AGENDA

Meeting: MELKSHAM AREA BOARD

Place: Neston Park Farm Shop, Bath Rd, Atworth SN12 8HP

Date: Wednesday 31 July 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

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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 (Chairman) – Melksham South

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

Items to be considered	Time
1 Chairman's Welcome, Introduction and Announcements	**7.00pm**
2 Apologies for Absence	
3 Minutes *(Pages 1 - 14)*	
To confirm the minutes of the meeting held on 5 June 2013.	
4 Declarations of Interest	
To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5 Partner updates *(Pages 15 - 20)*	**7.10pm**

5 Partner updates *(Pages 15 - 20)*

To receive updates from any of the following partners:

a. Melksham Youth Advisory Group (YAG)
   To include a short Mental Health film made by the YAG.

b. Community Area Partnership Representative

c. Wiltshire Police

d. Wiltshire Fire and Rescue Service
   To include:

   - Draft Public Safety Plan update.

   - Integrated Risk Management Plan update.

e. NHS Wiltshire/Clinical Commissioning Group

f. Melksham Town Council

g. Parish Council Nominated Representatives

h. Melksham Chambers of Commerce

i. Melksham Senior People's Forum

6	**Update on Campus and Re-location of Sports Clubs** Update by Lucy Murray-Brown - Head of Campus & Operational Models, Wiltshire Council and Cllr Roy While to present the SCOB update.	**7.35pm**
7	**Melksham Community Area Partnership - funding**	**7.45pm**
8	**Local Authority Responsibilities for Public Health** A short film to raise awareness of what public health is and does.	**7.55pm**
9	**Any Other Items of Public Concern**	**8.05pm**
10	**Grant Funding** *(Pages 21 - 30)*	**8.10pm**

  a. To ask Councillors to consider Community Area Grant Applications.

  b. Reports from Grant recipients on how Community Area Funding has benefited their group/organisation.

11	**Future Meeting Dates**	**8.30pm**

  • 9 October 2013 – Melksham United Church, High Street, Melksham. (Older Persons Themed, starting at 2:30pm).

  • 11 December 2013 – Semington Village Hall.

12	**Evaluation**	
13	**Close**	**8.35pm**

Wiltshire Council
Where everybody matters

MINUTES

Meeting:	MELKSHAM AREA BOARD
Place:	Melksham Assembly Hall, Market Place, Melksham, SN12 6ES
Date:	5 June 2013
Start Time:	7.00 pm
Finish Time:	9.35 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 Jon Hubbard (Chairman), Cllr Jonathon Seed (Vice Chairman), Cllr Pat Aves, Cllr Terry Chivers, Cllr David Pollitt and Cllr Roy While

Wiltshire Council Officers
Alison Sullivan - Community Area Manager
Kevin Fielding - Democratic Services Officer
Niki Lewis – Service Director
Phil Groocock - Bus Network Manager, Passenger Transport

Town and Parish Councils
Melksham Town Council – Bruce Sanders
Atworth Parish Council – Effie Gale-Sides & Charles Boyle
Keevil Parish Council – Jerry Wickham
Melksham Without Parish Council – Alan Baines & Mike Mills
Poulshot Parish Council – Tim Coleman & Geoff Collett
Semington Parish Council – P Bowyer & Brian Smyth
Steeple Ashton Parish Council – Geoff Hyatt

Partners
Wiltshire Police – Insp Matt Armstrong
Wiltshire Police & Crime Commissioner – S Cooper
Community Area Partnership – Chris Holden, Phil McMullen & Colin Goodhind
Chamber of Commerce – Graham Ellis

