

## AGENDA

**Meeting:** MALMESBURY AREA BOARD  
**Place:** Crudwell Village Hall, Tetbury Lane, Crudwell SN16 9HB  
**Date:** Wednesday 4 July 2012  
**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.

**Refreshments, networking opportunities and a display stand regarding Wiltshire Community Bank will be available 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](mailto:alexa.smith@wiltshire.gov.uk)

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

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

Press enquiries to Communications, on 01225 713114 / 713115.

---

### Wiltshire Councillors

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

Cllr Carole Soden, Minety  
Cllr Toby Sturgis, Brinkworth

	<b>Time</b>
<p>1     <b>Appointment of Area Board Chairman</b></p> <p>To appoint a Chairman for the municipal year 2012/13.</p>	<p><b>7.00 pm</b></p>
<p>2     <b>Appointment of Area Board Vice Chairman</b></p> <p>To appoint a Vice Chairman for the municipal year 2012/13.</p>	
<p>3     <b>Appointments to Outside Bodies and Working Groups</b> (<i>Pages 1 - 12</i>)</p> <p>To confirm memberships of outside bodies related to Malmesbury Area Board:</p> <p>Malmesbury Activity Zone Leisure Centre Advisory Committee – Councillor Killane  Malmesbury and Villages Community Area Partnership – all four Councillors to take it in turns to attend meetings  Malmesbury Community Trust – Councillor Soden and Councillor Thomson  Youth Advisory Group – Councillor Killane and Councillor Thomson</p> <p>To confirm membership and terms of reference of the Community Area Transport Group and membership of the Cowbridge Working Group.</p>	
<p>4     <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<p><b>7.10 pm</b></p>
<p>5     <b>Apologies for Absence</b></p>	
<p>6     <b>Minutes</b> (<i>Pages 13 - 22</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 9 May 2012.</p>	
<p>7     <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests or dispensations granted by the Standards Committee.</p>	
<p>8     <b>Chairman's Announcements</b> (<i>Pages 23 - 28</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> <li>• Dog fouling</li> </ul>	<p><b>7.20 pm</b></p>

	<ul style="list-style-type: none"> <li>• Paths for communities – grant for parishes</li> <li>• The Localism Act</li> <li>• Car parking update and information.</li> </ul>	
9	<p><b>Partner Updates</b> (<i>Pages 29 - 36</i>)</p> <p>To receive updates from the following partners:</p> <ol style="list-style-type: none"> <li>Wiltshire Police (attached)</li> <li>Wiltshire Fire and Rescue Service (attached)</li> <li>NHS Wiltshire (attached)</li> <li>Malmesbury and the Villages Community Area Partnership (attached)</li> <li>Town and Parish Councils</li> <li>Young people</li> <li>Malmesbury and District Chamber of Commerce.</li> </ol>	7.30 pm
10	<p><b>Network Rail Swindon to Kemble Presentation</b></p> <p>Ross Mahoney, Project Manager from Network Rail, will give a presentation regarding the redoubling of line between Swindon and Kemble. This will be followed by a short question and answer session.</p>	7.40 pm
11	<p><b>Informal Adult Education in Wiltshire</b></p> <p>To consult the area board regarding the future provision of informal adult education in Wiltshire.</p>	8.05 pm
12	<p><b>Cabinet Representative - Councillor Stuart Wheeler</b></p> <p>Councillor Stuart Wheeler will provide a short overview of his responsibility for campus development and culture (including leisure, sport and libraries). There will then be the opportunity to ask Councillor Stuart Wheeler questions.</p>	8.20 pm
13	<p><b>Community Issues Update</b> (<i>Pages 37 - 44</i>)</p> <p>The Community Area Manager will provide a summary of current community issues and the area board will agree those to be closed.</p>	8.30 pm
14	<p><b>Community Area Transport Group Update</b> (<i>Pages 45 - 56</i>)</p> <p>The area board will be asked to approve the recommendations of Malmesbury Community Area Transport Group.</p>	8.40 pm
15	<p><b>Area Board Funding</b> (<i>Pages 57 - 66</i>)</p> <p>Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received:</p> <ol style="list-style-type: none"> <li>Charlton Recreation Centre - seeking £4,000 towards the</li> </ol>	8.50 pm

kitchen refurbishment, conditional on the balance of funding being in place.

- b. Minety Village Hall – seeking £811 towards driveway, height limiting barrier, hearing loop and flooring, conditional on the balance of funding being in place.

This item will include a request for approval for core funding to MVCAP covering the financial year 2012/13 (see separate report).

16 **Evaluation and Close**

**9.00 pm**

**Future Meeting Dates**

Wednesday, 5 September 2012

7.00 pm

Sherston Village Hall, High Street, Sherston SN16 0LQ

Wednesday, 7 November 2012

7.00 pm

Malmesbury Secondary School

Wednesday, 16 January 2012

7.00 pm

Malmesbury Town Hall

Malmesbury Area Board  
04 July 2012

---

**Appointments to Outside Bodies and working groups 2012/13**

**1. Purpose of the Report**

- 1.1. To note the appointments to Outside Bodies and Working Groups as set out at Appendix A, which will continue for the forthcoming year 2012/13, unless the Board wishes to make any changes.

**2. Background**

- 2.1. The Area Board appointed to Outside Bodies at its inaugural meeting in 2009. These appointments will continue for the duration of Councillors' current terms of office, unless the Board determines otherwise.
- 2.2. Similarly, other appointments have been made to Working Groups, such as the Community Area Transport Group (CATG). These appointments will also continue until 2013.

**3. Main Considerations**

- 3.1. All Area Boards have appointed Community Area Transport Groups (CATGs), which operate as informal working groups making recommendations to the Area Board for approval. Terms of reference are set out at Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget to Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended
- 3.2. Some Area Boards have also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly, these Groups have been established as part of the Council's corporate programme for Campuses, and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other Working Groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

**4. Financial and Resource Implications**

- 4.1. None.

## **5. Legal Implications**

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

## **6. Environmental Impact of the Proposals**

- 6.1. None.

## **7. Equality and Diversity Implications**

- 7.1. None.

## **8. Delegation**

- 8.1. Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2. The appointment of Councillors to working groups operating under the Area Board is a matter for the Area Board to determine.

## **9. Recommendation**

- 9.1. The Area Board is requested to:
  - a. note the appointments to Outside Bodies as set out at Appendix A, and to agree any changes required.
  - b. agree to reconstitute the Working Group(s), and to agree to re-appoint to Working Group(s) as set out at appendix B
  - c. note the Terms of Reference for the Working Group(s), as set out at Appendix C.

### Report Author:

Alexa Smith  
Democratic Services Officer  
01249 706610  
alex.smith@wiltshire.gov.uk

---

Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

This page is intentionally left blank



Appointed By	Outside Body Title ( A to Z )	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Rep
Area Board - Malmesbury	Malmesbury Activity Zone Leisure Centre Advisory Committee	Centre funded by council so representation is important	Leisure provision for the whole Malmesbury community	Quarterly meetings	No	1 member + 1 officer	Cllr Simon Killane
Area Board - Malmesbury	Malmesbury and Villages Community Area Partnership	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally every 6 weeks	No	1	All 4 members would take it in turns to attend meetings - Cllr Simon Killane, Cllr Carole Soden, Cllr Toby Sturgis, Cllr John Thomson
Area Board - Malmesbury	Malmesbury Community Trust	Trust deed states that two WCC reps appointed by Dir of Social Services	Help and assistance to elderly	Four meetings per annum	Yes	2	Cllr Carole Soden and Cllr John Thompson
Area Board - Malmesbury	Malmesbury Youth Advisory Group	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Simon Killane and Cllr John Thomson

This page is intentionally left blank

## **Appointments to Working Groups** **Malmesbury Area Board**

### Community Area Transport Group:

- Cllr John Thomson
- Cllr Carole Soden
- Cllr Toby Sturgis
- Cllr Simon Killane
- A representative from each ward and a representative from Malmesbury and the Villages Community Area Partnership; Ellen Blacker (Dauntsey Parish Council), John Marsh (Ashton Keynes Parish Council) Martin Rea (Sherston Parish Council and M&VCAP) and Catherine Doody (Malmesbury Town Council)
- Martin Rose - Principal Highway Engineer
- Spencer Drinkwater - Principal Transport Planner
- Malcolm Beaven - Area Highway Engineer
- Miranda Gilmour - Malmesbury Community Area Manager.

### Cowbridge Working Group:

- Cllr John Thomson
- Cllr Simon Killane
- Caroline Pym - St Paul Malmesbury Without Parish Council
- Steve Cox and Kim Power - Malmesbury Town Council
- Peter Gilchriest - Malmesbury and the Villages Community Area Partnership
- John Gundry - Malmesbury Residents' Association
- Barry Dent - Malmesbury Civic Trust
- Miles Cross and Heather Newton-Lewis - Cowbridge residents
- Alistair Millington - Sustrans.

