AGENDA

Meeting: MARLBOROUGH AREA BOARD

Place: Broad Hinton Village Hall, Yew Tree Lane, Broad Hinton SN4 9RH

Date: Tuesday 17 July 2012

Time: 7.00 pm

Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

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 and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this agenda to James Hazlewood (Senior Democratic Services Officer) on 01722 434250 / james.hazlewood@wiltshire.gov.uk ;

Or Andrew Jack (Marlborough Community Area Manager) on 01225 713109 / andrew.jack@wiltshire.gov.uk.

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

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

Wiltshire Unitary Councillors

Peggy Dow	Marlborough East
Nick Fogg **(Vice Chairman)**	Marlborough West
Chris Humphries **(Chairman)**	Aldbourne & Ramsbury
Jemima Milton	West Selkley

Items to be considered

1   Chairman's Welcome and Introductions

2   Apologies for Absence

3   Minutes *(Pages 3 - 14)*

    a.   To approve and sign as a correct record the minutes of the meetings held on 29 May 2012

    b.   Update on actions and outcomes arising.

4   Declarations of Interest

Councillors are requested to declare any pecuniary or non-pecuniary interests or dispensations granted by the Standards Committee.

5   Information Items

    5a   **Localism Act - detailed briefing document** *(Pages 15 - 16)*

    5b   **Wiltshire Community Bank** *(Pages 17 - 18)*

    5c   **Wiltshire Online: Digital Literacy** *(Pages 19 - 20)*

    5d   **Paths for Communities - Grants for Parishes** *(Pages 21 - 24)*

6   Partner Updates *(Pages 25 - 30)*

To note the attached Partner updates and receive any further information partners wish to share:

    a. Wiltshire Police
    b. Wiltshire Fire and Rescue
    c. NHS Wiltshire
    d. Parish Forum
    e. Town / Parish Councils
    f. MADT (Marlborough Area Development Trust)

7   Visiting Cabinet Representative - Councillor John Brady

Councillor John Brady, Cabinet Representative for Finance Performance and Risk, will give a brief overview of that area of responsibility and respond to any questions.

(Note: Written questions may be submitted in advance – please email to james.hazlewood@wiltshire.gov.uk by 12 July 2012)

8   Floodlighting at Marlborough Skatepark

To receive a presentation from Community Area Young People's Involvement Group on plans to install floodlights at the skatepark in Marlborough.

9   Community Area Transport Group (CATG) *(Pages 31 - 32)*

To consider a report from the Community Area Transport Group (CATG) including a number of recommendations.

10   Area Board Development - protocol for those presenting at meetings *(Pages 33 - 36)*

To consider a draft protocol as proposed at the previous meeting of the Area Board, to provide guidance for those presenting to the Area Board and to ensure that presentations are local and relevant.

11   Grants and Funding *(Pages 37 - 48)*

The Wiltshire Councillors will consider an application for funding.

Copies of the grant application packs for theCommunity Area Grants Scheme are available from the Community AreaManager or electronically at http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm

12   Outside Bodies and Working Groups *(Pages 49 - 60)*

To confirm appointments to Outside Bodies and Working Groups of the Area Board.

13   Any Other Questions

The Chairman will invite any remaining questions from the floor.

14   Evaluation and Close *(Pages 61 - 62)*

To note the attached forward plan.

The next meeting of the Marlborough Area Board will be held on 25 September, 7.00pm at Marlborough Town Hall, High Street, Marlborough SN8 1AA.

Future Meeting Dates

Tuesday, 25 September 2012
7.00 pm
Marlborough Town Hall, High Street, Marlborough SN8
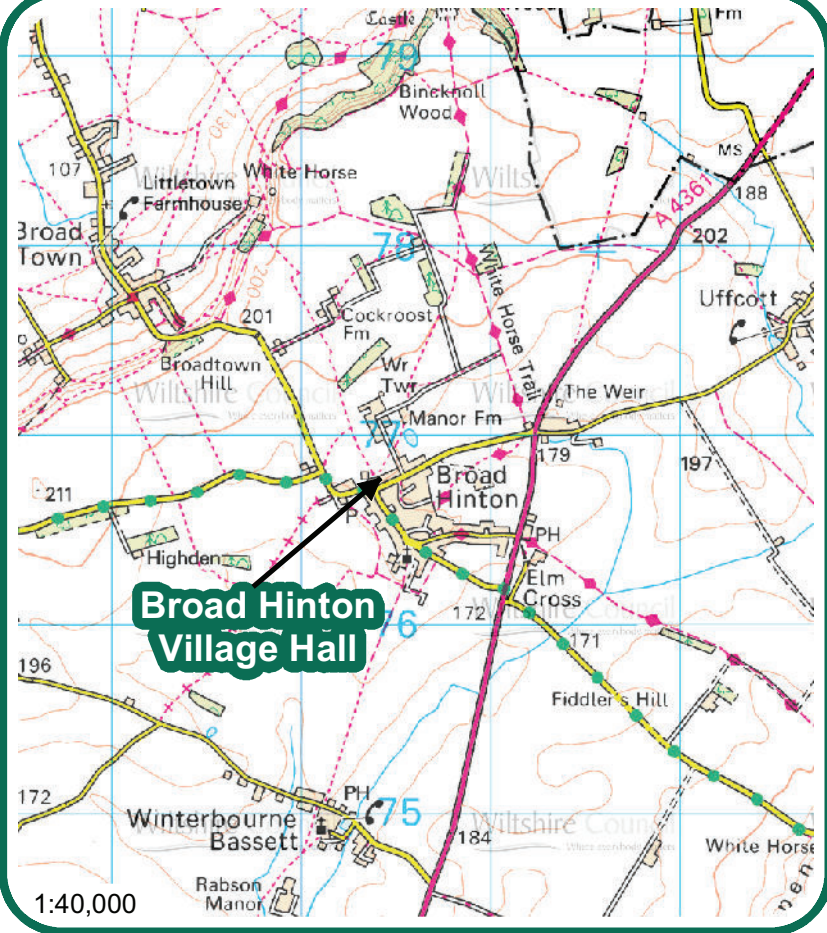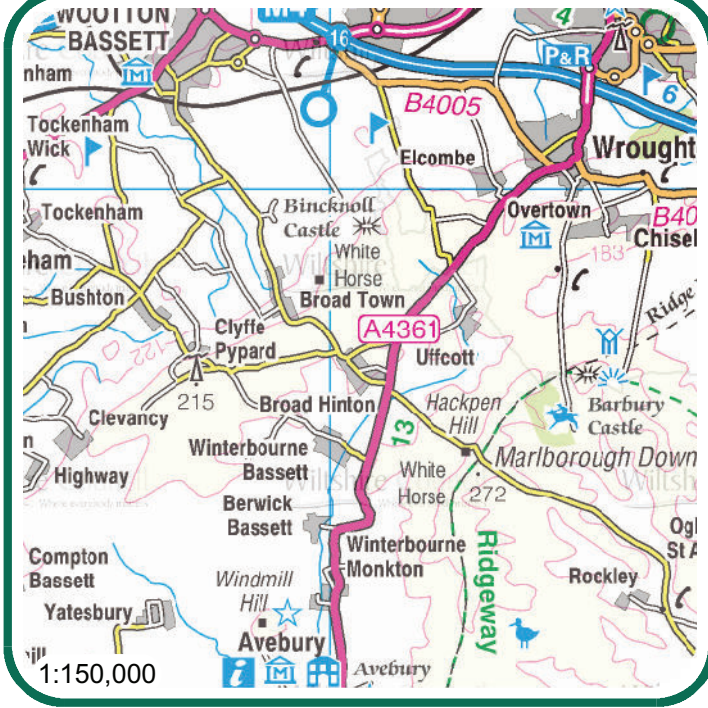1AA

