

AGENDA

Meeting: MELKSHAM AREA BOARD
Place: Melksham Assembly Hall, Market Place, Melksham, SN12 6ES
Date: Wednesday 5 June 2013
Time: 7.00 pm

Including the Parishes of Atworth, Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington and Seend

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

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

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

Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Alison Sullivan (Melksham Community Area Manager), direct line 07917 721371 or (email) alison.sullivan@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Pat Aves - Melksham North
Cllr Terry Chivers - Melksham without North
Cllr Jon Hubbard – Melksham South

Cllr David Pollitt - Melksham Central
Cllr Jonathon Seed - Summerham & Seend
Cllr Roy While – Melksham without South

Items to be considered	Time
<p>1 Chairman's Welcome, Introduction and Announcements <i>(Pages 3 - 4)</i></p> <ul style="list-style-type: none"> • Safeguarding Thresholds 	7.00pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes <i>(Pages 5 - 14)</i></p> <p>To confirm the minutes of the meetings held on the 6 February and 20 May 2013.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Partner Updates <i>(Pages 15 - 20)</i></p> <p>To receive updates from any of the following partners:</p> <ol style="list-style-type: none"> a. Melksham Youth Advisory Group (YAG) b. Community Area Partnership Representative c. Wiltshire Police d. Wiltshire Fire and Rescue Service e. NHS Wiltshire f. Melksham Town Council g. Parish Council Nominated Representatives h. Melksham Chambers of Commerce i. Shadow Community Area Campus (SCOB) j. Melksham Senior People's Forum <p>To include:</p> <ul style="list-style-type: none"> • CCTV update from the Partnership – Colin Goodhind to update the Area Board on the progress of the CCTV project. • Fire Authority Business Plan – update by Mike Franklin. 	

- Shadow Community Operations Board (SCOB) – The Area Board to approve the membership of the SCOB following the elections.

6 Hall & Woodhouse Pub Naming Competition 7.20pm

Presentation from David Hoare & Colin Wood - Hall & Woodhouse Ltd to launch a competition to name the new pub on land just off the A350 near Bowerhill.

7 Ipad Community Blog Competition (Pages 21 - 22) 7.25pm

Alison Sullivan – Community Area Manager to announce a competition to win an Ipad by posting items on the www.Melksham.ourcommunitymatters.org.uk web site, which would be drawn during October 2013.

8 Local Priorities set at the last Area Board meeting 7.30pm

i.Presentation to agree the following priorities and set a local forward plan:

A1-Children & Young People: Early intervention at pre school / early years to break the cycle of deprivation and lack of educational attainment

A2-Children & Young People: Provide recreational activities / spaces for young people (Whole family inclusion)

A3-Children & Young People: Create employment and work experience opportunities

B1-Health & Well Being: Ensure efficient use of the NHS

B2-Health & Well Being: Encourage men to go to the Doctors

C3-Environment: Protect / Enhance parks and green spaces

D1-Community Development & Inclusion: Involve people in local decisions

D2-Community Development & Inclusion: Reach lonely people

E1-Waterways: Support the Melksham Link from Kennet and Avon Canal

F1-Transport: Improve train service through Melksham & local bus links

F2-Transport: Link bus and trains & cycles

G1 -Community Safety: Reduce dangerous roads (including villages, speed limit reviews 20 mph where parishes want them – this detail was added by group)

ii.Forward Plan for Melksham

To agree how each of the priorities are to be addressed during the year.

9 Clinical Commissioning Group 7.45pm

Presentation from Mike Relph to increase awareness and understanding of the role of the Clinical Commissioning Group and

	changes to local health services.	
10	<p>New Highways Co-ordinator</p> <p>Adrian Hampton - Head of Local Highways & Streetscene South, Wiltshire Council to introduce the new Highways Co-ordinator Stuart Renfrew.</p>	8.05pm
11	<p>Review of Local Bus Services (<i>Pages 23 - 28</i>)</p> <p>To consider proposals to review the most infrequently used bus services in Wiltshire with a view to reducing subsidies on some routes.</p>	8.15pm
12	<p>Community Area Partnership Funding (<i>Pages 29 - 40</i>)</p> <p>Chris Holden & Phil McMullen – Melksham Community Area Partnership to present the Partnership's 2013/14 work plan and request funding.</p>	8.25pm
13	<p>Splitz - feedback on Domestic Abuse</p> <p>Kim Patton – Youth Services Co-ordinator, Splitz to outline the positive impact the grant to Splitz from the Melksham Area Board has had on the children and their families in the Melksham area.</p>	8.45pm
14	<p>Community Area Transport Group (CAT-G)</p> <p>I.CATG bid for substantive funding.</p> <p>II.To discuss the provision for coach parking in Melksham.</p>	8.50pm
15	<p>Grant Funding (<i>Pages 41 - 48</i>)</p> <p>To ask Councillors to consider four Community Area Grant applications and one Councillor Initiative Bid.</p> <p>Community Area Grants:</p> <ul style="list-style-type: none"> • Disabled football PA facilities - £500 • Great Hinton Memorial Hall improvements - £875 • Gazebos for Extended Services - £250 • Jubilee Wood Scout Camp site and community youth 	9.00pm

activity centre - £500

Councillor Initiative Bid:

- Resurfacing of road leading to Keevil Village Hall - £900

16 **Any Other Items of Public Concern**

9.10pm

17 **Future Meeting Dates**

- 31 July – Venue to be confirmed.
- 9 October – Melksham Assembly Hall (Older Persons Themed meeting)
- 11 December – Semington Village Hall.

18 **Evaluation & Close**

Acronyms used by the Melksham Area Board

AB – Area Board

CAM – Community Area Manager

CATG – Community Area Transport Group

CAYPIG - Community Area Young People's Issues Group

CSW – community speedwatch

DSO – Democratic Services Officer

MCAP – Melksham Community Area Partnership

MCFG – Melksham Climate Friendly Group

MCOC-Melksham Chamber of Commerce

MACSG – Melksham Area Community Safety Group

MITA – Melksham Independent Traders Association

MTC – Melksham Town Council

MWAG – **Melksham Waterways Action Group**

MWPC – Melksham Without Parish Council

NPT – Neighbourhood Policing Team

PC – Parish Council

SCOB – Shadow Community Operations Board

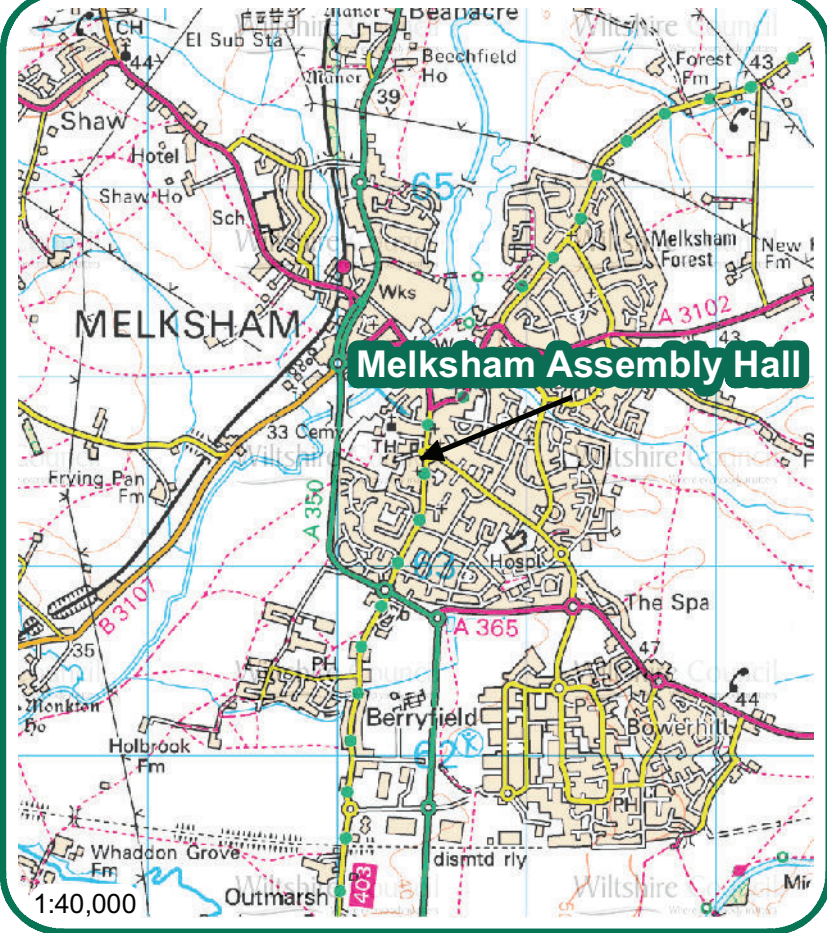
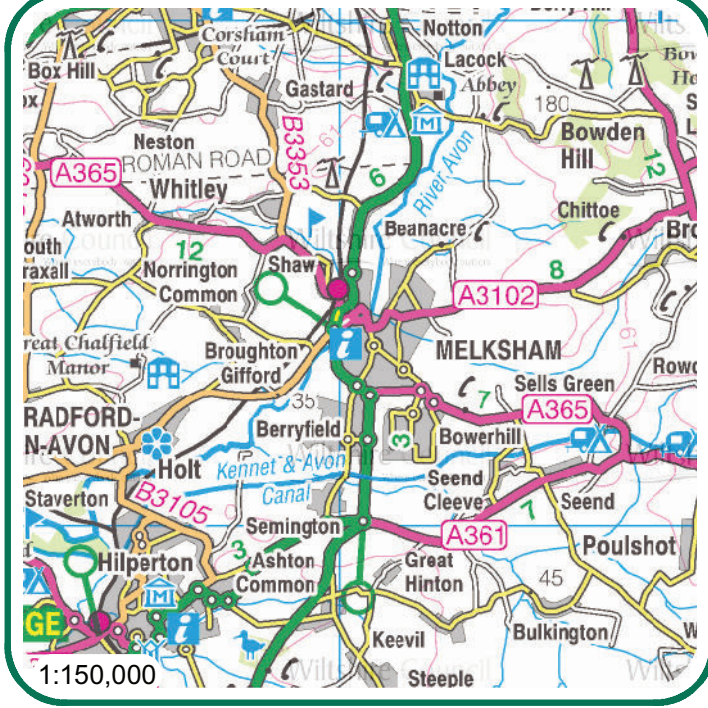
SID – Speed indicator device

TRO – Traffic Order

TT – Town Team

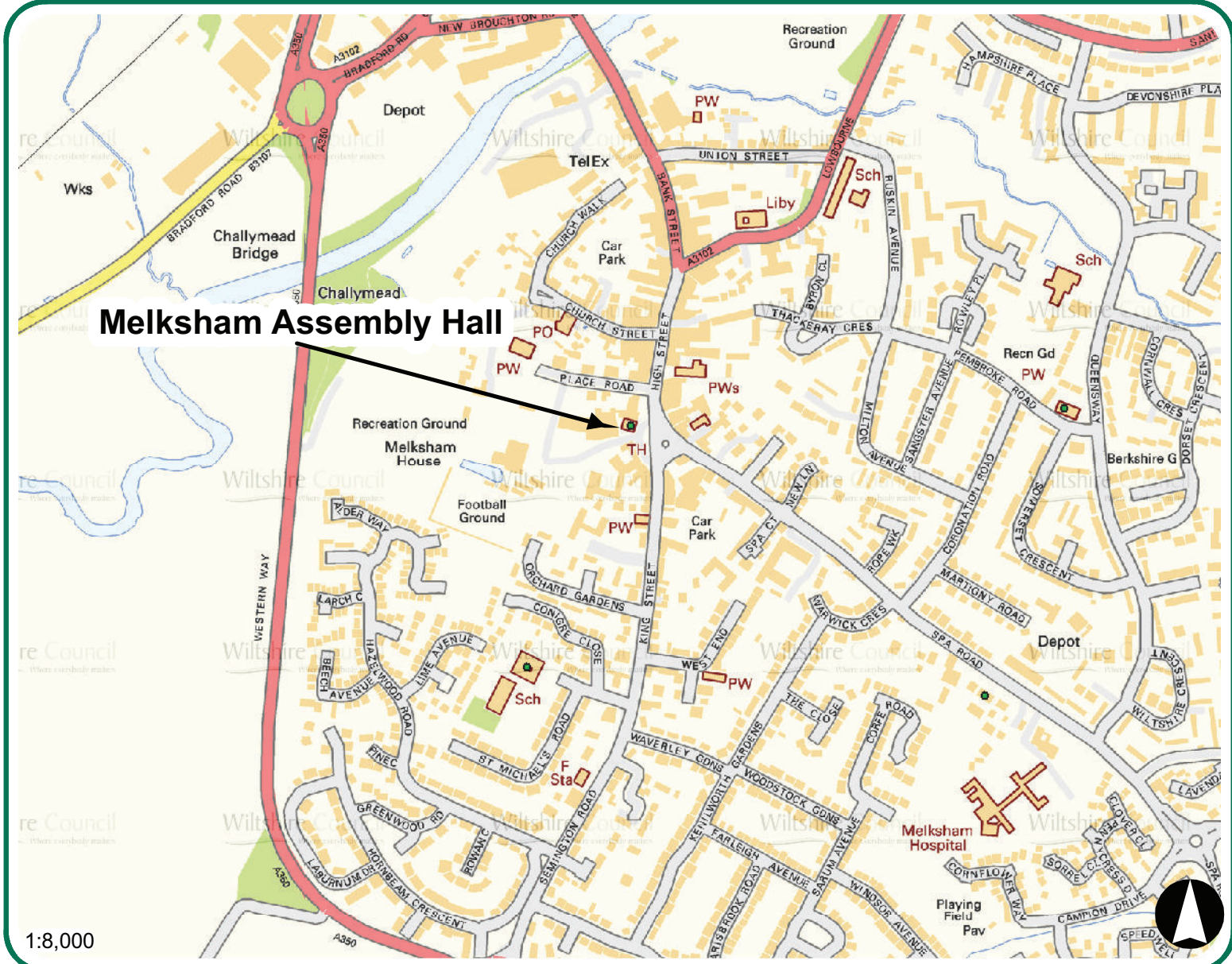
WC – Wiltshire Council

YAG – Youth Advisory Group



Melksham Assembly Hall
Market Place
Melksham
SN12 6EF

Wiltshire Council
 Where everybody matters



Agenda Item 1

Chairman's Announcements

Subject:	Revised Multi-Agency Thresholds for Safeguarding Children 2013
Officer Contact Details:	Tamsin Stone Lead Commissioner and Children's Trust 01225 713504
Weblink:	www.wiltshirepathways.org and www.wiltshirelscb.org .
Further details available:	Pathways@wiltshire.gov.uk

Accessing the right level of support to safeguard children and young people

A thorough review of guidance on safeguarding thresholds has been undertaken jointly by the Wiltshire Safeguarding Children Board and the Wiltshire Children and Young People's Trust. Working in close collaboration with our partner agencies we have taken the opportunity to consider how we can make integrated working and early intervention even more effective to improve outcomes for children and young people.

To this end the 'Multi-agency Thresholds Document 2011' has been simplified and a collection of supporting tools has been designed to provide clear practical guidance and advice to all agencies. A 'golden thread' running through this is the critical importance of collaborative working between agencies to ensure there is a coordinated approach to supporting the child or young person. Creating a 'team around the child' allows professionals to make fully informed collective decisions and take coordinated action based on what is best for the child or young person.