Page 1 of 14

Total in attendance: 58

Agenda Item No.	Summary of Issues Discussed and Decision
1	Chairman's Welcome, Introduction and Announcements The Chairman welcomed everyone to the Melksham Assembly Hall, and then introduced the Wiltshire councillors who made up the Area Board as well as officers of Wiltshire Council who were in attendance. The Chairman thanked the Town and Parish councillors in attendance. The Chairman thanked Cllr Jonathon Seed for his chairmanship of the Area Board over the last four years. Chairman's Announcements • Safeguarding Thresholds – as covered in the agenda pack.
2	Apologies for Absence There were no apologies for absence.
3	Minutes **Decision** **• The minutes of the meetings held on 6 February and 20 May were agreed as correct records and signed by the Chairman.**
4	Declarations of Interest Agenda Item No.15, Community Area Grant application for Extended Services – Cllr Jon Hubbard, President of Extended Services, Melksham, would not vote on this application.
5	Partner Updates The following Partner updates were noted: Melksham Youth Advisory Group (YAG) • Not present at the meeting.

Wiltshire Police – Insp Matt Armstrong

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

Questions raised from the floor included:

When would the Speed watch co-ordinator post expected to be filled?
 a.*A draft business case has been submitted and a meeting would be taking place between Inspector Steve Cox from roads policing and the PCC on Friday 6 June*.

Wiltshire Fire and Rescue Service – Mike Franklin

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

NHS Wiltshire

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

Community Area Partnership CCTV Update – Colin Goodhind

Points made:

- The Community Area Partnership thanked the Area Board for the CCTV funding, which they had granted.

- The spec for the system had now been drawn up.

- Melksham Town Council were now putting together a tender document.

- The Partnership had been working with both the Police and Melksham Town Council as to how the system would be manned.

- Volunteers were sought to man the system.

The Chairman thanked Colin Goodhind for his hard work.

Melksham Town Council

- The written report was noted.

Parish Council Nominated Representatives

Melksham Without

- That there was a vacancy for a parish councillor.

- That Melksham Without welcomed Cllr Terry Chivers as its Wiltshire Councillor.

Atworth

- Atworth thanked the Area Board for the funding for road markings, signage and gateways.

Shadow Community Operations Board (SCOB) – Cllr Roy While

Points made included:

- Architects had now been appointed as campus architects, work could now start on the design phase.

- Sub groups had now been set up to work with the architects on the feasibility work.

- Roadshow events were planned during the summer to showcase the Campus plans to the community.

- It was expected that a planning application would be submitted during Autumn 2013, with the build expected to start during Spring 2014.

- The architect would be coming to the Area Board in the near future.

Melksham Senior People's Forum

- The written report was noted.

Melksham Chambers of Commerce

- The written report was noted.

	The Chairman thanked everybody for their updates.
6	**Hall & Woodhouse Pub Naming Competition** David Hoare & Colin Wood - Hall & Woodhouse Ltd gave a presentation to launch a competition to name the new pub on land just off the A350 near Bowerhill. It was expected that the pub would open during June 2014. The Chairman thanked David Hoare & Colin Wood for their presentation.
7	**Ipad Community Blog Competition** Alison Sullivan – Community Area Manager announced 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** The following Local Priorities Champions were agreed: A1.Children & Young People: - Jon Hubbard B1.Health & Well Being - Pat Aves C3.Environment - Jonathon Seed D1.Community Development & Inclusion – Roy While E1.Waterways - ? F1.Transport –Terry Chivers G1. Community Safety – David Pollitt? It was agreed that future agendas would try and make reference to the priorities in agenda items wherever possible.
9	**Clinical Commissioning Group** Mike Relph gave a presentation to increase awareness and understanding of the role of the Clinical Commissioning Group and changes to local health services. Points made included: The structure • 3 CCGs decided to form one CCG. • We crossed the watershed into one CCG in March.

- Now 3 semi autonomous groups.

- One constitution and shared objectives.

- GPs lead.

- Allows voices of the patients to be heard.

- Allows involvement from other healthcare professionals.

CGC planning for 2013/14

- Clear and Credible Plan – Strategy for first two years.

- Operational Plan- 2013-14.

- Group Plans – 2013-14.

- Financial Plan and Qipp Plan.

- Provider Contracts in place.