Tuesday 27 November 2012
7.00pm
Kennet Valley Hall, Lockeridge, Marlborough SN8 4EL
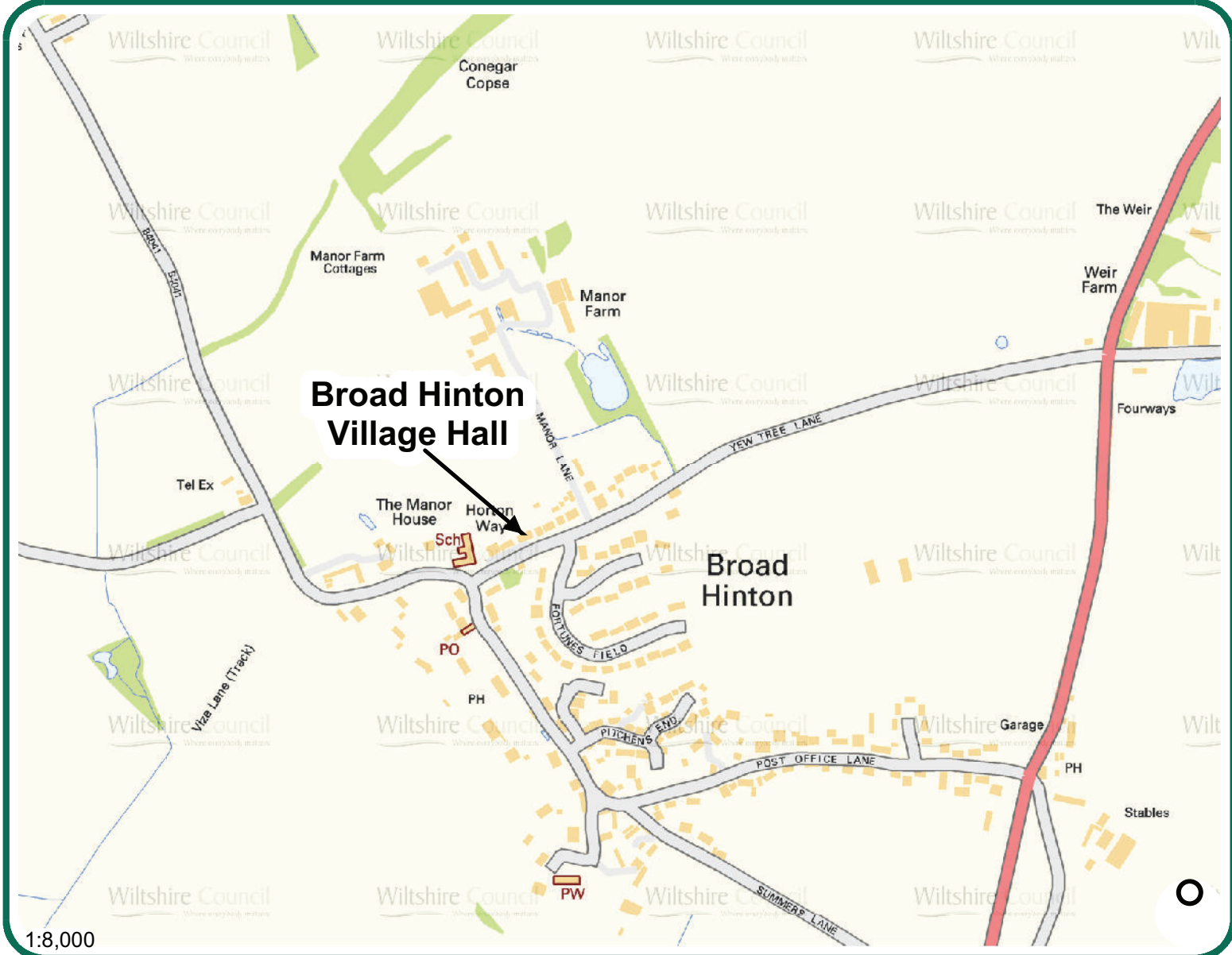
Tuesday 29 January 2013
7.00pm
The Courtroom, The Town Hall, Council Offices, 5 High
Street, Marlborough SN8 1AA

1:150,000

1:40,000

Broad Hinton Village Hall

Broad Hinton Village Hall
Yew Tree Lane
Broad Hinton
Swindon
Wiltshire
SN4 9RH

Wiltshire Council
Where everybody matters

1:8,000

Broad Hinton Village Hall

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MINUTES

Meeting:	MARLBOROUGH AREA BOARD
Place:	Aldbourne Memorial Hall, Oxford Street, Aldbourne, Wiltshire. SN8 2DQ
Date:	29 May 2012
Start Time:	7.00 pm
Finish Time:	9.00 pm

Please direct any enquiries on these minutes to:

James Hazlewood (Senior Democratic Services Officer), Tel: 01722 434250 or (e-mail) james.hazlewood@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors
Cllr Chris Humphries (Chairman), Cllr Nick Fogg (Vice Chairman), Cllr Peggy Dow and Cllr Jemima Milton

Cllr Richard Gamble (Portfolio Holder for Public Transport)

Wiltshire Council Officers
James Cawley, Service Director Adult Care Commissioning
Andrew Jack, Marlborough Community Area Manager
Ian White, Passenger Transport Co-Ordination Manager
James Hazlewood, Senior Democratic Services Officer

Town and Parish Councils
Marlborough Town Council – Andy Ross, Noel Barrett-Morton
Aldbourne Parish Council – Dom Davis, Alan Phizacklea
Broad Hinton & Winterbourne Bassett Parish Council – James Keith
Ramsbury & Axford Parish Council – Sheila Glass, D Barnett

Partners
Wiltshire Police – Inspector Ron Peach
Wiltshire Fire & Rescue Service – Mike Franklin, Graham Weller
Avebury World Heritage Site – Sarah Simmonds

Marlborough Area Development Trust – Martin Cook, Richard Clarke, Geoff Brickell
Transition Marlborough – Sam Page, John Yates
Gazette and Herald – Lewis Cowen
Marlborough News Online - Tony Millett

Total in attendance: 35

Agenda Item No.	Summary of Issues Discussed and Decision
1	<u>Chairman's Welcome and Introductions</u> The Chairman welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves. The Chairman also noted those parish representatives who were in attendance.
2	<u>Election of Chairman</u> In accordance with Part 3, paragraph 4.8.1 of the Council's Constitution, the Chairman handed over to the Vice-Chairman for this item. *Councillor Fogg in the Chair* The Vice-Chairman sought nominations for the position of Chairman of the Marlborough Area Board for the 2012/13 municipal year. **Decision** **Councillors Chris Humphries was elected Chairman of the Marlborough Area Board for the 2012/13 municipal year.** *Councillor Humphries in the Chair*
3	<u>Election of Vice-Chairman</u> The Chairman sought nominations for the position of Vice-Chairman of the Marlborough Area Board for the 2012/13 municipal year. **Decision** **Councillors Nick Fogg was elected Vice-Chairman of the Marlborough Area Board for the 2012/13 municipal year.**
4	<u>Apologies for Absence</u> Apologies for absence had been received from the following: • Councillor Fleur de Rhe-Philipe, who had been due to attend as visiting Cabinet Representative. • Joan Davis from Savernake

5	Minutes
	The minutes of the meeting on 27 March 2012 were approved as a correct record and signed by the Chairman.
	The Chairman thanked everyone who had contributed to the Area Board's tent at the recent Jubilee Celebration Event in Salisbury. The tent had showcased various attractions, organisations and products from the Marlborough Community Area, and had been visited in person by HRH the Duke of Edinburgh.
	The Chairman also sought the views of the meeting as regards starting meetings at 6.30pm instead of 7.00pm. A show of hands was a called and it was noted that 7.00pm was the preferred start time, by a narrow margin.
6	Declarations of Interest
	There were no declarations of interest.
7	Information Items
	The Chairman referred to the following information items which were set out in the agenda:
	a. 11-19 Commissioning Strategy Update (Youth Advisory Groups, Volunteers and Income Generation) b. Help to Live at Home Scheme: Update c. Rural Facilities Survey d. Pathways Improvements Grants Scheme e. Informal Adult Education f. Closure of A4 Beckhampton to West Overton – This road closure was for resurfacing and would result in a long detour.
	The Chairman also noted the tabled information item on the New Standards Framework. This set out details of a consultation with Parish Councils; due to the statutory deadlines, the consultation was only open until 15 June 2012.
8	Partner Updates
	a. Wiltshire Police Inspector Ron Peach referred to the written update which had been tabled. **b. Wiltshire Fire and Rescue** Mike Franklin referred to the written statistical report at pages 25-26 of the

	agenda. It was noted that the figures were generally good, although there had been a low take-up of fire safety checks; work was on-going with Wiltshire Council to set up a referrals system from the Help to Live at Home service.

As a result of the Community Planning event held on 27 March, the Fire Services was working with the police on an anti-drink-drive event. In addition the "Safe Drive – Stay Alive" events would also continue, with every secondary school invited to take part.

Mike also referred to the report at page 23 which set out information on the Fire Service's on-going consultation on proposed changes to the service. These changes sought to improve efficiency and save £1.8 million from the budget, without closing any stations or reducing number of firefighters.

More information on the consultation was available on the Fire Service's website and on the tables. This had been publicised through the press and via partner organisations.

c. NHS Wiltshire

Noted the written report at page 27 of the agenda

d. Parish Forum

It was noted that the Parish Forum had provided a written Annual Report which would be included in the minutes. (See appendix A) |
| 9 | <u>Visiting Cabinet Representative - Councillor Fleur de Rhé-Philipe</u>

It was noted that apologies had been received from Councillor de Rhé-Philipe, Cabinet Member for Economic Development and Strategic Planning. A written briefing note with some statistical information on the economics of the Marlborough Area is attached as Appendix B. |
| 10 | <u>Avebury World Heritage Site Management Plan</u>

At the Chairman's invitation, Sarah Simmonds, Avebury World Heritage Site Officer, gave a presentation on the development of a Management Plan for the World Heritage Site.

A management plan was required to provide overall vision and framework for management, to clarify long-term objectives, unlock funding, and set out the opportunities for partnership working, amongst other things. The key challenge in developing a management plan was balancing the preservation of the historic environment, the quality of the visitor experience and the quality of life of the local community. |

		The current plan had been produced in 2005, and so there was a need for revision and updating to take note of revised objectives, changes in management context, proposed developments at Stonehenge, and new evidence and research.

