

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Crudwell Village Hall, Tetbury Lane, Crudwell SN16 9HB
Date: Wednesday 6 March 2013
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 and networking opportunities will be available from 6.30 pm.

Please direct any enquiries on this agenda to Samuel Bath (Democratic Services Officer), on 01249 718211 or samuel.bath@wiltshire.gov.uk

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

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

Press enquiries to Communications, on 01225 713114 / 713115.

Wiltshire Councillors

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

Cllr Carole Soden, Minety
Cllr Toby Sturgis, Brinkworth

	Time
<p>1 Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 16 January 2013.</p>	
<p>4 Declarations of Interest</p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 11 - 12</i>)</p> <p>The Chairman will provide information about:</p> <p>a. Integrated Youth Service (attached)</p>	7.10 pm
<p>6 Understanding Autism (<i>Pages 13 - 16</i>)</p> <p>Maria Cattelona - Disabilities Commissioning Officer for Wiltshire Council and Wiltshire Autism Partnership and Patti Harrison – Wiltshire Parent Carer Council, will talk about autism, how the condition affects people and why this is important for the Malmesbury area.</p>	7.20 pm
<p>7 Flooding Report Update (<i>Pages 17 - 22</i>)</p> <p>A short item to provide an update against themes identified in the flooding exercise at the previous Area Board meeting.</p>	7.45 pm
<p>8 Partner Updates (<i>Pages 23 - 32</i>)</p> <p>To receive updates from the following partners:</p> <p>a. Wiltshire Police (attached)</p> <p>b. Wiltshire Fire and Rescue Service (attached)</p> <p>c. NHS Wiltshire (attached)</p> <p>d. Malmesbury and the Villages Community Area Partnership (attached)</p> <p>e. Town and Parish Councils</p> <p>f. Young People</p> <p>g. Malmesbury and District Chamber of Commerce.</p>	7.50 pm

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| 9 | Area Board Achievements | 8.05 pm |
| | A short video will be shown, documenting some of the key achievements of the Area Board over the past four years. | |
| 10 | Community Issues Update <i>(Pages 33 - 38)</i> | 8.20 pm |
| | The Community Area Manager will provide a summary of current community issues and the area board will agree any next steps. | |
| 11 | Community Area Transport Group Update <i>(Pages 39 - 48)</i> | 8.30 pm |
| | The Area Board will be asked to approve the recommendations of Malmesbury Community Area Transport Group. | |
| 12 | Area Board Funding <i>(Pages 49 - 66)</i> | 8.40pm |
| | Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received. | |
| | Officers will discuss and vote on; | |
| | <ol style="list-style-type: none"> 1. To approve officer delegated expenditure of £828 to victims of November 2012 floods. 2. Oaksey Youth Club – award £990 towards a 2 day music project for 12-19 year olds for those living in the village and beyond. 3. Malmesbury United Reformed Church - award £5,000 towards a lift, conditional on the balance of funding being in place | |

13	Evaluation and Close	8.50 pm
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Future Meeting Dates

Wednesday, 3 July 2013

7.00 pm

Crudwell Village Hall

Wednesday, 4 September 2013

7.00 pm

Malmesbury School

Wednesday, 6 November 2013

7.00 pm

Malmesbury School

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ
Date: 16 January 2013
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Samuel Bath (Democratic Services Officer) Tel: 01225 718211 / Email: samuel.bath@wiltshire.gov.uk, Tel: 01225 718211 or (e-mail) samuel.bath@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Miranda Gilmour, Community Area Manager,
Alexa Smith, Democratic Services Officer,
Samuel Bath, Democratic Services Officer

Town and Parish Councillors

Malmesbury Town Council – Bill Blake, Mayor Ray Sanderson, Kim Power, Martyn Snell,

Ashton Keynes Parish Council – Malcolm Carter

Brinkworth Parish Council – Owen Gibbs

Charlton Parish Council – Mark Wilkins

Crudwell Parish Council – Ian Mackay

Dauntsey Parish Council – Nicolas Puntis, Ellen Blacker

Hankerton Parish Council – Brian Dalton, David Wood

Leigh Parish Council – Roger Baker

Little Somerford Parish Council – Deborah Bourne, Tony Pooley

Minety Parish Council – Graham Thorne

Sherston Parish Council – John Matthews

Partners

Police –Angus Macpherson Mark Thompson, Martin Alvis

Fire – Mike Franklin, Dave Jacomb, Chris Harvey

Total in attendance: 55

<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 to the meeting and introduced the top table. He gave a special welcome to those involved in the Wiltshire Fire and Rescue Service peer review team and to the new Police and Crime Commissioner for Wiltshire and Swindon, Angus Macpherson.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Councillor Carole Soden – Wiltshire Council • John Beresford – Brinkworth Parish Council • John Cull – Lea and Cleverton Parish Council • Chloe Harris-Alba – Young people • Sid Jevons – Malmesbury and the Villages Community Area Partnership (MVCAP) • Roger Lee – St Paul Malmesbury Without Parish Council • George Lynham – Luckington and Alderton Parish Council • Terry Mockler – Hankerton Parish Council • John Tremayne – Easton Grey Parish Council • Andrew Woodcock – Malmesbury Town Council.
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 7 November 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 made the following announcements:</p> <p>a. <u>Wiltshire Online Connectivity and Provision</u> Information was provided, as in page 11 of the agenda pack.</p> <p>b. <u>Legacy for Wiltshire</u> In an amendment to page 13 of the agenda pack, new dates had been organised for a series of community evening events to keep the success of 2012 going. Events would all start at 6.30 pm, with refreshments from 6.00 pm, and be held on: Thursday 31 January at County Hall, Trowbridge</p>

	<p>Thursday 7 February at the Town Hall, Chippenham Thursday 21 February at the Guild Hall, Salisbury Wednesday 27 February at the Corn Exchange, Devizes.</p> <p>c. <u>Welfare Reform in Wiltshire</u> A short film was shown about the Welfare Reform in Wiltshire. This film is available to view on the following link: http://www.youtube.com/watch?v=dd29tTwwT8 The Chairman added that a lot of support and advice was available and all individuals affected by the changes would be contacted directly by Wiltshire Council.</p> <p>d. <u>Police and Crime Plan Consultation</u> Angus Macpherson explained that from 18 February, he was seeking views on his first Police and Crime Plan, to set out the strategic policing and crime priorities for the next five years. Information about the Plan and the opportunity to comment was on the Police and Crime Commissioner website: www.wiltshire-pcc.gov.uk.</p> <p>e. <u>Joint Strategic Assessment for Health and Wellbeing 2012-13</u> The annual and statutory Joint Strategic Assessment (JSA) for Health and Wellbeing 2012-13 had recently been published and could be downloaded from the Wiltshire Intelligence Network website: http://www.intelligence-network.org.uk/health/jsa-health-and-wellbeing</p>
6	<p><u>Flooding and Emergency Planning</u></p> <p>A discussion was held amongst Councillors and attendees to review the recent flooding in the area. The aim of the discussion was to identify success stories and areas for improvement with regard to flood responses.</p> <p>The Chairman introduced Miranda Gilmour to manage the discussion. Ms Gilmour then introduced the Emergency Planning Officer, Nicholas Bate.</p> <p>Mr Bate detailed the role of public health with regard to flooding and also highlighted the success of the community in harnessing resources to support the emergency services. Nicholas then discussed the Government plan to enable local parishes to react to crisis situations in the period preceding the arrival of emergency services. It was suggested that town and parish councils should develop and implement local emergency plans. This would include identifying local skills and resources, whilst also determining vulnerable residents and those likely to be in need of support. Nicholas also addressed the cascading levels of telephone contact within the community, designed to alert the relevant individuals/authorities at a point of emergency.</p> <p>The desktop emergency planning exercise to be held on 30 January had been established to manage these points, and to date, five local parishes and representatives from the town council had signed up to participate.</p>

Dave Jacomb from Wiltshire Fire and Rescue then outlined the positive responses from the fire service, and stated that the department were well equipped to deal with flooding. Mr Jacomb stated that WF&RS attended 100 incidents relating to flooding during the period of 21-26th November. These included; property inspections, advice, monitoring, evacuations and flood water removal. Statistical information from this period has been shared with other agencies in order to improve planning and preventative strategies. Finally Mr Jacomb stated that WF&RS was inviting residents and local parishes to engage with the fire service to allow parties to work towards preventative measures and provide advice.

Sergeant Martin Alvis from Wiltshire Police provided an overview of the force's opinion on positive actions witnessed. Sgt. Alvis stated that Wiltshire Police had worked with partners to distribute flood warnings across the region and that this had worked well. In addition the force was able to provide local updates and safety advice via its Facebook page, which received over 9000 independent visitors. A question was asked around providing more stop signs for flooded roads, to which Sgt. Alvis responded by stating that there were simply not enough resources to provide and distribute signs across the region and that people should use common sense when using the roads during this period.

Danny Everett, the council's principal Drainage Engineer provided an overview of the successful experiences during the recent flooding with regard to drainage. He explained that the drainage team operated with wide remit with limited resources. This included drainage of high speed roads, property flooding, low speed roads, residential land and agricultural land. Danny invited parish/town councils to provide maps and data on historical flooding to help develop future action plans and preventative strategies.

Bill Parks, Head of Local Highways and Street Scene, for Wiltshire Council explained that during the winter and extreme weather conditions the council provided a 24/7 duty engineer scheme to deal with problems on the highway network including flooding.

Martin Rae from Malmesbury and the Villages Community Area Partnership discussed the success of their flood information website - <http://malmesburyfloodinfo.weebly.com> - that had been set up for the local area which distributed flood information, local help and warnings. This service allowed residents to identify local help and resources available to them.

Miranda Gilmour thanked all the agencies for the updates and input and then opened the floor for attendees to provide success and failure stories as a learning exercise.

A copy of these findings is attached to the minutes.