- Provider CIP Plans with board assurance that quality will not be affected.

High level objectives 2013-14

- Transformation of community services.

- Respond to the continued pressure in urgent care demand on the acute sector.

- Significant enhancement in the early diagnosis and treatment of Dementia across Wiltshire.

- Greater integration with Wiltshire Council.

- Continue on changing the settings of care for elements of planned care against a backdrop of Wiltshire benchmarking in upper quartile for elective admissions.

- Continue to impact on growth trends in primary care prescribing.

		Questions and comments raised from the floor included:

Questions and comments raised from the floor included:

- Does this mean that we can revitalise our cottage hospitals?
  a.The CGC would certainly be interested in your views.

- Will there be a complaints procedure?
  a.Any complaints should be taken to the care provider in the first instance.

- Will there be improvements in Melksham?
  a.Care Co-ordinators would be appointed, this role would be working with GP practices, working out care plans, which would aim to identify putting the right care packages into the community.

- That Melksham hospital should never have been closed.

The Chairman thanked Mike Relph for his presentation.

10	New Highways Co-ordinator
	Stuart Renfrew was introduced as the new Melksham Community Highways & Street Scene Services co-ordinator. His role would be to pull together a range of services from one central point, giving local communities better street scene services.

The Chairman thanked Stuart Renfrew for attending the meeting and looked forward to him attending future Area Board meetings. |

11	Review of Local Bus Services
	Phil Groocock - Bus Network Manager, Wiltshire Council gave a presentation to highlight proposals to review the most infrequently used bus services in Wiltshire with a view to reducing subsidies on some routes.

Points made included:

Part of ongoing process of bus service reviews

Context;

- Pressure on public spending increasing year by year.

- Financial Plan requirement to make savings.

- Contract prices beginning to rise again. |

- Reviews looking for more financially sustainable ways of meeting needs.

Current Zig Zag Service

Created by combining several poorly used services to provide new links
Tries to meet a variety of different needs;

- Only service for Holt and Broughton Gifford, and for Gastard.

- Links to Corsham from Melksham and villages.

- Links to Trowbridge and Bradford from Corsham and Atworth.

- Two journeys from the villages to Chippenham.

Use and costs

Remains poorly used;

- 28500 single passenger trips / year.

- Average of only 8 on whole length of each bus journey.

- Use is particularly low north of Melksham
Expensive to provide;

- Costs £108,000 a year.

- Subsidy for each single passenger trip around £3.70.

- Costs expected to rise when re-tendered.

Proposals

Proposed timetable;

- Reduces cost by using fewer vehicles.

- Retains similar service south of Melksham.

- Fewer journeys north of Melksham, and none to Chippenham.

- But should still meet the needs of many users.

	Consultation and next steps • Letter and information sheet sent out via Area Board managers. • Questionnaire for bus users – available on the bus and on website. • Asks for specific information on needs that would not be met. • Information from consultation considered before decision made. • Invite tenders to operate. • Implementation in January 2014. Questions and comments from the floor included: • If the Lacock service was to be terminated, could the parish council contribute funding to keep it running? *a.Any funding would be gratefully received.* • We should be making the service more attractive to users. *a.We have to be realistic about the service and the savings that need to be made.* • Services like these are vital if we want to encourage people to come to Melksham using public transport. • Bus services like the Zig Zag are vital for people in rural communities. • Vulnerable and young people need safe public transport links. The Chairman thanked Phil Groocock.
12	<u>Community Area Partnership Funding</u> Chris Holden & Phil McMullen – Melksham Community Area Partnership presented the Partnership's 2013/14 work plan and made a request for core funding, highlighting the work of the Partnership in the local community. **Decision** • **The Area Board (AB) recognises the work undertaken by the Community Area Partnership (CAP) over the past four years and in particular celebrates the publication of the Melksham Community Area Plan (MCAP) and its relationship with the Joint Strategic Needs**