The review of the management plan was currently in its early stages, and would be subject to formal consultation in 2013 before being submitted to the Department for Culture, Media and Sport (DCMS) and UNESCO. In the meantime, the community could get involved via exhibitions which were planned for Marlborough and Avebury – information on these would be available in due course through local media.

The Chairman thanked Sarah for the presentation. |
| 11 | | Transition Marlborough

The Chairman invited Dr Sam Page to present the report by Transition Marlborough, entitled "The Need for Joined-up Public Transport in favour of Marlborough's Commuters", copies of which had been tabled.

Dr Page referred to the difficulty in commuting by public transport to London or Bristol, due to the lack of integration between buses and train times, and the lack of buses early and late enough to allow travellers to catch the "commuter" trains. It was noted that there were no buses between Marlborough and the alternative rail option of Pewsey.

In addition, journey times to main commuter destinations such as Swindon, Reading and Bristol compared unfavourably with a direct car journey times.
The report also noted the condition of bus stops in Marlborough, many without seating, shelter or lighting. Reference was made to the live information signs at some bus stops in Swindon.

It was considered that these issues encouraged or even required commuters to use private vehicles when commuting from Marlborough. The report further concluded that this contributed to the "top heavy" demographic of the town, with 20-39 year olds restricted by a lack of job opportunities in the area and lack of integrated transport links to nearby employment centres. There were obvious implications of this on community well-being and individual families.

The report concluded by recommending a more integrated approach between buses and commuter train times and a better bus service to Swindon.

Councillor Richard Gamble, Portfolio Holder for Public Transport, responded to the report, thanking Dr Page and commenting that the objectives of Transition Marlborough and Wiltshire Council were in line. |

| | | Councillor Gamble noted that there was a bus from Marlborough which linked to the 0734 Paddington train from Hungerford, although it was also noted that there was no similar service linking with the evening trains.

The services to Swindon and Pewsey were run commercially by the operators without subsidy, which meant the Council had little or no direct influence. The Chiseldon route to Swindon, although longer, was selected by the operator as it was believed that this was the preferred commercial option to open the route to residents of the villages along the route. This was a common dilemma of whether to provide a faster service between towns, or to serve more isolated villages and open the service up to more potential users.

In terms of bus stops, there had been local opposition to providing sheltered bus stops in the high street due to the visual impact, and it was not possible to put up live information signs without a sheltered stop.

Councillor Gamble commented that he hoped to improve and develop public transport by facilitating close liaison between users and providers, in the manner that Community Rail Partnerships had improved the appearance of stations, and had led to better information, marketing and a spectacular increase in the number of users. As such it was hoped that a Community Bus Partnership could be set up to develop similar improvements. |
|---|---|---|
| 12 | | **Review of Local Bus Services - Bedwyn**

Councillor Richard Gamble explained that the Council was reviewing its subsidised bus services, starting with those with the highest subsidies per passenger per journey. The 20 and 22 services fell within this review, having a passenger journey subsidy of £4, exceeding the maximum of £3.50 as set out in the Council's strategy.

The 20 and 22 services had several purposes, serving the needs of children going to St Johns School, villagers travelling to Marlborough and Hungerford, commuters accessing the trains at Great Bedwyn and Hungerford, and providing a link for college students and commuters travelling to Swindon.

The initial proposal was to reduce the £190,000 subsidy to £110,000 by reducing the service from two vehicles to a single vehicle. It was also noted that it was expensive to extend the service outside of the hours of 7am and 6pm. However, the consultation sought to find out the views of current and potential users of the service, to identify any particular needs or hardship which might be caused by the reduction in service.

Other options could include working with other operators or introducing a community run service focussing on the rail link with Great Bedwyn. This could be supported through the Accelerate initiative run by Community First and funding by the government. |

	In response to questions it was noted that all buses coming into Marlborough from Great Bedwyn would continue to stop at Savernake Hospital on request. However, crossing the traffic to divert into the hospital from the other direction was a significant delay and was rarely used by passengers.	
	The consultation would remain open until 30 June	
13	**Marlborough Community Area Plan**	
	Martin Cook of Marlborough Area Development Trust (MADT) gave a presentation on the final draft of the Community Plan (copies of which had been tabled and published online), noting that all issues raised at the recent Community Planning event on 27 March had been included in the document. Martin referred to the context of the Localism Act 2011, and commented that the plan sought to provide a local agenda and to highlight solutions to a number of issues.	
	In response to a question regarding the Avebury World Heritage Site, Martin commented that he would by happy to refer to the World Heritage Site Management Plan in an addendum or amendment to the final draft.	
	James Cawley (Service Director for Strategy and Commissioning and Service Director for the Marlborough Area Board) noted that his remit included Housing, and commented that he would be bringing a presentation to a future Area Board meeting in terms of identifying local housing need. James offered to work with MADT to look at the housing issues in the plan.	
	Decision **The Marlborough Area Board approved the final draft Marlborough Community Area Plan, subject to the addition of reference to the World Heritage Site Management Plan.**	
14	**Community Area Transport Group**	
	Andrew Jack, Marlborough Community Area Manager, referred to the written update report from the Community Area Transport Group, as set out at pages 43-44 of the agenda.	
15	**Area Board Development**	
	Andrew Jack referred to the report as set out in the agenda at pages 45-52.	
	The report set out the progress made against a number of improvement areas, as identified by the Area Board at its meeting in September 2011. This was generally positive, particularly in relation to increasing the number of local items.	

	Positive feedback had also been received from the Parish Forum – this is set out at Appendix C to these minutes.

The report set out proposals to develop a protocol for presenters at Area Board meetings, to develop meetings which are used less to simply communicate information to attendees but to meaningfully consult with them. The Area Board agreed to the recommendation.

The Chairman invited comments and questions and the following points were made:

- The low turnout at Area Board meetings was raised as a concern. Some other Area Boards had higher turnouts, and it was suggested that agenda and minutes from those boards could be made available for comparison.

- It was considered important to make the agenda locally relevant.

- It was suggested that Parish representatives could help encourage others to attend, provided there were interesting and local items on the agenda.

- Concern was also raised that the Area Board appeared to have little influence in terms of making things happen. It also seemed that people's views were not listened to.

During discussion, reference was made to the earlier item on bus services, and it was suggested that the Area Board facilitate the setting up of a Bus Passenger Liaison Group. Anyone wishing to get involved was encouraged to give their name to Andrew Jack. |
| 16 | Grants and Funding |
| **16.1.** | Grants 2011/12

The Chairman referred to the list of grants awarded during 2011/12, noting that the Area Board's funding of £60,000 had helped support nearly £190,000 worth of projects.

It was hoped that more feedback could be sought from grant recipients. Andrew Jack commented that providing feedback was currently one of the conditions of all Community Area Grants. In addition, the recent Marlborough Sk8 'n; Scoot event, had seen Wiltshire Council and the Area Board listed amongst the co-funders on the publicity material. |
| **16.2.** | Community Area Grant Scheme

The Area Board considered 3 applications for Community Area Grant funding. The Community Area Manager introduced each application, following which a |

	representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board. **Decision** **Aldbourne Cricket Club was awarded £932.20 towards the erection of cricket nets at Palmer's Field.** *Reason – The application met the Community Area Grants Criteria 2012/13 and would support this community sports facility.* **Decision** **The Social Centre, Avebury, was awarded £1,950 towards the installation of specialised stage lighting.** *Reason – The application met the Community Area Grants Criteria 2012/13 and would support the development of this community facility.* **Decision** **Ramsbury Cricket Club was awarded £1,000 towards funding new sight screens for the pitch** *Reason – The application met the Community Area Grants Criteria 2012/13 and would support this community sports facility.* **ACTION: Andrew Jack**
16.3.	<u>Parish Forum Traffic Initiative - Tranche 2</u> James Keith, Chairman of the Marlborough Area Parish Forum, introduced the item, reporting that the project sought to resolve the conflict between traffic and pedestrians in the villages, with particular regard to addressing speeding traffic. A traffic consultant had been engaged and support had also been received from Wiltshire Council highways officers. 17 of the 22 villages were now involved and were actively developing traffic plans specific to the needs and characteristics of the location. It was hoped that these plans would identify low-cost solutions which could be implemented in the short term, and help Wiltshire Council to prioritise larger projects in the medium to long term. This funding was for the second tranche of working groups, and full details were set out at pages 81-82 of the agenda. **Decision** **The Marlborough Area Board agreed to allocate £8,300 towards the second tranche of stage 2 of the Parish Forum's "Reclaiming Villages from Traffic" project.** *Reason – To further support this initiative to seek local, innovative and low-cost solutions to traffic problems in the rural villages in the community area.* **ACTION: Andrew Jack**

17	<u>Any Other Questions</u> There were none.
18	<u>Evaluation and Close</u> The Chairman thanked everyone for attending and drew attention to the Forward Plan at page 83 of the agenda, commenting that suggestions for items at future meetings were welcomed. It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 17 July, 7pm at Broad Hinton Village Hall, Yew Tree Lane, Broad Hinton SN4 9RH.

