwellings	Public Open Space £11,600	£11,600.00	£0.00	To start monitoring early 2012. Trigger is prior to first occupation
30	10/03075/OUT	Southmead, Upper Minety, Malmesbury, Wiltshire, SN16 9PR	Minety	13/12/10	Erection of Detached Dwelling and Garage Following Demolition of Existing Outbuilding	Affordable Housing £26000 POS £7400	£33,400.00	£0.00	Payable prior to first occupation - monitoring will commence end of 2011
31	10/03295/FUL	The Hawthornes Old Alexander Road Malmesbury	Malmesbury	17/02/11	Demolition of Bungalow and Outbuildings and Construction of Two Pairs of Semi Detached Houses, Detached House and Garage and Associated Works.	£27,800.00	£27,800.00	£0.00	Payable prior to first occupation - start monitoring early 2012
32	10/03739/FUL	Glen Avon, Hornbury Hill, Minety, Wiltshire, SN16 9QH	Minety	20/05/11	Demolition of Existing Dwelling & Erection of 8 Dwellings, Vehicular & Pedestrian Access, Parking & Landscaping (Resubmission of 10/00426/FUL)	Affordable Housing £26000	£26,000.00	£0.00	Being investigated by Affordable Housing team
Total							£985,705	£635,970	

MALMESBURY AREA BOARD
7 SEPTEMBER 2011

COMMUNITY ASSET TRANSFER - CRUDWELL MEMORIAL GARDEN

Executive Summary

This report deals with an application for the transfer of Crudwell Memorial Garden to Crudwell Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by Crudwell Parish Council for the transfer of Crudwell Memorial Garden located at The Street, Crudwell (see map attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

The Area Board is recommended to:

1. Approve the transfer conditional on:
 - Officers ensuring that all necessary access to the site is ensured to enable the council and other agencies to fulfil their statutory duties, and
 - A review and amendments are made to the land required by the council (to be designated as highway) to identify whether the land currently known as the Memorial Gardens, Crudwell is surplus to the council's requirements.

Miranda Gilmour
Malmesbury Area Community Area Manager

MALMESBURY AREA BOARD
7 SEPTEMBER 2011

COMMUNITY ASSET TRANSFER
CRUDWELL MEMORIAL GARDEN, THE STREET, CRUDWELL

Purpose of Report

1. The Area Board is asked to consider an application submitted by Crudwell Parish Council for the transfer of Crudwell Memorial Garden located at The Street, Crudwell (see map attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

6. The application from Crudwell Parish Council is attached at Appendix 2 and relates to the transfer of Crudwell memorial Garden, The Street, Crudwell.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the

Area Board.

8. The Community Areas Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application.

The views of Council officers

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
10. Council records show the whole area under discussion is owned by Wiltshire Council and designated as highway.
11. Officers are of the opinion that when this land was purchased for road improvements, it is possible that some land was surplus to highway requirements and should not have been designated a highway.
12. A review will be undertaken by the highways department to agree their requirement and, subject to the outcome of this review, an amendment may be made to the records.
13. If following any amendment there is land surplus to the highways requirements, then it may be possible to transfer this to Crudwell Parish Council.

Main issues for consideration by the Area Board

14. Crudwell Parish Council have for the last twenty years maintained and improved the area of land know as the Crudwell memorial Gardens for the benefit of local people
15. The views of all households in the parish have been sought and the divisional counsellor is supportive of this application.
16. Maintaining access to the Swill Brook by the council and other services will be essential (particularly in light of historic flooding problems) as will access to any drains within the Memorial Gardens.

Recommendation

17. Having carefully considered the application and the views of Council officers, the Area Board is invited to

Approve the transfer conditional on:

- Officers ensuring that all necessary access to the site is ensured to enable the council and other agencies to fulfil their statutory duties, and

- A review and amendments being made to the land required by the council (to be designated as highway) to identify whether the land currently known as the Memorial Gardens, Crudwell is surplus to the council's requirements.

MIRANDA GILMOUR

Malmesbury Area Board Manager

Home Office: 01672 515742

Mobile: 07990 505882

email: miranda.gilmour@wiltshire.gov.uk

Report to	Malmesbury Area Board
Date of Meeting	7 September 2011
Title of Report	Parish and Town Council Engagement 2011

Purpose of Report

To request that the area board consider:

1. Information about two 'Tea and Talk' sessions provided for town/parish councils in May and June 2011
2. Whether 'Tea & Talk' sessions should be offered to parish/town councils in 2012.
3. Whether a special event should be arranged for all town/parish councils to enable them to discuss planning issues, to discuss local concerns and obtain advice. This might be coupled with a council officer from Economic Development if parish/town councils though this would be beneficial.