Decision

	<p>The Area Board would develop an action sheet to address improvements from the learning exercise which would be circulated.</p> <p>The Chairman then thanked partners and attendees for their input.</p>
7	<p><u>Asset Management Strategy</u></p> <p>Lucy Murray Brown, the council's Head of Campus & Operational Models provided an update of the Asset Management Strategy. Lucy added that working groups had been established to continuously monitor and report progress to area management.</p> <p>There were currently seven live projects. These were: Tidsbury, Salisbury, Calne, Cricklade, Pewsey, Melksham and Corsham. Funding for these projects had been collected from asset management across the county and that funding was not restricted to where it was raised.</p> <p>The Chair stated that changes to the Council's capital programme meant that assets were now treated as Council wide and as such would benefit priority investment across the region.</p> <p><u>Decision</u> The Committee noted the report</p>
8	<p><u>Partner Updates</u></p> <p>The Chairman invited updates in addition to the written update reports set out at pages 15-20:</p> <p>a) <u>Wiltshire Police</u></p> <p>An update was provided with regard to the conviction of the armed robbery and burglary suspect in Malmesbury. The individual was sentenced to eight years imprisonment. Otherwise the Police had experienced a relatively quiet Christmas period with only two pubwatch bans and one disorderly conduct penalty to report on.</p> <p>Councillor Killane thanked the Police for the management of WOMAD, and raised the issue of the trouble experienced at Station Road car park with regard to noisy 'boy racer' gatherings. A discussion was then held with regard to management of the issue. It was stated that there were no recorded crimes in relation to the issue raised.</p> <p>Following the discussion the Chair stated that Wiltshire Council would not provide a barrier to the car park due to the expense associated with installation and maintenance.</p> <p>The Chair and Councillor Killane stated that CCTV could be installed at Station Road car park to allow monitoring and to act a deterrent. It was agreed that Councillor Killane would take leadership on this point.</p>

	<p><u>Decision</u> Councillor Killane would set up a meeting with Malmesbury Mayor Ray Sanderson and Mark Rippon (Public Protection Officer) to progress CCTV at Station Road car park.</p> <p>b) <u>Wiltshire Fire and Rescue</u> An update was given against activity in the area and aside from the earlier flooding activity, reported only a slight increase in activity around November as a result of Bonfire Night activity.</p> <p>c) <u>NHS Wiltshire</u> An update on the Appleton's Army programme was made to the committee detailing the work undertaken to engage isolated elderly residents in the area. This included a drop-in centre for elders on Fridays in the Town Centre.</p> <p>d) <u>Malmesbury and the Villages Community Area Partnership</u> No verbal update was made.</p> <p>e) <u>Town and Parish Councils</u> No updates were made.</p> <p>f) <u>Young people</u> No Updates were made</p> <p>g) <u>Malmesbury and the District Chamber of Commerce</u> No updates were made</p>
9	<p><u>Community Issues Update</u></p> <p>Miranda Gilmour (Community Area Manager) introduced the report on pages 21-26 of the agenda.</p> <p><u>Decision</u> The Area Board agreed to close the following issues:</p> <ul style="list-style-type: none"> • Issue 1074 – Access to car parking at Glovers Court. • Issue 1808 - Visibility of speed bumps in Station Road car park. • Issue 2070 – Vehicular access to Malmesbury Primary Health Care Centre • Issue 2397 – Creation of a passing place on The Green, Oaksey • Issue 2429 – Traffic Regulation order Mill Lane, Malmesbury • Issue 2453 – Cars blocking Pool Gastons and Burnham Road junction • Issue 2466 – Road safety concerns Blicks Hill and Holloway, Malmesbury • Issue 2503 – Vehicular problems in Dark lane, Malmesbury • Issue 1896 – HGV damage by Vale of White Horse Bridge Inn, Minety
10	<p><u>Community Area Transport Group Update</u></p>

	<p>An update was made by CATG as to progress of the group. The Board reviewed the report and approved funding of £1,300 to signage for Dark Lane, Malmesbury and Mill Lane, Malmesbury.</p> <p><u>Decision</u> Noted the progress of the Community Area Transport Group. Noted the updates made by the Group. Noted the current financial situation of the Group. Approved the recommendations for funding made by the Group.</p>
11	<p><u>Area Board Funding</u></p> <p>The Board were asked to consider the funding requests from the Community Area Funding Report:</p> <p><u>Decision</u> All five applications for funding were approved by the Board. The area board agreed the following funding:</p> <ol style="list-style-type: none"> 1. <u>Decision</u> APPROVE the Councillor led project to contribute £3,154 towards a young people's media project, on the CONDITION that following completion of the project the equipment purchased would be allocated to the Malmesbury and Villages Community Area Partnership to allow use by any community groups. <u>Reason</u> The application met core 2012/13 grant criteria and would benefit young people and the wider community. 2. <u>Decision</u> APPROVE officer delegated expenditure for room hire. <u>Reason</u> The request was in accordance with delegated authority powers - approved 10 November 2010. 3. <u>Decision</u> APPROVE the area board proposal to ring fence up to £5,000 for Malmesbury and Villages Community Area Partnership to deliver a range of 'legacy events' in 2013/14. <u>Reason</u> The application met core 2012/13 grant criteria and would provide a platform for events in the next year. 4. <u>Decision</u> APPROVE awards not exceeding £500 for local organisations and individuals affected by recent flooding through officer delegation. <u>Reason</u> In accordance with delegated authority approved 10 November and beneficial to local community groups who had been affected by

	<p>flooding.</p> <p>5. <u>Decision</u> APPROVE the Award of £500 to the Safe Drive Stay Alive programme to support future presentations.</p> <p><u>Reason</u> The Malmesbury community area had benefited from a presentation in November and it was hoped that the award would help deliver further sessions.</p> <p>The Board also wished to formally recognise the work of Safe Drive Stay Alive and the amazing work that they continue to do.</p>
12	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for coming to the meeting and wished everyone a safe journey home.</p> <p>It was noted that the next meeting would take place on Wednesday 6 March 2013, 7pm at Crudwell Town Hall, Tetbury Lane, Crudwell, Malmesbury SN16 9HB.</p>

Agenda Item 5

Chairman's Announcements

Subject:	Integrated Youth Service
Officer Contact Details:	Mal Munday, Head of Service
Weblink:	
Further details available:	

Summary of announcement:

Background

Youth work is a part of the Integrated Youth Service and we provide a range of services to young people from open access youth work to targeted support for those young people with additional needs to young people requiring specialist services.

Youth Work Offer

"Wiltshire Council's Youth work provision is 'needs led', developmental and community based. It is built on a youth work curriculum. This means: that we keep the needs of young people central to our practice at all times; that we work with them in the context of their own communities; and that we help them to develop the wide range of skills, knowledge and understandings they need to make a success of their transition from 'child' to 'independent adult and active citizen'. Clearly, this indicates that there is far more to youth work than the stereotype of supervising young people playing pool and table tennis in youth clubs. The latter bears little relation to the reality and breadth of the work, which when accurately described is all about the skilful and subtle art of informal education" **Learning from Life, July 2010, Wiltshire Council**

Future of Youth Work in Southern Wiltshire

Since 2009 the Council has used the Staffing Funding Formula to allocate the funds we have available across each Community Area so that everyone can see that there is a fair allocation. The formula is as follows:

- 25% of the total budget as a fixed amount for each community area
- 50% based upon the numbers of 13-19 year olds in each community area
- 10% based upon deprivation using the indices of multiple deprivation
- 10% based upon rurality/sparsity
- 5% held centrally to cover emergency and/or training/maternity cover

There are no plans to change this arrangement so whatever the size of the youth work budget it will be allocated across the County using the above. Clearly I do not know what the future holds or how the Council will decide what it's priorities are in the future, but to date Wiltshire has remained committed to providing services for young people at a time when other Authorities have significantly reduced their spend on youth work.

Chairman's Announcements

Youth Advisory Groups (YAGs)

The Wiltshire 11-19 Commissioning Strategy was agreed by Cabinet and the Wiltshire Children & Young People's Trust in September 2011. This included the implementation of a new local Youth Work Offer.

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups with standard terms of reference in each community area, led by young people. These groups will be linked to Area Boards and chaired by a young person under 25. Over 50% of the members will be under 19 years of age and the groups will play a key role in improving the coordination of positive activities for young people in local areas. This will involve encouraging partnerships that avoid overlap and fill gaps.

The groups will also be involved in planning and shaping local services from a young person's perspective. Furthermore they will help local young people know what opportunities and activities are available for them to access. Mechanisms will be established so that knowledge and ideas can be shared between the groups across the county.

The purpose of YAGs is to build on the work which Area Boards and young people have completed through their local Community Area Young Peoples Issues Group (CAYPIG) around increasing the voice and influence of young people. YAGs are a development of the CAYPIG and will be very much an opportunity for young people to hold local providers of services, including Wiltshire Council, to account for the service they provide and to also work with young people to see how we can improve services. It is for each Area Board to decide through consultation with young people whether they wish to retain the CAYPIG and link this to the YAG or to replace the CAYPIG with the YAG. This is a local decision and to date across the County different community areas have taken different decisions which is fine as we are keen to respond to local demands. This is part of our ongoing commitment to ensure that young people are involved in influencing the design and delivery of services they use and key to this is the involvement of young people in Area Boards

‘Understand autism’

Wiltshire Area Boards 2012/13

“Treat me the way they would like to be treated. Take into account my disability but remember me and my rights” (Wiltshire resident)

Introduction – What is autism?

Autism is a lifelong condition that affects how a person communicates with, and relates to other people and the world around them.

Autism is a spectrum condition, which means that, while all people with autism share certain difficulties, their condition will affect them in different ways.

The three main areas of difficulty which all people with autism share are sometimes known as the 'triad of impairments'. People have difficulties with:

1. social communication (e.g. difficulty with both verbal and non-verbal language, interpreting comments very literally, while thinking that people always mean exactly what they say)
2. social interaction (e.g. difficulty recognising or understanding other people's emotions and feelings, and expressing their own, which can make it hard to fit in socially)
3. social imagination (e.g. difficulty understanding and predicting other people's thoughts or behaviour and making sense of abstract ideas or situations outside of the immediate daily routine).

“The complexities of communication with people with autism are more than just a noisy room and speaking plainly” (Wiltshire resident)

Why are we going to area boards?