This page is intentionally left blank

**COMMUNITY AREA TRANSPORT GROUP (CATG)**

**TERMS OF REFERENCE**

**Membership of the CATG**

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

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

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

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

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

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

**Appointment of CATG Members**

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

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

**Media Relations**

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

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

### **Meetings**

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

### **Terms of Reference**

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

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

**Terms of Reference**

1. Small scale transport schemes – discretionary funding

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

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

*(Cabinet Member Decision HT-021-10)*

2. Small scale transport schemes – substantive funding

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

*(Cabinet Member Decision HT-026-11)*

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HT-023-11)*

4. C & UC roads speed limit review

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

*(Cabinet Member Decision HT-027-11)*

5. Waiting restrictions

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

*(Cabinet Member Decision HT-031-11)*

6. Other decisions

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



# MINUTES

**Meeting:** MALMESBURY AREA BOARD  
**Place:** Brinkworth Village Hall, The Street, Brinkworth SN15 5AE  
**Date:** 9 May 2012  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

---

Please direct any enquiries on these minutes to:

Alexa Smith (Democratic Services Officer) Tel: 01249 706612/Email: alexa.smith@wiltshire.gov.uk, Tel: 01249 706610 or (e-mail) [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

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

---

## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

David Ashdown, Technical Support Officer  
Miranda Gilmour, Community Area Manager  
Alexa Smith, Democratic Services Officer  
Jacqui White, Service Director Business Services

### **Town and Parish Councillors**

Malmesbury Town Council – Aimee Frankham and Andrew Woodcock  
Brinkworth Parish Council – John Beresford  
Crudwell Parish Council – Ian McKay  
Dauntsey Parish Council – Ellen Blacker  
Lea & Cleverton Parish Council – John Cull  
Minety – Graham Thorne  
Oaksey – Robin Rogers  
St Paul Malmesbury Without Parish Council – Roger Lee

### **Partners**

Police – Sergeant Martin Alvis and Inspector Chris Martin  
Gazette and Herald – V Ashford  
Malmesbury and Cricklade Sure Start Children's Centre – Deborah Skilton

Malmesbury and the Villages Community Area Partnership – Mark Allen  
Wiltshire and Gloucestershire Standard – Tina Robins  
Wiltshire Involvement Network – Martin Fortune

**Total in attendance: 28**

---

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone present to Brinkworth Village Hall. The councillors and officers introduced themselves to the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Paul Baker (Chamber of Commerce), Su Bishop, Bill Blake (Malmesbury Town Council), Gareth Brown (Youth Development Co-Ordinator), Andy Donald (The Activity Zone), Barbara Gray (Events and Sponsorship Manager), Chloe Harris-Alba (Wiltshire Assembly Youth/UK Youth Parliament), George Lynham (Luckington and Alderton Parish Council), John Marsh (Ashton Keynes Parish Council), Terry Mockler (Hankerton Parish Council), Tony Pooley (Little Somerford Parish Council), Ray Sanderson (Malmesbury Town Council), Bob Tallon (Brokenborough Parish Council), John Tremayne (Easton Grey Parish Council), Sarah Weld (NHS Wiltshire), Mark Wilkins (Charlton Parish Council) and Ian Woods (Ashton Keynes Parish Council).</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 7 March 2012 were approved and signed as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman first explained that due to insufficient information available prior to the meeting, item 7 'Informal Adult Education in Wiltshire' would be postponed and brought back to a future area board meeting. In the meantime, information was available on the Wiltshire Council website.</p> <p>The Chairman provided information about the review of mini recycling sites and household recycling centre opening hours, given the new improved waste and recycling collection services in Wiltshire, as in the agenda pack.</p> <p>He urged parishes to respond to the polling station review if they wanted to keep and comment on their existing polling stations or to put forward alternative venues. Please go to the Wiltshire Council website for further information.</p> <p>He also asked parishes to respond to the rural facilities survey, which helped to create a picture of how the services and amenities available to rural communities changed over time. The results would be analysed for all twenty of</p>

	<p>Wiltshire's community areas and an overview report published in autumn. The results would also feed into the Joint Strategic Assessment for Wiltshire.</p> <p>The Paths Improvement Grants Scheme was a hugely exciting opportunity to help improve access to the countryside or to create new links between settlements in the local area. In 2012 around £60,000 would be made available for community led projects. Please contact our Rights of Way and Countryside Team if you had an idea for a scheme; michael.crook @wiltshire.gov.uk or 01225 713349.</p>
6	<p><u>Partner Updates</u></p> <p>Councillor Sturgis opened this item by providing a short update about the Queen's Diamond Jubilee celebrations in Salisbury and the Malmesbury jousting tent. The Queen visited the county on 1 May and the visit had been a great success. Councillor Sturgis thanked Catherine Doody and the Malmesbury town councillors for all their hard work in organising the tent, which had been visited by both the Queen and the Duke of Edinburgh, who had shown particular interest in some arrowheads, Tracklements preserves and local lace making. 15,000 people in total had welcomed the Queen to Salisbury Cathedral Close.</p> <p>The Chairman then introduced Martin Fortune from the Wiltshire Involvement Network (WIN). Martin explained that WIN aimed to make sure the voices of health and social care users were heard. An event was being held on Saturday 26 May from 10.30 am - 3.30 pm at Devizes Corn Exchange when carers and help to live at home would be discussed. More information was available on the website: <a href="http://www.wiltshireinvolvementnetwork.org.uk/">http://www.wiltshireinvolvementnetwork.org.uk/</a>.</p> <p>The Chairman then noted the written updates from partners included in the agenda pack.</p> <ol style="list-style-type: none"> <li>a. The written update from Wiltshire Police was noted. Sergeant Martin Alvis added the team were to have a new member of staff in PC Graham Mclaughlin. A question was asked about whether mobility aid users were required to undertake training. Sergeant Alvis confirmed training was not required by law at present. The Independent Living Centre in Semington had a range of mobility aids that could be trialled by potential users and they were working towards having a training programme. A second question was asked about the Guildhall Bar in Malmesbury. An appeal regarding this premises had been lodged and a hearing was pending.</li> <li>b. A more recent update from Wiltshire Fire and Rescue Service was circulated at the meeting, please find attached to the minutes. The importance of having and checking a carbon monoxide alarm and being aware of carbon monoxide on holiday too was underlined in light of the recent death of a young person on a camping holiday in Shropshire after taking a disposable barbeque into a tent to keep warm overnight.</li> </ol>

	<p>c. The written update from NHS Wiltshire was noted. The Chairman explained that you would receive information through the post about an opt-out Summary Care Record. This was a record of basic medical information which could be accessed by health staff, for example if you were in an accident in an area in which you did not live. The Chairman also drew attention to the deadlines in the agenda pack regarding new cases which required assessment of eligibility for NHS continuing healthcare funding.</p> <p>d. The written update from Malmesbury and the Villages Community Area Partnership was noted. The walks group had received over £3,000 from the charity fund of the outgoing Mayor, Steve Cox, for which they were very grateful. With regards to a community hub in Malmesbury, MVCAP were working with the YMCA to create a hub and a youth café. A successful sale had been held in April to fundraise for the project. MVCAP had joined the 'Action for Market Towns' national organisation and felt the information provided would perhaps be useful for Malmesbury Town Council or the Chamber of Commerce, please get in touch if you would be interested.</p> <p>e. An update about the Sherston Old School Project was circulated at the meeting, please find attached to the minutes. The project was now complete and the fundraising team were addressing the small shortfall of £10,000. They now had tenants for the whole building and the project would be self financing, with no cost to Sherston precept payers. Martin Rea confirmed the meetings of the group were open meetings.</p> <p>The Chamber of Commerce had a Business to Business event coming up on Tuesday 12 June. They were supporting Malmesbury Carnival and the scarecrow trail in the town. The Chamber was working with Malmesbury Town Council on conducting a retail survey of the town. The Chairman expressed his support for this initiative. He had spoken to Alistair Cunningham, Service Director for Economy and Enterprise, and Wiltshire Council were investigating having a retail survey done for all market towns in the county and whether this could be funded by central Government. As lead member for area boards, the Chairman had also asked for economic wellbeing to be considered as part of the Joint Strategic Assessments in future.</p>
<u>Late WF&amp;RS report</u>	
7	<p><u>Informal Adult Education in Wiltshire</u></p> <p>As explained in the Chairman's announcements item, this item was postponed until further information was available.</p>
8	<p><u>Community Issues Update</u></p> <p>The Community Area Manager reminded the meeting of the community issues process. Please log a community issue if a problem issue was 'sticky' and not solved by the usual Wiltshire Council service or your parish council. The</p>

	<p>Community Area Manager explained that issues on the report were grouped by subject rather than by the date they were received. She added that she would collate related issues for the report in future for easier reference.</p> <p>Councillor Killane explained that Westlea had prepared a planning application regarding Newton Grove. Inappropriate parking had been causing access problems for vulnerable residents at Glovers Court. Malmesbury Area Board and the Town Council were supportive of proposed changes to improve the situation and these were being put forward to Dick Tonge, Cabinet Member for Highways and Transport, to make a decision.</p> <p>Members of the area board were invited to close two issues and refer three to the Malmesbury Community Area Transport Group (CATG).</p> <p><b><u>Decision</u></b>  <b>The area board would close the following issues:</b>  <b>Issue 2066 – lighting failures on Filands estate, Malmesbury - this issue had been resolved by Persimmon Homes who remained responsible for the development.</b></p> <p><b>Issue 1226 - enable car parking on grass on corner of Burnham/Hudson Road – conversion was likely to be problematic as the land used to be a former church yard. Costs would fall to the Town Council should they wish to pursue this issue.</b></p> <p><b><u>Decision</u></b>  <b>The area board would refer three issues to the Malmesbury Community Area Transport Group scheme, as per the report included in the agenda pack (Issues 2268, 2236 and 2232 – regarding speeding and HGVs in Leigh).</b></p>
9	<p><b><u>Outcomes from the 'Moving Forward' Event</u></b></p> <p>Miranda Gilmour, the Community Area Manager, spoke about the 'Moving Forward' event. This was held in February 2012 hosted by Malmesbury Area Board and MVCAP to examine evidence based information and agree actions to take forward.</p> <p>Miranda explained that eight themes for improvement in the local area had been discussed at the event, as below:</p> <p><b>Community Safety</b> – a top priority was to encourage and support parental social responsibility regarding driving, alcohol and drug use.</p> <p><b><u>Decision</u></b>  <b>Malmesbury Area Board would support an event to show the Safe Drive Stay Alive road safety programme in the community area for anyone who was interested to be able to watch it.</b></p>

A Fire Ambassadors Scheme would be investigated to include advice about fuel poverty although this might be able to be carried out by people already going into other people's homes, for example home visits by Wiltshire Fire and Rescue Service.

Concerns had been raised regarding Malmesbury retaining its level of policing given its reputation as a safe area to live. Sergeant Martin Alvis commented that it was important the community continued to help itself, for instance through Community Speed Watch and Neighbourhood Watch. People should talk to their neighbours to solve smaller issues before turning to Wiltshire Police/Council.

It was important for parents and guardians to know where their young people were on an evening as policing minor anti social behaviour took up a lot of time.