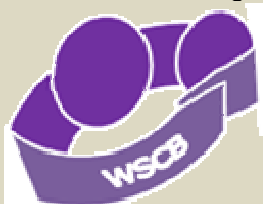
The revised document and practitioners' toolkit can be found at www.wiltshirepathways.org and at www.wiltshirelscb.org. The Wiltshire Safeguarding Children Board is overseeing the dissemination and education of this new guidance and implementation will be led by the multi-agency Early Intervention Group (which reports to both the Board and the Children's Trust).

We all want to ensure that children and young people get the right help at the right time, and I hope that the model outlined in this document will ensure that children and young people with additional needs are identified earlier and that help can be provided before any difficulties become more entrenched.

Your views are very welcome as ever and can be sent to Pathways@wiltshire.gov.uk.

With regards,

Cliff Turner
Chair – Wiltshire Safeguarding Children Board



**Wiltshire Safeguarding
Children Board**

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Seend Community Centre, Rusty Lane, Seend, SN12 6NS
Date: 6 February 2013
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706610 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Jonathon Seed (Chairman), Cllr Rod Eaton (Vice Chairman), Cllr Mark Griffiths, Cllr Jon Hubbard, Cllr Steve Petty and Cllr Roy White

Wiltshire Council Officers

Alison Sullivan - Community Area Manager
Kevin Fielding - Democratic Services Officer
Donal Casey - Senior Estates Officer

Town and Parish Councils

Melksham Town Council – Terri Welch
Atworth Parish Council – Mitch Roberts
Bulkington Parish Council – Sally Oliphant
Keevil Parish Council – Jerry Wickham
Melksham Without Parish Council – Mike Mills
Seend Parish Council – Joan Savage

Partners

Police & Crime Commissioner – Angus Macpherson
Wiltshire Police – Sgt Sean Brady
Wiltshire Fire & Rescue Service – Mike Franklin
Community Area Partnership – Phil McMullen & Colin Goodhind
Youth Advisory Group – Carl Haughton

Total in attendance: 62

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Seend Community Centre, and then introduced the Wiltshire councillors who made up the area board as well as officers of Wiltshire Council who were in attendance.</p> <p>The Chairman thanked the Town and Parish councillors in attendance.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Chris Petty – Melksham Town Council and Niki Lewis – Service Director, Melksham Area Board.</p>
3	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the 12 December 2012 meeting were agreed as a correct record and signed by the Chairman.
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Partner Updates</u></p> <p>The following Partner updates were noted:</p> <p>Swindon and Wiltshire Police & Crime Commissioner – Angus Macpherson</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That the Area Boards were considered very important by the Police & Crime Commissioner. • That the Police & Crime Commissioner would have a team presence at the Melksham Area Board. • That the Police & Crime plan was currently being put together, the views of the residents of Wiltshire were vital in the consultation process.

- That the views of young people were important and would be incorporated into the plan.

Melksham Youth Advisory Group (YAG) – Carl Haughton

Points made included:

- The YAG were expecting to have completed filming of the Mental Health DVD by the end of February 2013.
- That more young people were joining the YAG.
- The YAG were now working with Melksham Oak School.

Community Area Partnership Representative – Phil McMullen

Points made included:

- Currently working on Action Plan priorities.
- That the MCAP annual general meeting would be held on Tuesday 26 February at the Melksham Town Hall.

Wiltshire Police – Sgt Sean Brady

- The written report contained in the agenda pack was noted.

Questions raised from the floor included:

- There were concerns from residents that there had been a spate of burglaries in the local area.
a. Sgt Brady advised that the Police were working hard and were targeting individuals for these offences.
- How effective could the Seend Community Speedwatch be if it were set up?
a. A very highly visible speeding deterrent, that would provide positive results.
- When is the Seend Community Speedwatch expected to be operational?
a. The Police & Crime Commissioner advised that it was his intention to get a robust and sustainable Community Speedwatch scheme back into the communities as soon as possible.

Wiltshire Fire and Rescue Service – Mike Franklin

The written report contained in the agenda pack was noted with the following point:

- That the Wiltshire Fire & Rescue Service had produced 30,000 high viz arm bands which would be made available to schools throughout Wiltshire, the arm bands could also be obtained from local fire stations.

NHS Wiltshire

- The written report contained in the agenda pack was noted.

Melksham Town Council – Terri Welch

- Nothing to report.

Parish Council Nominated Representatives

- Nothing to report.

Melksham Chambers of Commerce

- Not present at the meeting.

Shadow Community Operations Board (SCOB) – Cllr Roy While

Points made included:

- The SCOB were now ready to interview architects who would then be appointed as the campus architects, the SCOB would then be working with the architect to plan the Campus layout.
- That local residents would be invited to several roadshow events during the summer to showcase the Campus plans.

The Chairman thanked everybody for their updates.

6	<p><u>Proposals regarding King George's Field and various Leases to include Melksham Adventure Centre</u></p> <p>Donal Casey, (Senior Estates Officer, Wiltshire Council) updated the Area Board on proposals regarding King George's Field and various leases to include Melksham Adventure Centre.</p> <p>The Area Board were asked to consider an application submitted by Melksham Adventure Centre located at King George's Field Melksham for a renewed lease of land and to consider other users of the King George's Field and applications that may come forward in due course.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board approves a new lease at a peppercorn rent for a term of 15 years without review.
7	<p><u>"Your Area Board" - how we've done and future projects</u></p> <p>Cllr Jonathon Seed introduced a short film featuring some of the achievements of the Melksham Area Board over the past four years which highlighted how the work of the Melksham Area Board had benefited the community area.</p> <p>Attendees were then given the opportunity to discuss and prioritise future issues for consideration and to take part in an interactive debate and vote.</p> <p>The most popular priorities are listed below:</p> <p><i>Children & Young People: Early intervention at pre school / early years to break the cycle of deprivation and lack of educational attainment.</i></p> <p><i>Children & Young People: Provide recreational activities / spaces for young people (Whole family inclusion).</i></p> <p><i>Children & Young People: Create employment and work experience opportunities.</i></p> <p><i>Health & Well Being: Ensure efficient use of the NHS.</i></p> <p><i>Health & Well Being: Encourage men to go to the Doctors.</i></p> <p><i>Environment: Protect / Enhance parks and green spaces.</i></p>

	<p><i>Community Development & Inclusion: Involve people in local decisions.</i></p> <p><i>Community Development & Inclusion: Reach lonely people.</i></p> <p><i>Waterways: Support the Melksham Link from Kennet and Avon Canal.</i></p> <p><i>Transport: Improve train service through Melksham & local bus links.</i></p> <p><i>Transport: Link bus and trains & cycles.</i></p> <p><i>Community Safety: Reduce dangerous roads (including villages, speed limit reviews 20 mph where parishes want them – this detail was added by group).</i></p> <p>The Chairman thanked everybody for partaking in the debate, as well as Alison Sullivan (Community Area Manager) and Margaret Tipper (Administrative Support) for organizing the workshop.</p> <p>A link is attached below for the film which was shown at the Area Board meeting, highlighting some of the achievements of the Melksham Area Board over the past four years.</p> <p>http://melksham.ourcommunitymatters.org.uk/news/melksham-areaboard-achievements/</p>
8	<p><u>Grants & Funding</u></p> <p>Councillors were asked to consider three small grant applications, one councillor led initiative and two community area grant applications:</p> <p>Small grant applications:</p> <p>Decision Bowerhill Toddler Group awarded £350 to embrace different cultures. Reason <i>The application demonstrates a link to the Community Plan; Early intervention at preschool to break the cycle of deprivation and lack of educational attainment and increase parenting skills.</i></p> <p>Decision Melksham Community Area Partnership, Community Safety group awarded £286 to provide slow down stickers. Reason <i>The application demonstrates a link to the Community Plan with regard to road safety.</i></p>

Decision

Atworth village hall committee awarded £248 for specialised furniture for people with a disability.

Reason

The application demonstrates a link to the Community Plan: ensure inclusion of all and raise the community spirit.

Councillor led initiative:

Decision

Councillor Jon Hubbard awarded £500 to support Queensway community with an event.

Reason

This project will enable the community to get together and gather for an event to reduce fragmentation in the community.

Community Area Grants:

Decision

Wilts and Berks Canal Trust awarded £2,832 to help restore the towpath.

Reason

The application demonstrates a link to the Community Plan; protect and enhance parks and green spaces, provide dog walking area where dogs can be off lead maintain and promote the Wilts and Berks canal, support the Melksham link and the restoration of the canal and Promote cycling. This part of the path was prioritised following a meeting with the Partnership and members of the community in July 2012.

Decision

Melksham Forest Community Centre awarded £1,752 to install sewer pumps in their community centre.

Reason

The application demonstrates a link to the Community Plan; to remove barriers to participation in local sports or community activity for people on low incomes, and increase local volunteering.

Matt Hill - Atworth Youth Centre gave the Area Board an update on the self defence course which was funded through the Community Area Grant Scheme and how it had benefited the young people who had attended it.

The Chairman thanked Matt Hill for coming to the Area Board and giving the update.

9	<p><u>Community Area Transport Group (CAT-G) - update</u></p> <p>Councillors were asked to agree to allocate from Community Area Transport Group Delegated budget the following:</p> <ul style="list-style-type: none"> • Up to £2,000 for dropped kerbs. • To allocate up to £500 for sockets on Woodrow Road to enable SID deployment. • To allocate any remaining funds towards the high grip surface at Bank Street Melksham (carry over to 2013 /14). <p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board agrees that the delegated budget is used for the above purposes.
10	<p><u>Any Other Items of Public Concern</u></p> <p>Snowberry Lane – Sandridge link road – Complaints had been received about littering and dog fouling, it was advised that litter/dog foul bins would be installed along this road.</p>
11	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> • Wed 5 June – Melksham Assembly Hall. • Wed 7 August – Broughton Gifford Village Hall. • Wed 9 October – Melksham Assembly Hall.
12	<p><u>Evaluation & Close</u></p> <p>The Chairman thanked everybody for making the Melksham Area Board such a success over the last four years, he also thanked the Area Board officers for their hard work and all partners for their willingness to engage with the Area Board.</p>

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Melksham House, Market Place, Melksham, SN12 6ES
Date: 20 May 2013
Start Time: 2.30 pm
Finish Time: 3.15 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Pat Aves, Cllr Terry Chivers, Cllr Jon Hubbard, Cllr David Pollitt,
Cllr Jonathon Seed and Cllr Roy While

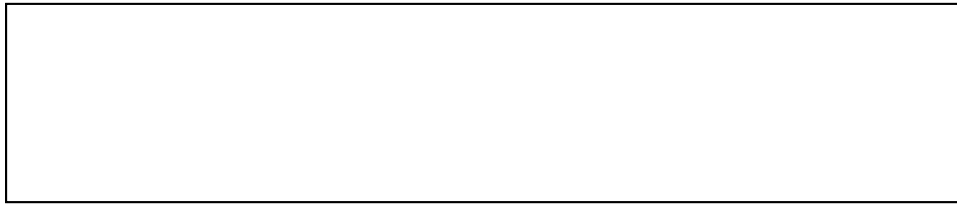
Wiltshire Council Officers

Alison Sullivan – Community Area Manager
Niki Lewis – Service Director
Kevin Fielding – Democratic Services Officer

Town and Parish Councils

Keevil Parish Council – Jerry Wickham
Poulshot Parish Council – Steve Housby

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p data-bbox="336 376 539 414"><u>Appointments</u></p> <p data-bbox="336 443 691 481">Election of the Chairman</p> <ul data-bbox="384 517 1361 555" style="list-style-type: none"> <li data-bbox="384 517 1361 555">• Cllr Jon Hubbard was elected Chairman for the forthcoming year. <p data-bbox="336 629 762 667">Election of the Vice Chairman</p> <ul data-bbox="384 703 1465 741" style="list-style-type: none"> <li data-bbox="384 703 1465 741">• Cllr Jonathon Seed was elected Vice Chairman for the forthcoming year. <p data-bbox="336 815 1102 853">Appointments to Outside Bodies and Working Groups</p> <ul data-bbox="384 889 1390 1375" style="list-style-type: none"> <li data-bbox="384 889 1390 965">• Community Area Transport Group (CAT-G) – Cllr Jonathon Seed & Cllr Jon Hubbard. <li data-bbox="384 1001 1297 1039">• Melksham Community Area Partnership – Cllr Terry Chivers. <li data-bbox="384 1075 1334 1151">• Melksham Youth Issues Group (CAYPIG) – Cllr Jon Hubbard & Cllr Pat Aves. <li data-bbox="384 1187 1342 1225">• Shadow Community Operations Boad (SCOB) – Cllr Roy While. <li data-bbox="384 1261 1129 1299">• Youth Advisory Group (YAG) – Cllr Jon Hubbard. <li data-bbox="384 1335 1050 1375">• Work Experience Group – Cllr David Pollitt.



Neighbourhood Policing

Current NPT Priorities:

Up-to-date information about Neighbourhood Policing Teams (NPTs) including profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police website www.wiltshire.police.uk

Team Structure:

Sergeant:	Sean Brady
Town Centre:	PC Kane Fulbrook-Smith, PCSO Helen Wilson PCSO Christopher Pugh
Rural North:	PC Barry Dalton PCSO Janet Gould PCSO Maggie Ledbury
Rural South:	PC Emily Thomas PCSO Rose Baldock

As you will all be aware, changes have been made within the management structure at the level of Inspector, for the responsibility of local policing and overall performance. The Melksham neighbourhood policing team has not changed.

I am pleased to report that I have secured Sergeant Sean Brady as the dedicated Sergeant for the Melksham area. Previously his efforts were shared between Trowbridge, Melksham and Bradford on Avon. This supports me to deliver a more sustainable approach to the supervision and motivation of the team, a closer focus on responding to community needs and partnership working in order to tackle crime and disorder.

Crime Overview

My team have responded very well to the changes at management level and have really started to get to grips with some of the problems faced in Melksham.

For example, there have been continuing reports of anti-social behaviour at McDonalds. Working with the management of the restaurant chain we helped them identify what they can achieve themselves to make the restaurant a better place for customers and to support their staff in the working environment. Alongside that is our (Police) responsibility to support through targeted patrols and to deal with the perpetrators of ASB. Working together in this way delivers a sustainable solution and will allow Police resources to move swiftly to the next issue.

The Kennet and Avon canal has been subject of attention following a series of breaks to canal boats along its entire length from the border with Berkshire to Avon. Increased patrols are being made by my team on bicycles. This gives a greater access than cars while still retaining the ability to cover large areas on patrol. This visibility has been effective in reducing offending and providing reassurance to users of the canal and towpath.

At the conclusion of this report is a table showing the rolling 12 month position for the most significant crime types.

The tabled figures include those recorded during some significant crime series in the Melksham area during 2012 and therefore the percentage change column can be misleading and give undue cause for concern.

In March I reported to the Town Council of an increase in dwelling burglary of 130%, or 0.75 of an offence per week. As can be seen in the table below, one month on, the volume increase has dropped by 9 showing the equivalent increase of 0.56 offences committed per week.

Non-domestic burglary remains the focus of attention due to the increase in recorded offending. The figures contain the crime series in Nov/Dec '12 and Jan '13. You are aware from my predecessor of this increase during which 69 offences were recorded in the 3 months.

There is a current series of theft of motorcycles. Off road bikes and scooters have been targeted in garages, vehicles and sheds.

Across the wider area we have seen an increase in the theft of Catalytic converters. While there has only been one in the Melksham area these items contain precious metals and secure a good price if traded (this is not a suggestion to start!). Offenders will cut exhaust systems apart to remove these, often causing more damage than the cost of the unit itself. Most commonly targeted vehicles are commercial vans and four by four vehicles. If you own one park it in such a way to restrict access, within a lit area or somewhere subject to CCTV.