“they feel alone and alienated as people will often give them a wide berth”

(Wiltshire resident)

1. It can be hard to create awareness of autism as people with the condition do not 'look' disabled: parents of children with autism often say that other people simply think their child is naughty; while adults find that they are misunderstood. We would therefore like to share how autism affects individuals in Wiltshire so there is more understanding about the condition.
2. We have worked with a lot of local people with autism and their families to form a plan about how changes will be made. We would like to share this with you and see where your local area can support any improvements.

Why this area is important?

- **Autism is not uncommon**

It is estimated that 1 in every 100 people have autism and therefore in Wiltshire, we estimate that over 4,500 individuals are affected by the condition.

In Wiltshire, we know about (a little over) one thousand children and adults with the condition. Many of these people will also have a learning disability or mental health problem (autism, in itself, is neither).

We therefore believe that there are over 3,500 people in Wiltshire with autism who are unknown and may not get any support from other means.

This may well be appropriate as many people with autism can live relatively independent lives, however, because of the hidden nature of the condition, many people have also said that they find it difficult to get the right understanding and support, at the right time, from the same local services as everyone else.

We think that this could affect around 2000 in Wiltshire who have a form of autism (aspergers or high functioning autism) which is 'hidden' but nevertheless, may still struggle in life.

Very often, without low level natural and community support or understanding, these individuals tend to come to the attention of statutory services later on in life; this is usually at crisis point which has a negative impact on the individual and tends to be much more intensive and costly.

“Bewildered, not knowing where to turn” (Wiltshire resident)

“Prevention and support is much better than trying to pick up pieces afterwards” (Wiltshire resident)

- **Poor outcomes**

People with autism tend to have significantly poorer outcomes than others. As an example, national research shows that only 15% of adults with autism have a job. In comparison, the employment rate for disabled people, as a whole, is 48% indicating the low rates. This is despite the fact that many people with autism have unique skills and abilities that can help a business thrive (ie. problem solving skills, attention to retail, ability to retain detailed factual knowledge, excellent memory, technical abilities etc).

“Use of careful planning, strategy and therapeutic relationships can steer them through this [work] successfully developing their self awareness and ability to cope” (Wiltshire resident)

- **The Autism Act 2009 places duties on local areas**

“It seems that there is the assumption that at 18, all problems cease”

(Wiltshire resident)

In March 2010, the first ever strategy for improving the lives of adults with autism in England was published.

This strategy set out a number of key actions and recommendations which the government decided were the most important:

1. Making sure that more people understand about autism.
2. Making it easier for adults to get a diagnosis of autism. A diagnosis is when a doctor tells someone that they have autism.
3. Making it easier for adults with autism to choose how they live, and get the help that they need to do this.
4. Helping adults with autism to find jobs.
5. Helping local councils and health services to write plans so that the adults with autism who live in their area get the help that they need.

If you would like to find out more detail about what the strategy says, please follow this link: www.autism.org.uk/dhstrategy

The Wiltshire Autism Partnership

To help Wiltshire plan how to make these key priorities happen, a 'Wiltshire Autism Partnership' meet five times per year. This group includes people with autism, parent/ carers and professionals from different teams, agencies and organisations.

The group have done a lot of work to consult with local people. They have developed a strategy and are now finalising a plan detailing how the changes will be made. To view these documents, please visit:

<http://www.wiltshire.gov.uk/healthandsocialcare/disabilities.htm>

How your area board can help?

“Awareness that certain groups in our communities are more sensitive and vulnerable.....gives me faith that this can be extended to those on the autistic spectrum” (Wiltshire resident)

To promote more understanding and acceptance about the nature of autism in the local area: improved recognition, awareness and minor adjustments in the community would alone, contribute significantly. We would therefore welcome the opportunity to hear your views and ideas for improvements as the success of this work will be limited if there is a 'standalone' approach.

Useful websites

- <http://www.wiltshire.gov.uk/healthandsocialcare/disabilities.htm>
- <http://www.autism.org.uk/>

Contacts

For further information about the autism work please contact the disabilities commissioning team on 01225 718559 or email: disabilities@wiltshire.gov.uk

If you are a carer or person with autism (or think you may have autism) and feel that you may need some help, please contact 0300 456 0111 and someone will be able to tell you about the process of having an assessment to see if you are eligible for support.

Report to	Malmesbury Area Board
Date of Meeting	6 March 2013
Title of Report	Flooding and emergency planning actions and outcomes from community engagement item on 16 January 2013.

Purpose of Report

To provide details of success stories and areas for improvement relating to flooding and emergency planning as discussed at the area board on 16 January 2013 together with actions for improvement.

1. Information

- 1.1. An agenda item at the 16 January 2013 area board considered flooding and emergency planning, particularly relating to the experiences of local people in November 2012. The item included information from partner agencies followed by community discussion to identify success stories and areas for improvement.
- 1.2. The area board members considered the workshop information and agreed some actions when they held their area board co-ordination meeting at the beginning of February.
- 1.3. The actions will be monitored by the area board.

Appendices	Appendix 1 – Flipchart Notes from Flooding and Emergency Planning Item.
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

Malmesbury Area Board – 16 January 2013

Flipchart Notes from Flooding and Emergency Planning Item

What went well	Issues	Actions
Malmesbury Town	Residents and MVCAP got together and took sandbags to one central base → took to key areas in town.	
Malmesbury Town	Using website / Facebook to collect information and where help was needed.	
Dauntsey	Resident about to be flooded. Spotted culvert blocked. Danny Everett Emergency procurement to get JCB on site to get culvert cleared within 1 hour. Result – house not flooded. Dauntsey flood plan and processes worked. Communications / liaison worked. Farmer/Council/Parish.	
	Measuring on River Avon available on the web to see river levels. Link on flood information website	
	Areas of roads around Dauntsey previously flooded didn't on this occasion. Measuring sticks at key floor areas to see depth of flood.	Miranda Gilmour (MG) will investigate how many and where needed as well as cost and report back to the Area Board.
	Congratulations to Wiltshire Fire & Rescue Service and Wiltshire Police for work at Town Bridge. Dave Ridges, Old Corporation – 24/7 working. Local community opened up their houses to those affected.	
	Group of people in Dauntsey do ditch walks keeping an eye on key areas.	
Crudwell	Maintenance of brook helped. Fire Brigade helped to slow people going through water very fast. WFS advice is: drive through slowly	

	maintaining revs on vehicle.	
	Automated message from Floodcall. Able to move car. Those on register can alert others. No parking fines next day.	
	Use of web – to provide information/good planning. Ready to react, whatever the weather.	
	WC suspended skip licences so people could get skips in as soon as possible.	
	Restrictions lifted for commercial recycling at Stanton St Quintin recycling centre.	
	Local highway teams helped clear affected houses.	
	Two flood engineers are great – need a third and increase in funding.	

What can be improved?	
Identifying key culverts, ditches, etc. and areas that are critical for clearing to avoid flood.	Parish Council responsibility – MG reminder via parish newsletters/CAN
Crudwell still having a problem	Request Danny Everett and Cllr. Jonathan Seed to make contact
Vehicle drivers driving through water too quickly (can damage properties/other vehicles)	Reminder for parish magazines/blog site/CAN highlighting this issue in the Autumn.
Dealing with properties (which flood) away from rivers. Issue of home insurance	Resident's responsibility to report incidents at an early stage to enable investigations.

<p>Hankerton – waiting for actions from surveys done by local people. Hold up is due to only 2 flood engineers. Need help getting farmers, etc. to do their part and assistance from engineers to get actions completed. Issues need addressing between Crudwell/Hankerton.</p>	<p>Environment Agency is following this up. Cllr. Toby Sturgis to follow up.</p>
<p>Legislation is insufficient to enable enforcement on private landowners. Problem for Environment Agency on main river.</p>	<p>Seek support of James Gray to highlight problems with the government. Enforcement powers are needed.</p>
<p>Little Somerford – sewer backed up and coming up through manhole covers foul water → road → river. Wessex Water say issue with housing water going into wrong place – can we get advice on this. Danny Everett – recommended people report individually to Wessex Water not a composite report. If 30 houses ensure 30 reports since Wessex Water count number of reports not houses affected.</p>	<p>Cllr. Toby Sturgis is addressing this issue at present.</p>
<p>Farmers / landowners → Issues of getting special dispensation or authority to do any work – very limited timeframes to do work which caused problems if weather is unsuitable for work.</p>	<p>This can be a problem – common sense needs to be applied</p>
<p>Agricultural land has drainage systems that have been destroyed → causing current issues.</p>	<p>Little Somerford PC and Cllr. Toby Sturgis</p>
<p>Brinkworth – Survey sent for sucking out (Brinkworth/Dauntsey B4042) silt/grips only had 2 done to date. Parish Stewards say can't do it unless had permission from office. Concern what Parish Stewards doing. Grips are essential for clearance. Answer – Bill Parks will take this away and address</p>	<p>Bill Parks to address.</p>
<p>Any photos of flooding in Malmesbury (this flood event) please give to Malmesbury Town Council to enable them to calibrate the flood model.</p>	<p>Community responsibility.</p>

Crime and Community Safety Briefing Paper Malmesbury Community Area Board March 2013



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Martin Alvis

Town Centre Team

Beat Manager – PC Rachel Webb

PCSO – Dee Curran

Malmesbury Rural Team

Beat Manager – PC Mike Tripp

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.

Performance and Other Local Issues

A reasonably quiet period to report on with nothing of great significance occurring. The team have been out and about in villages and the Town carrying out speed checks in line with their current priorities. The series of dwelling burglaries that occurred in Ashton Keynes at the end of last year into the beginning of January appeared to have stopped with no reported burglaries since. A lot of proactive patrols in response to this series of burglaries have taken place but to date no offenders identified.

Local Performance

EY Malmesbury	Crime				Detections	
	February 2011 - January 2012	February 2012 - January 2013	Volume Change	% Change	February 2011 - January 2012	February 2012 - January 2013
Victim Based Crime	425	421	-4	● -1%	16%	18%
Domestic Burglary	30	27	-3	● -10%	17%	15%
Non Domestic Burglary	64	57	-7	● -11%	0%	2%
Vehicle Crime	47	41	-6	● -13%	6%	0%
Criminal Damage & Arson	70	89	19	● 27%	16%	19%
Violence Against The Person	58	75	17	● 29%	52%	52%
ASB Incidents (Year to Date)	270	235	-35	● -13%		

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 Domestic Burglary in the previous 12 month period (January 2012 - December 2012).