### **Decision**

**Wiltshire Police would link with Malmesbury School and Neighbourhood Watch to contact parents and guardians to underline the need to take responsibility for their young people and know their whereabouts as much as possible.**

**Arts, Leisure and Culture** – Malmesbury leisure centre planned to carry out a survey of non centre users during the autumn to see how they could encourage greater use. The Chairman hoped that local groups would be supportive of the survey.

There was the desire to develop more joint working between Malmesbury Library and the Athelstan Museum.

The benefits of keeping people of all ages physically and mentally active were discussed. It was commented that walking routes in the community area would help. Great Somerford was one of the first places to receive funding from the Paths Improvement Grants Scheme to create a circular route which was now very well used. The idea of having a 'dog park' in Malmesbury was being looked in to by Malmesbury Town Council. Stephen Leonard, Rights of Way Warden, was thanked for his good work improving access for walkers to the countryside. It was highlighted that individuals could also make a difference by getting out and helping, for example cutting back overhanging branches, themselves.

**Health and Wellbeing** – Equality and access to services were issues. MVCAP had agreed to look into a University of the Third Age to help to keep people's minds alert. It was pointed out that the WEA ran a range of courses in Sherston and Hullavington. Inviting older people into schools at lunch time for company and a hot meal was seen as a good idea, especially in the winter months. Dauntsey Parish Council invited the Chairman to attend their luncheon club after a few trials had taken place and this was agreed.

**Transport** – a big issue in the rural area. Informal car share schemes and

thinking of other people when making car journeys could make a significant difference. Wiltshire Council had a freight team and would look into any freight and HGV issues. Please raise these through the usual community issues system. The condition of the roads was also spoken about.

**Decision**

**The condition of local roads would be an item for discussion at a future Malmesbury Area Board meeting.**

**Housing** – many changes regarding rural housing and the housing allocations process were taking place and the Wiltshire Council housing team would be visiting all area boards in the county when more information was available.

**Decision**

**Housing issues would be an item for discussion at a future Malmesbury Area Board meeting.**

**Children and Young People** – there were issues related to mental health and wellbeing of children and young people, transport related to NEETs (young people Not in Education, Employment or Training) and providing integrated services for young people.

**Decision**

**The Community Area Manager would work with the Extended Schools Co-Ordinator, to look into issues related to children and young people in the Malmesbury Community Area.**

**Economy, Jobs and Skills** – Malmesbury had bid for funding to improve the town from the Portas pilot scheme. The first round of outcomes from this would soon be available. The Chamber of Commerce were looking into how they could take forward some of Portas' ideas. The Chairman reported that broadband improvements were in hand and contracts were going out to tender. This would help to support working from home.

**Environment** – raising awareness about the rural environment and water quality, promoting sensible energy consumption and improving recycling, especially for businesses, were concerns to work on. Councillor Sturgis explained that council tax payers had been subsidising businesses with regards to their waste collection services. Commercial charges had now to be reset to recoup losses and reflect their true cost.

**Decision**

**The environment would be an item for discussion at a future Malmesbury Area Board meeting, with representatives from Wiltshire Wildlife Trust and the Environment Agency invited to the meeting to promote a better understanding of what the area board could do.**

10

Community Area Transport Group Update



	<p>The Community Area Manager informed the area board that the Community Area Transport Group had agreed the first phase of Speed Indicator Device sites based on criteria from the road safety team (though some sites may need to be retested). Sites had been put forward to the road safety team for implementation (under delegated authority) and were as below:</p> <ol style="list-style-type: none"> <li>1. The Street, Startley</li> <li>2. Tetbury Road, Sherston</li> <li>3. Somerford Keynes Road, Oaksey</li> <li>4. 50m uphill from the junction of B4040 and Vicarage Lane, Charlton</li> <li>5. The Green, Dauntsey junction with Middle Green</li> <li>6. One site in Brinkworth</li> <li>7. One site in Minety</li> <li>8. B4040 Malmesbury Road, Leigh</li> <li>9. Tetbury Hill, Malmesbury.</li> </ol>
11	<p><u>Area Board Funding</u></p> <p>Information was provided about the £40,593 budget available to be allocated by the area board in 2012/2013, with separate funding available for young people. The main grants scheme was similar to previous years. There was also a new scheme of funding for small grants up to £350 where the total cost of the project did not exceed £350. This grant was aimed at groups with innovative ideas which wanted funding to improve their local community and did not require the group to be formally constituted. The Community Area Manager underlined the importance of groups completing their evaluation forms once a grant had been received. Councillor Sturgis clarified that the cost of the jousting tent for the Jubilee event would be less than reported and funding would be returned to the area board budget.</p>
12	<p><u>Evaluation and Close</u></p> <p>The Chairman asked the room to complete an evaluation of the meeting using the electronic voting handsets provided and the meeting overall was judged to be good (see results attached). The next meeting would be held on Wednesday 4 July at Crudwell Village Hall.</p>
<p><u>Evaluation</u></p>	

This page is intentionally left blank

## **Chairman's Announcement - Dog Fouling**

Over the last year or so we have received a number of issues relating to dog fouling especially in Malmesbury, so I think it is useful to remind everyone of their responsibilities:

Most dog owners are responsible and clean up after their dogs by bagging the mess and placing it in a suitable waste bin. In some areas there are specific bins for dog waste however it is now perfectly acceptable to dispose of the mess in ordinary bins. This makes this important task even easier.

For the small minority who fail to clean up after their dog has fouled, please remember that this not only shows a lack of respect for other people who share our communities but it is also a criminal offence.

If you observe someone committing this offence, please report it to by calling 0300 456 0100 or e mailing [tradingstandards@wiltshire.gov.uk](mailto:tradingstandards@wiltshire.gov.uk). If the person responsible for failing to clean up after their dog cannot be identified, enforcement action cannot be taken. The dog warden will need to know the name and address of the offender, if at all possible, and other information such as; the time, place, description of the offender and a description of the dog. The more information you are able to give about the event, the better.

This page is intentionally left blank

## Chairman's Announcements

<b>Subject:</b>	<b>Paths for Communities – Grant Opportunity for Parishes</b>
<b>Officer Contact Details:</b>	Michael Crook, Countryside Access Development Officer 01225 713349
<b>Weblink:</b>	<a href="http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx">http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx</a>
<b>Further details available:</b>	<a href="mailto:DavidAndrews@visitwiltshire.co.uk">DavidAndrews@visitwiltshire.co.uk</a> Tel: 01722 341941

### Summary of Announcement:

Natural England has launched a new Paths For Communities Grant scheme enabling community groups and partnerships to improve their local public rights of way network. The fund totals £2 million, to be spent before May 2014.

Paths For Communities grant is designed to improve the rights of way network and must include a new right of way either in the form of a new physical path or higher rights such as upgrading a footpath to a bridleway or restricted byway. Funding has come from the Rural Development Programme for England and any scheme must be able to demonstrate benefit to the rural economy and rural populations.

Applications for funding from £5,000 to £150,000 can be submitted by local communities or broader partnerships. Landowner support, in agreeing a voluntary path creation, is essential at the outset. The Fund is open NOW and all application agreements have to be made by the end of December 2013. The process is competitive so it's important to ensure your project secures as many benefits as possible.

As with all grants no work on the project can start before the application is approved. Natural England's Local Grants Officer will discuss any potential projects with the applicant following submission of an initial "Expression of Interest". This form is available on the website above.

Normally 75% of the project will be funded and no additional public funding is allowed for the remaining 25% and this includes National Lottery money. However, there is some flexibility to allow up to 100% funding.

This page is intentionally left blank

## Chairman's Announcements

<b>Subject:</b>	<b>Detailed Briefing Document on the Localism Act</b>
<b>Officer Contact Details:</b>	Alissa Davies, Principal Policy Officer – <a href="mailto:alissa.davies@wiltshire.gov.uk">alissa.davies@wiltshire.gov.uk</a> , 01225 713380
<b>Weblink:</b>	<a href="http://www.wiltshire.gov.uk/communityandliving/localismact.htm">http://www.wiltshire.gov.uk/communityandliving/localismact.htm</a>

### Summary of announcement:

The Localism Act received Royal Assent on 15 November 2011. **Although the Act contains a number of important measures, not all of the measures are in force. It will not be clear how the measures will work in practice until the government publishes regulations and guidance which are still awaited.**

The council has produced a detailed briefing document on the Localism Act which includes:

- an overview of the main components of the Localism Act
- the estimated timescales for measures to be introduced and regulations to be published - please see the 'Status' section for each measure
- the potential implications of the Localism Act for Wiltshire
- information on next steps for Wiltshire Council (and contact details for the lead officers for each part of the Act)

The briefing document is available online and copies are being made available to Town and Parish Councils via Area Board meetings.

This page is intentionally left blank



## Crime and Community Safety Briefing Paper Malmesbury Community Area Board June 2012



### 1. Neighbourhood Policing

**Sector Commander:** Insp Chris Martin

**NPT Sgt:** Martin Alvis

**Town Centre Team**

Beat Manager – PC Graham McLaughlin

PCSO – Dee Curran

**Malmesbury Rural Team**

Beat Manager – Post vacant in process of posting Officer

PCSO – Durry Maule

**Ashton Keynes & 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](http://www.wiltshire.police.uk)

### 3. Police Authority Representative: Mrs 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

Pc Steve Humphries the area Officer for Malmesbury rural Villages has retired leaving a vacancy that is currently being filled as I write. I hopefully will have more news on this on the night of the area board. Meanwhile PCSO Maule will continue to look after that area supported by the rest of the Malmesbury NPT staff.

I am pleased to report that crime is down in all areas although we have seen an increase in anti social behaviour. Some of this can be put down to some proactive reporting by residents in known problem areas where calls have been encouraged. We have however seen some groups of young people in both villages and the Town acting in a manner that has been causing alarm and

distress. Reprimands and charges have been laid and the message we would like to send out is, the warmer and lighter evenings are not an excuse for poor behaviour, step over the line and action will be taken.

We have had a few 'bogus' calls reported to the police whereby people are told they have 'won' money. Please be alert to this and do not give strangers your bank account details or pay money to a stranger to receive more money.