1. Background

- 1.1. Two, 'Tea and Talk' sessions were offered to parish and town councils on 23 May and 6 June 2011, to enable them to raise any issues of concern about the area board with the community area manager.
- 1.2. Following consultation with the parish/town councils there was a request for a presentation about Section 106 processes and Public Open Space to be provided.

Background documents used in the preparation of this Report	Notes from the two 'Tea and Talk' meetings (which have been distributed to all those people attending the meetings)
--	---

2. Main Considerations & Officer Recommendations

2.1. Tea & Talk

- 2.1.1. Thirteen parishes attended the two events including Malmesbury town council and Ashton Keynes, Lea & Cleverton, Hankerton, Crudwell, Dauntsey, Oaksey, Little Somerford, Great Somerford, Brinkworth, Luckington & Alderton, Sherston and Brokenborough parish councils. A representative from Malmesbury and Village Community Area Partnership also attended each session.
- 2.1.2. Section 106 and Public Open Space was discussed as well as Service Delegation and Community Asset Transfer. Information provided by officers was considered useful and it allowed an opportunity to share experiences and ask questions.
- 2.1.3. Because of the interest in the chosen topic there was little opportunity to discuss general area board concerns. Concerns were however expressed about the appointment of a young person to the area board and lack of support at the Malmesbury and Villages Community Area partnership AGM. Positive feedback included the huge improvement in the PA system used at area boards and the opportunity to use the voting handsets. There was a feeling that presentations could still be improved and attention to time keeping was important.
- 2.1.4. With over half the parishes being represented, it would appear that this annual event remains useful. It would be valuable to discover from parish/town councils whether a theme for next year would be useful and if so ideas should be suggested throughout the year to the Community Area Manager in order that the most popular theme could be chosen for 2012.

2.2. Special Planning Event

- 2.2.1. Some parishes in the northern part of the Malmesbury community area have recently expressed a desire to have a question and answer session with a senior planning officer. The purpose would be to better understand the rules relating to planning applications, appeals and enforcement.
- 2.2.2. Boundary issues would be useful to be discussed; linked to decisions made by

Gloucester County Council and the Cotswold District Council.

2.2.3. Information about what parishes can do differently to have an influence over the planning permission would be helpful. These might include the village envelope, tourism development, conservation areas, building materials, how local surveys should be undertaken when a matter is of concern occurs, if it is to have an impact under the 'Localism' model.

2.2.4. About 12- 18 months ago an enforcement training session was hosted by the area board prior to one of their meetings. A similar event might be offered with a planning theme, either hosted by the area board or one of the parish councils at a time and venue to suit them.

2.2.5. If a single event were to be offered to all parishes within the Malmesbury community area it would more cost effective. Further clarification about the content of the session would also be helpful to ensure officers were meeting the needs of the parish/town council representatives attending.

3. Environmental & Community Implications

3.1. Addressing community concerns contribute to the improvement of community wellbeing in the area, the extent and specifics of which will be dependent upon the specific concern.

4. Financial Implications

4.1. There are no financial implications relating directly to this report.

4.2. Should additional funding be required to host a special meeting for parish/town councils, this would be requested form the area board budget.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1 The opportunity for parish/town councils to engage with Wiltshire council officers in an informal manner provides an equal opportunity to identify and seek assistance to address their concerns.

Unpublished documents which have been relied upon in the preparation of this report include notes taken at the two 'Tea & Talk ' sessions, which have been sent to all who attended and are available on request.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
----------------------	---

MALMESBURY COMMUNITY AREA BOARD MEETING – 7 SEPTEMBER 2011

Initial feedback on comments received through the draft Wiltshire Core Strategy Consultation relating to the Malmesbury Community Area.