<u>Appendix A - Annual Report from Parish Forum</u>
<u>Appendix B - Briefing note from Cabinet Member for Economic Development and Strategic Planning</u>
<u>Appendix C - Letter from Marlborough Area Parish Forum</u>

Information Items

Subject:	**Detailed Briefing Document on the Localism Act**
Officer Contact Details:	Alissa Davies, Principal Policy Officer – alissa.davies@wiltshire.gov.uk, 01225 713380
Weblink:	http://www.wiltshire.gov.uk/communityandliving/localismact.htm

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.

Information Items

Subject:	**Wiltshire Community Bank**
Officer Contact Details:	Emma Cooper, Partnership Development Manager – emma.cooper@wiltshire.gov.uk, 01225 718627
Weblink:	www.wiltshiremoney.org.uk

Summary of announcement:

Many people, particularly those living on low incomes, cannot access mainstream financial products such as bank accounts and low cost loans. This 'financial exclusion' imposes real costs on individuals and their families - often the most vulnerable people in our society. It also has costs for the communities in which they live. In Wiltshire we are taking a multi-agency approach to tackling financial exclusion with Wiltshire Council and other partners working together through Wiltshire Money (www.wiltshiremoney.org.uk). A key priority for Wiltshire Money is promotion of Wiltshire Community Bank. Wiltshire Community Bank is made up of local credit unions which are financial co-operatives - owned and controlled by their members. Credit unions are regulated by the Financial Services Authority (FSA) which means that your savings are safe. Profits are either reinvested into the business, or shared among members as an annual dividend. Services offered include:

- Savings
- Affordable loans
- Prepaid Debit Cards (ALTO)
- Budgeting Accounts

Wiltshire Community Bank is for everyone and its credit unions look forward to welcoming you as a member. To find out how to join and where your local collection point is call 01249 248 323.

Information Items

Subject:	**Wiltshire Online's digital literacy project**
Officer Contact Details:	Jenny Wilcockson – Digital Literacy Coordinator Jenny.wilcockson@wiltshire.gov.uk 01225 793349 / 07827993733
Weblink:	www.wiltshireonline.org
Further details available:	Please see our website or contact Jenny Wilcockson for more information

Summary of announcement:

Wiltshire Council recognises that access to online services is becoming increasingly essential to residents, businesses and organisations from the third sector. The importance of good, reliable connectivity and the ability to use online services with confidence are central themes to the Wiltshire Online programme.

The benefits of being online are well documented. Not only is the internet an effective tool in helping to reduce social isolation and loneliness, people can save up to £560 per year by using price comparison websites and shopping online (Price Waterhouse Cooper 2009). Digital skills are also vitally important for job seekers, with the majority of roles advertised today requiring some experience of computers. Plus, having a good web presence is crucial to success for private and third sector organisations. Social media is a useful means of communicating with clients and growing a customer base, as well as networking with peers. Anyone who is not online is definitely missing out on a wealth of opportunity.

To ensure that people across Wiltshire have the opportunity to learn the skills and access the technology they need to get online, Wiltshire Online is rolling out a programme of free computer support.

Over the next twelve months, a team of digital champion volunteers will be recruited in every community area. These volunteers will be given access to the resources and training required to help them support people in their local communities to learn the basics of computers and the internet. Digital champions can offer one-to-one or group support in a variety of different venues, including libraries, WiFi enabled cafes or community halls or even someone's own home. Subjects covered include mouse and keyboard skills, setting up a computer desktop, searching the web, using email, Skype, Facebook, online shopping and more. Wiltshire Online will also be encouraging businesses to engage with the programme to support their corporate social responsibility agendas.

This free support is available to all adults in Wiltshire, although particular emphasis is placed on reaching older people, people with disabilities and families on low income. To help support this delivery, Wiltshire Online is working with a number of partners, including the Wiltshire Library Service, Age UK, IT Can Help, Community First, Citizen's Advice Wiltshire and The Learning Curve.

This digital literacy initiative is already well underway in the Melksham community area. To date, a team of 12 digital champions have helped support nearly 30 people either get online for the first time or increase their confidence with computers and the web. Wiltshire Online is now launching its digital literacy programme in the Chippenham and Salisbury community areas, with plans to roll the initiative out across the county by March 2013.

For details about how to get involved, please visit www.wiltshireonline.org or contact Jenny Wilcockson, Digital Literacy Coordinator on 01225 793349 or jenny.wilcockson@wiltshire.gov.uk

Information Items

Subject:	**Paths for Communities – Grant Opportunity for Parishes**
Officer Contact Details:	Michael Crook, Countryside Access Development Officer 01225 713349
Weblink:	http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx
Further details available:	DavidAndrews@visitwiltshire.co.uk 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.

PATHS FOR COMMUNITIES
GRANT OPPORTUNITY FOR PARISHES

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. Full details at http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx

Horses welcome, cars are not

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Routes cannot be permissive and must include an element of public right of way creation to permit cycle and horse use. The application handbook states that applicants should also consider use by a wider range of people such as the elderly, wheelchair and pushchair users, path furniture and how there might be integration with public and links to popular destinations.

www.naturalengland.org.uk

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The application handbook outlines areas of work that cannot be funded:
- **Land acquisition**

- **Sections of route that are subject to claims for higher rights. Please ask the County Council Highway Authority if you require more information. Tel: 01225 713349**

- **Contributions towards salaried staff**

- **Applicants' own labour**

- **Elements already funded such as Higher Level Stewardship Schemes that have several years to run although consideration can be given to those HLS schemes that have or will expire by end 2013.**

- **Elements which should be undertaken as a "statutory duty."**

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.

Applicants should seek advice from their local tourism partnership or destination manager:
DavidAndrews@visitwiltshire.co.uk Tel: 01722 341941

Projects should also be discussed with the highway authority and the local access forum:

Wiltshire County Council HA: Michael.Crook@wiltshire.gov.uk

Tel: 01225 713349

Wiltshire and Swindon Local Access Forum: Alison.Stewart@wiltshire.gov.uk

Tel: 01225 756178

Crime and Community Safety Briefing Paper
Marlborough Community Area Board
17th July 2012

1. Neighbourhood Policing

Team Sgt: Vincent Logue

Town Centre Team
Beat Manager – PC Anthony Boardman
PCSO – Mark Braithwaite

Rural West Team
Beat Manager – David Tippetts
PCSO – Pauline Ritchie

Rural East Team
Beat Manager – PC Jeremy Batchelor
PCSO - Jonathan Mills

2. NPTs - Current Priorities & Consultation Opportunities:

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

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

3. Police Authority Representative:

Councillor Chris Humphries is a member of the Wiltshire Police Authority and has the responsibility for overseeing matters in the community area.

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

4. Performance and Other Local Issues

Crime figures remain reasonably good in our area, with the total number of reported offences in each category being below or close to that of the previous year. Of note is a drop of 23% in non-dwelling burglaries (almost 2 less burglaries per month). However, violence offences have risen by 19% (or about 1 extra per month) but the detection rate in this category is still very strong at 46%.

We remain concerned about the rise in vehicle crime. This figure is mostly made up of thefts from vehicles, notably at beauty spots. We have made clear in the media, and in quarterly newsletters, about the importance of not leaving valuables in unattended vehicles but during our many patrols of beauty spots, we still see people doing just that. With all the effort my team are putting into combating this type of offence using numerous tactics, both overt and covert, offences will continue to occur until people

Wiltshire Police - 170 years of public service   1

using isolated parking areas take the necessary steps to protect their property. We simply can't be everywhere all the time.

This year will be a busy year for policing nationally and locally. Marlborough has already seen the Olympic Torch Relay which was made spectacular by the enthusiastic participation of the community, particularly the school children.

The Summer Solstice celebrations at Avebury were muted by the weather and numbers were down on last year. The National Trust (NT) were the lead in organising and facilitating a safe and peaceful event. We are pleased to report that there were only three arrests – 2x Drunk & Disorderly and 1x Section 5 Public Order (causing harassment, alarm or distress). Local police are now working with the NT to remove the few remaining unauthorised vehicles from the Ridgeway.

As expected, Barbury Castle Horse Trials went off without a hitch.

There are a number of other events taking place in the weeks ahead. I only hope that the weather improves for them. Policing resources have now been confirmed for the Olympic Games. Although Wiltshire officers will be attending, no officers from Marlborough NPT will be involved or abstracted. So it is business as usual for your local team.