## Local Performance

EY Malmesbury	Crime				Detections	
	June 2010 - May 2011	June 2011 - May 2012	Volume Change	% Change	June 2010 - May 2011	June 2011 - May 2012
Victim Based Crime	506	388	-118	-23%	10%	15%
Domestic Burglary	31	20	-11	-35%	0%	25%
Non Domestic Burglary	89	59	-30	-34%	0%	2%
Vehicle Crime	62	35	-27	-44%	5%	3%
Criminal Damage & Arson	83	71	-12	-14%	13%	11%
Violence Against The Person	65	56	-9	-14%	42%	52%
ASB Incidents (Year to Date)	51	45	-6	-12%		
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and Violence Against the Person in the previous 12 month period (May 2011 - April 2012)						
* Detections include both Sanction Detections and Local Resolution						

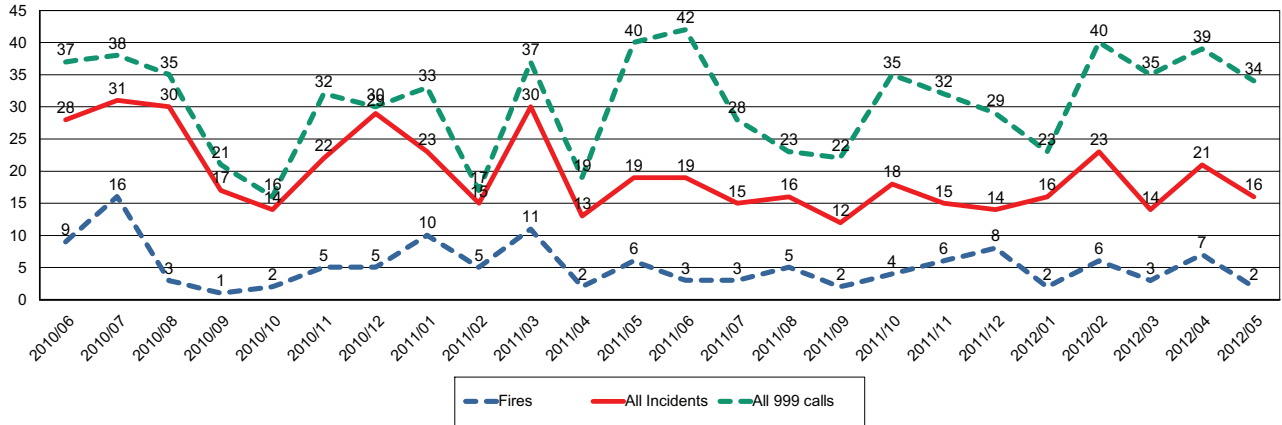
Insp Chris Martin  
Sector Commander  
June 2012



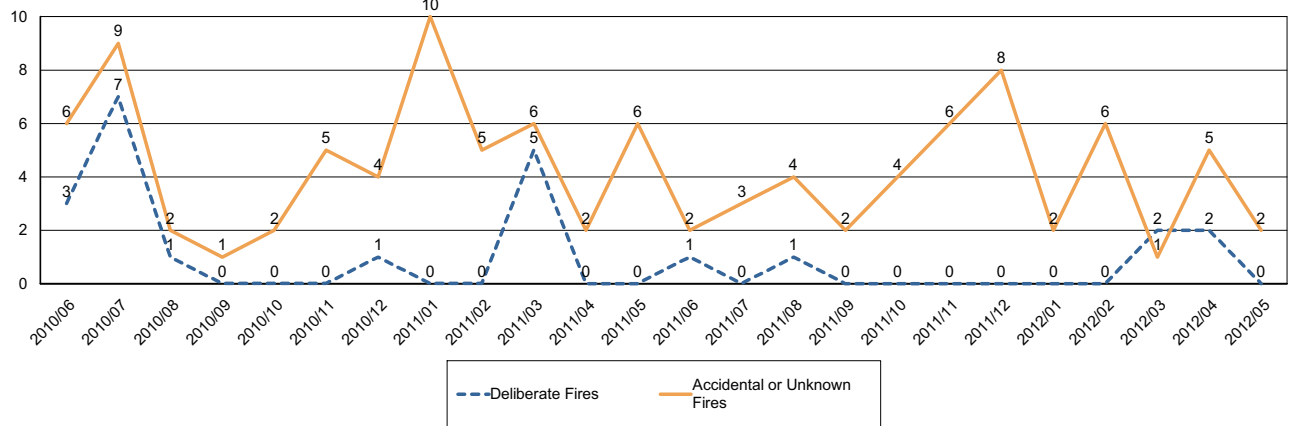
## Report for Malmesbury Area Board

The following is an update of Fire and Rescue Service activity up to and including May. It has been prepared using the latest information and is subject to change.