Please report any suspicious activity to Police (descriptions of people and vehicle registration numbers are most useful).

Lock your property away, record serial numbers on www.immobilise.com , take photos of your valuable property for future reference and add additional security measures to your houses and outbuildings.

If our residents and communities are taking all reasonable precautions to look after their property I can concentrate the efforts of my team on targeting the offenders, not reacting to offences already committed.

ED Melksham NPT	Crime				Detections*	
	12 Months to April 2012	12 Months to April 2013	Volume Change	% Change	12 Months to April 2012	12 Months to April 2013
Victim Based Crime	1056	1110	+54	+5.1%	21%	27%
Domestic Burglary	49	79	+30	+46%	4%	7%
Non Domestic Burglary	88	154	+66	+74%	4%	6%
Vehicle Crime	140	132	-8	-6%	6%	5%
Criminal Damage & Arson	225	241	+16	+7.1%	21%	29%
Violence Against The Person	232	218	-14	-6.0%	41%	54%
ASB Incidents (YTD)	59	79	+20	+33.9%		

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 significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013).

* Detections include both Sanction Detections and Local Resolutions

Matthew Armstrong
Inspector, Devizes, Melksham, Pewsey

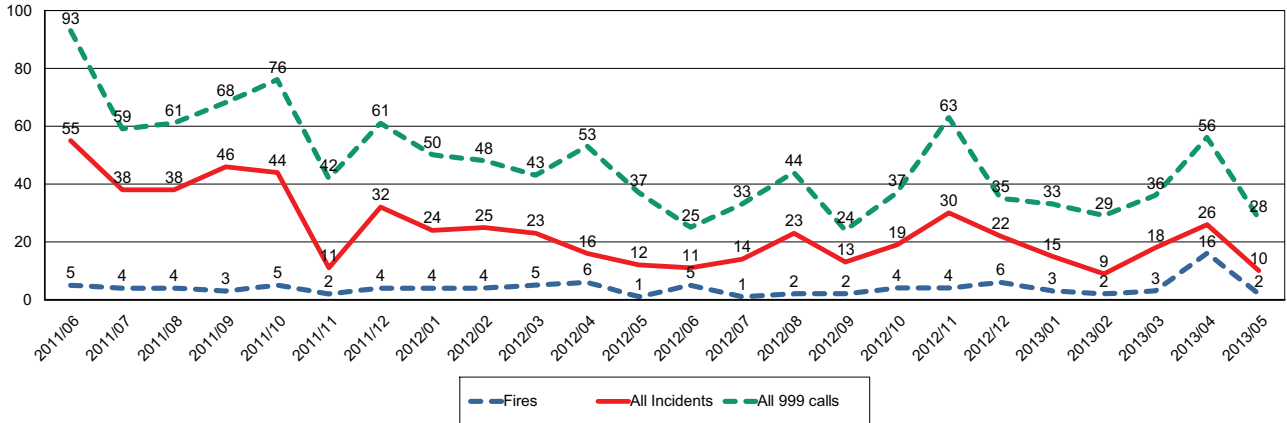
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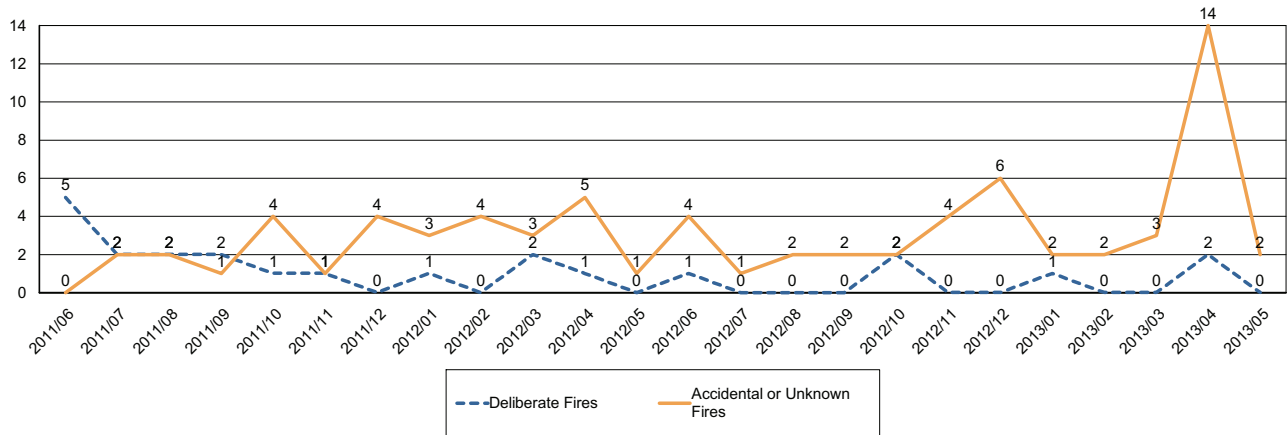
Report for Melksham Area Board

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

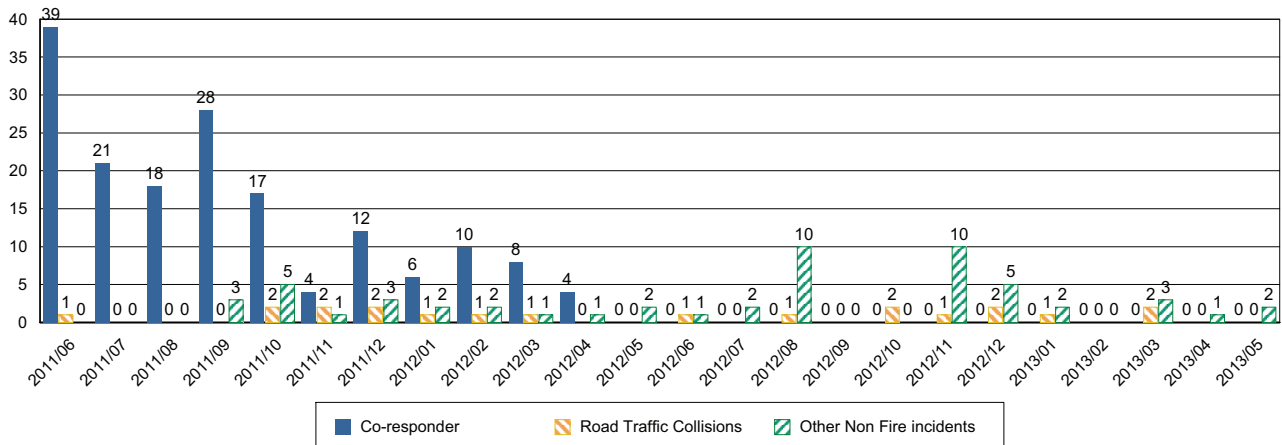
Incidents and Calls



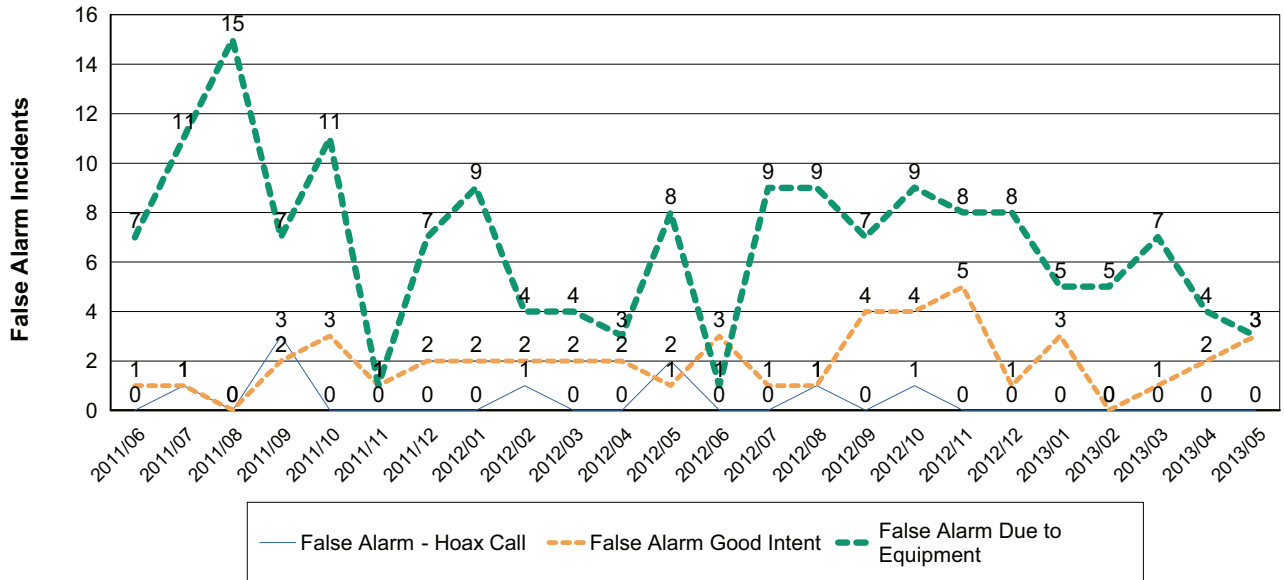
Fires by Cause



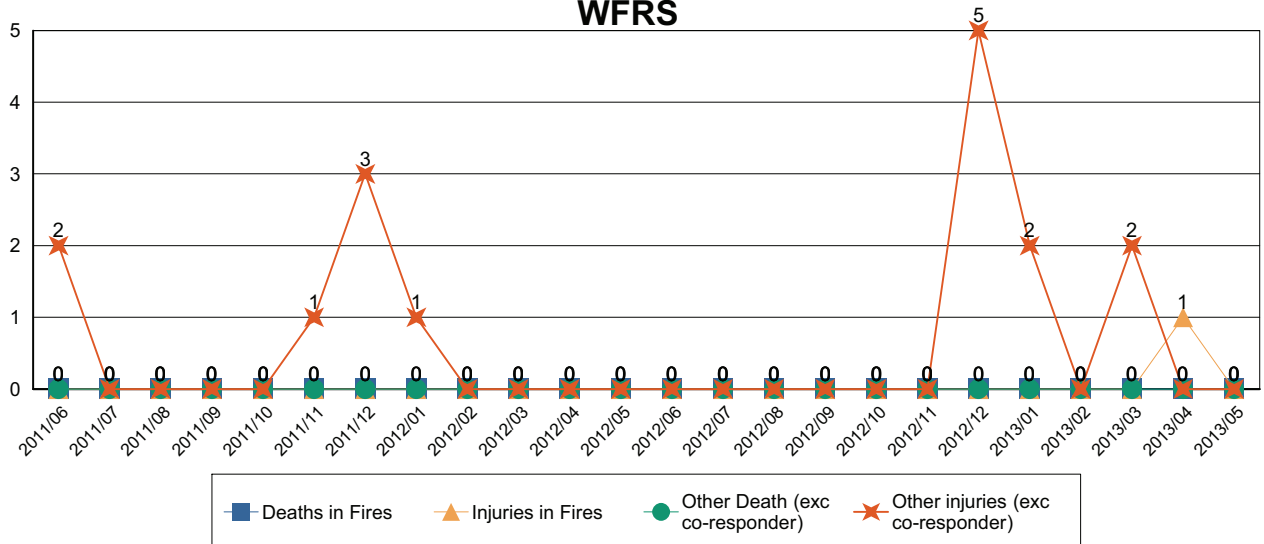
Non-Fire incidents attended by WFRS



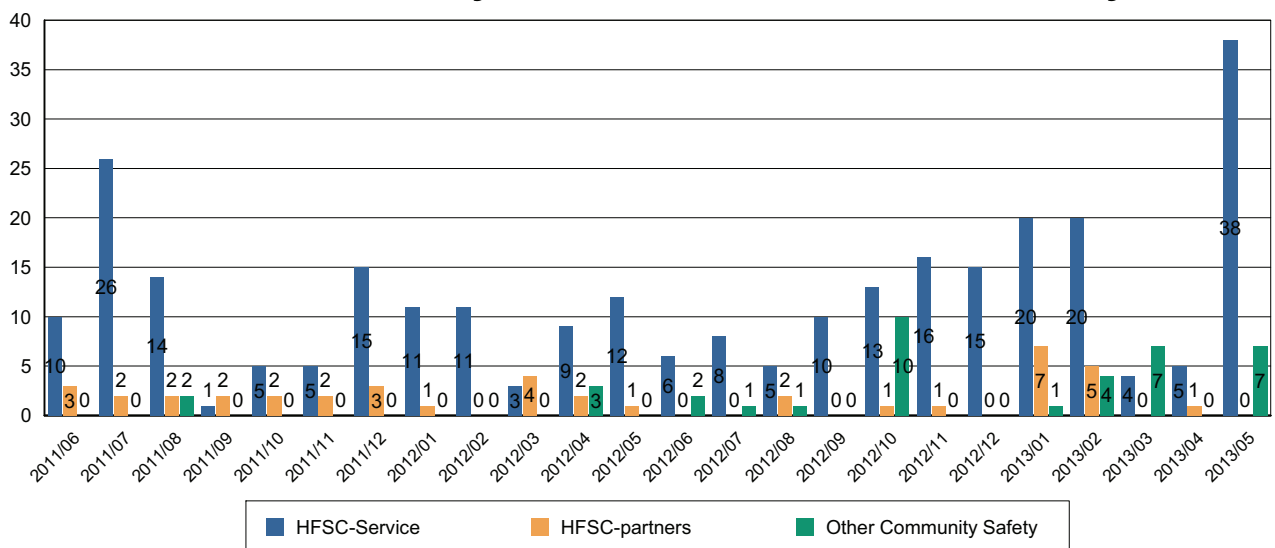
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

AREA BOARD UPDATE – MAY 2013

On 1 April 2013, the GP led Wiltshire Clinical Commissioning Group (CCG) became the statutory body responsible for commissioning local health services for Wiltshire. Wiltshire CCG is passionate about commissioning the highest quality care for our patients as close to their homes as possible - 'The right healthcare, for you, with you, near you'

Our vision will ensure that NHS care in Wiltshire can operate with improved effectiveness. Implicit in this will be greater integration between community services, general practice and working in close partnership with Wiltshire Council.

The vision puts the patient in control whilst ensuring that every opportunity is given for the residents of Wiltshire to improve their health. It's about the CCG working with people in the community, the Local Authority and other organisations to identify and understand patients' requirements so that services can be designed to meet their needs. Key to our approach is that the CCG is clinically led with GPs proactively involved in the decision making as they are in the best place to engage with the local population to help improve health and wellbeing.

As Wiltshire is a relatively dispersed, rural community which naturally divides into three areas of population, our structure incorporates three local groups to gain the collective, specific and local knowledge of general practitioners across the county. The three local groups cover the communities of:

- South Wiltshire – (Sarum Group)
- North and East Wiltshire (NEW Group)
- West Wiltshire (WWYKD Group)

The CCG will commission services for the population of Wiltshire using local information obtained from members of GP practices in each group. The groups will be responsible for ensuring delivery of quality health services from acute and community providers of health services.

We aim to ensure that all our stakeholders are engaged in a meaningful, consistent and timely manner in having a say regarding health services. The feedback we garner will be used to assist in the decision making process for healthcare improvements in Wiltshire.

Our aims are to:

- To make clinically led commissioning a reality in providing local solutions to local needs
- To deliver strategic plans which address the needs of local populations and involve patients, practices and partners
- To address the growing needs of our ageing population, and the mental health and emergency needs of our combined populations
- To encourage and support the whole population in managing and improving their health and wellbeing
- To ensure sustainability of the emerging organisation in delivering cost effective healthcare
- To communicate effectively, staying engaged with all of our patients, partners and stakeholders.