5. Crime Figures

Marlborough	Crime				Detections*	
	June 2010 - May 2011	June 2011 - May 2012	Volume Change	% Change	June 2010 - May 2011	June 2011 - May 2012
Victim Based Crime	699	705	6	1%	11%	16%
Domestic Burglary	32	29	-3	-9%	6%	13%
Non Domestic Burglary	115	89	-26	-23%	1%	1%
Vehicle Crime	104	147	43	41%	3%	3%
Criminal Damage & Arson	146	126	-20	-14%	8%	25%
Violence Against The Person	73	87	14	19%	50%	46%
ASB Incidents	61	52	-9	-15%		

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 (April 2011 - March 2012)

* Detections include both Sanction Detections and Local Resolution

Inspector Ron Peach 17/07/2012

Report for Marlborough Area Board

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

Incidents and Calls

Legend: Fires — All Incidents — All 999 calls

Fires by Cause

Legend: Deliberate Fires — Accidental or Unknown Fires
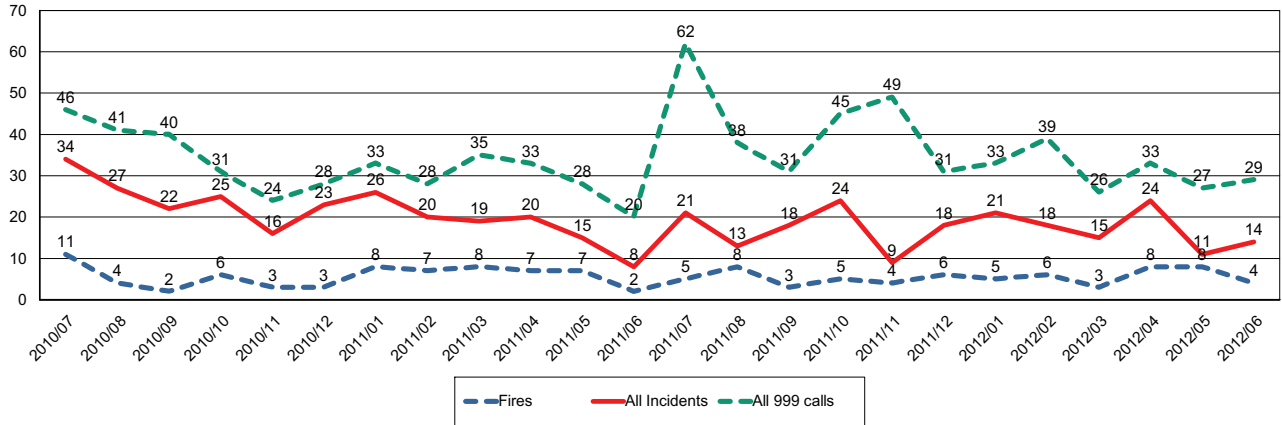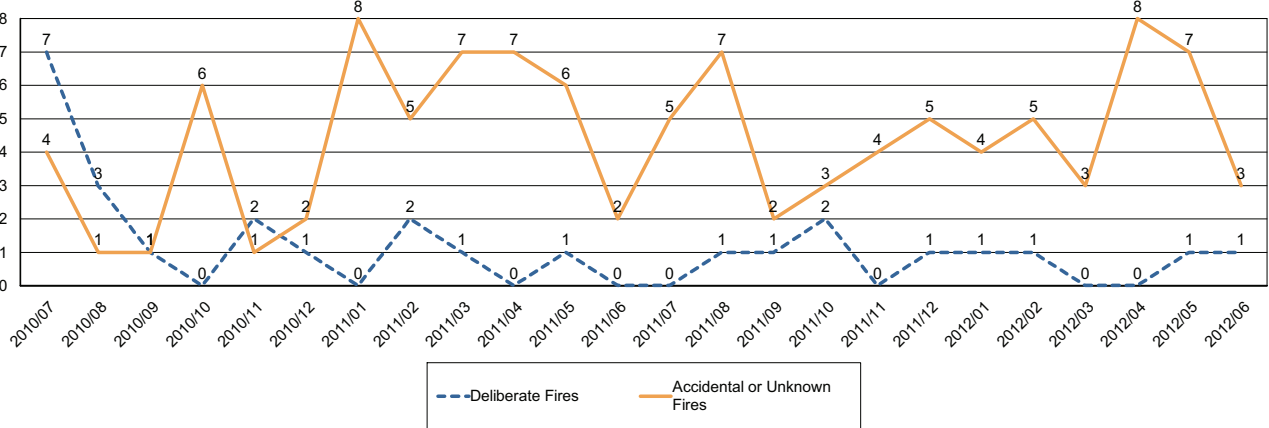
Non-Fire incidents attended by WFRS

Legend: Co-responder — Road Traffic Collisions — Other Non Fire incidents
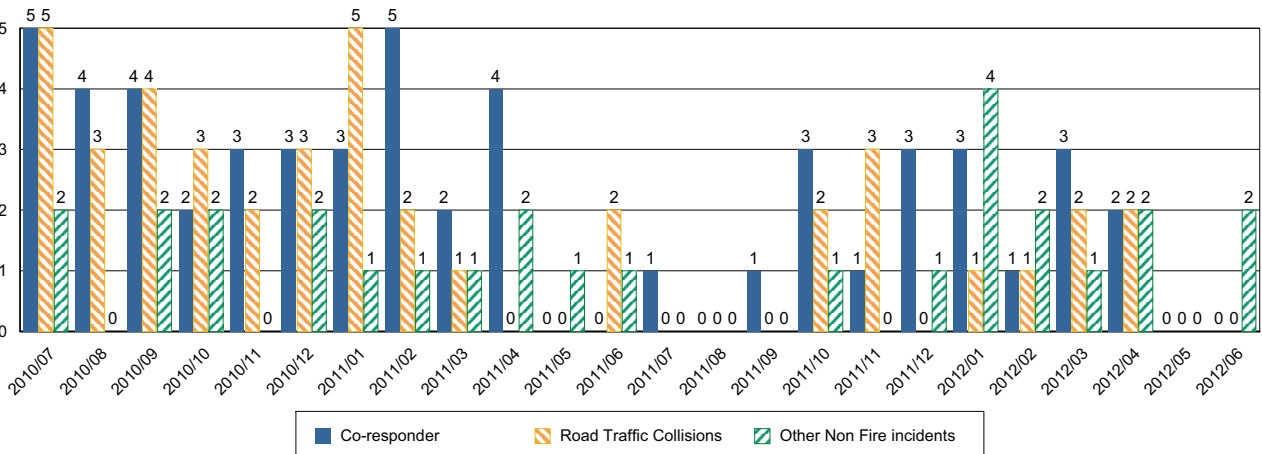
Number of False Alarm Incidents

Legend: False Alarm - Hoax Call | False Alarm Good Intent | False Alarm Due to Equipment
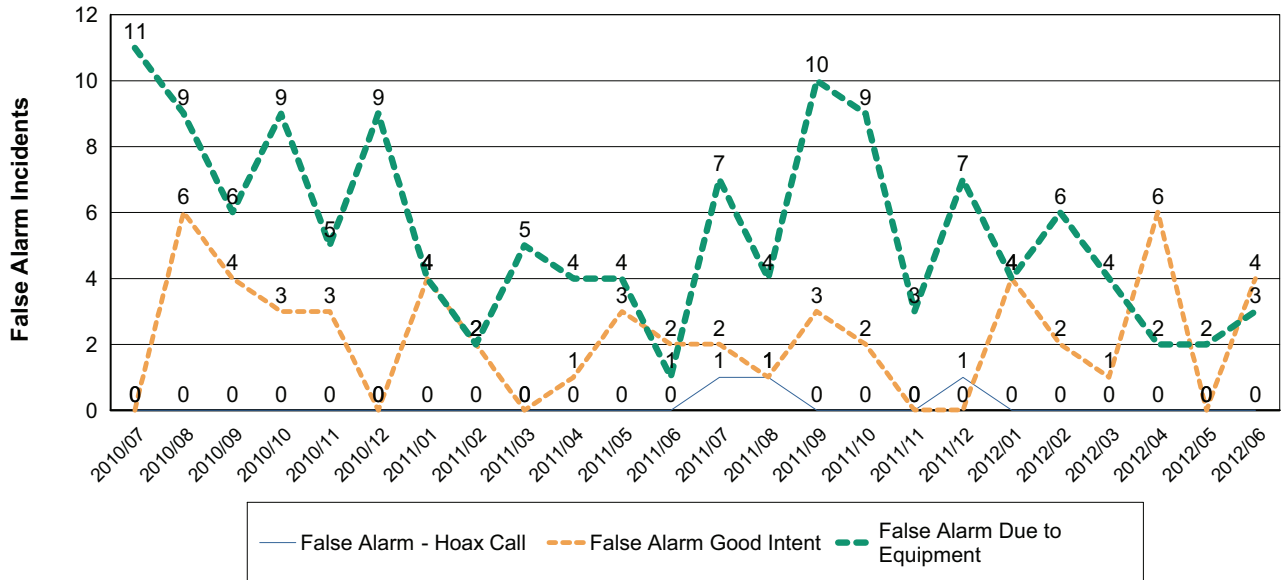
Death & Injuries in incidents attended by WFRS