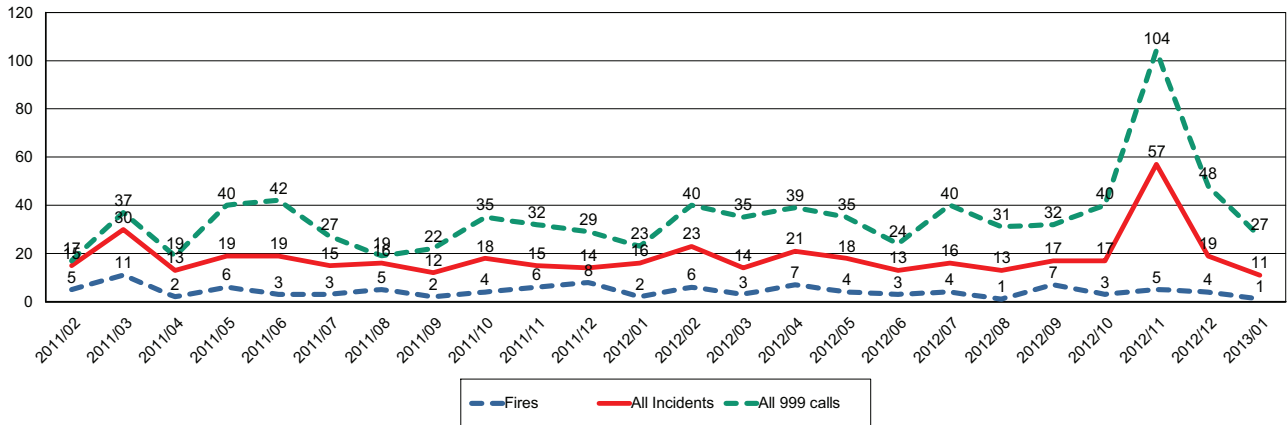
* Detections include both Sanction Detections and Local Resolution