Our 7 key priorities are:

- 1 – Staying healthy and preventing ill health
- 2 – Planned care
- 3 – Unplanned care and frail elderly
- 4 – Mental health
- 5 – Long term conditions (inc Dementia)
- 6 – End of life care
- 7 – Community services and integrated care.

Contact:

Tracy Torr
Communications and Engagement Officer
Wiltshire Clinical Commissioning Group
Tel: 01380 736010 or tracy.torr@nhs.net

MEDIA STATEMENT

2 May 2013

NHS 111

The NHS 111 service is currently being established across Bath and North East Somerset and Wiltshire, following a 'soft' launch in February. This means that a test period is now underway in order to identify problems and rectify them before the service goes fully live.

"Performance is continuing to improve, but we know that some patients and providers are still experiencing some problems with getting through to the service as well as delays in receiving treatment particularly during busy weekend periods," said Dr Simon Douglass, Clinical Accountable Officer for BaNES Clinical Commissioning Group. "We'd like to apologise for this and reassure patients that we are continuing to work with our NHS 111 provider, Harmoni, to resolve the remaining issues before the service is launched in full. We have seen a reduction in the number of 999 ambulances dispatched by the NHS 111 service, and an encouraging improvement in the number of these ambulance call outs that result in patients requiring transfer to hospital or another service."

Wiltshire and B&NES CCGs have decided to defer the full launch of NHS 111 until all such issues are resolved. Both CCGs and Harmoni are committed to providing a safe and high quality NHS 111 service and contingency plans, involving the established local out-of-hours GP service for patients, have been in place throughout this period.

NHS England supports the CCGs' decision and is working alongside them to ensure that the service meets national requirements.

When fully launched, NHS 111 will be a free to call service, available 24 hours a day, 365 days a year. It will act as a one stop shop for patients if their healthcare need is urgent, but not a 999 emergency.

-END-

Contact details for further information:

Tracy Torr, Communications and Engagement Officer
Wiltshire Clinical Commissioning Group
01380 736010 or tracy.torr@nhs.net

The right healthcare, for you, with you, near you



MELKSHAM TOWN COUNCIL

AREA BOARD MEETING WEDNESDAY 5 JUNE 2013

- **Elections May 2013**

Following the elections on 2 May 2013 Melksham Town Councillors are:

Central Ward: Alison Christy (Lib Dem); Paul Coward (Con); Claire Forgacs (Con); Chris Petty (Ind); Terri Welch (Lib Dem);

North Ward: Ben Anderson (Con); Pat Aves (Lib Dem); Simon Hedley (Lib Dem); Geoff Mitcham (Ind); Pamela Wiltshire (Con)

South Ward: Andy Hinchcliffe (Lib Dem); Jon Hubbard (Lib Dem); Bruce Sanders (Con); Richard Wiltshire (Con); Diane Wnek (Lib Dem)

Wiltshire Councillors are:

Central: David Pollitt (UKIP); **North:** Pat Aves (Lib Dem); **South:** Jon Hubbard (Lib Dem)

- **Local Transport Plan 2011-2016 (LTP3) Consultation**

Melksham Town Council provided feedback on the Local Transport Plan 2011-2016 (LTP3) consultation document in relation to the following strategies: Accessibility; Cycling; Powered-Two Wheelers and Smarter Choices.

The Town Council made the following comments:

- Through parking charges a policy to encourage the use of peripheral car parks to avoid congestion in town centres.
- A coach park reinstated in Melksham.
- More co-ordination between bus companies on timings.
- More trains stopping in Melksham.
- Improvement in cycleways, particularly through the town centre.
- The encouragement of consumers to pre order goods and collect to sustain a more vibrant town centre rather than home deliveries.

- **Franchise of Crown Post Office Service**

Representatives of Post Office Ltd attended a meeting to explain why Melksham Post Office has been earmarked to be franchised preferably in a retail setting.

It was explained that currently the Crown Post Office is losing £40m a year and is striving to achieve break even by March 2015. To achieve this they are looking to franchise 70 out of the

373 Crown Post Offices still owned by Post Office Ltd. It is envisaged that this process will commence in Autumn 2013 and be completed by March 2015. Approximately 98% of Post Offices are already franchised.

The Town Council resolved to note the assurances provided by representatives of Post Office Ltd and advocated that any proposed franchise location should accord with their assurances and should provide a like for like facility located within the town centre; the Town Council would oppose any proposed reduction in the level of service currently provided.

- **Litter Bins**

The Town Council have purchased 10 new litter bins (6 sponsored by local businesses) to replace older ones throughout various locations in the town centre.

- **King Street Car Park**

As part of improvements to the town, the Town Council, along with the support of the previous Town Tree Warden have drawn up plans for a shrub planting scheme to the rear of King Street Car Park.

- **Neighbourhood Plan**

The Town Council in conjunction with Melksham Without Parish Council are in the process of formulating a Neighbourhood Plan Steering Group.

Representation on the Steering Group has been sought from the business community, health community, environmental and climate interests and the historic and built environment.

- **Twinning**

At a reception at the Town Hall on Friday 10 May the Mayor welcomed visitors from Avon, France who were in Melksham visiting for a few days.

- **Civic Service**

The Civic Service will take place at St Michael & All Angels Church, Canon Square at 2.30pm on Sunday 7 July. Refreshments will be served in the Assembly Hall afterwards.

- **South West in Bloom/Melksham in Bloom**

Melksham will be entering South West in Bloom this year for the first time. Judging will take place in mid July. A team of volunteers is currently being drawn-up to help on the lead up to judging with litter picks etc.

- **Food & Drink Festival**

Preparations are on-going for this year's Food & Drink Festival. Events are planned from 6 September with the Festival Fair taking place on Sunday, 15 September in the grounds of Melksham House and the Assembly Hall.

Proposed membership:

Education & Young People – Stephen Clarke, Head of Melksham Oak School. He is keen to help push the project forward, helping to develop facilities for the community and feels that education has a role to play in future management.

User and Community Groups, 3 representatives:

Brian Warwick representing Melksham & District 55 Plus Forum Senior citizens. Keen to ensure the success of the project and to ensure that it fulfils the aspirations of our senior citizens and disabled people in the Melksham community area.

Sarah Todhunter, Chair of Melksham Amateur Swimming Club, Vice Chair Seend CofEVA School Governing Body and Town Clerk of Devizes Town Council. Feels passionately about the opportunities that the campus facilities provides for local people, not just now, but for our children.

Stanley (George) Roberts, Christie Miller Indoor Bowls Club. He is keen to see the Club 'growing' in the community and getting the project off the ground.

Wider Community – propose TWO members rather than one.

Colin Goodhind, Vice Chair, Community Area Partnership. Has over the years made a significant contribution to community development. He would like to assist in the development of this project.

Graham Ellis, President of the Chamber of Commerce. He has played a major part in the ongoing quest to improve the Melksham rail service and wants to support a successful campus. Currently the Chamber are looking to put forward possible alternative sites for consideration in response to the Board recommendation. Chamber involvement would be particularly useful in developing the management vehicle.

Terri Welch, Melksham Town Council. As well as being a town councillor Terri also manages the Tourist Information Centre, which she has done for many years, which will enable her to make an effective contribution to our work. Mike Sankey, Melksham Without Parish Council, represents the Parish Councils.

A representative from the Area Board. Roy While.

This should provide us with a strong Board able to help move the project forward in the right direction, ensuring that the Campus management principles, as set out in the 2nd section of the draft terms of reference are delivered.

It is important to stress that the Board is working on behalf of and reports to the Area Board There will be wide community involvement enabling the particular needs of all sections of the community to be considered particularly young people. This is covered in Section 4 (iii, iv) of the draft terms of reference.

Comments and report from Melksham Senior Forum June 2013

Unfortunately, I am unable to attend the area board meeting on Wednesday evening to provide a personal update of the activities of the Melksham Senior Forum along with our proposed activities for the next 12 months, due to a very long standing special family event.

A question we would appreciate the Board answering is regarding the Localisation Act 2011

The Act increases the power of local communities to include:

- A new Right to Bid, which will give residents the opportunity to take over treasured local assets and keep them as a part of local life
- A new Right to Challenge, making it much easier for local groups with good ideas to put them forward and drive improvements in local services
- Encouragement of local community groups to become a more integral part of the democratic processes within their communities

We would appreciate a statement from the Board in line with the key principle of the Localisation Act on the new general power of competence, particularly how the Board intends to assist in reducing bureaucracy processes and providing opportunities for our local community to become more enriched. Is it the intention of the Area Board to take advantage of the act by supporting our local community voluntary sector to put good ideas forward and drive improvements in local services? If so, how do they propose to undertake that task and ensure that they fully involve local organisations as full partner?

Melksham Seniors Forum Report June 2013

We are delighted that we are now linked to promoting other community groups within our community and beyond. For instance, along with our business and consultation meetings we are prior to the commencement of our monthly film and Seniors meeting able to offer 30 to 40 minutes to community groups for them to have the opportunity to entertain the seniors, consult on any subject or to provide information about their own activities. We can also provide time to debate or consult on any relative matters that might affect seniors in Melksham. One of our major targets this coming year is to produce an information newsletter aimed at ways to improve the quality of life of older people in our community by also reaching out to more vulnerable and hard to reach groups including our ethnic neighbours.

Melksham Electronic Organ Club have taken up the above offer and delighted us with their pre-cinema performance by way of a DVD presentation on the large screen of music played on a Cinema Organ.

Arrangements are in hand for further intergenerational activities with local schools, along with a choir performance by the Wiltshire Goldies, a discussion with the local police officers about their role in Melksham and how seniors can support the local police. A consultation briefing and workshop on End of Life support by RUH, in addition we would like to have further update consultation meeting on the development of the Melksham Campus prior to the

Comments and report from Melksham Senior Forum June 2013

proposed planning application later in the year. We hope to have a planned joint meeting on the 9th October with our local Area Board. There will be a public meeting in the autumn when the Director of Adult Service and Public Health will be the key speaker, along with a further public meeting in the New Year with the Leader of the Council Jane Scott OBE being the key speaker. We shall on the 1st October be directly supporting the Council and the Government in promoting the United Nations International Older Peoples day celebrating the lives and contributions of older people.

We are also delighted to be working with the Arts and Culture Department of Wiltshire Council and also the RSA and the Arts & Society to develop a wide range of activities to help to improve the health and well-being of seniors by introducing them to various forms of Arts & Culture activities .

In addition to promoting a Job Club for young people and helping to identify jobs and work experience opportunities. We are also considering, subject to identifying external funding, the development of a “Shed Club project” based upon the Camden Town project and similar very successful projects in the Midlands. All of which are aimed at putting many of the skills of retired people to use within the community and passing on those skills by involving many younger people in those community projects.

Further information can be obtained from the following web site
: <http://www.camdentownshed.org/projects/dem>

Regards

Brian Warwick
Co-ordinator Melksham & District Seniors 55 + Forum

Chamber of Commerce - update for area board - 5th June 2013

Firstly - welcome to the new members of the Area Board. We were delighted that two of you were able to accept our invitation to come along to the recent Chamber meeting, so that we can get to know you and help understand what makes each other tick. Although we're all from different backgrounds, with different viewpoints and priorities, there is much more that we share in common than we differ on. We share a desire to look after the good of the Melksham area, the businesses, residents and visitors here, and we look forward to working together.

Just as the Area Board has changed recently, so has the Chamber. Modern technologies have enabled the Melksham Chamber to be able to operate once again from largely within the area, which considerably strengthens our efficiency, finances, and ability to act and encourage truly local business. We remain with the Wessex Association of Chambers of commerce, giving us the benefit of wider contact and lobbying opportunities, and members can choose an association membership giving them a wide range of business benefits ranging from an HR helpline through to mailing / marketing across Wiltshire. Wiltshire Business Support Service, sponsored by Wiltshire Council, is available through the association to all businesses - whether or not they're Chamber members.

Work remains to be done - we are still voluntary on a shoestring by too few. There remains a very real issue to getting busy business people to help and it's more about the sleeping members. And there's a real issue with official meetings at 3 in the afternoon, or early evening. And there's an issue of sponsors contributions totally funding the association in Trowbridge not the local chamber in Melksham at all. Having said that, the year just ended - a transition year - steps us in the right direction and the 2013/14 year will be a further step. I'm delighted to report my reselection as President for a further year at the AGM, with Steve Petty taking the role of vice president. Colin Harrison remains as our chair, and Phil McMullen as our secretary. Thanks too to other executive members for being a vital part of the team.

Current issues exercising the Chamber of Commerce and businesses in Melksham

Town Centre ... some businesses struggle, some are concerned at parking costs, at empty shop fronts, and at competition from multinationals. But in practise, we've got far fewer empty shops and are doing a lot better than many towns - which is not to say that we can rest on our laurels. Independent, almost without exception, are run by busy people and time to plan for the medium to long term evaporates in dealing with short term issues over long hours. It's good to see a degree of consolidation of effort vis the Town Team and perhaps the Chamber, but much more could be done under these umbrellas.

Tourism ... 60% of people out on the street in the centre of Marlborough are from outside the area, but only 6% in Melksham. We have a wonderful tourism potential, and we have a tourist information centre too. Tourism brings not only business to hotels, but also to restaurants, shops, and others. The blue plaque trail is an excellent start - but much more such as a visitor's "what to do" would help. And we

make little of the wonderful scenery around us and features like the Pack Horse Bridge which even many local people aren't aware of. And a bit of coach parking ...

Public Transport between Melksham and towns over 10 miles away remains difficult, with poor service levels, connections that miss by a minute or two, and a lack of information. This is truly iron with two of the town's biggest employers - Knorr Bremse and Cooper Tires - being involved in the transport industry. Visitor to Knorr Bremse - a train industry company - are taxied from Chippenham station or from airports. Yes, they use public transport - but not at this end of the journey. When "unitary" was set up, travel was one of the top 5 (or 20) concerns to the public in importance in the Melksham area, and also in the need for improvement. And 2011 survey businesses representing 11,000 staff said that an improved rail service on the line through Melksham would make a significant difference. There are private (car) issues too such as a link from Bowerhill Industry to the A350 which are being progressed.

I'm delighted to report that the Chamber has helped - and will continue to help - oiling the wheels to get these matters improved; progress is truly being made, and my report today is very much more optimistic than I would have reported after the previous set of council elections. Good work has been done for us to build on.

Melksham is growing, and welcomes new businesses and residents - in spite of issues mentioned above we've a lot going for us. Campus, Canal, probable transport improvements, better work with Visit Wiltshire on the tourism front, and so on. The Chamber can't claim credit for all of these, but it has provided and will continue to provide an element of help. We were delighted that 2 of the three newly elected councillors were able to join us at our last meeting - to meet with us and to see how we've been working together and can do into the future. We believe our aims are common ones - a thriving town, a great and friendly place to run a business, work and live. That's a moving goal, but one we're not too far from.

Graham Ellis



Win an IPAD

Prize Draw - Terms and conditions

How to Enter

Simply sign up to your local OurcommunityMatters Blog site **and** sign up to receive regular e mails from your local community area network and you will automatically be entered into a prize draw to win an ipad.

To do this, search your internet for your local blog site, e.g.
<http://melksham.ourcommunitymatters.org.uk> Sign up and start blogging.

In addition, you need to agree to receive news from your *localCAN* (a fortnightly bulletin of local news, information and council consultation). To do this simply provide your Community Area Manager alison.sullivan@wiltshire.gov.uk with your email address (marking your email *localCAN* sign up).