Legend: Deaths in Fires | Injuries in Fires | Other Death (exc co-responder) | Other injuries (exc co-responder)
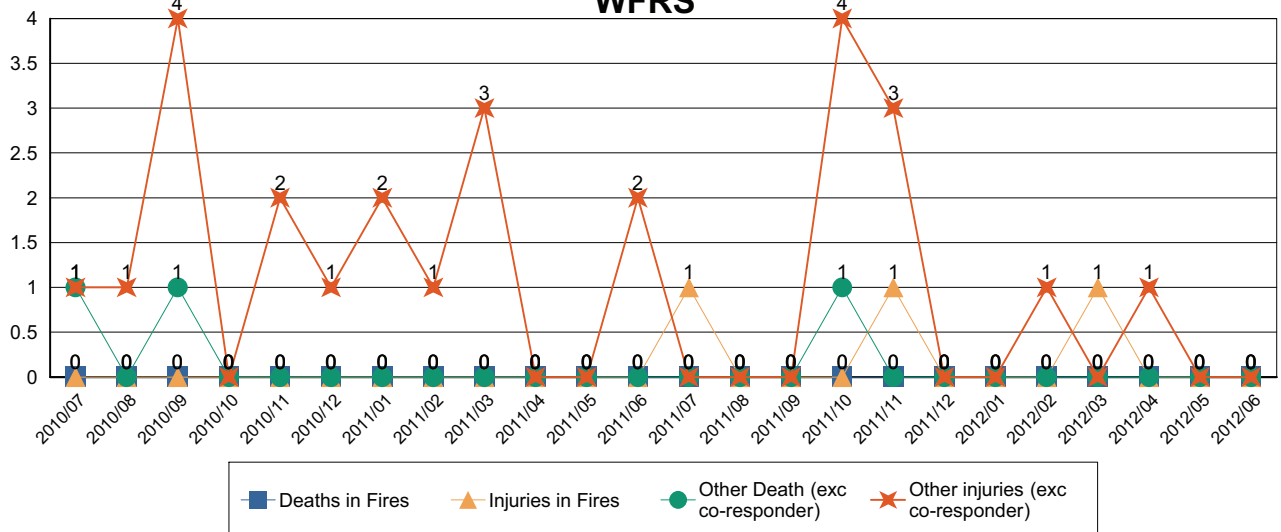
Home Fire Safety Checks and other domestic safety

Legend: HFSC-Service | HFSC-partners | Other Community Safety
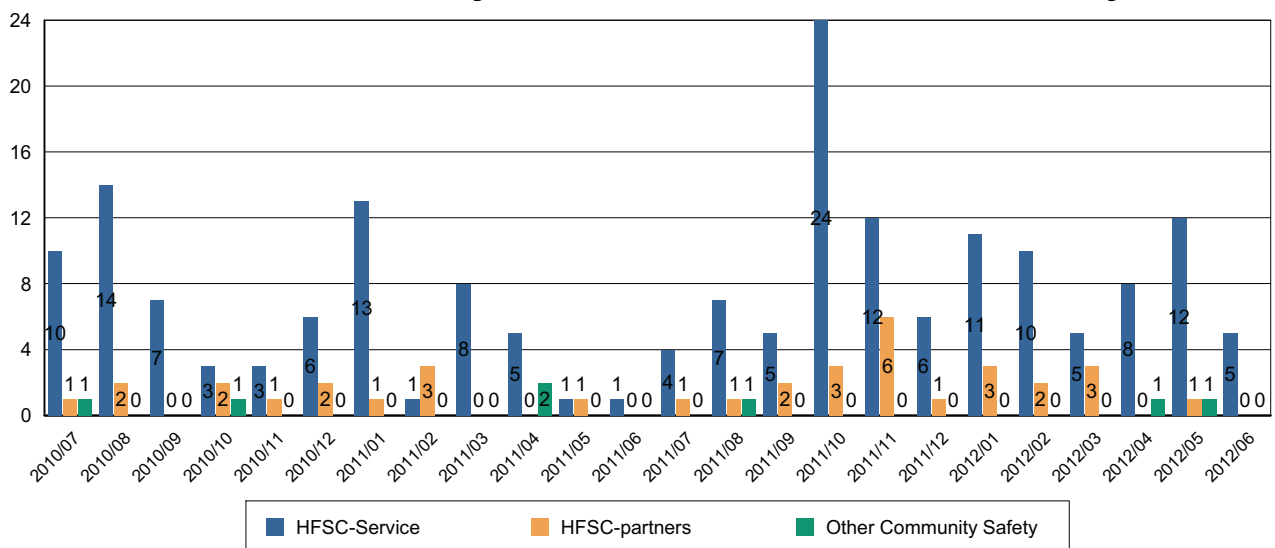
Comments and Interventions overleaf

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 or 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-professionls.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 or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk).

Community Area Transport Group Recommendations to Marlborough Area Board

1.   Purpose of Report

1.1   To provide an update on the position of the proposals from the CATG meeting that took place on 3 July 2012. Full minutes of this CATG meeting can be viewed at:
http://www.wiltshire.gov.uk/council/areaboards/marlboroughareaboard.htm

1.2   To request the Area Board allocate a proportion of 2012/13 Community Area Transport Group funding to contribute to the two funding proposals set out below.

2.   Finances

2.1   Marlborough CATG received funding for 2012/13 of £13,600.

2.2   If all the recommendations within this report are accepted, Marlborough CATG will have spent £3,112 so far during 2012/13. This will leave a budget of £10,488 available for the rest of the financial year. Nb: this figure does not include the £3,000 already allocated to the bid for funding of the traffic management scheme for Winterbourne Monkton on the A4361.

3.   Background

3.1   The meeting noted that Marlborough CATG's bid to the Substantive fund for a traffic management scheme for Winterbourne Monkton on the A4361 has been received and logged by Wiltshire Council Highways. This bid includes the allocation of £3,000 from the CATG budget as match funding towards this work.

3.2   Highways officers attended a site visit with members of Baydon Parish Council to view the situation at Ermin Street within the village. Subsequently a traffic management scheme involving white gates at the entrance to the village, coloured road surfaces, new signage, using lines to slightly narrow the road and the removal of white centre lines has been developed in conjunction with the parish council. **This scheme received the approval of CATG. It was agreed to allocate £2,012 from the CATG budget to fund this scheme.**

3.3   Quotes have been received for lighting to be provided at Chantry Street in Marlborough. After discussions about relative costs of different ways of installing the lighting and the future of the public toilets at this location, new lighting on a free standing column was chosen as the most suitable option. **This scheme received the approval of CATG. It was agreed to allocate £1,100 from the CATG budget to fund this scheme.**

4. Summary of On-going Issues

4.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:
- Marlborough; public bench near bus stops – Marlborough Town Council are now looking at the possibility of installing a bus shelter on the High Street
- Dropped kerbs in Ogbourne St George – being dealt with by Highways
- Speeding on A4361 north of Avebury – speed limit review request received. Parish Council informed of the need to submit formal request
- Pedestrian safety on A4361 at Avebury Trusloe – Initial assessment has taken place and Highways Officer will be commissioned to produce detailed drawing of this scheme. It has been recognised that the sensitive nature of Avebury World Heritage Site makes consultation on this scheme more important
- Speeding issues through Aldbourne – a metrocount at this location has been requested and carried out
- Speeding on entrance to Lockeridge– a metrocount at this location has been requested and carried out
- Poor sightlines at road junction between Broad Hinton and Broad Town – A fence around a property has been erected which has blocked the view in one direction at this junction. Parish Council will be contacted regarding whether they might be able to persuade the householder to change the style of fencing to open sightlines at this junction.
- Crossing points on Marlborough High Street – when the High Street is re-surfaced in the future, it may be possible to use alternative surfacing at the current informal crossing points to emphasise these are crossing points.
- Improved bus stop at Winterbourne Monkton – Passenger Transport Unit will be asked to carry out a risk assessment with a view to the safety of children waiting for school bus. Highways will also look at this location

5. Recommendation

5.1 To support the recommendations from CATG meeting of 3 July 2012 as outlined above.

Contact: Andrew Jack
Marlborough Community Area Manager
Background Papers
CATG notes of 03.07.2012
Appendices
None

Protocols to be followed by those wishing to present to Marlborough Area Board.

Summary:

In order to increase attendance at meetings, stimulate good quality debate and have better informed decision making, Marlborough Area Board wish to see the three following elements within all presentations made at its meetings:
- The topic and information provided is to be as local as possible
- Debate from the audience is to be encouraged as much as possible
- Where possible, the audience will be allowed to make a decision or give a view on the matter being discussed, as part of a genuine, timely consultation.

Background:

Area Boards were set up in Wiltshire with the aim of building stronger connections between high-level plans, people providing services and what local people want. Area Boards are a formal part of Wiltshire Council and will look at such issues and try to find solutions. They will have authority to act as a local arm of the council. Other organisations providing public services – such as Health, Fire, the Police, Town and Parish Councils - will also work with the Area Boards. For example, the Police are keen to work with Area Boards to further develop neighbourhood policing. Local residents will also be an important part of Area Board meetings as they are the people living and working in these community areas.