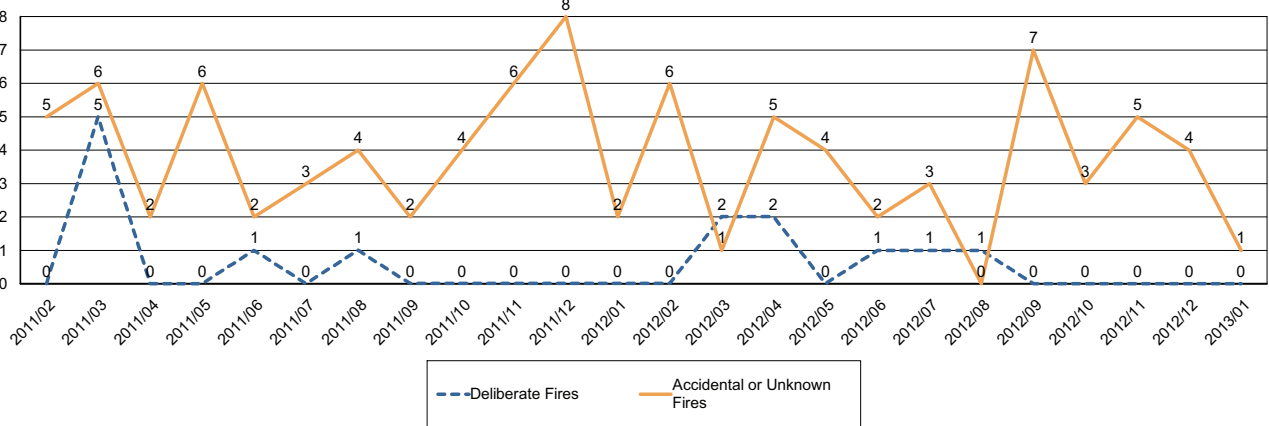
Report for Malmesbury Area Board

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

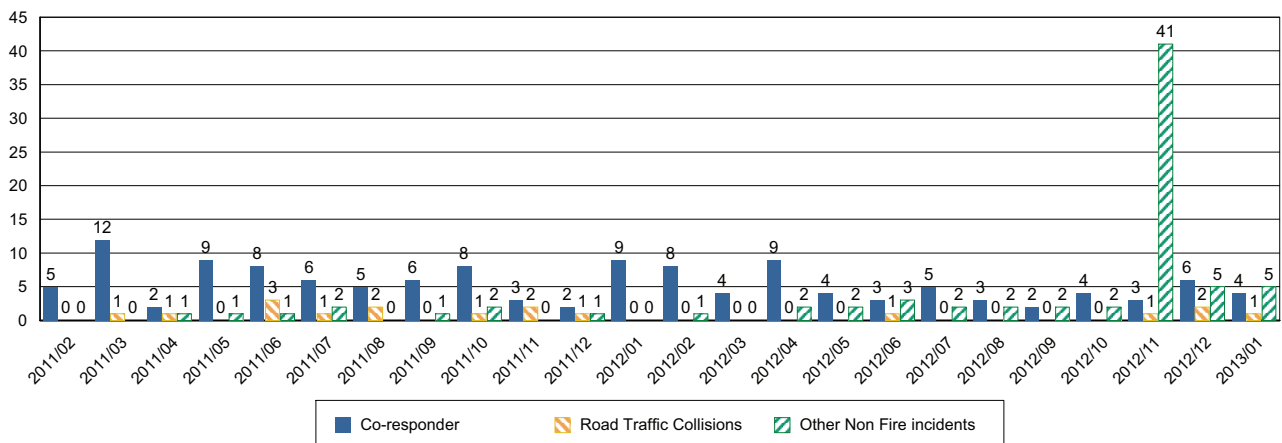
Incidents and Calls



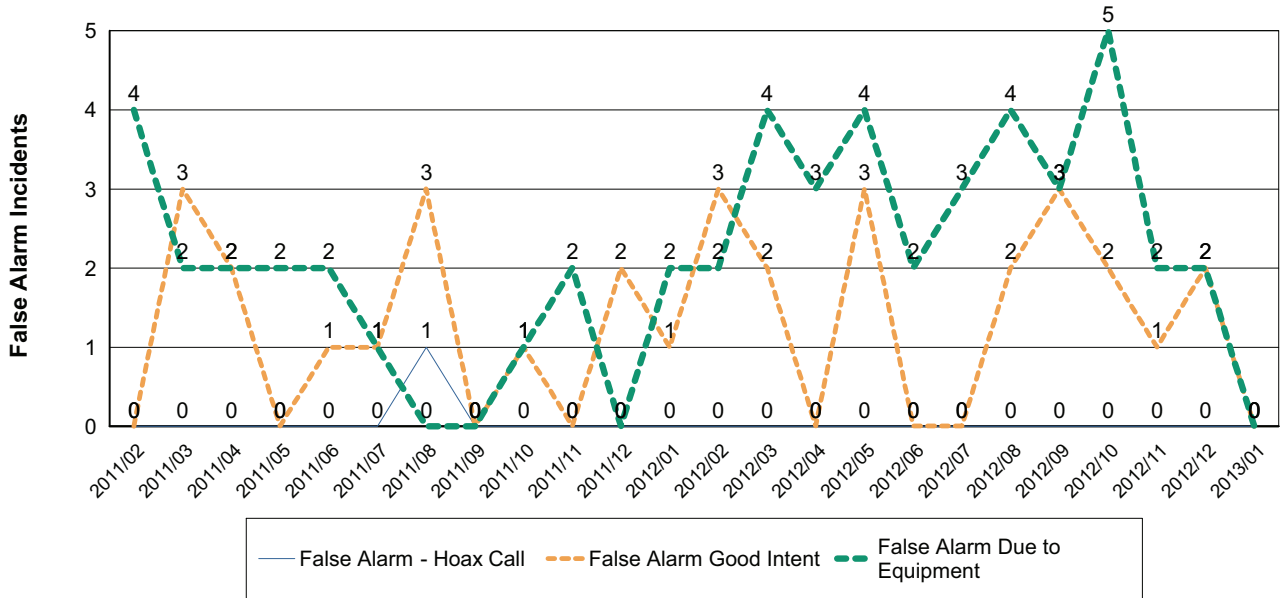
Fires by Cause



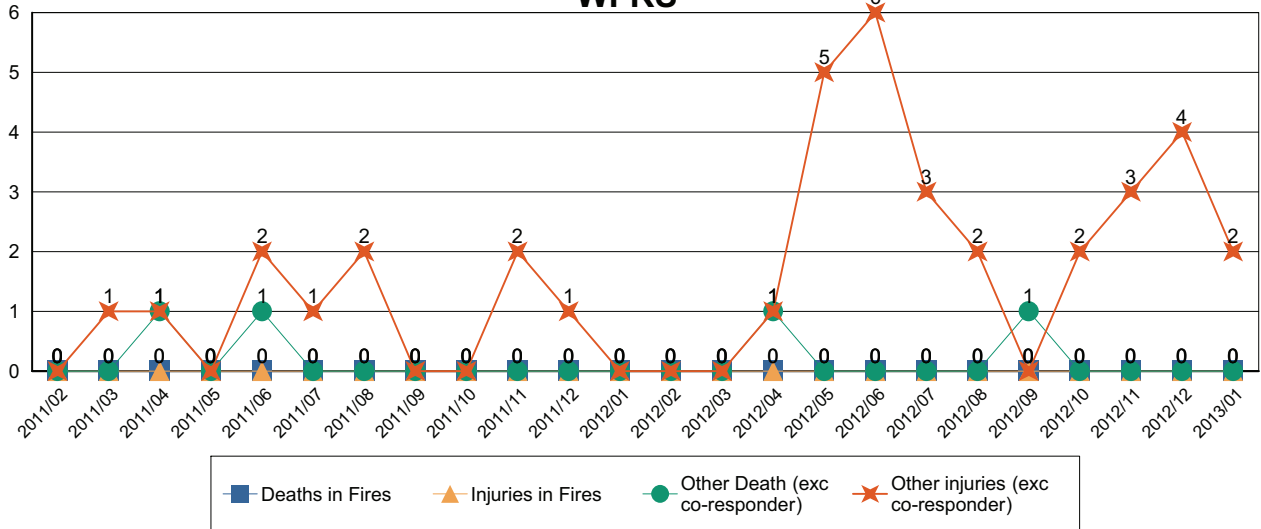
Non-Fire incidents attended by WFRS



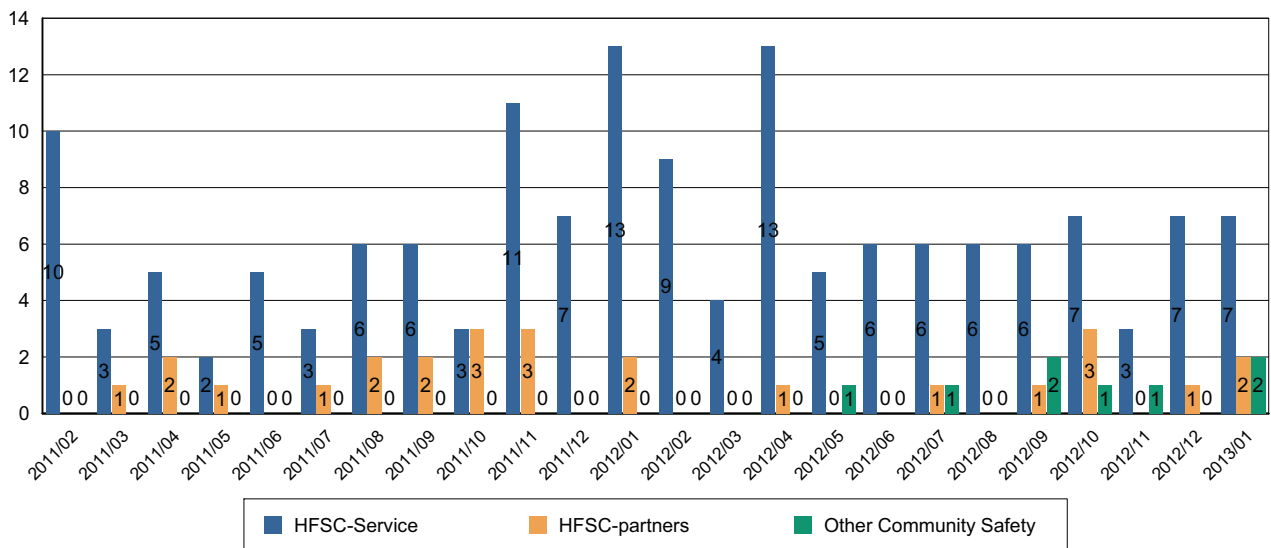
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

February update 2013

Keep warm and well

With the recent heavy snowfall and icy conditions, NHS Wiltshire is urging people to keep warm and well this winter:

“The cold can have serious consequences, increasing the risk of strokes and heart attacks as well as colds and flu,” says Medical Director Steve Rowlands “Wrapping up warm, keeping the heating turned up and keeping a well-stocked medical cabinet incase you do catch a cold or flu are all sensible steps to take.”

“It’s particularly important to stay indoors during very cold weather if you have a respiratory illness – and all elderly people should avoid going out on icy pavements. This means staying at home until later in the morning when the ice has melted. Even if you have a doctor’s appointment first thing, try and reschedule it for later – your surgery will usually be happy to help with this. It’s better to wait than risk falling on the ice.”

NHS Wiltshire has produced five top tips on staying warm and well this winter.

1. **Keep your home warm** – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it’s very cold (as it is at present), set the heating to come on earlier so that you’re not waiting for your home to warm up.
2. **Have your flu jab.** Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. **If you do fall ill with flu, it’s best to stay at home.** Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. **Vomiting and diarrhoea bugs** caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or school.
5. **Keep a well-stocked medicine cabinet**, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you’re ill

The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS Direct for advice on 0845 46 47 or go to www.nhsdirect.nhs.uk. They can give a wide range of advice and information about many conditions;

- Use the minor injuries units at Chippenham and Trowbridge for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance.

Local campaign to increase teenage booster uptake

As you may know tetanus, diphtheria and polio vaccination is given to young people aged between 13 and 18 as part of the school leavers booster. Locally the vaccine is offered to Year 10 pupils attending Council maintained schools by school nurses. Children attending independent schools are normally vaccinated through their GP practice. Across Wiltshire coverage rates of slightly over 95% have been achieved, which is in line with national averages. However, uptake figures vary significantly between individual GP practices ranging from 76% to 100%. Furthermore there has been little improvement in uptake over recent years. In response to this the Wiltshire Public Health Department have embarked on a campaign to:

- Raise the awareness among both recipients - the teenagers themselves - and their parents;
- the general public and
- local clinicians.

The campaign has been developed in partnership with young people and involves texting, posters and signposting to pertinent websites including Sparksite and the Healthy Schools websites.

The campaign began on the 7th January 2013 for about three months, with around 14,500 texts going out to teenagers on 15th January 2013. A press release will also go out after this date and posters will be displayed in local libraries and schools throughout January, February and March. It is envisaged that the campaign will be evaluated mid 2013.

The next PCT Board Meeting will be held on **Thursday 27 February** – venue to TBC – please refer to the NHS Wiltshire website: www.wiltshire.nhs.uk
Members of the public are welcome to attend. Papers are published a week before the meeting on or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk
www.wiltshire.nhs.uk

Malmesbury and the Villages Community Area Partnership (MVCAP)

Report for Area Board meeting on Wednesday 6th March 2013

Headlines

Community Safety Forum: Next meeting: Wednesday 27th March 2013 at 7:30pm – see the MVCAP website for venue details:

<http://www.mvcap.org.uk/index.php/meetings>

Malmesbury Area Pathfinders (Walks Group): MAP are now concentrating upon developing a new trail named the *White Walls Way*. This will be a set of walks forming a large circular trail about 20 miles long. Within the main trail there will be shorter circular walks and links to other regional and national trails. The main routes have been agreed and we are now working towards publication of the route online in the Spring. To find out more or to get involved please get in touch.

Thanks go to the Malmesbury Carnival Fund for granting £750 to Malmesbury Area Pathfinders to pay for interpretation boards for the Malmesbury Bridges Walk.

<http://www.malmesburypathfinders.org.uk>

Malmesbury Flood Info: In response to local concerns we set up the Malmesbury Flood Info website – a repository of information about how to deal with flooding and other types of civil emergency complete with links to places to get equipment. We also set up a companion Facebook Group as a space for the community to get together.

These websites proved very popular during the recent periods of flooding. In particular the community used the Facebook Group to coordinate a self-help response including distribution of free sandbags and regular reports about road conditions.

<http://malmesburyfloodinfo.weebly.com>

<https://www.facebook.com/groups/222243707910354>

Partners

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

Malmesbury Victoria Football Club: MVCAP are providing assistance to MVFC on grant applications, website development, and finding volunteers. The 'Vics' particularly need volunteers to help on matchdays. If you would like to help out please get in touch.

<http://malmesburyvictoriafc.co.uk>

Athelstan's Army: Are now holding regular social mornings from 10:00am to 12:00 noon at Malmesbury Town Hall. MVCAP continue to help them with publicity and their website. For more about Athelstan's Army please go to: <http://athelstansarmy.weebly.com>

Gingerbread Malmesbury: A new local group of the single parents' charity Gingerbread is starting up to cover Malmesbury and the Villages. MVCAP are helping to promote the new group and build their website.

Gingerbread friendship groups are run by single parents for single parents. Single parents often say that the mutual support they receive from other Mums and Dads is invaluable. They allow people in similar situations to share experiences, make friends and support each other as well as offering a much needed chance to relax and have fun! If you are interested in joining the group, or can offer any help in setting it up, running activities for the children, or talk to the group about a subject that might be of relevance to its members they would really love to hear from you.

<http://gingerbreadmalmesbury.weebly.com>

Representation:

MVCAP have representatives on the Malmesbury Neighbourhood Steering Group, Sherston Neighbourhood Steering Group, Sustans Cowbridge-Malmesbury

Cyclepath Group and a member of MVCAP attends the Youth Advisory Group meetings.

About MVCAP

We are an independent non-political organisation working to develop and promote community work and to represent those living and working in the Malmesbury Community Area. Membership is open to everybody so 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 on the odd occasion.

For more information visit www.mvcap.org.uk or call 01666 390110

Report to	Malmesbury Area Board
Date of Meeting	6 March 2013
Title of Report	Malmesbury Community Issues Update

Purpose of Report

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

1. Note the progress in dealing with issues.
2. Close 15 issues.

1. Background

- 1.1. At the time of writing (8 February 2013), a total of 142 community issues have been received, of which 116 have been closed and 26 are currently in progress.
- 1.2. If the area board approve the recommendations to close issues there will be 11 issues for progress by the area board, while others remain active but the responsibility of the Malmesbury Community Area Transport Group (CATG).

Background documents used in the preparation of this report	Malmesbury community issues online at: http://www.wiltshire.gov.uk/communityandliving/areaboards.htm
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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 councillors and 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 15 issues (emboldened in Appendix 1).

- **Issue 2796, 2569 and 2550** – Speeding Minety.
- **Issue 2774** – Safety of white line on A429 near Corston.
- **Issue 2758** – Perceived speeding in Gloucester Road.
- **Issue 2678** – Pavements in Parklands.
- **Issue 2670** – Perceived speeding in ‘The Street’. Lea.
- **Issue 2657** – Speed near the school, Great Somerford.
- **Issue 2636, 2436, 2268, 2236, 2232** – Traffic speeds and HGV in Leigh.
- **Issue 2498** –Speeding in Ashton Keynes.
- **Issue 1608** – Speeding/HGV in Wood Lane.