The following terms and conditions apply : -

1. Entrants must be UK residents over 18, not employees (or members of their families) of Wiltshire Council, or anyone connected with the draw.
2. Prize draw is open to anyone who signs up on the OurCommunityMatters Website and the community Area Network in their local area in Wiltshire
3. By giving Wiltshire Council your details, you are agreeing that you are willing to enter into future correspondence with Wiltshire Council and carefully selected 3rd parties.
4. Only one entry is allowed.
5. Winner of the iPad will receive an Apple iPad 2 16GB storage with WiFi – Black or similar
6. The prize may change at any time.
7. All prizes subject to availability.
8. Entries received after the closing date will not be included in the draw. Incomplete entries and entries from third party agents or bulk entries will not be eligible for the prize draw. The Promoter will not be responsible for any entries that are not received by it for any reason, by the closing date, whether lost, delayed, corrupted or otherwise, and whether or not due to any technical difficulties or malfunctions.
9. Entry to the prize draw is free. No purchase necessary.
10. All entries to be received by 7th October 2013.
11. Prize is non-transferable. No cash alternative will be offered.
12. Winners of the prize draw will be selected at random by a third party.
13. Winner agrees to take part in future promotional activity. Judge's decision is final. No correspondence will be entered into.
14. The name of the winner will be made available for up to 28 days after the closing date to anyone sending their e-mail address to their Community Area Manager.
15. Promoter: Steve Milton Head of Service Area Boards County Hall
Bythesea Rd, Trowbridge BA14 8JN
01225 713000

22 May 2013

Passenger Transport Unit
County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN

Our ref: IW/PTB302

Dear Consultee

Proposed changes to the Zig Zag bus service (Trowbridge – Bradford – Melksham – Corsham – Chippenham)

The Council is currently reviewing the Zig Zag bus service which runs between the towns listed above. I am therefore writing to ask for your views on the proposed changes, which it is intended will be introduced in January 2014.

This is one of an ongoing series of reviews which are looking at poorly-used bus services that require a relatively high level of council funding in relation to the number of passengers they carry. The reviews are being carried out in the context of the current pressures on public spending and the requirement of the Council's Financial Plan to make savings in funding for bus services.

However, although there is a need to make financial savings, the reviews are also a part of an ongoing re-assessment of the bus network in the county, which aims to identify the most cost-effective means of meeting local access needs in a way that can be financially sustainable in the longer term. The help of the area boards and community area partnerships is being sought to identify local needs and priorities, and possible ways of meeting these in an affordable way. This could include local initiatives to develop community and voluntary transport, or car sharing.

In this context, Wiltshire Council has been allocated some one-off funding by central government to assist with expanding and setting up community transport schemes. Part of this has been used in association with Community First to set up a 'Development Fund', to which groups are able to bid for help with setting up or expanding alternative transport schemes to meet local needs.

The proposals

The existing Zig Zag service is relatively costly to operate and many journeys are poorly used. The council is, therefore, looking for a more cost-effective way of providing a service

that meets the needs of the area at an affordable cost to the council. A possible timetable is suggested that we believe will meet the majority of these needs, while reducing the cost

of operation. **An information sheet is attached** which summarises the use made of the current service and sets out the proposed revised timetable.

Your views are sought on these proposals and in particular your answers to the following two questions;

1. **Are you aware of any significant hardship** that would be caused if these proposals were implemented? If so, please could you let us know what specific journeys could no longer be made and, if possible, give an indication of how many people you think would be affected.
2. **Do you have any suggestions for alternative proposals** that would achieve a similar level of financial saving with less impact? (We are aware that there may be other ways of meeting some of the needs of the area in other ways, for example by community or voluntary transport.)

The consultation will close on **2 August 2013**. Responses can be sent by post to the Passenger Transport Unit, Wiltshire Council, County Hall, Trowbridge BA14 8JN (attention of Ian White); or by email to buses@wiltshire.gov.uk.

This consultation letter has been sent to town and parish councils and their transport representatives; councillors and Area Boards; user and community groups and transport operators, including community transport. Questionnaires will also be made available on the bus so that users are able to comment on the proposals. Copies of the user questionnaire will also be available shortly on the council's website, or can be requested from the address above.

Yours sincerely



Ian White
Head of Service Passenger Transport

Direct Line: (01225) 713322
Fax Number: (01225) 713565
Email: ian.white@wiltshire.gov.uk

Wiltshire Council Bus Service Reviews 2013/14

Consultation on initial options

Information sheet

Trowbridge – Bradford – Melksham – Corsham – Chippenham (Zig Zag service)

Summary of proposed service change

To reduce the cost of providing the Zig Zag service, by reducing the frequency of operation whilst seeking to continue providing opportunities for travel that will meet the needs of as many of the current users as possible.

Current service information

Service provided	<p>Between Trowbridge, Holt, Broughton Gifford, and Melksham – this section of the route has the most frequent service, with eight journeys a day in each direction between 0800 and 1800 on Mondays to Fridays, and six journeys in each direction on Saturdays. Journeys between 0900 and 1400 also call at Bradford on Avon.</p> <p>Between Melksham, Shaw, Atworth, Purlpit, Whitley, Gastard and Corsham – five or six journeys in each direction between 0900 and 1800 on Mondays to Fridays, and four journeys in each direction on Saturdays, continue beyond Melksham to Whitley and Corsham.</p> <p>Between Corsham and Chippenham – two journeys in each direction on Monday to Friday mornings continue to / from Chippenham, running via Corsham Road Estate (near Lacock) and Chippenham Hospital. On Saturdays two journeys continue as far as Corsham Road Estate.</p>
Funding	The whole service is funded by Wiltshire Council, at a cost of £108,000 per annum.
Usage	Around 28,500 passenger journeys a year are made on the service, equivalent to approximately 95 single journeys per day.

Service assessment

Purpose of the service

The Zig Zag service was formed 2 years ago by combining three under performing bus routes which linked Melksham with Trowbridge (via Holt), Bradford on Avon and Corsham, into one longer service. By merging these services, the new route was able to offer several new journey opportunities and is designed to meet as far as possible the needs of several different groups of users;

[continued overleaf]

- The Zig Zag service is the main public transport service for the villages of Holt and Broughton Gifford, offering access to shops, personal business, medical and leisure / social opportunities in Trowbridge, Melksham, Bradford on Avon and Corsham, and for work, school and college in Trowbridge.
- It is also the only bus service to serve the village of Gastard, providing access to shops, personal business, medical and leisure / social opportunities in Corsham, Melksham, Bradford on Avon and Trowbridge.
- The service also provides the only way of travelling by public transport between the following towns without having to change buses:
 - Corsham to Melksham / Bradford on Avon / Trowbridge (off-peak journeys only);
 - Melksham to Bradford on Avon
 - Bradford on Avon to Chippenham (two journeys a day);
- By running through from Trowbridge to Corsham / Chippenham, the service also provides opportunities for the residents of Whitley, Atworth and Shaw to travel to Bradford on Avon and Trowbridge, supplementing the services to Bath, Melksham and Devizes provided by other bus companies.
- The two journeys that extend from Corsham to Chippenham provide an opportunity for two hours shopping in Chippenham for people living in Bradford on Avon, Holt, Broughton Gifford, Shaw, Atworth, Whitley and Gastard, and for shopping in Corsham and Chippenham for residents of the Corsham Road estate (Lacock).

Use made of the service

The Zig Zag service as a whole carries around 95 single passenger journeys per day, which is equivalent to an average of only 8 or 9 passengers boarding during the whole length of each individual bus journey.

The largest group of users are residents of Holt and Broughton Gifford travelling to/from Trowbridge and Melksham town centres. There is also a small amount of use of the service to travel from Holt to Bradford on Avon, although this has reduced in recent years. In all, these villages account for nearly a half of all passenger journeys.

Use of the service north of Melksham has also reduced in recent years, largely due to changes to the Bath-Melksham service which now also calls at Whitley. Surveys have indicated that few people now use the service to travel from Shaw, Whitley, Atworth and Gastard to/from Corsham (on average less than one passenger per journey), although there is also some use of the service to travel from Melksham to/from Corsham, and from Corsham, Whitley and Atworth through to Trowbridge and return. There are also still a few passengers using Zig Zag to travel between Atworth, Whitley and Melksham despite the availability of other services.

Use of the service to travel to/from Chippenham is also disappointingly low and is variable, with users appearing to travel irregularly or at best once a week.

In all, nearly two thirds of passenger journeys are made entirely within the Trowbridge – Bradford – Melksham section of the route, and around a quarter entirely within the Melksham – Corsham – Chippenham section of the route. The remainder (around a sixth) travel between the south and north sections of the route.

Financial assessment

The cost of providing the Zig Zag service is high because it requires the equivalent of two buses and drivers per day to operate it. With reducing numbers of passengers using the service, the cost to the Council of funding it exceeds the Council's maximum subsidy guideline of £3.50 per passenger trip set out in the 'Guidelines for funding of supported services'.

Conclusions and options for future service provision

The aim of this consultation is to identify possible ways of providing a cost-effective service that meets the needs of the existing users at an affordable cost to the council. A proposed timetable is attached that we believe will meet the majority of these needs, albeit with a reduced frequency of service, whilst reducing the cost of operation by reducing the number of vehicles required.

Whilst reasonable use is made of the Zig Zag service over the Trowbridge-Melksham section of route, use of the section north of Melksham is poorer and no longer justifies the number of journeys provided on it. The proposed timetable therefore maintains a similar number of journeys between Trowbridge and Melksham, but reduces the number of journeys between Melksham and Corsham. The service north of Corsham is entirely withdrawn, as most users would be still be able to travel to alternative destinations to meet their needs. We are aware that there is a need for a replacement service from the Corsham Road estate and will be consulting local residents separately about this.

However, there may be other ways of providing a cost-effective service that still meets local needs, and if you have any suggestions about how this might be done, we would be pleased to receive them.

Proposed Zig Zag bus timetable from January 2014

<u>Mondays to Fridays</u>									<u>Saturdays</u>					
		TB	X			TB				TB	TB			
Corsham, Newlands Rd	0720	--	1000	1130	--	--	--	--	--	1000	1205	--	1615	--
Gastard, Harp & Crown	0724	--	1004	1134	--	--	--	--	--	1004	1209	--	1619	--
Whitley, Corsham Road	0727	--	1007	1137	--	--	--	--	--	1007	1212	--	1622	--
Atworth, Purlpit	0732	--	1012	1142	--	--	--	--	--	1012	1217	--	--	--
Atworth, Clock	0734	--	1014	1144	--	--	--	--	--	1014	1219	--	--	--
Shaw, Church	0739	--	1019	1149	--	--	--	--	--	1019	1224	--	1625	--
Dunch Lane	--	--	1020	R	--	--	--	--	--	1020	R	--	--	--
Melksham, Asda	R	--	1023	R	--	--	--	--	--	1023	R	--	--	--
Melksham, Market Place	0747	0900	1028	1157	1205	1340	1635	1805	--	1028	1233	1433	1633	1805
Broughton Gifford, Fox	0758	0908	1036	--	1213	1348	1643	--	0908	1036	1241	1441	1641	--
Holt, Station Road	--	0913	R	--	R	R	--	--	0913	R	R	R	--	--
Holt, Three Lions	0803	0916	1041	--	1218	1353	1648	1813	0916	1041	1246	1446	1646	1813
Bradford on Avon, Bridge	B	B	1046	--	1223	B	B	1818	B	1046	1251	1451	1651	1818
TROWBRIDGE, Town Centre	0820	0933	1058	--	1235	1408	1703	--	0933	1058	1303	1503	1703	--

<u>Mondays to Fridays</u>									<u>Saturdays</u>					
		TB	X			TB				TB	TB			
TROWBRIDGE, Town Hall	--	0855	1100	--	1240	1410	1555	1710	--	--	1100	1310	1510	1710
Bradford on Avon, Bridge	0751	B	1111	--	1251	B	B	B	0825	--	1111	1321	B	B
Holt, Three Lions	0756	0911	1116	--	1256	1428	1613	1728	0830	--	1116	1326	1528	1728
Holt, Station Road	--	0913	R	--	R	R	R	R	R	--	R	R	R	R
Broughton Gifford, Fox	--	0918	1121	--	1301	1433	1618	1733	0835	--	1121	1331	1533	1733
Melksham, Market Place	0806	0928	1131	1200	1311	1443	1628	1743	0845	0850	1131	1341	1543	1743
Melksham, Asda	--	0931	--	1203	R	1446	--	1746	--	0853	1134	R	1546	1746
Dunch Lane	--	0934	--	--	R	R	--	R	--	0856	1137	R	R	R
Shaw, Church	--	0937	--	1206	R	R	--	R	--	0859	1140	R	R	R
Atworth, Clock	--	0939	--	--	R	1451	--	1751	--	0901	1142	R	1551	1751
Atworth, Purlpit	--	0944	--	--	R	1454	--	1754	--	0906	1147	R	1554	1754
Whitley, Corsham Road	--	0949	--	1209	R	1459	--	1759	--	0911	1152	R	1559	1759
Gastard, Harp & Crown	--	0952	--	1214	--	1504	--	1804	--	0914	1155	--	1604	1804
Corsham, Town Centre	--	0958	--	1220	--	1510	--	1810	--	0920	1200	--	1610	1810

Please note that the Zig Zag bus would be required to undertake school journeys between 0820 and 0855, and between 1510 and 1600

Key: **B** - This journey runs via Staverton where it forms part of town bus service 68
R - The bus will only call at this point if required by passengers on the bus
X - this journey may only operate on certain days of the week

TB - This journey would be operated by a Trowbridge Town or Melksham Town service bus (as at present).

App1.
Melksham Community Area Partnership *Annual Workplan 2013/14*

In order to show how the Community Area Partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2013/14, please complete the form below.

CAP commitments Proposed activities	Current position	Aims 2013-14	Update at October 2013
Partnership Development <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i>			
Please tell us about your Steering Group or Management Committee, how it is appointed and who serves upon it?	Melksham Community Area Partnership’s Steering Group comprises of a number of representatives from across a broad spectrum of the Community. Individuals are approached or recommended throughout the year to be on the Steering Group, which is elected at the AGM in January.	2012 saw some significant advances, having secured representation from Youth, Transport, Safety and Health. There is still much work to do in order to attract and retain representation from the Arts, Environment and more of the villages.	
Give details of any theme groups within the CAP.	Currently we have theme groups linked to transport, older people (55+), younger people (YAG), waterways, community safety, health and energy. We link to many more besides.	The aim is to broaden the range of theme groups and to ensure each one submits a brief report of their activities to the Steering Group meeting in order to maintain an overview of the many activities that are undertaken.	
Please explain how your CAP is supported?	The CAP is supported by a self employed co-ordinator who works 60 hours a month.	Now that the CAP support role has stabilised and the job description more clearly defined, there is a need to more outline the roles of the theme groups and how they report back and are represented. The volunteer coordinator role similarly needs to be clarified and more volunteers recruited in order to spread the workload.	
Are you affiliated to WfCAP and do you attend WfCAP meetings and events?	We are affiliated with WfCAP and either chair/vice chair or co-ordinator always attends WfCAP Forum meetings. Training offered by WfCAP is utilised and information from WfCAP circulated.	We need to ensure WfCAP representatives are invited and an update presented to each SG meeting, and information disseminated to the various Theme Groups. The co-ordinator should also be arranging informal meetings both with WfCAP officers and co-ordinators from other CAPs in the region in order to gain and share best practice initiatives.	