The consultation on the draft Wiltshire Core Strategy Consultation Document closed on the 8th August 2011. Officers are currently analysing the responses to the consultation. A full report of the responses and actions arising from those responses will be available once a full analysis has been made of all responses. The outcomes from this will inform the next draft of the Core Strategy for Wiltshire. The table below provides an early indication of some of the key responses and issues identified to date. **Please note the consultation responses are still being assessed and this provides only an indication of comments to date.**

General theme	Summary of consultation responses processed to date
Settlement hierarchy	<ul style="list-style-type: none"> • The methodology for identifying the Market Towns takes into account the facilities in the settlement but fails to consider its size or geographical constraints. Malmesbury is smaller than other towns and placing it in this category raises an expectation of significant growth. Malmesbury seems to have a disproportionate amount of development compared to other market towns. • The boundary of the town of Malmesbury should be clearly defined. • There is a lack of guidance for development outside of the town of Malmesbury.
Transport and infrastructure	<ul style="list-style-type: none"> • Any new housing development should be phased to ensure that existing infrastructure is upgraded and new infrastructure is delivered early. • Will the proposed new homes be delivered alongside new schools; improved bus services; road improvement schemes; a train station; improvements to the local hospital and health care facilities? • The existing primary school in the town is practically at capacity. Any new housing development will exacerbate this issue. • More clarity should be presented in the plan to explain how traffic and congestion issues will be addressed. Terms such as “traffic demand management” do not provide the detail required to judge effectiveness. • Development should fully fund the necessary infrastructure. Wiltshire is a desirable place to live due to its historic built environment and landscape. Part of the Community Infrastructure Levy should be allocated to looking after these characteristics. • Expansion on the outskirts of the town has put pressure on education provision and other infrastructure without commensurate benefit to local retailers and recreation providers because people commute out of the town.
Employment provision	<ul style="list-style-type: none"> • Support for the diversification of the employment base. • There should be more clarity on the amount of employment land that should be identified in the town. • The level of employment growth proposed is not in line with the level of housing proposed.

23 August 2011

<p>Housing numbers and housing development proposals</p>	<ul style="list-style-type: none"> • In general terms, the comments received suggest that Malmesbury faces a significant challenge in terms of the level of proposed new housing. • The level of new housing proposed for Malmesbury is too high and infrastructure provision is not fully addressed. It has been asked why the overall housing figure for Wiltshire has reduced (44,000 to 37,000 dwellings) and yet the figure for Malmesbury town has increased (730 to 760 dwellings) and the figure for the community area has increased (1100 to 1200 dwellings)? At the exhibition this increase in the housing target was not supported and not considered to be adequately justified. • Malmesbury Town Council state that the housing requirement for Malmesbury is flawed. There is no relationship between the number of extra homes proposed (32.4%) and the projected population growth in the community area (12.9%). The town primary schools are at capacity and it is not sustainable to make village schools viable by sending pupils from the town to them. As there are no plans to deliver essential infrastructure in line with core policy 2 there should be no additional housing delivered in the town during the plan period. • The process of forecasting the need for new housing on the basis of population is flawed. • There are a number of empty homes on the Filands estate. Why is nothing seemingly being done to balance the need for new homes with a clear process of addressing the number of empty homes within the town? • In accordance with PPS3, more should be done to re-use brownfield land before greenfield sites are identified and released for new development. • The proposed new development quanta must be phased in order to address existing infrastructure concerns, for example, schools provision. • A clear assessment of affordable housing need within the town should be provided. In addition, consideration should be given to what constitutes 'affordable' housing – experience suggests that the term is generally used to describe cheap and badly designed properties. • The mistakes of the past should not be allowed in the future. The existing development at Filands is considered to be poorly designed and laid out. • If necessary further housing development should be of high quality design. • It was suggested that housing development should be phased over three time periods rather than the proposed two (2006-2016 and 2016-2026).
<p>Town centre</p>	<ul style="list-style-type: none"> • There is a lack of retail provision, including convenience retail, on the high street. There is a lack of competition amongst convenience retail providers. • There is a lack of free parking in the town centre.

MALMESBURY AREA BOARD

Please note: all items are provisional and subject to change

Date	Cabinet Member Attending	Location	Provisional Agenda Items (including officer contact details)
9 November 2011	Councillor Jane Scott - Leader	Crudwell Village Hall	Community Area Grants will be considered.
18 January 2012	To be confirmed	Malmesbury Town Hall	Community Area Grants will be considered.
7 March 2012	Councillor John Noeken - Resources	Crudwell Village Hall	Community Area Grants will be considered.

Community area manager: Miranda Gilmour (miranda.gilmour@wiltshire.gov.uk)

Democratic services officer: Alexa Smith (alexa.smith@wiltshire.gov.uk)

Service director: Jacqui White (jacqui.white@wiltshire.gov.uk)