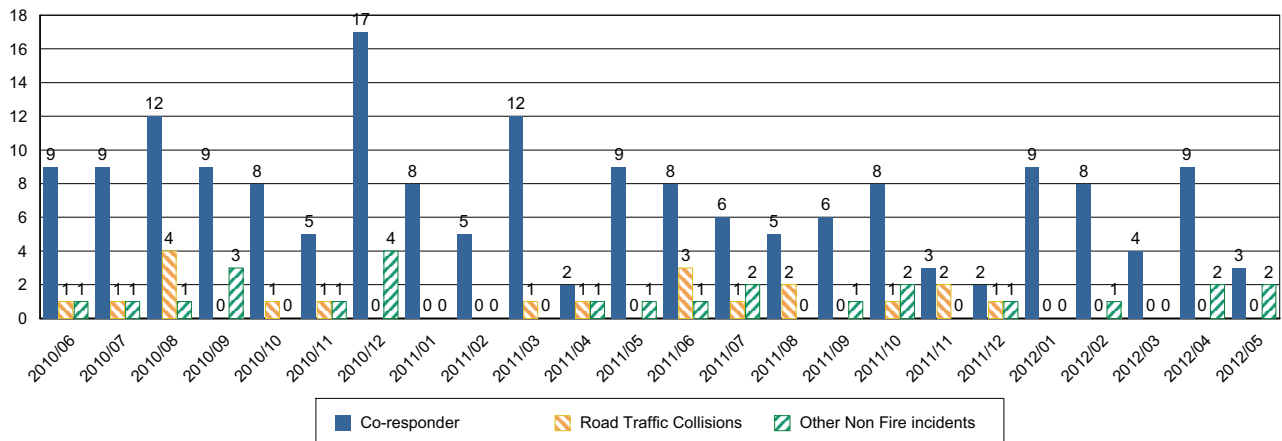
### Incidents and Calls



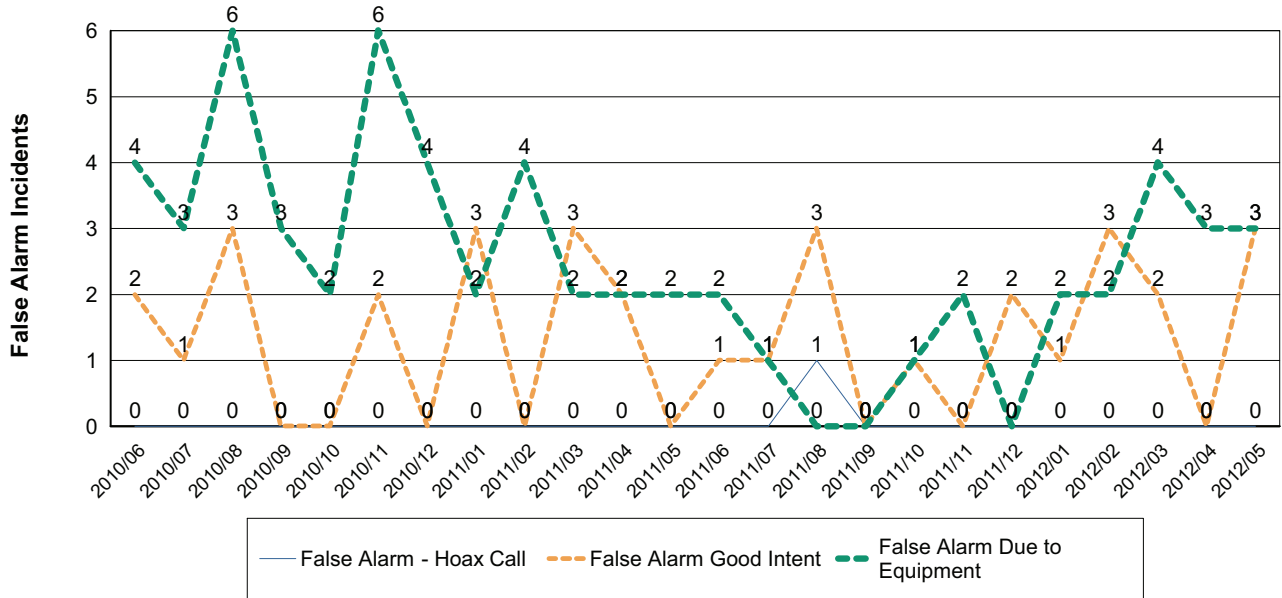
### Fires by Cause



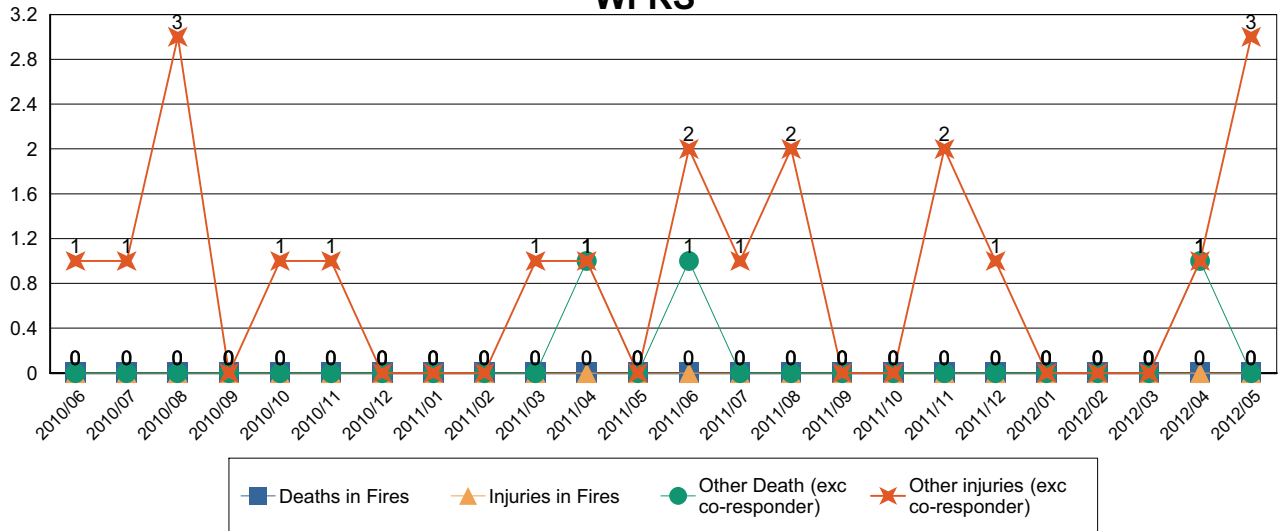
### Non-Fire incidents attended by WFRS



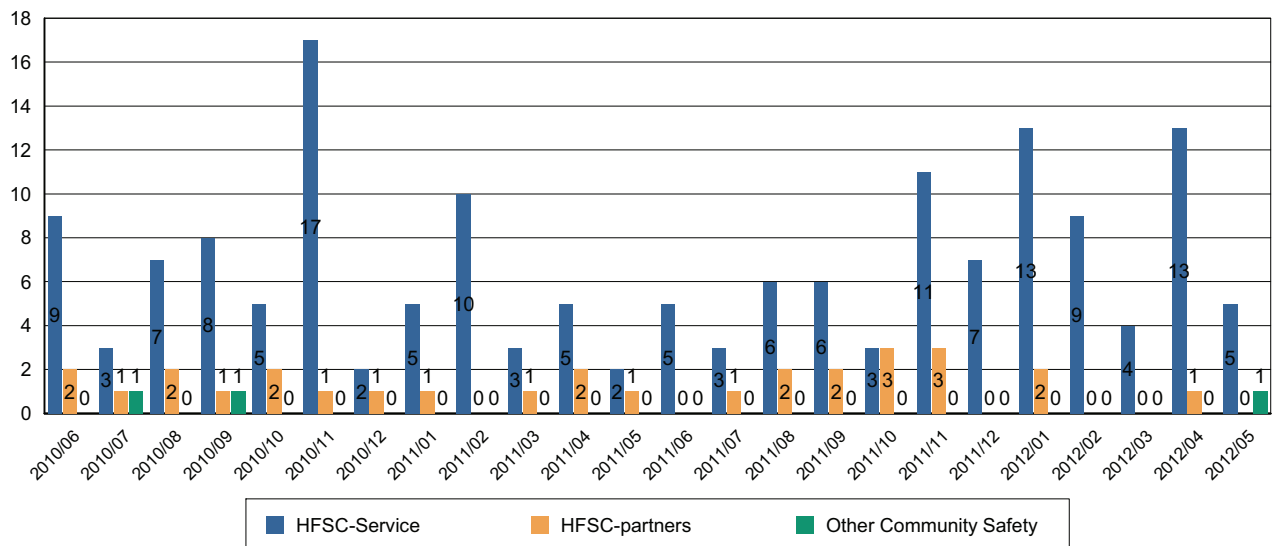
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## June update

### **New Salisbury health facility gets planning permission**

Proposals for a new, state-of-the-art GP practice on part the site of the former Old Manor Hospital, on Wilton Road, Salisbury have been granted planning permission. The new, GP-led development will be the new home for Grove House and New Street practices, and the building will be paid for and developed by the practices, who have recently merged to become Salisbury Medical Practice.

Notice of the planning permission is available on Wiltshire Council's website at: <http://www.wiltshire.gov.uk/planninganddevelopment/2012/0017/applicationdocumentation.htm>

### **NHS Wiltshire launches consultation on Wiltshire Falls and Bones Health Strategy 2012-14**

The Wiltshire Falls and Bones Health Strategy 2012-14 was launched for public consultation on Thursday 21 June. The main aim of the strategy is to reduce the number of falls which result in injury.

NHS Wiltshire is seeking the views of local people, service users and carers, who's input into discussions about the future shape of the services will allow us to gain as wide a view as possible as to how Wiltshire tackles falls and bone health over the next two years.

The strategy focuses on five priority areas:

- Falls and osteoporosis care pathways
- Multi-disciplinary falls assessment and interventions
- Osteoporosis assessment and treatment
- Best practice management of people after a hip fracture
- Raising awareness of falls and bone health, and the importance of a healthy lifestyle

Maggie Rae, Corporate Director of Public Health and Public Protection, says

"Falls can be very serious for older people but there are many simple steps you can take to reduce your chance of falls and fractures. The aims of the Falls and Bone Health Strategy are to: improve falls and fracture services used by Wiltshire residents and make sure that services respond to the needs of older people; halt the rising number of falls and related injuries experienced by older people each year; and support older people to access a wide range of community resources."

Your views on the draft falls and bone health strategy will help us to ensure we have got the priorities for Wiltshire right and we look forward to hearing from you. **All comments on the draft strategy must be received by 13th September 2012.** The draft strategy and

consultation document can be found on the NHS Wiltshire website here: <http://www.wiltshire.nhs.uk/Clinicians/For-healthcare-professionals/For-healthcare-professionals.htm> which also includes a questionnaire that you can complete for letting us know your views/comments.

### **NHS 111 – Award of contract for call-handling**

The contract for the call handling and clinical assessment elements of the new NHS 111 service in Wiltshire and Bath and North East Somerset has been awarded to Harmoni, subject to contract finalisation.

Clinical Commissioning Groups and Harmoni will be working with other local stakeholders to deliver a high quality service for patients in Wiltshire and Bath and North East Somerset with urgent care needs, from April 2013.

Ed Macalister-Smith, Chief Executive of the NHS B&NES and Wiltshire PCT cluster said: "We know people can be confused about which NHS service to use when they need help quickly, and too often they use the wrong service. NHS 111 is an important step in our journey towards improving the way that patients use urgent healthcare services. We look forward to working with Harmoni to implement the call-handling and triage elements of the wider NHS 111 service".

---

**The next PCT cluster Board Meeting will be held on Wednesday 25 July at 10am at Bath & North East Somerset PCT headquarters, St Martin's Hospital, Clara Cross Lane, Bath.** Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)).

## **Malmesbury and the Villages Community Area Partnership (MVCAP)**

Report for Area Board meeting on Wednesday 4th July 2012

### **Headlines**

Transition Malmesbury (TransM): This is a new group that has been set up by MVCAP to address interrelated environmental and economic issues. TransM ran a stall at the St. Aldhelm's Fair event promoting reduced water use and giving away free seeds, toilet Hippos, and other water saving devices courtesy of Wessex Water.

St Aldhelm's Fair: As well as the TransM stall MVCAP ran a general information stall.

Planning: The steering group has agreed their plans for 2012-13 and confirmed them with the Area Board.

### **Project Reports**

Malmesbury Community Area Transport (M-CAT): The group aim to run a trial live service from the villages to Malmesbury Cinema. M-CAT held a successful dummy run on 3 May.

Walks Group: The outline website design has been agreed and Steve Cox's Bridge Walks booklet is due to be published in the autumn.

Neighbourhood Planning: MVCAP has representatives on the teams developing the Neighbourhood Plans for the three parishes (Malmesbury Town, St Paul Without and Brokenborough) and for Sherston. MVCAP aim to provide perspective from across the community area.

### **Partners**

MVCAP will where possible provide assistance to other groups with existing community projects and to groups and individuals with ideas for new projects.

Malmesbury Area Community Hub (MACH): MACH are holding discussions about a possible venue for the Hub. In cooperation with the Youth Advisory Group a survey about the facilities wanted in a Youth Café is being prepared.

For more information see: [www.malmesburyhub.org.uk](http://www.malmesburyhub.org.uk)

### **About MVCAP**

We are a voluntary group working to take community aspirations and turn them into reality. Membership is open to everybody living and working in the Malmesbury Community Area. If you want to make a difference to your local community why not join us? We have opportunities available for those who want to volunteer regularly or just occasionally.

For more information visit [www.mvcap.org.uk](http://www.mvcap.org.uk) or call 01666 390110

This page is intentionally left blank



<b>Report to</b>	<b>Malmesbury Area Board</b>
<b>Date of Meeting</b>	<b>4 July 2012</b>
<b>Title of Report</b>	<b>Malmesbury Community Issues Update</b>

## **Purpose of Report**

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

1. Note the progress of dealing with issues
2. Close 3 issues.
3. Refer 1 new issue to Malmesbury Community Area Transport Group (CATG).

## 1. Background

- 1.1. At the time of writing (19 June 2012), a total of 114 community issues have been received, of which 91 have been closed and 23 are in progress. There are currently no new requests.

<b>Background documents used in the preparation of this report</b>	Malmesbury community issues online at: <a href="http://www.wiltshire.gov.uk/communityandliving/areaboards.htm">http://www.wiltshire.gov.uk/communityandliving/areaboards.htm</a>
--	---

## 2. Main Considerations & Officer Recommendations

### 2.1. Progress of Issues

- 2.1.1. The progress of issues is outlined in Appendix 1. This information is readily available to members of the public via the area board website (using the website address above).

### 2.2. Closure of Issues

- 2.2.1. The area board are invited to close 3 issues (emboldened in Appendix 1).
- 2.2.2. **Issue 655 – St Joseph’s primary school seeking parking permits for Cross Hayes.** A policy has been produced to manage this request and the School Travel Plan Adviser will work with the school to manage their request.
- 2.2.3. **Issue 2088 – Increase number of parking bays in the Cross Hayes car park.** This would be counterproductive as the reason for the revised lay out (when it was re-surfaced) was to respond to local complaints that the parking bays were too small and difficult to manoeuvre into and vehicles were getting damaged.
- 2.2.4. **Issue 1608 - Speeding vehicles and HGVs on Wood Lane Brinkworth.** This route is not a Wiltshire council priority for freight management compared to elsewhere in Wiltshire; however some resurfacing work was undertaken earlier in the year to improve the road.