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Please indicate how you intend to maintain and develop the CAP over the next 12 months.	The Steering Group and Theme groups are maintained through regular meetings, with notes and agendas on the website.	A fresh influx of Steering Group representatives following the AGM means that there is much work to do to bring them up to speed with CAP methodologies; at the same time, it means that fresh faces will bring fresh ideas. The concept of Theme Groups having separate meetings which feed into the Steering Group is still new – previously there have been attempts to get all the work done at a SG meeting. An exciting year lies ahead.	
Accountability <i>“To be open to and inclusive of the wider community and to encourage attendance and participation by groups and organisations from neighbouring community areas where they may be affected by an issue.”</i>			
Please explain how you will account to the community during the year?	Minutes of meetings are published on the website both in draft form and once approved. Updates are sent by email to a now well established mailing list. Reports are given at Area Board meetings, as well as given at our public meetings.	There is still a need to make more use of the website – publish for example financial reports. The website needed updating to comply with cookie laws and the opportunity was taken to give it a radical overhaul. We now need to make sure the information is shared across to the Community Blogsite in order to reach a still wider audience	
How will you promote your work and engage people?	The CAP is promoted through local press, website and email updates. When a major consultation is underway we go to meetings of groups who want to discuss the issues. Theme groups will be open to anyone with a genuine interest in the area. We are on Facebook and twitter.	There is an ongoing need for the Partnership to attend other people’s events and meetings, and to engage with others, particularly in the villages. We are also intending to further our adoption of Social Networking media and Community Engagement Software.	
How do you advertise CAP meetings, etc to local people?	Adverts are placed in Melksham News, parish magazines and posters for events are distributed. News stories are fed to both the MIN and Wiltshire Times.	Engage volunteers to help distribute leaflets. Make more use of Social Networking and Community Engagement software.	
How many meetings do you hold per year?	Steering Group meets every two months, theme groups meets at least monthly, and public meetings are arranged around consultations as they come up.	Where costs allow, there needs to be a major public consultation meeting held during the year which will both publicise the work of the Partnership and engage others.	

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How can local people influence the work / priorities of your CAP?	An annual report is produced at the AGM and feedback is welcomed at any time from the public, by phone, email, post, at events.	We need to ensure more regular and timely website / Facebook / Twitter updates and to engage with the Community Blogsite. Facebook presence to be changed from a group to a "page" and Twitter updates to be tweeted at least 5 times a week.	
Can you show that you have the support of the local community?	When we carry out consultations on the back of local issues we receive a high level of involvement. We are invited to meetings and asked to represent issues.	An Annual Report is to be produced which will be widely circulated. The CAP needs also to engage with groups which are outside of our currently defined Theme Groups, e.g. as well as broadly "Transport" we need to forge direct links with the Trans Wilts Rail Partnership, the Melksham Rail Development Group, the First Bus Users Panel etc. etc.	
<p>Communication</p> <p>1. "To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers."</p> <p>2. "To use the community area blogsite, "Our Community Matters", to publicise CAP activities, news and events on a frequent basis and champion the blogsite's wider use by the community."</p>			
Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP.	Communication has until now primarily been through the website, the Melksham Independent News, posters in the town and villages, leaflets given out at events and emails to the contact list.	Now that our Theme Groups (especially Yag and 55+) are so effective we want to increasingly invite participation at consultation events and public meetings through online surveys and viral marketing through Twitter and Facebook and blog sites such as Melksham People and OurCommunityMatters as these have the added advantage of being cost-effective and reaching those who don't get out much.	
Do you produce newsletters, press releases, etc to let the public know what you are up to?	We do! We send out emails and put up posters for events as well as articles, letters and updates in Wiltshire Times, Melksham News and Parish magazines. Much use is also made of the MCAP website, Melksham People and the Melksham Community Blog Site	Melksham News is becoming increasingly costly and has not been reporting events as effectively in recent months so we have concentrated more on our online presence. We have increased our mailing lists from 350 to 1800 in the past 12 months and are now at the stage of considering paying for the next level of	

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		package in the coming year in order to increase cover still further.	
Do you have a website where local people can contact CAP and take part in surveys or contribute in other ways?	Our website has comprehensive updates and links to online surveys run by ourselves or other consultations going on.	We are looking at innovative, inexpensive ways of energising our online engagement through surveys and questionnaires. Melksham is also proud to have been chosen to pilot Wiltshire Council's "OurCommunityMatters" blogsite and the Partnership (and in particular its volunteers) have been proactive in encouraging people to post messages on there	
How many organisations are affiliated and how many names on your communications database?	There are around 200 organisations on the mailing list now and 1200 names are affiliated.	We need a major push to embrace technology and develop a database of contacts and organisations which we can cross-reference. Clarify that the groups are 'Partners' and link websites. Engage volunteers to assist.	
Consultation <i>"To consult widely on a range of community issues and hold public engagement events and activities"</i>			
Please explain how you intend to consult the community in the coming year. Will this be through surveys, public meetings, on-line questionnaires, etc?	Thanks largely to the Campus consultation we have set up a template for sending out surveys which effectively reach a wide proportion of the community. By using a combination of Melksham News and Parish magazines, we believe can reach over 13,000 households in the area, with a corresponding online survey.	Identify the major consultations through the year. Recent ones have included the Transport strategy, for example. We need to establish a consultation working group to design questionnaires and strategies for each consultation. We will set up specific meetings where people can come to talk about specific issues under consultation.	
Will this work be towards an updated community plan?	We have consulted widely on the general Community Plan themes and are at the next level of consulting on the draft Community Plan this year.	Continue to update the Community Plan and publicise it as widely as possible. The most recent iteration is dated March 2013 and it is planned to update it significantly again later this year. A particular issue is to encourage Melksham Town Council to adopt the Community Plan as at present they tend to react to letters from individuals rather than listen to what the wider community have said in the Plan.	

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<p>Are there any topics / issues arising of community concern that your CAP would like to consult on e.g. community campuses?</p>	<p>Campus is a big one we have been involved in. Parking, Health and Housing are others. The Partnership responded professionally to concerns about Costa Coffee coming to Melksham We will continue to work closely with WC on consultations they run.</p>	<p>Continue to encourage participation in Campus discussions through CAP on SCOB. In April 2013 we secured input from the Youth, which is a significant step forward. MCAP assisted at the Community Budgeting event in the Summer of 2012 and will continue to do so whenever asked throughout 2013 and into 2014. We are proud of our record of piloting schemes and initiatives. The community is very concerned about plans for the Post Office, and there is much work to be done on the development of the Melksham Link and waterways in general.</p>	
<p>Community Planning <i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations"</i></p>			
<p>Please explain how you intend to develop, review or implement your community plan over the next 12 months.</p>	<p>We maintain lists of concerns raised, organised in theme groups. We continue to analyse other evidence such as JSA to identify the needs and desires of the community. Potential solutions are then identified as well as groups/individuals to carry forward those solutions. Once each draft revision is agreed, the CAP continues to support groups to carry out solutions identified in the plan.</p>	<p>We will establish further theme groups and sub-committees who want to look at specific chapters and can offer potential solutions. We need to establish a consultation working group to design questionnaires and strategies for each consultation. We will set up specific meetings where people can come to talk about specific issues under consultation.</p>	
<p>What activities will you undertake in order to consult with local people?</p>	<p>Take relevant sections of the draft to specific groups to identify solutions/actions, a great example being the Foundry Close consultation which took place in the latter part of 2012</p>	<p>Continue to hold consultation events with the public, and go to events in the community that are already planned.</p>	
<p>How will you ensure this is representative of the whole population locally?</p>	<p>Currently we have specific theme groups linked to transport, older people, waterways, community safety, energy and health – and we have partnership links to many more besides, including Children & Young People and the Climate Friendly Group. I am confident that the Themes we are developing cover as broad a spectrum of the whole community as it's possible to cover.</p>	<p>A revision of the community plan will be available on the website (with a copy in the library).</p> <p>Work with 55+ Forum and the YAG to ensure all ages are included. We plan to continue working with others in order to reach out to minority groups.</p> <p>Ensure attendance at Parish Councils and various community groups.</p>	

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<p>Local action <i>"To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where these meet the priorities of the community plan."</i></p>			
<p>Please tell us about your plans to encourage local action to address the community plan priorities.</p>	<p>Now the priorities are identified, we can signpost issues to relevant agencies/groups for solutions, and assist in applying for grants to fund them, from Area Board or other community grant schemes.</p> <p>Projects completed in 2012/13 include: Volunteer Notice Board, Cycle Safety Voucher Scheme, Slow Down your Speed Stickers, numerous Tidy Town initiatives and activities, and an award for Best Looking Business Premises.</p> <p>A significant Consultation Event was undertaken at Foundry Close in September 2012 which resulted in a Draft Action Plan which we drew up for the community.</p>	<p>In 2013 /14 we will continue to encourage local people to get involved in shaping the development of our community area by joining theme groups or volunteering for projects which closely align with the principal themes highlighted in our Community Plan.</p> <p>Plans are already well underway to open a Community Drop-In Centre at the Carpet Barn on the High Street in Melksham, with displays of the work and plans of the CAP as well as our partners and stakeholders (such as, for example, the Wiltshire Swindon & Oxfordshire Canal Partnership), opportunities to volunteer, and an interactive display which will enable people to contribute to surveys and consultations.</p>	
<p>What do you expect to achieve during the year ahead? How will you secure funding for these projects?</p>	<p>We have several specific projects planned which seek to address the priorities set out by the Area Board. These are detailed below.</p> <p>Planned events for the coming year include:</p> <p><input type="checkbox"/> A Neighbourhood Watch Event on 8th June at Melksham House, Market Place, Melksham where the public can come and find out about Neighbourhood Watch, The Neighbourhood Policing Team and many other community organizations. This Event is sponsored by Charles Church Wessex and is being staged at no cost to the Area Board.</p> <p><input type="checkbox"/> A Community Apple Pressing Day is taking place on Sunday 16th October 2013 at Well House Manor in Melksham. Following the success of the 2012 event, a more ambitious Apple Harvesting Scheme is being considered to help people make the most of</p>	<p>Funding will continue to be a combination of grant aid from the Area Board plus welcome contributions in kind from Melksham Town Council (who provide meeting facilities), partner groups plus sponsorship from local companies.</p>	

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	<p>fruit from their back gardens. Members of the community will be able to make the most of the press, harvesting equipment and bottling tools by joining in with community picking days or taking their apples along to use the press.</p> <p>□iiA second Community Seed Swap event is also being planned for early in 2014, once again held in conjunction with Melksham Climate Friendly Group.</p>		
<p>Proposed projects for the year 2013/14</p>	<p>Theme: Health & Well Being Project: Ensure efficient use of the NHS Timescale: Commence June 2013</p>	<p>Patient and public engagement is a key tool in promoting the efficient use of the NHS. There is an increasingly common belief that patient and family engagement must be a key driver in the transformation of the healthcare delivery system.</p> <p>The Project</p> <ul style="list-style-type: none"> • To establish a Stakeholder Engagement Panel of NHS and Social Care providers covering the Melksham Community Area and with them determine the current 'Staying healthy to improve health' projects run within their organisations and the community. • Design and deliver a patient engagement programme on the myEngage independent community engagement website that promotes to the community ways and means they can manage and improve their health and wellbeing using services (health and sports/recreation) in the Melksham Community Area • Promote the project via the Stakeholder organisations actively promoting the literature to their patients, using their membership databases. • Measure the success of the project by determining the increase in the levels of participation in the health and wellbeing activities promoted by the project. 	

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	<p>Theme: Health & Well Being Project: Encourage men to go to the Doctors Timescale: Commence June 2013</p>	<p>The Project To help encourage Men to go to the Doctors in the Melksham Community Area, MCAP will be undertaking a targeted health promotion project targeted at men from their late teens up to retirement age. The aim of the promotion literature will be to:</p> <ol style="list-style-type: none"> 1. Highlight what the key symptoms are for the top 6 male health problems: <ol style="list-style-type: none"> a. Heart disease b. Cancer (focusing mostly on Lung - 15% most frequent, Colorectal – 14% most frequent and Bladder 5% Cancer most frequent) a. Chronic Lower respiratory diseases b. Stroke c. Type 2 diabetes d. Mental Health Problems 2. Explain what to expect from a Doctors Visit, questions they may ask, tests they may do, what could happen next, 3. Provide numbers for three main Doctors surgeries in the town so the reader can make an appointment without having to seek out further information 4. Highlight further areas of information – such as online: sources that will further promote a Doctors visit. <p>Project promotion will be done through working with the main manufacturing employers and sports / hobby clubs throughout the town, who are mainly male attended. The project will involve working with their key influencers, to pass on the leaflet onto their members through practice sessions, get together and pay-packets etc.</p>
	<p>Theme: Leisure, Culture and Sport Priority: Communication – Lots of activities happening, but people lack awareness Project: Mapping the Creative Network Timescale: by March 2014</p>	<p>In anticipation of the next round of Wiltshire Council's JSAs early in 2014, Melksham Community Area Partnership is undertaking a project to map the Creative Network in our area, in line with Arts, Culture and Leisure Provision proposals emerging from the Research Team. The project will include:</p> <ul style="list-style-type: none"> • Public consultation, both in person and online • Extensive research to assess the groups, venues, events, audience and footfall • Looking at innovative ways to share the information, both online (for example via a Twitter Newspaper), broadcast (advertising, radio and film), and public announcements on notice-boards and in libraries.