3. Environmental & Community Implications

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

4. Financial Implications

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

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

Appendices:	Appendix 1 Malmesbury Area Board Community Issues – 8 February 2013 Update.
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
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Update of Malmesbury Area Board – 16 January 2013

Number	Category	Division	Summary of Issue	Status
2796, 2569 and 2550	Highways	Minety	Speeding in Minety	Speed along the B4040 in Minety was discussed at the Malmesbury Community Area Transport Group on 5/2/13 as there are several issues related to speed in the village. Evidence shows that there is rarely public support for humps, chicanes etc to reduce speed and as a strategic route will preclude many of the speed management measures we might consider elsewhere. Officers have been asked to draft a scheme which will include 30mph repeater carriageway roundels, improvement to the upright repeater signs and formal gateway (red coloured surfacing and approach markings) on the southern approach to the village. In addition police enforcement will be requested. As this matter is being dealt with by CATG, the recommendation will be to close the issue at the March area board. Progress can be monitored through the CATG report to the area board and through the notes of the CATG meetings available from the Malmesbury area board page of Wiltshire council's website.
2774	Highways	Sherston	Safety of white lines on A429 near Corston	The matter was discussed at the Malmesbury Community Area Transport Group (CATG) meeting on 5 February. All white lining had been refreshed, but the forward visibility for traffic coming under the railway bridge (heading north) has still to be checked which will involve a site visit. This will be undertaken shortly. Recommend closure.
2758	Highways	Malmesbury	Perceived speeding in Gloucester Road	Previous metro counts indicate that this is a perceived rather than an actual problem. This issue will be recommended for closure at the 6 March area board.
2737	Highways	Minety	Speed and HGV use of Murcott Lane, Crudwell	Waiting for a completed metro count request form to be returned by the parish council.

2714	Highways	Malmesbury	Signage and parking issue Horsefair/Foundry Road area	Wiltshire council parking enforcement regularly visit Horsefair/Foundry road area. If a car is being parked on Foundry Road outside the times allowed then local residents may contact the councils parking enforcement team on 01249 706131. If parking is causing an obstruction this is a police matter. Recommend this issue is closed.
2678	Highways	Malmesbury	Broken paving slabs and uneven paving in certain parts of the Malmesbury. In Parklands.	Highways officers have undertaken a site visit and repairs to pavements in Parklands are scheduled. Following discussions with officers of the town council a mechanism to deal with similar issues in future has been agreed without the need to refer them to the area board. A recommendation to close this issue will be made to the March area board.
2670	Highways	Brinkworth	Perceived speeding traffic in a 30 mph zone, The Street, Lea.	The metro count results showed that a total of 11316 vehicles were checked. In this 30mph area the 85th percentile was 33.3mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below).This being the case there will be no further action. The issue will be recommended for closure at the 6 March area board.
2660	Environment	Malmesbury	Drainage issues Reeds Farm, Malmesbury	Officers attended the flood surgery at the town hall on the 10th January 2013 when they spoke to a number of residents about this issue.
2657	Highways	Brinkworth	Speed of vehicles in Great Somerford near school	The metro count survey checked 5490 vehicles. The 85th percentile was 35.1mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below). This is a borderline result as the range for considering Community Speed Watch (CSW) is 35 to 38.9 mph. The parish council and the community will need to consider how they proceed. If they wish to proceed with CSW they should contact Steve Hughes at Wiltshire council who will provide advice and training. The recommendation to the March area board will be to close this issue.
2656	Highways	Sherston	Speeding on B4042 Priory	This site eligible for SID. A review of sites will be discussed at the next

			roundabout, Malmesbury to Cowbridge	Community Area Transport Group (CATG) on 21 May 2013 to which you are invited, as will be a representative from the parish council
2636, 2436, 2268, 2236, 2232	Highways	Minety	Traffic levels and speed in Leigh	The issue was discussed at the Malmesbury CATG on 5/2/13. The 40mph roundels would be installed shortly but any further works were on hold until the CATG obtained their 2013/4 budget and the Leigh schemes was considered alongside others. In the case of all larger schemes the CATG had agreed that parish councils should make a financial contribution. This being a project of the CATG, the recommendation would be to close the issue.
2599	Highways	Brinkworth	Perceived speeding and HGV on Callow Hill, Brinkworth	This issue was discussed at the Community Area Transport Group (CATG) on 5/2/13. It was agreed that a metro count should be forwarded to you and the parish council for completion. This would indicate whether there was an actual or perceived problem.
2554	Highways	Sherston	Severe damage to road surface at the Rathole, Luckington	This road has been submitted as a priority site for resurfacing in 2013/14. The major maintenance team will determine whether it is a suitable site amongst others submitted from across the county and that funding is available. In the meantime the council's contractor will carry out interim repairs.
2536	Highways	Brinkworth	Flooding of road from Startley to Rodbourne near Heath Farm	Because of high water levels at the end of October the Vactor machine could not be employed and continuing high water levels prevent it from being used for the time being. Further investigative work is being undertaken including conversations with local landowners.
2515	Highways	Minety	Lack of footpath along any stretch of the B4696 at Ashton Keynes.	The parish council have investigated a possible route, but believe work to complete this route is beyond their capabilities. The suggested route/map has been forwarded to the councils Rights of Way Officer for their opinion.
2498	Highways	Minety	Perceived speeding on B4696 in Ashton Keynes	The metro count checked 20073 vehicles. The 85th percentile was 48.3mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below) making it eligible for Community Speedwatch (CSW). The parish council and the community will need to consider how they proceed. If they wish to undertake CSW they should contact

				Steve Hughes at Wiltshire council who will provide advice and training. The recommendation to the March area board will be to close this issue.
2419	Highways	Sherston	Severe and prolonged flooding in Back Lane, Alderton	The area board agreed not to close this issue at their November meeting pending a reply from Highways on the prioritisation of schemes for next year.
2172	Car Parking	Malmesbury	Parking in Cross Hayes by Hyams garage	This matter continues to be under review.
1783	Car Parking	Minety	Parking problems at Hillside, Leigh	This matter was discussed by the Malmesbury CATG on 5/2/13. An on-site meeting had taken place in January which included representatives from Greensquare. A design would be worked up by officers for consideration at the May 21 CATG meeting.
1608	Highways	Brinkworth	Speeding vehicles and HGVs on Wood Lane Brinkworth	This matter was discussed by the Community Area Transport Group (CATG) on 5/2/13. Councillors had met with directors of Churches. While there had been a slight increase in traffic when they first took over from Holland Handlings, this had been now reduced to levels below those of Holland Handlings. The council had no control over vehicles using the highway and the CATG agreed there was nothing further which could be done and would recommend closure at the March area board.

Report to	Malmesbury Area Board
Date of Meeting	6 March 2013
Title of Report	Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group

Purpose of Report

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

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.

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

- 1.5. 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
- 1.6. Representatives from parish councils and individuals who have submitted issues are also invited to attend CATG meetings.
- 1.7. Malmesbury CATG last met on 5 February 2013 and will next meet on 21 May 2013.
- 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. Key Recommendations from CATG

- 2.1. The allocation of Speed Indicator Devices (SIDs) across the Malmesbury community area will be reviewed at the 21 May CATG meeting. Current SID information regarding eligibility and current sites has been sent to all parish clerks and chairmen. Should they wish to attend the CATG meeting in May they should contact the Community Area Manager to ensure they receive details of the meeting.
- 2.2. It should be noted that following financial reconciliations the current 2012/13 balance of the CATG budget is **£3,146.78**.
- 2.3. Malmesbury CATG members request that the remaining CATG budget is used to implement roundels on B4040 in Minety, Leigh and Charlton to provide a consistent message to road users to reduce their speed as they enter these villages. In addition they request that should there be any funding left in the area board 2012/13 budget that this too should be used to undertake this work to address a serious speeding problem.
- 2.4. All recommendations of the Malmesbury CATG contained in the Action Notes of the 5 February 2013 meeting be approved and the progress of a wide range of issues and schemes (see Appendix 1) is noted.

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.

Appendices	Appendix 1 – Malmesbury CATG Action Notes 5 February 2013. Appendix 2 – Malmesbury Community Area Transport Activity with Financial Summary February 2013
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 5 February 2013

	Item	Notes	Action
	Attendance	Councillors Carole Soden, Toby Sturgis John Thomson & Simon Killane, Martin Rea (Vice Chairman Sherston PC and M&VCAP), Ellen Blacker (Dauntsey PC), John Marsh (Ashton Keynes PC), Roger Budgen (St Paul Malmesbury Without PC), Roger Baker (Leigh PC), Chris Staynings (Leigh), Graham Thorne (Minety PC) Robin Rogers (Oaksey PC), Owen Gibbs (Brinkworth PC), Michael Bromley Gardner (Charlton & Hankerton PCs), Melvyn Hourigan (Gt. Somerford PC), Nikki Long (re Callow Hill, Brinkworth), Martin Rose, Spencer Drinkwater, Malcolm Beaven & Miranda Gilmour	
	Apologies	None were received.	
1.	Matters/Actions arising from the last meeting (other than items on the agenda)	None.	
2.	Budget Update	The remaining budget currently stood at £3,146.78. Officers reported that there was no indication that the CATG would not receive funding in 2013/14 and it would be likely to remain at the same level.	All to note
3.	Update on Substantive Schemes	<ul style="list-style-type: none"> • <u>Minety footpath</u> – The parish council had undertaken local consultation and the scheme was due to start in mid-March. • <u>Sherston High Street</u> – this scheme would be delayed as there was delay in obtaining materials. The works would start at the end of March. • <u>Ashton Keynes footpath</u> – local consultation was required so it was likely the start date would run into April. 	Martin Rose , Martin Rea, John Marsh and Graham Thorne
4.	Update on the development of CATG schemes		
	<i>Tetbury Hill near Filands homes, Malmesbury.</i>	CATG needed to consider whether they would contribute to an additional £2,000 towards signage to complete this work. (Perhaps the town council would contribute – the action from the previous meeting to approach the town council was not discussed).	Consider use of remaining 2012/13 budget (alongside other bids)

Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 5 February 2013

	<i>Wood Lane, Brinkworth HGV/Speed</i>	Toby Sturgis had had a meeting with the Directors of Churches. There had been an increase in traffic when they first took over Holland Handling skips, but this had now been reduced to fewer movements than Holland Handling. Owen was concerned there still seemed to be a lot of traffic, but it was accepted that the council could not stop use of the roads and that this issue should be closed.	Close issue at next area board
	<i>B4040 Speeding Minety</i>	Martin reported the SDR results taken just north east of the Turnpike public. Heading towards Malmesbury the 85 th percentile was 45.4mph and towards Cricklade it was 44mph. This indicated poor compliance to the 30mph speed limit. From the Chippenham direction there was a wide open approach, with no special surfacing to indicate entrance to a village, ad-hoc 30mph repeater signs or lighting. These coupled with a straight road and clear visibility is encouraging speeding. Martin suggested the use of '30' carriageway roundels repeated through the village might be worth trying (rough estimate about £2k) and once installed the police asked to enforce the speed limit. It was interesting to note that the speed of traffic seemed to be fairly constant throughout the day with no hot spots.	Martin to prepare plan indicating carriageway roundels and improvements to the southern gateway Miranda to have a conversation with the police Inspector Mark Thompson re enforcement
	<i>Persistent speeding through Startley, Great Somerford</i>	The two SIDs were now deployed.	
	<i>Parking congestion at Hillside, Leigh</i>	A meeting had been held in January with Greensquare and options discussed to improve the parking in the grasscrete area. It was possible that Greensquare might be able to contribute towards this scheme.	Martin to develop design and report back to group with costs.
	<i>Vehicular access to Malmesbury Primary Care Centre</i>	White lining had been completed but had just been painted over the old, rather than making minor changes which it was hoped might improve the situation. New lining would probably be a little while as there was a backlog due to wet weather.	Martin to request re-lining works when the white liners were in the area
	<i>Speeding problems in Leigh on B4040</i>	Roundels were planned and the gateways would go ahead, but at present the parish council had decided not to proceed with the	Miranda to check speed enforcement with Sgt Alvis

Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 5 February 2013

		gates. Chris Staynings and Roger Baker had not received any responses to correspondence to Alan Creedy re request for freight review. What had happened to the SID promised for Leigh?	Spencer to chase up Alan Creedy Miranda to add Leigh SID to review
	<i>Mill Lane, and Dark lane Malmesbury re signage</i>	The town council agreed to contribute to signage at both these sites, which would be advertised in the next 4 weeks	Martin
	<i>The Green, Oaksey</i>	This was a narrow road with wide verges which people drove over and parked on in the evening. The parish council saw the first stage of solving the problem was the installation of a passing place. The matter would be discussed at the next CATG.	Martin to work up cost of installation of a passing bay and re-instating the road. Malcolm could reinstate verges by May. Robin to provide Martin with the number of properties that would benefit from this work including any commercial units a.s.a.p.
	<i>Road safety at junction of Blicks Hill and Holloway, Malmesbury</i>	Works to white line the road was still with the contractor as due to wet weather the work could not be carried out	Malcolm to monitor
	<i>Cars blocking Pool Gastons and Burnham Road junction</i>	This issue had been closed by the area board. The individual concerned had all the necessary paperwork to apply for a Waiting Restriction Order.	Closed area board issue
5.	New issues for consideration		
	<i>Perceived speeding and HGV on Callow Hill, Brinkworth (30mph)</i>	There appeared to be an increase HGV use in the last 5 years and perceived speeding of HGV, school buses, Crappers etc. It appeared to be used as a rat run. Enforcement of the speed limit was up to the police. Suggest as a first step a metro count should be completed. Robin Rogers offered help to establish Community Speed Watch if the results of the metro count warranted it.	Miranda to send Brinkworth PC a metro count request form for completion. Owen and Nikki to agree site
	<i>Safety of white lines on A429 between</i>	All lining has been refreshed as part of the A420 route study, but	Martin

Action Notes - Malmesbury Community Area Transport Group (CATG) Meeting 5 February 2013

	<i>Corston and the railway bridge</i>	the forward visibility for traffic coming under the railway bridge (heading north) needs to be checked on the ground.	
	Speed Indicator Devices - discuss feasibility of additional devices	A review had been request for April, but it was likely to be at the next CATG meeting. Some times in the Malmesbury community area were 'community' sites and did not fit the SID criteria. The more SID sites on the list the longer between visits. All the new SID information would be circulated to all parishes as well as CSW. The two units in Corston and Crudwell were Vehicles Activated Signs (VAS). These just flashed up the speed on the road, unlike the SIDs which should the speed of the vehicle. These units would not be replaced. Battery life was being improved but if there were problems parish councils should contact Clarence 0800 23 23 23.	Miranda to circulate information to all parishes
	<i>How to use remaining 2012/13 funding</i>	John Thomson suggested at it was agreed that the balance of the area board budget following the area board on 6 March should be allocated to CATG and this together with the CATG balance of £3,146.78 should be used to implement roundels on B4040 in Minety, Leigh and Charlton.	Martin to cost
	Newnton Grove, Malmesbury	Simon Killane requested that a representative from Greensquare be invited to the next CATG to progress the matter. This was a long standing matter which was making little progress.	Miranda to invite a representative
6.	Date of future meetings	Tuesday 21 May 2013 in Malmesbury Library at 6.00pm Tuesday 23 July Tuesday 15 October Tuesday 11 February 2014	All

Malmesbury Martin Rose Next CATG May 2013 Budget 2012/13 £27,046

SITE REF. NO.	LOCATION	STREET	SCHEME DESCRIPTION	CURRENT POSITION	NEXT ACTION	TARGET DATE for next action	BUDGET REQUIREMENT	IMPLEMENTATION TARGET
14	2011/12 Sherston	High Street	Footway improvements	Substantive bid successful. Design 90% complete	Finalise design and issue order	Works order issue by End of Feb	35000 £5000 CATG, £5000 PC, £25,000 SUBS	March
18	2012/13 Silver St Minety	Silver Street	Footway link	Works ordered	Awaiting works start due 18th March	18th March	£23000 £5000 CATG, £3000 PC, £15000 SUBS	March
19	2012/13 Ashton Keynes	High Road to Church Lane	Footway Link	PC consultation underway	Order works when consultation complete	March?	£40000 £5000 CATG, £5000 PC £30000	April
20	2012/13 Malmesbury	Mill Lane	Access restriction	Awaiting advert dates	Advert		£2000 (£700 from TC)	
21	2012/13 Malmesbury	Dark Lane	Width restriction	Awaiting advert dates	Advert		£2000 (£700 from TC)	
22	2012/13 Leigh		Speed management measures	Preliminary design complete	Identify funding to allow scheme to progress (possible 2013/14 scheme)		£11,000 (on hold not yet)	

Report to	Malmesbury Area Board
Date of Meeting	6 March 2013
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to 2 Community Area Grant applications and to approve officer delegated expenditure:

1. To approve officer delegated expenditure of £828 to victims of November 2012 floods.
2. Oaksey Youth Club – award £990 towards a 2 day music project for 12-19 year olds for those living in the village and beyond.
3. Malmesbury United Reformed Church - award £5,000 towards a lift, conditional on the balance of funding being in place.

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 are considered at every area board.
- 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. Malmesbury area board would like to see funding applicants to seek funding from other sources in addition to coming to the area board, especially when larger amounts of funding are being sought.
- 1.13. The area board delegated authority to the Community Area Manager (in consultation with the area board councillors) on 10 November 2010, to approve expenditure up to £500 where it was necessary between meetings. Any such expenditure would be reported at the next area board.
- 1.14. 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.

- 1.15. The 2012/2013 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboard) and paper versions are available from the Community Area Manager. A decision was 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.
- 1.16. 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.

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

- 2.1. Malmesbury Area Board was allocated a budget of **£40,593** in 2012/13, to be allocated to Community Area Grants, Small Grants, Area Board/Councillor Led Initiatives and core funding for Malmesbury and Villages Community Area Partnership.
- 2.2. Malmesbury Area Board also had a 2012/13 budget of £4,929 for youth related projects which was not constrained by the criteria applied to Community Area Grants and Small Grants.
- 2.3. At the 4 July 2012 area board £13,930 was distributed, leaving a balance of £26,663.
- 2.4. Minety Village Hall relinquished their award of £811 made on 4 July and re-submitted their application in September, leaving a balance of £27,474.
- 2.5. At the 5 September area board £7,816 was distributed, leaving a balance of £19,658.
- 2.6. On 16 November the area board distributed £16,558, using their 2012/13 youth funding as a contribution towards the skatepark. This left a balance of £8,029.
- 2.7. Since that time £30 was spent through officer delegation to pay for hall hire and £2,888 has been credited to the budget following an under-spend on the budget for expenses for the Queen's Diamond Jubilee event in Salisbury, leaving a balance of £10,888.

- 2.8. Minety Village Hall notified the area board that they were successful in obtaining £5,000 from Awards for All and that the area board grant set aside was no longer required, leaving a balance of £15,888
- 2.9. At the January area board funding amounting to £8,654 was distributed. The current balance is **£7,234**.
- 2.10. 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.
- 2.11. 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.
- 2.12. This is the last funding round of 2012/13. The earliest opportunity for the area board to consider funding applications will be 3 July 2013 and the new funding criteria and on-line funding application process will be available in April.

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 funding is awarded as outlined in the report, Malmesbury area board will have a balance of **£416**.

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	Proposal	Funding
8.1.	Officer delegation	Contribution towards flood damage repairs for Athelstan Players - dehumidifiers and 4 internal doors	£328

Ref	Applicant	Proposal	Funding
8.2.	Officer delegation	Contribution towards flood damage repairs for Victoria Football Club – deep cleaning and electrics	£500

Ref	Applicant	Project proposal	Funding request
8.3.	Oaksey Youth Club	Music Maniacs project	£990

- 8.3.1. Officers recommend that Oaksey youth Club is awarded £990 towards a 2 day music project for local 12-19 year olds living in the village and beyond.
- 8.3.2. Officers are of the opinion that this application meets the funding criteria and offers activities for young people who might find it difficult to access the services offered by the council's youth development service in Malmesbury.
- 8.3.3. The application links to the current Community Plan for Malmesbury & the Villages in that it identifies the need to provide things for young people to do, including more entertainment.
- 8.3.4. The 2 day workshops will cover creative and performing aspects of music making. The sessions will include team building skills and working as a group as well as how to write music and songs, as well as aspects of performance by playing together.
- 8.3.5. The area board have previously helped fund music projects in the village and the club now have musical instruments for those who may not have them, ensuring the project is as inclusive as possible. The young people likely to be involved in this project will share their skills with the junior youth club who also offer a music project, 'Shape, Make Create', as a number are training as youth leaders. Should the young people wish to continue their music making following these workshops this will be possible as part of an extended youth club session.
- 8.3.6. The applicant will promote these workshops outside the village to ensure other local young people may also attend.
- 8.3.7. A decision not to help fund this application would lead to the requirement to seek funding elsewhere, as the very modest balance of funds held by the

youth club are for their regular youth club for 7-14 year olds.