### 2.3. Referral to the Community Area Transport Group (CATG)

- 2.3.1. **Issue 2397** – relates to the creation of a passing place on The Green, Oaksey and maintain the verges.
- 2.3.2. Currently 11 community issues are being dealt with by CATG (written in italics in Appendix 1).

## 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.

<b>Appendices:</b>	Appendix 1 Malmesbury Area Board Community Issues – 4 July 2012 Update
--------------------	---

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

<b>Report Author</b>	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: <a href="mailto:miranda.gilmour@wiltshire.gov.uk">miranda.gilmour@wiltshire.gov.uk</a>
----------------------	---

This page is intentionally left blank

## Malmesbury Area Board Issues – 4 July 2012 Update

ID	Category	Division	Summary of Issue	Status
655	Car Parking	Malmesbury	St Josephs seek parking permits for Cross Hayes	<b>On 9 June 2012 Wiltshire councils Cabinet approved a policy that allows parents to park free for a limited period whilst they deliver their children to school in the morning and collect them in the afternoon. This will form part of the School Travel Plan so discussions need to take place between the school and School Travel Plan Adviser. Recommend closure.</b>
1074	Car Parking	Malmesbury	Access to car parking by Glovers Courts residents	Consent has been received from Malmesbury town council. The next step will be for Wiltshire Council's Cabinet Member for Highways and Transport to decide whether the Council should proceed with the application.
1783	Car Parking	Minety	<i>Parking problems at Hillside, Leigh</i>	<i>A site visit took place in May and the matter was subsequently discussed at the CATG on 12 June. Greensquare (Westlea HA) have strategic decisions to be made by asset/regeneration managers before the matter can be progressed. Officers suggested blips on the kerbs of the grasscrete area as an interim measure as this might encourage vehicle owners to park within them. This would allow 2-3 more cars to park here which would help the situation in a small way.</i>
2088	Car Parking	Malmesbury	<b>Parking - Cross Hayes, Malmesbury</b>	<b>The changes were carried out when the area was resurfaced a few years ago as a result of many complaints received over the preceding years that the "central aisle" width was too narrow to easily negotiate into and out of the spaces and the bays themselves were narrow. This resulted in reports of damage to vehicles caused by unknown vehicles manoeuvring and/or opening doors. The western "perimeter road"(by the shops) has to act as a service road for deliveries / refuse collection with extra width provided. This revised layout was introduced on the new surface so while there are fewer parking bays there are rarely complaints about damage to cars. Recommend closure.</b>
2172	Car Parking	Malmesbury	Parking in Cross Hayes by Hyams garage	This matter continues to be under investigation.

1602	Environment	Malmesbury	The need to reduce the height and depth of hugely overgrown hedges which are presently understood to	Request to re-open matter as the issue had not been fully resolved.
562	Highways	Malmesbury	Crossing needed on Tetbury Hill Road near Filands.	<i>Malmesbury Community Area Transport Group (CATG) received an update on 12 June 2012 - A 30mph entry signage is being considered together with improving the crossing island. It was hoped that the full plan would be available in the next 2 weeks, when CATG may be asked for more funding to ensure that the scheme can be completed.</i>
1608	Highways	Dauntsey	<b>Speeding vehicles and HGVs on Wood Lane Brinkworth</b>	<b><i>This road is not a Wiltshire council priority for freight management compared to elsewhere in Wiltshire; however some resurfacing work was undertaken earlier in the year to improve the road. Recommend closure.</i></b>
1808	Highways	Malmesbury	Improve visibility of speed bumps in Station Road car park	As an interim measure until the speed bumps are painted a sign will be erected adjacent to the bump on entry to the car park.
1863	Highways	Sherston	<i>Car blocking dropped kerbs in Malmesbury</i>	<i>Unfortunately the work has been delayed due to activity associated with the Olympic torch route; but should be completed by September</i>
1895	Highways	Minety	Speeding in Minety on B4040	<i>One site in Minety is eligible for a Speed Indicator Device and this is on B4040 heading West. The outcome of another metro count is still outstanding.</i>
1948	Highways	Dauntsey	Persistent speeding through Startley	<i>A resident's meeting voted against white gates, but agreed use of a speed indicator device (SID) and re-painting of white lines together with Community Speed Watch. The Community Area Transport group recommended that they should fund base for SID and protective bollard at the base of nearby cable stay at a cost of £500. CATG agreed to review this site after 6 months.</i>
1955	Highways	Minety	<i>Lack of and poor condition of pavements in Minety</i>	<i>The Community Area Transport group on 12 June 2012 recommended that providing a missing length of footway on the east side of Silver Street to enable a continuous link for pedestrians should go forward as a substantive bid for centrally held funding. CATG would contribute £5,000 and the parish council subsequently agreed a contribution of £3,000 which would probably be spread over two years. If not successful CATG would look at other options. The area board would</i>

				<i>consider this recommendation on 4 July 2012.</i>
2070	Highways	Malmesbury	<i>Vehicular access to Malmesbury Primary Health Care Centre</i>	<i>This work is currently awaiting programming by the contractor.</i>
2092	Highways	Dauntsey	<i>Speeding in Startley</i>	<i>See issue 1948 above.</i>
2232	Highways	Minety	<i>Speed, road safety concerns and HGV in Leigh</i>	<i>Malmesbury CATG 12 June considered the matter. Road markings of speed limit in the road might be an option. The Parish Chairman is to meet with the local Community Speedwatch (CSW) Group. The police will be requested to attend at most appropriate times to prosecute speeding drivers. Additional information about HGV to be provided.</i>
2236	Highways	Minety	<i>Concern about speed and HGVs on B4040 in Leigh</i>	<i>See issue 2232 above</i>
2268	Highways	Minety	<i>Concern about speed and HGV on B4040 in Leigh</i>	<i>See issue 2232 above</i>
2397	Highways	Minety	Create passing place on The Green, Oaksey and maintain verges	Officers will recommend that this issue is referred to Malmesbury Community Area Transport Group (CATG) at the 4 July area board
1896	Transport	Minety	HGV damage to bridge by Vale of White Horse Inn, Minety	Following concern in March 2012. To report bridge strikes contact a 24 hour Network Rail phone number 01793 521132. When telephoning it would greatly assist them if you quoted the bridge reference number which is SWM 85m 36ch. Network Rail put signs on their vulnerable bridges. Wiltshire council will request to Network Rail that they put a sign up at Minety.
2313	Transport	Minety	Perceived speeding through Eastcourt on the Hankerton Road	The police have visited Eastcourt between 8.15am and 9.00am to check vehicle speeds - some were exceeding the 30mph limit. Before any action can be considered a metro count must be undertaken. A request for a metro count needs to be completed by the parish council (with the author's assistance) and sent to the Community Area Manager.
2131	Waste	Malmesbury	Shrubs or fence required round recycling bins in Station yard	Lids need to remain unlocked to encourage people to place cardboard etc in the containers rather than leaving it beside the bins. Plastic bottle and cardboard wheeled bins are emptied 7 days a week to avoid unsightly accumulations of materials left there for recycling. The council believe the containers are fit for purpose and are used successfully elsewhere. A Wiltshire Council officer (litter picking) visits the site daily,

				as does a town council member of staff (maintenance/litter picking) so the site is well monitored. The bins and frequency of servicing suggests that the matter should be reasonably contained, however a review of all sites are currently underway and further information will be provided as it becomes available.
2314	Waste	Malmesbury	Request for more bins/dog bins on Filands estate,	New larger bins have been installed which may be used for wrapped dog waste as well as other litter. The grass is cut on a 4 weekly cycle but with heavy rain may have grown longer than is usual.



<b>Report to</b>	<b>Malmesbury Area Board</b>
<b>Date of Meeting</b>	<b>4 July 2012</b>
<b>Title of Report</b>	<b>Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group</b>

### **Purpose of Report**

To ask the area board to consider and approve the following recommendations from the Malmesbury Community Area Transport Group (CATG) outlined in this report and appendices and to:

1. Endorse the adoption of the CATG Terms of Reference.
2. Note the progress of a range of schemes.
3. Endorse the allocation of funding.
4. Agree that no further action is possible in relation to Wood Lane, Brinkworth (and agree to closure of the issue elsewhere on this agenda).
5. Endorse the three submissions for substantive funding.

## 1. Background

1.1. In 2012/2013 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. 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.

1.3. 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. 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](#)

1.4. The current membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated representative from each division (see table below). All nominated representatives are willing to stand again. Membership for 2012/13 will be agreed elsewhere on this agenda.

1.5.

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

1.6. Representatives from parish councils and individuals are invited to attend meetings where there are issues which they have submitted being discussed.

1.7. Malmesbury CATG last met on 12 June 2012 and will next meet on 23 October 2012.

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 wider community.

## **2. Recommendations from CATG**

- 2.1. The recommendations of Malmesbury CATG are contained in the action notes of the 12 June 2012 meeting – see Appendix 1.
- 2.2. Terms of Reference have been suggested by the Cabinet for adoption by the CATG. These are contained in Appendix 2.
- 2.3. That the progress of a wide range of schemes is noted (see Appendix 1).
- 2.4. At the beginning of the 12 June meeting a balance of £17,046.54 was available (see Appendix 3). Following consideration of the range of schemes the following allocations were agreed:
  - £500 towards the Startley scheme
  - £2,100 towards the Mill Lane, Malmesbury Scheme (assuming the town council contribute £700)
  - £10,000 towards the Ashton Keynes and Minety substantive bids (£5,000 already having been put allocated towards the Sherston bid)
- 2.5. It is suggested that the concerns related to Wood Lane, Brinkworth have been addressed as far as possible within the scope of the CATG and a request to close this issues is contained within the Issues Report elsewhere on this agenda.
- 2.6. Three submissions have been identified for substantive funding:
  - Provision of footway from White Hart PH to Church Walk, Ashton Keynes
  - Pedestrian safety in Sherston High Street
  - Provision of pavement in Silver Street, Minety

## **3. Environmental & Community Implications**

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

## **4. Financial Implications**

- 4.1. All decisions must fall within the funding allocated to Malmesbury Area Board.