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	<p>Theme: Transport Project: Improve train service through Melksham & local bus link Timescale: Complete consultation by September 2013</p>	<p>Melksham, a town of 25,000, the 4th largest urban area in Wiltshire, currently sees just 2 trains each way per day, timed early morning and late evening.</p> <p>Wiltshire Council successfully bid for £4.25 million from Local Sustainable Transport Fund for improving Wiltshire's Rail offering, and offered £1.25 million of own funds to provide seed funding for improved TransWilts services. LSFT is for station access / integration / sustainable improvements that are needed to link to trains and provide support resource for new rider levels. There is a very real concern that it will be spent in proportion to existing passenger levels rather than passenger levels after the new service is implemented, meaning that Melksham station, which needs road, bus, and parking improvements included in the bid, might miss out.</p> <p>It is vitally important therefore that work is undertaken to measure the potential usage and ensure that the facts are placed on the table and clearly presented to all stakeholders. The Community Area Partnership can and will play a key role in gathering and presenting statistics and working closely with our partners. The Foundry Close consultation completed in 2012 ties in well with the work being done to ensure Melksham Station becomes a transport hub - the proposed link road past Foundry Close via the McDonalds entrance, joining up with the station car-park, would be for bus, pedestrian and cycle users only, but would also provide additional parking and green space that's so badly required – thus tying in well with the Community Priority to enhance parks and green spaces and also addresses issues of Isolation, Unemployment and Tourism.</p>
	<p>Theme: Leisure and Culture Project: Mark the centenary of the outbreak of the 1st World War in 2014</p>	<p>Melksham is twinned with towns in both Germany and France, and is in a particularly strong position to really make the town stand out next year by working together with them on a project involving schools and veterans associations in all three towns to show how the Great War affected everyone - ordinary people in small towns such as ours - on both sides of the divide.</p> <p>The Partnership intends to work together with the key stakeholders, the Museum of Melksham, the Historical Association, Town and Parish Councils and the Twinning Association, to mark the centenary with public exhibitions and displays. It is planned to engage pupils from Melksham Oak School to investigate the stories behind the names recorded on local War Memorials.</p>

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	<p>Themes: Community Development and Inclusion and Provide recreational activities / spaces for children and young people</p> <p>Project: Develop a Methuen Avenue / Forest Area Neighbourhood Action Plan</p> <p>Timescale: Commence June 2013</p>	<p>Melksham Community Area Partnership, together with community and partner organisations, will seek to improve the services and quality of life in the Littlejohn Avenue and Methuen Avenue area of Melksham Forest. We are proposing to produce a Neighbourhood Action Plan by working closely with residents and other stakeholders in the area in order to better understand local needs and aspirations.</p> <p>This Neighbourhood Action Plan will set out the priorities for action under the following headings:</p> <ul style="list-style-type: none"> • Community Engagement • Improving Shared Spaces • Young People • Buildings • Appearance <p>Underlying issues and those which need to be taken into consideration include:</p> <ul style="list-style-type: none"> • Anti-social behaviour • Community safety • Fear/perception of community safety • Education attainment level • Social integration • Wellbeing • Mental health issues • Health/fitness/exercise/obesity <p>Potential activities to engage the community could include</p> <ul style="list-style-type: none"> • Tree planting • Establishing Wildlife corridors • Link with town team and local businesses and get Melksham to start planting wildflowers rather than bedding plants/bulbs to increase wildlife and encourage bees and pollinators
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	<p>Theme: Children and Young People: Create employment and work experience opportunities.</p> <p>Project:</p> <p>Encourage YAG members to be community reporters for Wiltshire Council's Community Blogsite</p>	<p>As at January 2011, the Melksham Community Area contributed 7.3% of Wiltshire's NEET population overall. The Area Board identified in November 2012 that creating employment and work experience opportunities for young people is a top priority. A group has been established to pool information and share resources to identify what is currently happening, identify the gaps in provision and develop links to ensure that people know what resources are available.</p> <p>Project:</p> <p>Encourage YAG members to be community reporters for Wiltshire Council's Community Blogsite, which are now incorporated into the CAPA. An Area Board Grant could be applied for to purchase microphones and adapters for SmartPhones. Young people could then report specifically on youth issues and take photos – see for example http://www.100cameras.org/ This could appeal on a number of levels: learning new skills, show proactivity, report their own issues, and community cohesion.</p>
	<p>Theme: Community Development and Inclusion</p> <p>Project: Establish a Coffee Caravan to address rural isolation.</p>	<p>In order to help rurally isolated people in the Melksham Community Area to access services and information to improve their lives, health and wellbeing, to bring people together within communities to create local support mechanisms, the Partnership plans to seek funding too operate a Coffee Caravan service.</p> <p>This provides an innovative solution to the real problem of rural isolation. Loss of services in rural communities can leave residents without any means of connecting with each other which can in turn lead to low mood and loneliness. Accessing information is almost impossible in these situations. Our project creates a social focus with a free mobile community cafe/information centre, which offers support and the chance to meet and talk with fellow residents in the same situation.</p> <p>The partnership has already secured a caravan, and is currently engaged with looking for volunteers to run the service. MCAP will seek to support local organisations, groups and projects within the community area by helping with areas such as funding applications and exploiting website & social networking, and acting as an "incubator" for new groups. This will help develop and increase community volunteering.</p>

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Background: Having had a history of Community Planning in the town since 1999, MCAP was set-up to fulfil the new Unitary Authority's remit of proving local community engagement. The CAP was created by a thorough process which involved a series of public meetings to a) inform the community of the developments taking place, b) create a wide network of residents and organisations to ensure best representation and inclusivity and c) to have a democratic process where by all could put themselves forward and/or help choose the people to sit on the core group that would lead the work.

The whole process was supported by WfCAP, Wiltshire Council, their Community Area Manager for Melksham and a consultant brought in by the Council specifically to help ensure the CAP were created in time for the start of the Unitary Council as it was seen to be essential to the new structure. The CAP would be a key player and would be a partner in community planning and development; tasked with informing, assisting and challenging the Area Board.

The CAP: In the four years since being established MCAP have maintained a core group of between 12 and 20 members. Within this number approx. 50% have continued throughout which gives the CAP consistency, maintains local knowledge, ensures relationships are kept and built on, provides a recognisable 'face' to the group in the community and passes on expertise to new members. But of equal importance the rest of the group has rotated, providing fresh blood and therefore new ideas, new challenges and an increased skill base as well as ensuring the group are open to all; upholding the ethos that anyone from the community can get involved in steering the CAP forward.

The group is headed up by a Chair Chris Holden and Vice Chair Colin Goodhind who, through all personnel changes within the core group, have been re-nominated and elected by their co-workers each year to continue leading the CAP. Both are well respected, thoroughly involved members of their community and previously local councillors. They live in the area, are in touch with local issues and are familiar faces to the community. They both have a variety of interests and passions which they get involved in through the CAP's working groups and partners and as professionals they have a vast skill base they bring to the CAP.

The Melksham coordinator has recently created a comprehensive skills audit to try to analyse any gaps the partnership may have to help target recruitment of new volunteers. The audit is also useful in realising the potential of the members they already have. Often people join groups or organisations for a specific reason or role and have hidden talents necessary for their professional life or their hobbies that the group is unaware of and which they may not necessarily consider of benefit until it's raised in this way. WfCAP are looking at how they can use this template to help other CAPs.

Consultation: Over the last four years MCAP's consultation programme has set a real standard. As a new CAP there wasn't a current Community Plan in existence when they formed and so they had to begin from scratch. Over an 18 month period the CAP built up a vast network of contacts, linked with existing groups and attended meetings that covered the main themes of community planning. Where there were gaps, they started up theme groups. Through a series of public meetings plus holding stalls at village fetes, in the town centre and at events like the carnival, the CAP gained publicity and the respect of the



community. This face-to-face consultation helped raise many of the local issues and also gained further insight into some of the known and perceived problems - opening up local knowledge which supported or sometimes conflicted or explained the statistical evidence for the area.

As well as these more generic events the CAP toured the various organisations and clubs within the town and parishes to talk on more specific issues and again inform local data. With all this evidence collated the CAP then produced a full consultation survey which was delivered to every address in the community area, giving all residents the opportunity to respond, prioritise and add to the issues previously raised. A follow up survey, rating the issues and needs, took place and the results became the new Community Plan. In addition to this the CAP were asked by concerned members of the community to carry out an in-depth consultation into the proposed community campus. The area board approved this and the results were fundamental in the decision on location.

Community Planning: The Community Plan was published in the Autumn of 2011 which coincided perfectly with the new community area level JSA document release. Melksham CAP were ahead of the game and so their coordinator, along with the Area Board's Community Manager organised the first of the county's JSA events, a full two months before any other area. The format of the evening was used by the JSA event steering group to produce a template as best practice guide for the other areas to all follow in Melksham's footsteps.

The event was attended by over 100 people, from local residents to experts from various public and voluntary sector organisations. Following this event the CAP then reviewed the plan against the JSA document and the new feedback and republished an updated version. From this, a comprehensive Action Plan was produced with SMART objectives and specific people/groups tasked with leading on each item. This plan is a living document and the CAP continuously review and update it as they and their partners address the issues. A review of the action plan is a standard agenda item.

Essential to the success of MCAP's community planning is the fact that they continuously feed back to their community. By keeping an on-going two-way dialogue, they are informing of progress on all issues and projects so that the community feel they're not just being listened to but also having their issues addressed. This is fundamental in consultation and the CAP has nurtured that relationship. This has resulted in gaining the trust of the local community therefore making the process going forward more efficient and robust.

Communication: Melksham CAP's communication strategy has ensured the success of the consultation. Along with the face-to-face meetings and events plus the surveys they sent out, Melksham also used their website to attract another audience that were more likely to contribute online. MCAP make use of social media to promote the consultations and lead people to their website or inform of meetings/events. Again, the Twitter and Facebook accounts help to bring in a new audience that wouldn't necessarily interact through meetings or written surveys. MCAP also produce regular mailshots that come through the website to inform their whole contact list of new updates or events.



Connections: Without reiterating the full-report of Melksham's work, links and projects important just to mention how thoroughly the CAP have connected with the whole community. They have offered administration to the new YAG and have always been closely linked with various youth groups in the area, supporting them with projects and gaining their views on all issues. There is a strong over-55's forum run by a CAP member and helped by CAP support and occasional funding. Many of the parishes are engaged through the local councils and local residents sit on the CAP steering group or attend the public meetings. Attendance at villages' events and 'cake & chat' visits have helped ensure the villages are not sidelined and the CPA do not become town-centric. The CAP has also worked closely with the local schools through the campus consultation and on various initiatives.

Innovation: Melksham's website was created through IT grant funding from the old Development Trust. It has been developed and designed to a high standard to ensure usability and to work as an interactive tool rather than just an information site. Melksham are also now using a revolutionary new piece of software to develop online participation in consultation. MCAP were chosen as the pilot for this scheme which is being run in just two places in the UK. MCAP also brought the innovative identification scheme Touch 2ID to Wiltshire, piloting in local retailers and pubs. These initiatives have been able to be shared across other CAPs – Touch 2ID has been taken up in other areas and CAP's have been very interested in the website and online surveying. Melksham CAP have taken every opportunity to help share their experiences and ideas with the other CAPs and are always involved in WfCAP meeting, events and shared learning sessions – contributing and taking back suggestions to forward their own work.

Coordinator: MCAP, like all the Community Partnerships have a part-time paid coordinator. Taking on a person in this role was encouraged by the Council to the extent that they added it as a guideline within the CAPA document. Over the 4 years of Unitary Council and CAP's having the increased role and workload, all of them have recruited someone to coordinate and manage the work. It has been evident during this time that there is a direct correlation between productivity and the CAP having a coordinator. Now that all CAPs have someone in place there is a clear step up in activity since 2009.

The CAPs rely on the good will, hard work and enthusiasm of hundreds of amazing volunteers but all of these people will have times when their commitment is restricted due to their own employment and other issues – they are of course assisting the CAP in their spare time. Having the coordinator ensures consistency. The consistency means regular communication is kept up, there's a dedicated person to be the main contact for all enquiries and they become (if not already) a well-known face in their community.

Melksham have been lucky in that, over 4 years they have had 2 coordinators (the first being recruited to the Town Council who recognised the excellent work put in with the CAP) and both have been a real credit to the partnership and vital in the CAP's ability to achieve to the standard it does. Phil McMullen who has been in post for just over a year has continued the excellent work of his predecessor whilst making the job his own. He has lived in Melksham years and so familiar with the place, people and its make-up. Alongside the CAP role he is also founder and curator of the Melksham Museum, a music events coordinator – (bringing a new festival to the local economy this summer), secretary of the Trans-Wilts

Community Rail Partnership, Chamber of Commerce and local cricket clubs amongst other local voluntary roles. This shows the connections and community engagement already



captured through this role. It illustrates that by having someone like this – local, with heavy involvement and knowledge of the locality – as well as being organised, efficient and skilled at their job, and having established relationships across the area, the CAP is already halfway there when needing to go out to the community for consultation or information. And it of course means that kick-starting local action and projects is far easier and more effective.

And as with many of the coordinators across the county, by spending a small amount on a part-time worker the CAPs are generally securing both paid work and an additional volunteer. Basically, the majority of these people working with the CAPs are natural enthusiasts and 'do-ers' and have taken the job because of the role and the community. Phil is one of these and puts in hours far exceeding those he is paid for so on a value for money basis the CAP gets an invaluable resource that really does operate as the hub and catalyst for all the local action with just the outlay of the core-funding grant. Having this coordinator role also means it's easier for WfCAP to engage with a key member, and the same member, on a consistent basis and bring them together to share best practice county wide.

Wiltshire: WfCAP has put an emphasis on sharing knowledge and achievements between the CAPs over the last couple years. Often initiated by one of the partnerships we've convened meetings on theme subjects to help CAPs work closer together, learn from each other, share skills and resources and ultimately be more efficient, productive and successful. Melksham CAP have been highly involved in transport planning through the Trans-Wilts group and over the last 18 months have really put a focus on public transport issues – both rail and buses. They've helped the successes of timetable changes in bus routes to & from Bath, increased bus services to Bristol airport and secured reviews of new train and better road links. MCAP requested WfCAP help link them to other CAPs working on similar projects and so ongoing information sharing and joint-working takes place amongst CAPs. This is just one of many examples where MCAP have worked with other CAPs to increase output. Along with the Corsham CAP, Melksham have given time and information to the other partnerships to aid in the campus consultation process and ensure that as the other projects are rolled out the COBs can learn directly from what worked and what didn't in the areas that have gone through the process already. All of this joint working helps to increase activity Wiltshire wide through encouragement, resources and sharing of experiences.

Report to	Melksham Area Board
Date of Meeting	5 th June 2013
Title of Report	Community Funding

Purpose of Report

To ask Councillors to consider 4 Community Area Grant applications and 1 councillor led initiative

1. Community grant applications

Melksham Disabled Football Club seeks £500 to fund a PA system to manage tournaments across open field sites.

Great Hinton Memorial Hall seeks £875 for fund improvements to their hot water system.

Melksham Extended Services seeks £250 for two gazebos for outdoor events

Jubilee Wood Scout Camp Site and Community Youth Activity centre seeks £500 equipment and storage to improve access for disabled people

2. Councillor led initiative

Keevil Village Hall

Councillor Jonathon Seed seeks £900 to resurface the road leading to Keevil Village Hall to enable disabled people to access the village hall

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. Funding applications will be considered at every Area Board meeting.
- 1.5. Melksham Area Board has been allocated a 2012/2013 budget of £56,737 capital for community grants, and £14,492 revenue for community partnership core funding and councillor led initiatives. .
- 1.6. A decision has been made in 2012/2013 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.
- 1.7. The 2012/2013 funding criteria now stipulates that only Capital funding is available and the criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards)

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 2012/13• Melksham Community Area Plan
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 4 further rounds of funding during 2013/14. The next Area Boards take place on 31st July 2013, 9 October, 11th December and 12th February 14

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Melksham Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Melksham Area Board will have a balance of £53,712 Capital for Grants and Revenue of £14,492 to include Core Partnership Funding.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants give all local community and voluntary groups, an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	<u>Melksham Disabled Football Club</u>	A PA system to manage tournaments across open field sites.	£500

- 8.1.1. The officer recommends this application is awarded
- 8.1.2. The application meets the criteria for community area grants 2013/14
- 8.1.3. The application demonstrates a link to the Community Plan; encourage exercise

8.1.4 Melksham Disabled Football Club are a not- for- profit organisation.

8.1.5 The project addresses equality and inclusion issues, enabling disabled people to participate in football.

8.1.6 Should the Area Board make a decision not to fund the project the project will be delayed as further funding will need to be sought

Ref	Applicant	Project proposal	Funding requested
9	<u>Great Hinton Memorial Hall</u>	Improvements to their hot water system	£875

9.1.1. Officer recommends the application is awarded

9.1.2. The application meets the grant criteria 2012/13

9.1.3. The application demonstrates a link to the Community Plan with regard to supporting families.

9.1.4. The application does not meet a locally agreed priority however does give equal access to all members of Great Hinton community

9.1.5. The applicant is a not for profit organisation.

9.1.6. If the Area Board makes a decision not to fund the project the project will need to find funding elsewhere.

Ref	Applicants	Project proposal	Funding requested
9.2.	<u>Melksham Extended Services</u>	2 Gazebos for outdoor events for the community	£250

9.2.1. Officer recommends the application is awarded

9.2.2. The application meets the grant criteria 2012/13

9.2.3. The application demonstrates a link to the Community Plan: ensure inclusion of all and raise the community spirit.