	Assessment (JSA) for the Community Area. • **The Area Board is keen to explore how the future relationship between the CAP and the AB can be further developed and meet the changing needs of both the Council and the community.** • **Therefore the AB desires to use the next 3 months to engage in a conversation with the CAP to define the ongoing relationship between the organisations and how this should be shaped in future.** • **The AB recognises that currently the CAP is dependent on the AB for its funding and therefore commits to maintain the existing level of funding during this three month period.** • **It is the intention of the AB that at the end of this three month period funding for the remainder of the financial year can be agreed.** • **In the event that the outcome of this conversation is it is agreed that there is a change to the funding arrangement, the AB is committed that any such change would be in accordance with the Wiltshire Compact and that three months notice would be given of any such change.** The Chairman thanked Chris Holden & Phil McMullen for their presentation.
13	<u>Splitz - feedback on Domestic Abuse</u> This Item was withdrawn from the agenda as the speaker was unable to attend the meeting.
14	<u>Community Area Transport Group (CAT-G)</u> I.CATG bid for substantive funding. Cllr Jonathon Seed requested that Councillors agree to allocate from Community Area Transport Group Delegated budget:- £2,500 for Bank Street Non slip Surface. This would form part of a substantive bid to central funds of £15,000 and a request to Town Council to match fund the project to the sum of £2,500 C/UC roads agreement

Decision

- **That the Melksham Area Board agrees to allocate from Community Area Transport Group Delegated budget £2,500 for Bank Street Non slip Surface.**

II.To discuss the provision for coach parking in Melksham.

Decision

The Melksham Area Board accepts the recommendation of the CATG that a tourist coach park is required in Melksham and that the Area Board delegates to the CATG the authority to set up such a coach park with the following guidelines:

- **The location is to be either Lowbourne or Church Street Car Parks.**

- **The cost is not to exceed £2k without referral back to the Area Board.**

- **The Coach Park is to be for a maximum of three coaches.**

- **The Coach Park is to be a temporary solution pending the negotiation for (and possible provision of) a similar service within the Melksham Community Area Campus.**

iii.C Road Speed Limits

Decision

The following were agreed:

- **Forest Lane, Melksham.**

- **Poulshot.**

- **Steeple Ashton (reserve).**

15	Grant Funding
	Councillors considered four Community Area Grant applications and one Councillor Initiative Bid.
	Community Area Grants:

	Disabled football PA facilities - £500 approved. *Reason: The application demonstrates a link to the Community Plan; encourage exercise.* Great Hinton Memorial Hall improvements - £875 approved. *Reason: The application demonstrates a link to the Community Plan with regard to supporting families.* **Note: Cllr Hubbard declared an interest in the Extended Services grant application, Cllr Seed now in the chair.** Gazebos for Extended Services - £250 approved. *Reason: The application demonstrates a link to the Community Plan: ensure inclusion of all and raise the community spirit.* **Note: Cllr Hubbard now back in the chair.** Jubilee Wood Scout Camp site and community youth activity centre - £500 approved. *Reason: The application demonstrates a link to the Community Plan; protect and enhance parks and green spaces.* Councillor Initiative Bid: Resurfacing of road leading to Keevil Village Hall - £900 approved.
16	<u>Any Other Items of Public Concern</u> Melksham Rugby Club – Concerns were raised that the club would struggle to leave its present site within the time frame that was being proposed by Wiltshire Council. It was agreed that Lucy Murray-Brown - Head of Campus & Operational Delivery Campus & Operational Delivery, Wiltshire Council would have further discussions with the Rugby Club, and that the Area Board would monitor any developments.
17	<u>Future Meeting Dates</u> • 31 July – Venue to be confirmed. • 9 October – Melksham Assembly Hall (Older Persons themed meeting). • 11 December – Semington Village Hall.

18	Evaluation & Close

Melksham Area Board
August 2013

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

Area Overview

I am very pleased to report from a Police perspective that Melksham Carnival and Party in the Park ran well. Despite the hot weather and large crowds there were only two incidents reported to Police and only one of these resulted in an arrest for assault.