## **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.

<b>Appendices</b>	Appendix 1 – Malmesbury CATG Action Notes for 12 June 2012 Appendix 2 – CATG Terms of Reference Appendix 3 – CATG Financial Summary 2011/2012
<b>Report Author</b>	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: <a href="mailto:miranda.gilmour@wiltshire.gov.uk">miranda.gilmour@wiltshire.gov.uk</a>



This page is intentionally left blank

## **Appendix 1 NOTES & ACTIONS**

### **Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 12 June 2012**

	<b>Item</b>	<b>Notes</b>	<b>Action</b>
	<b>Attendance</b>	Councillors Carole Soden, Toby Sturgis & Simon Killane, Martin Rea (Vice Chairman Sherston PC and M&VCAP), Catherine Doody (Malmesbury TC), John Marsh (Ashton Keynes PC), Fiona Rivers (Startley), Melvyn Hourigan (Great Somerford PC), Roger Budgen (St Paul Malmesbury Without PC), Roger Baker (Leigh PC), Graham Thorne (Minety PC) Martin Rose & Miranda Gilmour	
	<b>Apologies</b>	Cllr John Thomson, Ellen Blacker (Dauntsey PC), Angela Hart (Greensquare), Barrie Hamilton (Leigh CSW), Malcolm Beaven, Spencer Drinkwater	
		In Cllr John Thomson's absence, Cllr Toby Sturgis chaired the meeting.	
1. Page 51	<b>Matters/Actions arising from the last meeting (other than items on the agenda)</b>	Pp3 Toby Sturgis had spoken to Cllr Tonge about developer's responsibilities for making good pavements and also potholes causes by poor works carried out my utility companies. Much of the current damage was caused 10-15 years ago. The situation had improved somewhat – Wessex Water were best for making the highway good following works.	
2.	<b>Budget Update</b>	Due to some accounting amendments the 2011/12 CATG under spend was larger than anticipated at £3,686.54. The annual allocation was £13,360.00 Area Board grant was £10,000 which had been allocated to the Sherston and Tetbury Hill Schemes), leaving a balance of £17,046.54	<b>MG to attach financial summary to report to the area board</b>
3.	<b>Terms of Reference</b>	The terms of reference were approved for adoption by the area board	<b>MG to attach ToR in report to the area board</b>
4.	<b>Membership</b>	Parish council representatives of the 4 divisions (with the exception of Ellen Blacker who was absent) were willing to be re-elected to the CATG, pending other nominations being received from the parishes before 4 July area board.	<b>MG to contact all parish councils to seek any alternative nominations. Also to contact Ellen Blacker to ask whether she wished to serve again on CATG.</b>
5.	<b>Update on the development of CATG schemes</b>		

## **Appendix 1 NOTES & ACTIONS**

### **Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 12 June 2012**

	<i>Tetbury Hill near Filands homes, Malmesbury. Consideration of pedestrian safety to cross road</i>	Martin had been liaising with Cllr Killane at this site. 30mph entry signage was being considered together with improving the crossing island. It was hoped that the full plan would be available in the next 2 weeks. The scheme may require a little more funding from the CATG group.	<b>Scheme details and additional costings could be considered by the 4 July area board. MR to follow up.</b>
	<i>Pedestrian safety in Sherston High Street</i>	Maps were still being looked at by the parish council and samples of stone were provided by Martin for the PC to consider.	<b>Sherston PC and MR to liaise to finalise scheme</b>
	<i>Wood Lane, Brinkworth HGV/Speed</i>	Wood Lane, Brinkworth did not score very highly in the freight assessments and it is therefore very unlikely that it will be taken forward as a freight management scheme this year.	<b>No further action</b>
<b>Page 52</b>	<i>Barley Close and Parliament Row, Malmesbury - cars blocking dropped kerbs</i>	It was hoped that this work would be completed shortly	<b>MR to chase. Response - work has been delayed due to Olympic torch works – but should be completed by September</b>
	<i>B4040 Speeding Minety</i>	B4040 Minety (West) was eligible for a SID (Sawyer Hill was not). One metro count request still outstanding.	<b>MG to enquire about other metro count results</b>
	<i>Persistent speeding through Startley, Great Somerford</i>	Resident's meeting voted against white gates. Agreed use of SID (eligible) and re-painting of white lines together with CSW in the first instance. A request for a SID timetable was made to co-ordinate CSW with the SID. CATG agreed to fund base for SID and protective bollard at the base of nearby cable stay. – Total cost £500. CATG agreed to review this site after 6 months. SID already in operation at another (not final position) in Startley but battery ran down.	<b>MG to provide contact details of officer dealing with SID batteries to all parishes with SIDs. MR to action scheme post approval by area board  Whites lines in Startley delayed due to Olympic torch works – but should be completed by September</b>
	<i>Lack of pavements in Silver Street, Minety</i>	The PC had carried out consultation. Seven houses 1 Yes, 2 No reply, 2 OK and 2 No. School parents more positive but to date only 14 replies, however at annual meeting the majority wanted the pavement. Discussion took place about a range of less expensive	<b>Consider for substantive bid – see later on agenda</b>



## **Appendix 1 NOTES & ACTIONS**

### **Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 12 June 2012**

		options.	
	<i>Parking congestion at Hillside, Leigh</i>	A visit had been made by Cllr Sturgis, Roger Baker and Angela Hart. Angela was new to the area and was unfamiliar with the issue, but parking options were considered. Angela required strategic decisions to be made by asset/regeneration managers before she could respond to the CATG about possible options. Officers suggested blips on the kerbs of the grasscrete area as an interim measure as this might encourage vehicle owners to park within them. This would allow 2-3 more cars to park here which would help the situation in a small way. Damaged kerbs would need to be replaced first.	<b>Await response from Angela Hart before progressing issue.</b>  <b>CATG members agreed to the minor kerb blips to be installed. Likely cost £300.</b>
<b>Page 53</b>	<i>Vehicular access to Malmesbury Primary Care Centre</i>	This work is currently awaiting programming by the contractor.	
	<i>Speeding problems in Leigh on B4040</i>	Unfortunately a representative from CSW could not be present. Markings of speed limit in the road may be an option. Police to be contacted to attend to prosecute speeding drivers in addition to CSW work. Roger to have a meeting with the CSW group now that they had received a response to their report.	<b>Ensure notes are circulated to Barrie Hamilton CSW lead in Leigh.</b> <b>MG to contact Police</b>
	<i>Mill Lane, Malmesbury</i>	After consideration the only way to deal with the problem of unsuitable vehicles using this lane was through a Traffic Regulation Order (TRO) as drivers are currently ignoring the advisory sign. Opting for the No Entry sign for all vehicles except for access means a TRO. This means that if anyone gets stuck they will be prosecuted. Cost of RO and lit signs either end of Mill Lane is £2,800. CATG agreed in principle, conditional on 25% being contributed by the town council.	<b>As town council rep had left the meeting, Simon Killane to ask town council whether they would contribute £700.</b> <b>MR to action following area board approval and contribution from MTC confirmed</b>
<b>6.</b>	<b>Process and nominations for substantives schemes</b>	It was agreed that the 25% contributions would not apply to larger schemes. If CATG agreed and all members of the area board approved substantive bids would be submitted in advance of the area board meeting on 4 July to ensure they met the application deadline.	<b>MG and MR to complete MG to submit</b>
	<i>Provision of footway from White Hart PH to Church Walk, Ashton Keynes (£30-40,000)</i>	It was agreed that this project should go forward and that the CATG contribution should be £5,000. Ashton Keynes PC would consider their contribution on the next couple of dates and inform	<b>MR and MG to complete the bid paperwork following receipt of funding information</b>

## **Appendix 1 NOTES & ACTIONS**

### **Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 12 June 2012**

		MG	Confirmation of £5,000 from PC received 14/6/12
	<i>Footpath between 'The Green' from opposite Olivemead Lane to 'Sedgemoor' (£30-40,000)</i>	This project required negotiation with a number of private owners which could delay the project which needed to be completed within the year. It was agreed that this was a constraint	Retain on the list
	<i>Pedestrian safety in Sherston High Street – see above (£30,000)</i>	Sherston PC had agreed a contribution of £5,000 to match that from CATG. It was agreed that this project should go forward	MR and MG to complete the bid paperwork. Confirmation of £5,000 from PC received 14/6/12
Page 54	<i>Lack of pavements in Silver Street, Minety – see above (£15-20,000)</i>	It was agreed that this project should go forward. CATG would contribute £5,000 and the parish council would consider a contribution of £3,000 which would probably need to be spread over two years. The group thought this would be satisfactory. The PC to discuss the contribution later that evening and would advise MG in the morning. If not successful – look at other /cheaper options	Contribution from PC of £3,000 confirmed on 13/6/12 MR and MG to complete the bid paperwork
7.	<b>Update about zigzag marking outside schools – for information</b>	This information is premature and will be considered at a later meeting	MG add to future agenda
8.	<b>A.O.B.</b>	Sherston had raised the question of purchasing another CSW device with John Thomson as the interval between use was so long	MG had already contacted Elizabeth about use elsewhere in the county. Will also investigate purchase and maintenance costs.
9.	<b>Date of next meeting</b>	It was agreed there was no need to meet on 17 July, so the next meeting would take place on <b>Tuesday 23 October in Malmesbury Library at 6.00pm</b>	All

**MALMESBURY CATG**FINANCIAL SUMMARY**BUDGET 2011-12**

		<u>Description</u>
	£13,360.00	CATG ALLOCATION 2011-12
	£8,472.00	Under spend from 2010-11
	£1,700.00	Parish Council contributions (£1,200 Dauntsey, £500 Ashton keynes)
<b><u>Total Budget 2011-12</u></b>	<b>£23,532.00</b>	