9.2.3. The application meets locally agreed/area board priorities

9.2.4. The applicant is a not for profit organisation.

9.2.5.If the Area Board makes a decision not to fund the project the project will need to find more funds to progress

Ref	Applicants	Project proposal	Funding requested
9.4	<u>Jubilee Wood Scout Camp Site</u>	Equipment and storage to improve access for disabled people	£500

9.4.1 The officer recommends this application is awarded subject to agreement from Bradford on Avon and Trowbridge Area Board to fund the rest of the project to the sum of £2000

9.4.2 The application meets the criteria for grants 2013/14

9.4.3 The application demonstrates a link to the Community Plan; protect and enhance parks and green spaces

9.4.4..the applicant s are a not- for- profit organisation.

9.4.5.The project addresses equality and inclusion issues and will provide equal access for all and specifically addressing the needs of disabled people regarding access .

9.4.6.Should the Area Board make a decision not to fund the project the project will be delayed as further funding will need to be sought

Ref	Applicant	Project proposal	Funding requested
Ref 9.3	<u>Councillor Jonathon Seed for Keevil Village Hall</u>	Resurface road leading to keevil village hall to assist disabled access to the village hall	£900

9.3.1 Officer recommends the application is awarded

9.3.2 The application meets the grant criteria 2013/14

Appendices:	Appendix x 6 - Grant applications from <u>Melksham Disabled Football Club</u> <u>Great Hinton Memorial Hall</u> <u>Melksham Extended Services</u> <u>Jubilee Wood Scout Camp Site</u>
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	Councillor led initiative: <u>Keevil Village Hall</u>
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Alison Sullivan, Community Area Manager Tel: 07917 721371 E-mail alison.sullivan@wiltshire.gov.uk
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Grant Applications for Melksham on 05/06/2013

ID	Grant Type	Project Title	Applicant	Amount Required
91	Community Area Grant	Jubilee Wood Scout Camp Site and Community Youth Activity Centre	Wiltshire West District Scout Association	£500
73	Community Area Grant	Great Hinton Memorial Hall Improvements	Great Hinton Memorial Hall	£875
78	Community Area Grant	Disabled football PA facility's	AFCMELKSHAM DISABLED FOOTBALL CLUB	£500
99	Community Area Grant	Gazebos for Extended Services	Extended Services (Melksham Area)	£250

ID	Grant Type	Project Title	Applicant	Amount Required
91	Community Area Grant	Jubilee Wood Scout Camp Site and Community Youth Activity Centre	Wiltshire West District Scout Association	£500

Submitted: 12/05/2013 15:56:59

ID: 91

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2013 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Jubilee Wood Scout Camp Site and Community Youth Activity Centre

6. Project summary:

Having purchased a field at West Ashton we are making good progress in developing this into a Scout Camp Site and Youth Activity Centre open to Scouts, Guides and organised youth groups nationwide and to local community groups. Having planted over 6200 trees to form a new Jubilee Wood and installed essential infrastructure, we now need items of

maintenance equipment and a secure store to keep them in and also need to improve accessibility, particularly for the disabled.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Summerham and Seend

8. What is the Post Code of where the project is taking place?

BA14 6DF

9. Please tell us which theme(s) your project supports:

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2012

Total Income:

£42342

Total Expenditure:

£17252

Surplus/Deficit for the year:

£41951

Free reserves currently held:

(money not committed to other projects/operating costs)

£1618

Why can't you fund this project from your reserves:

Our existing project commitments leave us with only about Â£1800 to complete all the necessary work to allow us to open the facility in October 2013. We are conducting fund raising and making grant applications for this. In addition to this basic project, we have new requirements associated with the need to maintain these facilities, the woodland and the open areas and to improve accessibility for the disabled.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£5000		
Total required from Area Board		£500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Secure Store	2500	Trowbridge Area Board		1500
Disabled Access (paths to toilets and from car park to the Interpretation Centre)	1000	Trowbridge Town Council		2000
Mower	1500	Bradford Area Board		500
		Project Funds	yes	500
Total	£5000			£4500

11. Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

12. If so, which Area Boards?

Bradford on Avon
Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Our 800 young members in West Wilts, of whom 210 plus 40 adult volunteers are from the Melksham Area plus Guides, local youth groups and the local community will benefit. Save for the 105 pupils at West Ashton School, we do not yet know how many community users will take advantage of the opportunity to use the site, but we are already enjoying a high level of engagement as young people and the local community have helped with tree planting etc. This project is about encouraging young people to get the best out of life and to enjoy their childhood in the great outdoors. Links to local priorities are: Economy: Increasing skill levels: We believe that young people develop most when they are 'learning by doing,' are given responsibility, work in teams, take acceptable risks and think for themselves. The leadership and team working skills that young members acquire, together with the self confidence that the training engenders helps to provide them with the skills that future generations of leaders and of our national workforce will need in order to make planned

economic growth become a reality. Addressing Anti-social behaviour: We encourage our members to understand the consequences of their actions, and aim to help build the strength of character necessary to resist pressures to join anti-social behaviour. Sport and Active Leisure: Our project is all about getting away from the TV and computer and enjoying an active, fulfilling life-style Environment and the Countryside: we foster understanding of how communities and individuals need to integrate with the countryside and how the actions and behaviours of young and old alike impact on the environment. The aim is to create a safe, self-sustaining environment in which the trees, the flora and the wildlife can flourish alongside and integrated with citizenship training. Education & Lifelong Learning; Improving chances for children. To improve young people's outcomes and outlook on life, it is vital that the cycle of dependency on benefits is broken and young people aspire to a career or work life. Scouting promotes the development of young people in achieving their full potential. Health & Social Care; Improving Life Styles: Increasing levels of obesity and low fitness in young people is a matter of national concern. We encourage and foster a healthy life style based upon healthy eating, hygiene, exercise and outdoor pursuit. The camp site will enable these important life-skills to be reinforced by means of day visits and over-night camping where young members will, for example, plan their menus, buy their provisions and cook for themselves. Crime & Community Safety: our training helps young people to find the strength of character to make the right choices and helps give them the maturity to resist pressures to take a part in activities such as drug dealing and gang cultures. Many church leaders, members of the police force and social workers value the contribution that scouting makes towards achieving better, safer communities. Community: As well as being used by Scouts and Guides from outside the District, we are committed to making the site available for use by other groups, who need not necessarily be youth groups, and to schools etc. We envisage making the facility available for use by schools and youth and other groups for a variety of social, educational and sports activities. Our long-term aim is that the site will become some form of hub for youth outdoor activity, helping young people to appreciate the importance of conservation and how to enjoy the countryside in a responsible manner. We try to foster understanding of why individuals should contribute to the well-being of the community of which they are part and the benefits that they and the community at large will derive from this. We hope that by adulthood our young members will have a keen understanding of the needs of their community and be willing and able to contribute to the life of the community and to strengthen the voluntary sector in years to come.

14. How will you monitor this?

In this project success is about people. It is the delivery of the benefits described above – "better quality of life, encouraging young people to get the best out of life and to enjoy their childhood in the great outdoors. We are confident that the facilities and the environment that we will create will deliver success. We will measure it through: - The numbers that use the site - Customer satisfaction surveys with users and leaders - Routine monitoring and reporting by the Management Committee to the District Executive Committee

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

We will charge modest fees from groups using the site and have been awarded a Forestry Commission woodland maintenance grant of £680 per annum to help towards maintenance and replacement of the 6200 trees that we have planted

16. Is there anything else you think we should know about the project?

Excluding items listed in this application and volunteer labour, our latest estimate for

completion of the site is £193,500. We have so far raised £188,500 (This is made up of Grants from Charitable bodies and Local Authorities - £152,600, Donations from individual well-wishers and local fund raising - £4,900, Contribution from own reserves - £10,000, Forestry Commission woodland creation grant - £21,000) We have spent £175,800 and are contractually committed to a further £11,000. This leaves us with a cash balance of £1700 and so need to raise a further £5000, which we will do by applying for further grants and local fundraising

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

73	Community Area Grant	Great Hinton Memorial Hall Improvements	Great Hinton Memorial Hall	£875
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Submitted: 02/05/2013 21:37:15

ID: 73

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2013 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Great Hinton Memorial Hall Improvements

6. Project summary:

We need to improve the hot water system supplying the kitchen sinks and hand basins in three toilets. The immersion tank holds 85 litres which takes an hour to reach working temperature and consequently there is no hot water immediately available to users of the kitchen or for personal hygiene. It is costly and inefficient to heat such a quantity of water and it has been recommended that we install an unvented system to give a hot water feed at mains pressure from a 15 litre tank which after taking 10 minutes to come to working temperature will provide hot water on demand.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Summerham and Seend

8. What is the Post Code of where the project is taking place?

BA14 6BY

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2013

Total Income:

£2120

Total Expenditure:

£1826

Surplus/Deficit for the year:

£294

Free reserves currently held:

(money not committed to other projects/operating costs)

£4240

Why can't you fund this project from your reserves:

The historic location of the old hall on which the new hall was built in 2000 does not provide any space for parking so use of the hall is entirely by villagers and village groups.

Consequently our annual income from its hire is very small at £1280 and expenditure on overheads is only covered by the 120 subscriptions to the 100 Club which gives a net income of £840. Using £875 from our reserves towards 50% of the cost will leave £3400 which is a prudent balance to have in hand for on going maintenance and unexpected repairs.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£1750		
Total required from Area Board		£875		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Hot water system	1750	Own funds	yes	875
Total	£1750			£875

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

All hall users will benefit from the improvement to the hot water system which will provide a more hygienic environment in the kitchen and toilets. Regular users are the Art Club, Short Mat Bowls Club, Lunch Club, Ladies Club, Parish Council, and the newly formed Village Youth Club. Villagers also hire it for private events and children's parties. With the reduction in the heating costs from the greater efficiency of the system which will include automatic cut off timer switches we will be able to reduce the consumption of electricity and keep down the hire charges.

14. How will you monitor this?

From feedback from all the user groups and the quarterly electricity meter reading.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

One off capital cost - no running costs required.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

78	Community Area Grant	Disabled football PA facility's	AFCMELKSHAM DISABLED FOOTBALL	£500
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Submitted: 07/05/2013 13:50:05

ID: 78

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2013 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Disabled football PA facility's

6. Project summary:

Having had massive success from young disabled community we have established coaches, and an under 16 team but over expectations the response required us to establish an Adult team .We now have links across Wiltshire and Dorset with like AfcMelksham disabled Now we are establishing links,with Disabled teams across Wiltshire and Dorset we would like to host mini tournaments at our soon to be built New facility at Lancaster Road Bowerhill Melksham.This will allow us to run mini games ,similar to the recent one held for Melksham Area Board Cup last month. We await the new build at Christie Miller . The Â£500 will provide us the means of managing tournaments across open field site. Quote PA to follow separate email with hyperlink

7. Which Area Board are you applying to?

Melksham

Electoral Division

Melksham South

8. What is the Post Code of where the project is taking place?

SN126FN

9. Please tell us which theme(s) your project supports:

Children & Young People

Sport, play and recreation

Other

If Other (please specify)
DISABLED MANY TYPES

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
05/2013

Total Income:
£4800

Total Expenditure:
£4100

Surplus/Deficit for the year:
£700

Free reserves currently held:
(money not committed to other projects/operating costs)
£100

Why can't you fund this project from your reserves:
Sept onwards funds expended

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£500		
Total required from Area Board		£500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
PASystem	£500	0		
		0		
		0		
		0		
		0		
		0		
		0		
		0		
Total	£0			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

UP TO 60 disabled people plus the parents ,carers who can enjoy a number of fun events being able to relax and mix with other teams parents in a safe environment .Often they feel they stand out at social events and thus are more protective than most.These events will bring fun and smiles to many.

14. How will you monitor this?

Receipt will be held

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Melksham without Parish will hold as Inventory item

16. Is there anything else you think we should know about the project?

Na (but will be housed in New FOUR changing room disabled friendly facility ,planning permission and funding approved awaiting start of build).

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

99	Community Area Grant	Gazebos for Extended Services	Extended Services (Melksham Area)	£250
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Submitted: 15/05/2013 12:36:17

ID: 99

Current Status: Application Appraisal

To be considered at this meeting:

05/06/2013 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Gazebos for Extended Services

6. Project summary:

Extended Services (Melksham Area) need the use of two gazebos for use at outdoor events. We would also like to make these available as a resource for other organisations working with children and young people such as Melksham YAG (Youth Advisory Group).

7. Which Area Board are you applying to?

Melksham

Electoral Division

Melksham Central

8. What is the Post Code of where the project is taking place?

SN12 7NG

9. Please tell us which theme(s) your project supports:

Children & Young People

Inclusion, diversity and community spirit
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2012

Total Income:

£17,759.00

Total Expenditure:

£19,137.55

Surplus/Deficit for the year:

£-1378.55

Free reserves currently held:

(money not committed to other projects/operating costs)

£70,000.00

Why can't you fund this project from your reserves:

All reserves are earmarked for projects and core funding.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£250		
Total required from Area Board		£250		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Gazebos	250			
Total	£250			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Extended Services (Melksham Area) supports children, young people and their families in the Melksham Community Area. We provide counselling services for young people, story sacks for primary school children, books for the Bereavement Resource Hub, we are working with Integrated Youth Service with NEETS, with schools on narrowing the attainment gap, we work with the Melksham Area Board with the young people's participatory budget, we reward children and young people with certificates, awards and shields at the annual Young People's Awards. Melksham's Extended Services relies on fundraising and grants to continue their work. The purchase of these gazebos will allow the charity to undertake more outdoor events and provide cover in the event of inclement weather. We view these as being a resource that could be available for any organisation in the Melksham Community Area that works with children and young people.

14. How will you monitor this?

We will monitor the usage of the gazebos by both the charity and any external organisation who request to use them.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The gazebos should have a life span of approximately 10 years, we will invite (but not require) organisations who borrow them to make a small donation towards a fund to replace them when they wear out.

16. Is there anything else you think we should know about the project?

N/A

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health &

Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

Councillor Initiative

1. What is the Initiative?

Resurface road leading to Keevil village Hall to assist access to the lottery funded project that included disabled access to the village hall at a cost of £900

2. Where is the initiative taking place?

Martins Road Spur adjacent to Keevil Village Hall. The Village Hall in Keevil sits in the heart of the community in Martins Road.

3. When will the initiative take place?

ASAP

4. What are the Community benefits/evidence of need/desired outcomes?

This facility is extensively used by a host of different groups, ages and persons, and a number of the older persons either have difficulties in walking or have registered disabilities and are wheel chair bound. In 2002/03 the committee, that runs the hall, undertook extensive work, courtesy of a National Lottery Grant and in particular created a disabled ramp/access point and toilets. This has proved an asset to the hall and the community that uses it.

Gaining access to the hall, via the ramp, involves crossing an area of highway, which abuts the ramp. Unfortunately, this section is in a particularly poor state of repair, with potholes and an uneven surface and has deteriorated over time. These factors, together with often poor lighting, has meant that this access has become an especial hazard to the old and disabled. The diagram below shows the affected area in red. Members of the community approached Keevil Parish Council, in order to remedy the situation. Contact was subsequently made with Wiltshire Council and it was agreed that remedial work was necessary.

5. Who will Project Manage/be responsible for this initiative?

Cllr Jonathon Seed

6. Costs/quotes/ match funding?

An estimate put the cost of repairs to be £1200, since this involved the complete removal of the existing surface and the relaying of the new, with a surcharge being levied on a small load of tarmac having to be delivered for this project. An offer of £300 towards these costs was given from Wiltshire Council. This clearly leaves a deficit of £900 to be found - **£900 requested**

7. Additional information

(As agreed at Community Area Transport Group) - the red indicates where the work is required and the attached photographs show the problem