Empowerment is partly about involving local people in what the council wants to help achieve for the benefit of all, as well as helping local people achieve what they want for their area. There is a relationship too between the collective empowerment of a local community to make their views heard and the individual empowerment of a person to have a voice. The following qualities need to be recognised and taken into consideration to help people feel included and able to contribute to public meetings, especially where services will be present and what they provide is open to influence:
- My contribution is welcome and so am I
- I am able to contribute
- I can see how to contribute
- I can get what I need to make my contribution
- I can invite, welcome, encourage and assist others to contribute
- I belong to this place and act from having a sense of responsibility for it

Marlborough Area Board (MAB) would like to encourage more people from all parts of the community area to attend meetings and take part in meaningful discussions about the services and actions that take place in their community and help to shape these. In particular, MAB aims to ensure that its meetings generate informed debate from the audience so that decision-making can be based on both factual information and local opinions. In order to do this, debate at meetings needs to be stimulated through a number of factors.

MAB has been undergoing a development phase where its own performance has been analysed and some changes have been adopted already. In order to improve the quality of its meetings and to try and increase attendance of local residents to its meetings, MAB has

developed a number of protocols to be adopted by those giving presentations at meetings in order to make these happen.

Protocols

MAB has identified three elements which it hopes will improve the quality of its meetings and ultimately encourage greater attendance. These are: Locally relevant information; debate to be encouraged and stimulated; audience to be allowed to make a choice. In order to make these happen, MAB has developed the following protocols. These will be sent to all people wishing to make presentations to the meetings so that they can be developed accordingly.

Local Relevance:
It has been noted that many services, including Wiltshire Council departments, see presenting to Area Boards as a simple way to contact residents throughout Wiltshire. Often their message concerns a county-wide service that does not necessarily impact on a particular community area.

MAB want all presentations at their meetings to be as locally focused as possible. MAB will require presentations to include as much information about the Marlborough community area as possible rather than concentrate solely on the wider or county level. MAB would like presentations to include information about the services available in the community area, who uses them, any local results, etc. If a service is to change, MAB would like to know what changes will specifically occur in the Marlborough community area and how local residents will be affected by these changes and not solely the wider area effect.

If those wishing to present to MAB cannot fulfil these criteria on local relevance, MAB members will decide whether or not it is in the interest of local residents to hear the presentation and may decline to take that particular item.

Informed Debate:
As one of the main considerations behind establishing area boards was the devolution of decision-making to a more local level, Area Boards must ensure that debate about the matters brought to them is as full as possible. This not only allows attendees to have their say on these matters but it gives them the necessary information to allow them to make an informed opinion about it.

MAB recognises that many of those attending meetings want a chance to have their say, either to question officers or members in relation to the agenda items brought to the meeting or to give their opinion on it. Being allowed to do this will not only bring about better quality decision-making but will help show attendees that their opinions count and are valued by the Council and other service-delivers. Knowing this can also have the effect of attracting more people to MAB meetings to have their say too.

MAB will require that all presentations at their meetings contain an element that is open to the floor, either to ask questions of the presenter or MAB members or for general discussion on that topic. The presenter will be asked to have a number of questions or other prompts for the audience that can be used to stimulate debate. The MAB Chairman will ensure that as many people from the audience have their say and will effectively chair these discussions.

Choice:
As well as being given the chance to question presenters or Area Board members about the topic of the presentation, the audience should also be given the chance to take part in the decision-making processes of MAB.

MAB will require that all presentations, *where possible*, contain an element of choice for the audience. This may be in an informal way, such as the Chairman of MAB asking for any comments from the floor on a particular topic. Ideally, the audience will be able to make a choice between a number of options related to the topic being discussed. This may be done by a show of hands or by making use of TurningPoint software and the voting handsets operated by Wiltshire Council. The results of this voting will be used by MAB members when making their own decisions at Area Board meetings.

Implementation

Services and partners wishing to present to Area Boards currently request time at meetings via the Forward Work Plan. MAB members will discuss the items and topics due to be on the agenda of the forthcoming Area Board meeting at the ABC meeting (Area Board Coordinating briefing) which takes place approximately 6-8 weeks prior to the Area Board meeting. If MAB members choose to take an item for the agenda, the Community Area Manager or Democratic Services Officer will contact the person making the presentation and send them this set of protocols so they understand MAB's requirements. The MAB officers will check the presenter understands these and discuss with them how the protocols can be achieved.

How each presentation meets these protocols will be discussed at the Chairman's Briefing meeting, approx. 2 weeks before the Area Board. If MAB does not feel these criteria have been met fully, the presenter will be contacted and either told to make amendments to their presentation or told that it has removed from the agenda. In this case, they will be given to option to take the item as a Chairman's Announcement instead. In certain cases, it may be more suitable for an item to be deferred to another MAB meeting when that topic will fit with other, similar ones on the agenda.

Andrew Jack
Community Area Manager, Marlborough
July, 2012

Report to	**Marlborough Area Board**
Date of Meeting	**17 July 2012**
Title of Report	**Grants and Funding**

To ask Councillors to consider one applications seeking 2012/13 Youth Budget Grant Funding. Officer recommendations:

1. **Aldbourne Youth Council and Marlborough Youth Centre. Requested: £5,175**. To provide a full programme of activities for young people from across Marlborough Community Area during the summer holidays. Recommendation: Meets criteria

Background documents used in the preparation of this Report	• Area Board Grant Guidance 2012/13 • Marlborough Community Area Plan, 2012-17

1. Background

1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services 15th April 2011. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding

1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.

1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.

1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.

1.5. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.

1.6. Funding applications will be considered at every Area Board meeting.

1.7. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.

1.8. 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.

1.9. Each Area Board has been allocated funds to support young people's projects. £5,676 has been allocated to Marlborough Area Board for 2012/13.

2. Main Considerations

2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.

2.2. There will be further rounds of funding at each of the Area Board meeting held during 2012/13. Dates of these meetings and the deadlines for applications are available on Wiltshire Council's website:
http://www.wiltshire.gov.uk/council/areaboards/marlboroughareaboard.htm

3. Environmental & Community Implications

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

4. Financial Implications

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

4.2. If grants are awarded in line with officer recommendations, Marlborough Area Board's Delegated Youth Budget will have a balance of £501.

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. Discretionary Youth Budget Grants give all local community and voluntary groups, who represent young people an equal opportunity to receive funding towards community based projects and schemes.

7.2. Implications relating to individual grant applications are outlined within section 8 – "Officer Recommendations"

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Aldbourne Youth Council and Marlborough Youth Centre	To run a full programme of activities for young people from Marlborough Community Area, aged 11-	£5,175

		19, during the summer holidays	

8.1.1 This application meets the Discretionary Youth Budget Criteria for 2012/13.

8.1.2 This application demonstrates a link to four Issues within the Marlborough Community Plan, 2012-17 pages 10 and 11:

- "Access to sports facilities – Provide access to high quality sports facilities for all",
- Recreational facilities and amenities for young people – Sense of isolation, boredom and lack of meeting places"
- "Provision of safe social facilities for young people – Young people are able to choose from a variety of venues for socialising and entertainment"
- "Provision of and access to after-school activities – Provide access to opportunities for all across the community area".
  This programme of activities also addresses matters within the Aldbourne community plan, page 11.

8.1.3 In collaboration with Marlborough Youth Centre, Aldbourne Youth Council is offering a varied programme of activities for young people aged 11-19 from all across Marlborough Community Area. Where possible, free transport will be provided for those living in the more rural part of the community area. These activities will provide an alternative to "hanging round the streets" for young people during the five weeks of the summer holidays. There is a wide range of activities being offered by the two organisations and include: gliding flights, different forms of outward bounds activities, bowling, swimming, visits to the cinema, photography courses and trips to theme parks.
Places on activities will be allocated on a "first come, first served" basis on receipt of a booking form and deposit. These activities will be advertised through newsletters, the internet and at St John's School.

8.1.4 If Marlborough Area Board decides not to fund this project, all costs for these activities will have to be covered by the young people themselves. With areas of deprivation and disadvantage within the Marlborough Community Area, this may mean there are young people who cannot take part in activities due to cost who might otherwise benefit from them.