**SPEND 2011-12**

<u>Scheme</u>	<u>Final cost</u>	<u>Description</u>
1. Swann Drive Crudwell	£2,889.77	footway Improvements
2. Tetbury Hill, Ped Survey	£595.00	ped survey
3. Burton Hill – Malmesbury	£747.39	Lining works
4. Sherston High Street footway improvements	£1,657.78	Topo survey
5. Dauntsey Nr Sedgemoor	£3,382.08	siging / lining & village gates
6. Crudwell tetbury Lane	£1,330.37	Signs
7. Ashton Keynes North End Cross Roads - 40mph extension	£4,742.50	Speed limit
Ashton Keynes - White Hart PH	£4,500.57	Footway Improvements
8. Client fees	£0.00	
<b><u>Total spend 2011-12</u></b>	<b>£19,845.46</b>	underspend of £3,686.54

**BUDGET 2012-13**

	£13,360.00	CATG ALLOCATION 2012-13
	£3,686.54	2011-12 underspend
AB Grant	£10,000.00	
<b><u>Total Budget 2012-132</u></b>	<b>£27,046.54</b>	
<b><u>Commitments agreed by AB</u></b>		
Sherston High Street	£5,000.00	
Tetbury Hill, Malmesbury	£5,000.00	
Remaining budget 2012-13	<b>£17,046.54</b>	

This page is intentionally left blank

<b>Report to</b>	<b>Malmesbury Area Board</b>
<b>Date of Meeting</b>	<b>4 July 2012</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report**

To ask councillors to consider officer recommendations in respect to 2 Community Area Grant applications:

1. Charlton Recreation Centre - award £4,000 towards the kitchen refurbishment, conditional on the balance of funding being in place.
2. Minety Village Hall – award £811 towards driveway, height limiting barrier, hearing loop and flooring, conditional on the balance of funding being in place.
3. Note that a request for £8,119 core funding for Malmesbury & Villages Community Area Partnership for 2012/13 can be found elsewhere on this agenda.

## 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 Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 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 and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Malmesbury Area Board has been allocated a 2012/2013 budget of **£40,593** for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. 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.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling

gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.

- 1.9. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB 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.
- 1.12. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.13. The 2012/2013 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) and paper versions are available from the Community Area Manager.
- 1.14. A decision was been made in 2010/2011 that 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.
- 1.15. All recipients of area board funding 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. This applies to all grants made by the area board.

<b>Background documents used in the preparation of this report</b>	Area Board Grant Guidance 2012/13.  Report and Appendices for delegated decision by Deputy Leader and Cabinet Member for Adult Care, Communities and Housing
--	--

## **2. Main Considerations**

- 2.1. Malmesbury Area Board has been allocated a 2012/2013 budget of **£40,593** that may be allocated through Community Area Grants, Small Grants, Area Board/Councillor Led Initiatives and core funding for Malmesbury and Villages Community Area Partnership.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2012/2013 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are now 4 funding rounds remaining during 2012/13. Deadlines for receipt of funding applications are as follows:
  - **20 July 2012 for consideration on 5 September 2012**
  - 21 September 2012 for consideration on 7 November 2012
  - 25 November 2012 for consideration on 16 January 2013
  - 25 January 2013 for consideration on 6 March 2013

## **3. Environmental & Community Implications**

- 3.1. Area Board Grants 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 **£27,663**.

## **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 and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to



receive funding towards community based projects and schemes, where they meet the funding criteria.

- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Charlton Recreation Centre	Kitchen refurbishment	£5,000

- 8.1.1. Officers recommend that Charlton Recreation Centre is awarded £4,000 towards a kitchen refurbishment, conditional on the balance of funding being in place.
- 8.1.2. Officers are of the opinion that this application does meet the 2012/13 grant criteria, although the applicant has not contacted Charities Information Bureau or looked for sources of other funding for this project, which is strongly recommended in the funding pack.
- 8.1.3. The application does link to the current community Plan for Malmesbury & the Villages in that it is, 'improving village hall facilities'.
- 8.1.4. No specific fundraising by the applicant is evident in the information provided, which is a pity when it is obviously the central meeting place for the Charlton community as well as some of its neighbouring villages. The parish council apparently did not wish to contribute towards this project, although they do contribute towards the insurance for the hall.
- 8.1.5. Charlton Recreation Centre last came to the area board for funding in January 2010 when an award of £1,500 was given towards a gang mower.
- 8.1.6. The applicant is requesting £5,000 towards the hall the maximum amount normally available from the area board. The applicant is asking for under 50% of the total cost of the project
- 8.1.7. While officers welcome applications for funding, they feel that applicants should be making some effort to seek funding from other sources in addition to that requested from the area board. A financial contribution from a local authority can often act as an effective lever to obtain funding from other sources in to Wiltshire schemes, which in turn allows the modest area board budget to go further.

- 8.1.8. A decision not to help fund this application or to the level requested would lead to fund being sought from other charitable organisations or possibly taken from their reserves.

Ref	Applicant	Project proposal	Funding requested
8.2.	Minety Village Hall	Village hall refurbishment including driveway, height limiting barrier, hearing loop and flooring	£811

- 8.2.1. Officers recommend that Minety Village Hall is awarded £811 towards refurbishment of driveway, height limiting barrier, flooring and the purchase of a hearing loop, conditional on the balance of funding being in place.
- 8.2.2. Officers are of the opinion that this application meets the 2012/13 grant criteria.
- 8.2.3. The application does link to the current community Plan for Malmesbury & the Villages in that it is, 'improving village hall facilities'.
- 8.2.4. Minety village hall committee have been undertaking a phased approach to improvements to the hall, having undertaken local consultation to help determine their priorities.
- 8.2.5. The area board contributed £1,162 towards fascia work in 2011/12 and £1,504 towards toilets in 2010/11. The village hall is seeking a grant from Landfill Tax Credits for the majority of this work and is requesting a small contribution from the area board.
- 8.2.6. A decision not to help fund this application could jeopardise their Landfill tax application as a third party contribution is required.
- 8.2.7. If the applicant is unsuccessful in receiving funding from Landfill, they will look for other sources.

<b>Appendices</b>	Appendix 1 Grant Application – Charlton Recreation Centre Appendix 2 Grant Application – Minety Village Hall
-------------------	---

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

<b>Report Author</b>	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: <a href="mailto:miranda.gilmour@wiltshire.gov.uk">miranda.gilmour@wiltshire.gov.uk</a>
----------------------	---

## WILTSHIRE COUNCIL

### MALMESBURY AREA BOARD

4 July, 2012

---

#### **Malmesbury & Villages Community Area Partnership (MVCAP) Claim for Core Funding 2012/2013**

#### **1. Purpose of the Report**

- 1.1. To seek the Board's approval to core funding to MVCAP covering the financial year 2012/13 to be agreed at this meeting, 4 July.

#### **2. Background**

- 2.1. Officers are required to provide recommendations in a report, however the decision to support the community partnership and to what level, is made by Wiltshire Councillors on this Area Board.
- 2.2. There will be 2 tranches of funding to community partnerships during 2012/13 (up to 50% of their total projected costs in each tranche). The first is contained within this report, and the Partnership Development Officer will advise MVCAP that the second tranche can be requested at the November, 2012 Board when evidence is received of how the first tranche has been spent.
- 2.3. Malmesbury Area Board has been allocated a 2012/2013 budget of £40,593 for community grants, community partnership core funding and councillor led initiatives.
- 2.4. Community Area Partnerships have been invited to apply for up to 20% of the area board budget. 20% of the Malmesbury Area Board budget 2012/13 is £8,119.

#### **3. Main Considerations**

- 3.1. Councillors will need to be satisfied that core costs awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 3.2. MVCAP were awarded £8,118 in 2011/2012. The balance of MVCAP funds as at May, 2012 was £1,518. MVCAP will be rolling forward £845 of this into 2012/13 to be spent on activities in this coming financial year.

- 3.3. All partnerships funded by Area Boards are required to sign a Community Area Partnership Agreement (CAPA), which will be countersigned by the Chair of the Area Board. The CAPA is to be signed by both parties at this meeting if MVCAP's core funding is awarded.
- 3.4. In order to show how the community area partnership aims to meet the commitments set out in the CAPA, MVCAP are required to complete a work plan. This work plan has been reviewed and endorsed by Wiltshire Council's Partnership Development Officer as a workable document.
- 3.5. Malmesbury & Villages Community Area Partnership submitted a 2012/13 claim for £8,118 total core costs. 50% of this can be considered in the 1<sup>st</sup> tranche. The area board can therefore award up to £4,059 at this meeting to be paid immediately.

#### **4. Implications**

##### 4.1. Environmental Impact of the Proposals

- 4.1.2 The community partnership contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

##### 4.2. Financial Implications

- 4.2.1 Core costs awarded to the community partnership must fall within the Area Boards budget allocated to the Corsham Area Board.

##### 4.3. Legal Implications

- 4.3.1 There are no specific Legal implications related to this report.

##### 4.4. HR Implications

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

##### 4.5. Equality and Diversity Implications

- 4.5.1 Community partnerships have agreed to the terms of the Community Area Partnership Agreement, which requires them to be fully inclusive. Membership of MVCAP is open to anyone with an interest in the community area.

#### **5. Recommendation**

The Partnership Development Officer recommends that the area board:

- approve the whole year's core funding of £8,118 with an agreement to release the 1<sup>st</sup> tranche of £4,059 immediately

- agree to the release of the 2<sup>nd</sup> tranche at the November 2012 area board meeting as long as conditions set by the Partnership Development Officer and agreed by the Board, have been met.

---

Report Author: Andrew Jack, Partnership Development Officer  
Tel No: 01225 713109  
E-Mail: [andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@wiltshire.gov.uk)

---

Appendices:  
Appendix 1 MVCAP Annual Workplan, 2012/13  
Appendix 2 MVCAP Budget Form, 2012/13  
Appendix 3 MVCAP Core activities

This page is intentionally left blank