Ref	Applicant	Project proposal	Funding request
8.4.	Malmesbury United Reformed Church	Lift – to enable greater use of their upper floor, to include wider community use.	£5,000

- 8.4.1. Officers recommend that Malmesbury United Reformed Church is awarded £5,000 towards a lift, conditional on the balance of funding being in place.
- 8.4.2. Officers are of the opinion that this application meets the funding criteria and will satisfy as important matter raised in the Community Plan for Malmesbury & the Villages, namely to provide more facilities other than the town hall in which hold activities and events. Support of this project will help to secure a long term asset for local people.
- 8.4.3. While the United Reformed Church and the community already use the upstairs room for a variety of church and community activities the steep stairs presents a major barrier for many. Providing a lift would enable much wider use and ensure events were accessible to all. To date a wide variety of community groups have asked to use it but have been put off by poor access.
- 8.4.4. The total cost of the project is estimated at £28,500. The applicant is working hard to fund-raise, applying to a range of charitable organisations, undertaking local fundraising and funding from their own reserves.
- 8.4.5. The applicant is keen to provide a community facility at a realistic commercial rent.
- 8.4.6. A decision not to help fund this application would lead to a delay in the work being completed (which they hope to achieve during the summer), while other funding is sought.

Appendices	Appendix 1 Oaksey Youth Club Appendix 2 Malmesbury United Reformed Church
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
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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	Oaksey youth Club		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Music Maniacs		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The project aims to provide an environment in which 12-19 year olds can learn to perform music with friends. There is no current provision for this as Oaksey is a rural area with no evening bus service or after school programmes. The project will cater for those with no musical skill to those that already play an instrument; encouraging creativity. It aims to be low cost and inclusive. Transferrable skills that will be developed include team work, listening, improved confidence, concentration and encouraging positive behaviour within the community. We have musical instruments for general use.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Malmesbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 12.10.2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 12.9.2012	No <input type="checkbox"/>

Where will your project take place?	Oaksey Village Hall
When will your project take place?	within 1 year of funding approval
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Teens in Oaksey discussed with us their wish for a music project to cater for an older age group allowing them to compose and perform with friends. We distributed a questionnaire asking young people in the area if they were interested .Most were looking for musical experience and were not involved in or knew of similar projects. The project will benefit the community by giving participants an activity outside school encouraging integration into the communityand Important transferrable skills. Feedback has shown the value of music in both mental and physical wellbeing, increasing self management, organisation, memory and dexterity.
How many people will benefit from your project?	about 40.
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areboards) or priorities of your area board) Please provide a reference/page no.	p18. more events, increases use of village hall, affordable activities for young people p22more things to do, not in a youth club. p24 Oaksey PC support for youth club
Any other information about your project. (Limited to a 1000 characters) The annual accounts refer to Oaksey Youth Club, the modest balance is for Youth Club activities.Music balance is for young music events. We will run 2 workshops to cover creative and performing aspects of music making. We have consulted with a music consultant to find the best leaders appropriate to this type of work. The first day will involve team building skills and demonstrate how to work within the group and formulate creative ideas together. The second day will develop these principles allowing participants to write music and songs and learn aspects of performance from playing together. The 2 days will aim to encourage self help and promote continuation of the project by giving participants the skills to carry on by themselves. Parents and friends will give voluntary help. We will publicise in Malmesbury and other local schools, parish magazines, word of mouth, social media and posters. We will inform local youth clubs, Youth Action Wiltshire, and Wiltshire Arts Project.	
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 <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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 <input type="checkbox"/> No <input type="checkbox"/>

3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Fundraising by the groups. We will provide the space for music making and practicing.

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?

We will get feedback forms after each session and send out another questionnaire at the end of the project.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes Date contacted CIB 19.11.2012 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

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: 2012	Month: 3	Year: 2012
A - Total income:	£2704	
B - Minus total expenditure:	£2043	
Surplus/deficit for year: (A minus B)	£660	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£0	

5. Financial information – If you can claim back V.A.T. please exclude 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	
2 leaders 1 1/2 days	£860	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£
	£			£
hall hire x 2 days	£130	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
i	£			
	£	Other		£
	£		p	£
Total Project Expenditure	£	Total Project Income		£

Total project income B	£
Total project expenditure A	£990
Project shortfall A – B	£990
Grant sought from Wiltshire Council Area Board	£990
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Lloyds tsb
Please give the name of the organisations' bank account e.g. Chippenham Scouts	Oaksey Youth Club

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: 19/01/2013

Position in organisation: Music Project Administrator

Please return your completed application to the appropriate Area Board Locality Team [\(see section 3\)](#)



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	Malmesbury United Reformed Church		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Malmesbury United Reformed Church Hall - Installation of Lift		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Install a lift to the upstairs hall which is currently only accessible via a long steep staircase. The lift will open the room up to be used by a wider section of the community. All community groups will be able to use the room, from toddler groups to octogenarians and beyond. The room, refurbished in 1998 to modern standards, is 9.2mtrs x 8.6 mtrs and has big windows, a good laminate floor and many sockets making it suitable for educational use. It has a small kitchen and Toilets are available on the ground floor - the lift would make these available to users of the hall. We want this room to be a real asset to the wider community.		
In which community area does your project take place? (Please give name – see section 3)	Malmesbury		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	In the United Reformed Church, St Marys Street
When will your project take place?	We are targeting the summer holiday 2013
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>	For many years people both in the Church and beyond have pointed out the need for this facility but have also pointed out the inaccessibility. Our own congregation is largely made up of old folk many of whom have mobility impairment and are therefore unable to use the room. A key reason for the project is to make the room available for use by outside organisations at realistic commercial rates. People that have approached us but found the room inaccessible include an Arts Society, computer training for the public, the Tuesday club (for old folk) Yoga and Salsa class providers, a counselling and support group and we as a church have rejected the possibility of using it to provide a drop in and activity centre. The Hall is viewed as being the only large space of its' kind in the vicinity and is close to the Childrens Centre, residential facilities for the elderly and is suitable for all age
How many people will benefit from your project?	Over the coming years we would like many hundreds to benefit
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.	Under "Culture Sport and Young People" there is a specific request for "providing facilities other than at the Town Hall for events and activities." This project is aimed precisely at providing that alternative venue.
Any other information about your project. (Limited to a 1000 characters) We believe that this facility will benefit the local community for many years to come. The church has some reserves. We intend to raid the reserves for this project but we are mindful that we must maintain sufficient to meet our normal expenses, mortgage repayments, repairs to the old cottages, repairs to the church and other expenses that arise in a set of old buildings. The figure includes ring fenced money saved to pay for the planned maintenance programme. Over the past 4 years we have spent £36k on the roof £10k on the boiler flue and maintenance, £3.5k on inside repairs, £2k on garage roofs, £20k on one cottage refurbishment, £35k on the exterior of all the cottages so it can be seen that we dare not empty the coffers. We are showing a figure for "possible sale of land asset". This is a small piece of agricultural land on the outskirts of town. We are trying to sell it but there is no knowing that it will sell in the foreseeable future. The buildings are available for all to use, we only expect that the activity should not be anti-Christian.	
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>
Could your project be funded from your reserves? We will make a contribution	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>

3. Management

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

Over 50 years	Male	<input type="text" value="5"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
The project is a one off capital project. Normal Maintenance will be carried out within the church maintenance programme.

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?
We will have been able to broaden the use of the room to include groups where mobility is an issue. Currently only fit and able people can use the room.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes <input checked="" type="checkbox"/> Date contacted CIB Approx Sept 2012 No <input type="checkbox"/>		
To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)? <i>Please list with amount applied for and whether you have been successful</i>	Name of Funder	Amongst others	Amount Applied For
	Wilts and Swindon community		£5000
	Allchurches Trust		not specifiable
	Malmesbury Carnival Comm		£1000
	Landfill fund being submitted		£15000
Have you or do you intend to apply for a grant from another area board within this financial year? <i>If yes, please state which one(s).</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month: January	Year: 2012
A - Total income:	£ 54681	
B - Minus total expenditure:	£ 57873	
Surplus/deficit for year: (A minus B)	£ -3192	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 35008 including reserves for emergency repairs ie boiler etc and funds to meet liabilities.- ie loan on manse etc.	

5. Financial information – If you can claim back V.A.T. please exclude 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	
Platform Lift using Pickerings	£ 17600	Own fundraising/reserves	C	£ 5000
Associated Building works Robins	£ 6107			£
VAT	£ 4741	Parish/town council		£
	£			£
	£	Trusts/foundations inc already achieved we hope to raise	C/P	£ 5000
	£	Landfill Trust Net figure	P	£ 13000
	£	In kind		£
	£			£
	£	See note in additional info		
	£	Other Possible sale of land asset	P	£ 15000 ?
	£			£
	£			£
Total Project Expenditure	£ 28448	Total Project Income See note in letter		£ 23000
Total project income B	£ 23000			
Total project expenditure A	£ 28448			
Project shortfall A – B	£ 5448			
Grant sought from Wiltshire Council Area Board	£ 5000			
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds Bank High Street malmesbury		
Please give the name of the organisations' bank account e.g. Chippenham Scouts		Malmesbury URC		

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.**

The Church operates by right of the URC act of parliament. Technically owned by SW Synod of the URC church property 'freehold' interest is held by a 'property holding trustee'; the United Reformed Church (South Western Synod) Incorporated, and is held in accordance with the statutory trusts set out in the URC Act.

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) Not required - Building regs approved
- 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:

Position in organisation:

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