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

Appendices:	Appendix 1 grant application – Aldbourne Youth Council and Marlborough Youth Centre

Report Author	Andrew Jack, Community Area Manager Tel: 01225 713109 E-mail: andrew.jack@wiltshire.gov.uk

Wiltshire Council
Where everybody matters

Community Area Grant Application Form
2012/2013

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)
Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)

1. Your organisation or group

Name of organisation	Aldbourne Youth Council and Marlborough Youth Centre
Contact name	
Contact address	
Contact number	e-mail
Organisation type	**Not for profit organisation** ☒ **Parish/town council** ☐ **Other, please specify** registered charity

2. Your project

Project Title/Name	Marlborough Community Area Summer Holiday Activities 2012
What is your project about and what does it aim to achieve? *Important: This section is limited to 600 characters only (inclusive of spaces).*	Young people in the Marlborough Area villages are rurally isolated with limited public transport available so need organised activities to provide something interesting and fun to do and places to go to during the Summer holidays. This joint project will hopefully get them involved in positive opportunities instead of "hanging around the streets, drinking and getting into trouble". It will give young people new things to do and at MYC will be able to gain certificates for getting involved, which will help them on their CV. Parents will know "what they are up to" and that they are safe.
In which community area does your project take place? (*Please give name – see section 3	Marlborough Community Area
I/we have discussed our project with the town/parish council?	Yes ☐ Date No ☒
I/we have discussed our project with our Wiltshire councillor?	Yes ☐ Date No ☒

Where will your project take place?	Various locations, some local and some out of area (county)
When will your project take place?	Between w/c 23/07/2012 and 1/09/2012
How did you discover there was a need for your project (*please provide evidence*) and how will your project benefit your local community? *Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)*	Young people discussed and finalised ideas at youth meetings. It also came from the commissioning strategy for young people - part of a consultation that young people were involved in when they had the opportunity to give their opinion on the type of service they wanted, it speaks of getting better quality activities for young people. The Aldbourne Community Plan also identified a gap for secondary age organised actitivies. To provide equal access to the activities, we need to source funding or potentially low income families may be excluded or disadvantaged. Without funding all costs will have to come from young people.
How many people will benefit from your project?	AYC - 429 age 10-18, MYC 500,
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Aldbourne Community Plan page 11. Marlborough Area, 2, 3, 5, 8 2.2,8, 3.2,5.8,5.5,6, 8.5,6,7,8

Any other information about your project. (Limited to a 1000 characters)
This application is made on a collaborative basis with MYDC and they have applied for funding from other external sources. It is open to young people in all 20 villages including Marlborough town e.g., Aldbourne, Ramsbury, Baydon, Broad Hinton etc. Hopefully, if this grant is successful MYC would also be able to provide free transport to those living in these areas to access the programme, making this year's Summer Programme inclusive to all young people 11-19 living in the Marlborough Community Area. The program has been created by implementing ideas and suggestions from young people at CAYPIG, AYC and Ramsbury Skate Park Group meetings. AYC also included some activities suggested in the Dreams and Wishes Data that Extended schools collated from young people in the Marlborough area e.g football and horse riding. Please see attached activity and trips information.

To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes ☐	No ☐
Could your project be funded from your reserves?	Yes ☐	No ☐
Is your project urgent (having to be completed in this financial year? *If you answer YES please provide evidence elsewhere on the application form*	Yes ☐	No ☐

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	**Male**	1AYC	**Female**	
25 – 50 years	**Male**		**Female**	4 AYC
Under 25 years	**Male**	15 MYDC+19 AYC	**Female** 16 MYDC + 10 AYC	
Disabled People	**Male**	1 MYDC	**Female**	1 MYDC
Black and Minority Ethnic people	**Male**		**Female**	1 MYDC

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
We will build on the success of this project, YP will evaluate and plan to improve it. We will seek funding from other external sources and encourage YP to create and lead on a fundraising strategy specifically for summer holiday activities.

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?
Young people will be given an evaluation form at the end of each activity. MYC will monitor local statistics to ensure that we have reached Local Authority targets and to get feedback from such groups as i.e. Police and in some cases parents. Publicity through AYC website, local magazines/press and young people being actively involved with collating feedback will direct next years activities.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes ☐ Date contacted CIB No ☒		
To whom have you applied for funding for this project (*other than Wiltshire Council*)? *Please list with amount applied for and whether you have been successful*	**Name of Funder**	**Amount Applied For**	**Amount Received**
	Aster Communities - MYDC for YP	£1000	
	Pending		
	Aster Communities - AYC	£2000	
	Pending		
Have you or do you intend to apply for a grant from another area board within this financial year? *If yes, please state which one(s).*	Yes ☐ No ☒		
Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes ☐ No ☒		

4. Information relating to your last annual accounts (if applicable)

Year ending:	**Month:**	**Year:**
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£	

5. Financial information – *If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.*

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	P/C	
AYC Football 5 days	£720	**Own fundraising/reserves**		£
AYC Paintballing	£227	AYC Raffle and BBQ play day	p	£500
AYC Outward Bound	£250	**Parish/town council**		£
AYC Newbury Skatepark	£91			£
AYC coral reef	£195	**Trusts/foundations**		£
AYC Horse Rid+Adren A	£340	AYC Aster application	p	£2,000
AYC 2xOxenwood day	£450	**In kind**		£
AYC Fishing & BBQ=2dat	£195			£
AYC Play day+ resident	£2,500			
MYC Summer Activities	£2,207	**Other**		£
MYC Mini bus and Coach	£1,500	MYC Aster application	p	£1,000
Total Project Expenditure	£8,675	**Total Project Income**		£3,500

Total project income B	£3,500
Total project expenditure A	£8,675
Project shortfall A – B	£5,175
Grant sought from Wiltshire Council Area Board	£5,175
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Cooperative Bank
Please give the name of the organisations' bank account e.g. Chippenham Scouts	Aldbourne Youth Council

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

☐ All written quotes including the one(s) you are going to use

☐ Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year

☐ Terms of reference/constitution/group rules

☐ Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that…

☒ **This application meets all the funding criteria**

☒ **The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.**

☒ **If a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.**

☒ **That any other form of licence or approval for this project has been received prior to submission of this grant application.**

☒ **That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.**

☒ **Child Protection** ☐ **Safeguarding Adults**

☒ **Public Liability Insurance** ☒ **Equal opportunities**

☐ **Access audit** ☐ **Environmental impact**

☐ **Planning permission applied for (date)** or granted (date)

☒ **That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.**

☒ **I give permission for press and media coverage by Wiltshire Council in relation to this project.**

Name:	**Date:** 29/06/2012
Position in organisation: Aldbourne Youth Council Trustee	

Please return your completed application to the appropriate Area Board Locality Team **(see section 3)**

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.

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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.

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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.

Appointed By	Outside Body Title (A to Z)	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Rep
Area Board - Marlborough	Avebury Solstice Operational Planning Meeting	Representing the Highway Authority	Event Safety	6 Meetings per year	No	1 member + 1 officer	Cllr Jemina Milton
Area Board - Marlborough	Avebury World Heritage Site Steering Committee	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritage Site	3 meetings per year	No	1 member & Heritage Champion Member	Cllr Jemina Milton
Area Board - Marlborough	Avebury World Heritage Site Traffic & Visitor Management Group	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritege Site	4 meetings per year	No	1	Cllr Jemina Milton
Area Board - Marlborough	Marlborough 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	Unitary Councillors believed no-one should be elected as M&VCAP is an independent organisation.
Area Board - Marlborough	Marlborough Youth Issues Group (CAYPIGS)	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Peggy Dow

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<u>Appointments to Working Groups</u>
<u>Marlborough Area Board</u>

<u>Community Area Transport Group:</u>

- Cllr Chris Humphries (Wiltshire Council) (Chairman)
- Cllr Jemima Milton (Wiltshire Council)
- Cllr Peggy Dow (Wiltshire Council)
- Town Cllr Graham Francis (Marlborough Town Council)
- Parish Cllr James Keith (Broad Hinton & Winterbourne Bassett PC, and Parish Forum)
- Parish Cllr Joan Davies (Savernake PC)
- Parish Cllr Nic Coome (Chilton Foliat PC)
- Parish Cllr Ruth Scrivens (Fyfield & West Overton PC)
- Parish Cllr Tamsin Witt (Baydon PC)
- Mark Austen (Baydon Traffic Calming working group)
- Mark Stansby (Wiltshire Council Highways officer)
- Martin Cook (Wiltshire Council Highways officer)
- Spencer Drinkwater (Wiltshire Council Highways officer)
- Steve Cross (Wiltshire Council Highways officer)

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.

Wiltshire Council
Where everybody matters

Marlborough Area Board
Forward Plan

Please note: This is a working document which is subject to change due to availability of relevant officers/partners and relevant timescales.

Date	Location	Possible Area Board Agenda Items	Cabinet Member Attending	Other items/events (provisional)
25 Sept 2012	Marlborough Town Hall, High Street, Marlborough SN8 1A	- Volunteering in Wiltshire - Understanding Autism 2012 Summer and Legacy Standard items including Updates and Community Area Grants	Councillor Stuart Wheeler (Campus Development and Culture – including Leisure, Sport and Libraries)	
27 Nov 2012	Kennet Valley Hall, Lockeridge, Marlborough SN8 4EL	Housing Need and Review of Wiltshire's Housing Allocations System Standard items including Updates and Community Area Grants	Councillor Keith Humphries (Public Health and Protection Services)	Asset Management Strategy
29 Jan 2012	The Courtroom, The Town Hall, High Street Marlborough, SN8 1AA	Wiltshire Online: Connectivity and Provision Standard items including Updates and Community Area Grants	Councillor Dick Tonge (Highways and Transport	

Community Area Manager: Andrew Jack (andrew.jack@wiltshire.gov.uk)
Service Director: James Cawley (james.cawley@wiltshire.gov.uk)
Senior Democratic Services Officer: James Hazlewood (james.hazlewood@wiltshire.gov.uk)

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