The Policing of the event was conducted by staff drafted in from across my sector of responsibility, allowing other force resources to Police as normal. I am also very grateful to the Special Constabulary who provided 15 staff to support the Policing of the event.

As with any event and policing operation there are lessons to be learned. I welcome any feedback as part of this.

Wiltshire Police - 170 years of public service   1

Crime Overview

At the time of writing there are no significant crime series to report on. A review of the overall picture shows a continuing reduction in reported crime. The year to date figures show a slight increase in ASB for all areas.

Theft from motor vehicles is still an area where significant reduction in crime can be made. Owners / Drivers need to completely remove valuables from inside both overnight and when parking in remote locations. There would be a further 30% reduction in vehicle crime if owners / drivers locked their vehicles.

Burglary remains the focus of attention due to the previous increase in recorded offending. A reminder to the community during the spell of good weather to have windows open but secured on the latch and if there are lock, use them. If you are enjoying spending time in a rear garden lock front doors so people are unable to walk in off the street.

At the conclusion of this report is a table showing the rolling 12 month position for the most significant crime types. The volume change and percentages fluctuate as the monthly reported crime both last year and this year does also. As previously stated the main trend is a continuing reduction in the most significant crime types.

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.

ED Melksham NPT	Crime				Detections*	
	12 Months to June 2012	12 Months to June 2013	Volume Change	% Change	12 Months to June 2012	12 Months to June 2013
Victim Based Crime	1145	1236	+91	+7.9%	21%	24%
Domestic Burglary	37	67	+30	+81.1%	5%	4%
Non Domestic Burglary	94	166	+72	+76.6%	7%	1%
Vehicle Crime	133	120	-13	-9.8%	3%	5%
Criminal Damage & Arson	257	239	-18	-7.0%	18%	30%
Violence Against The Person	215	264	+49	+22.8%	47%	45%
ASB Incidents (YTD)	190	262	+72	+37.9%		

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).

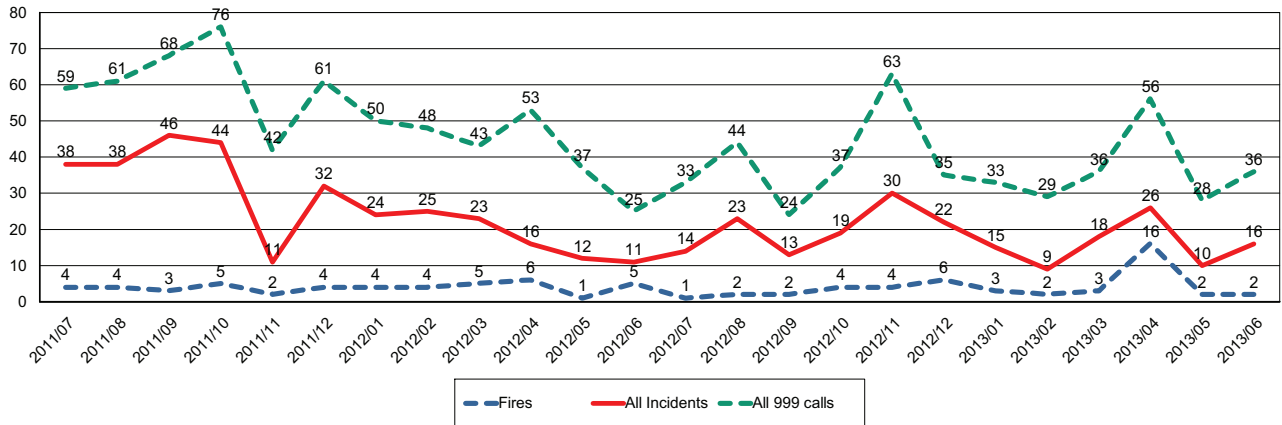* Detections include both Sanction Detections and Local Resolutions

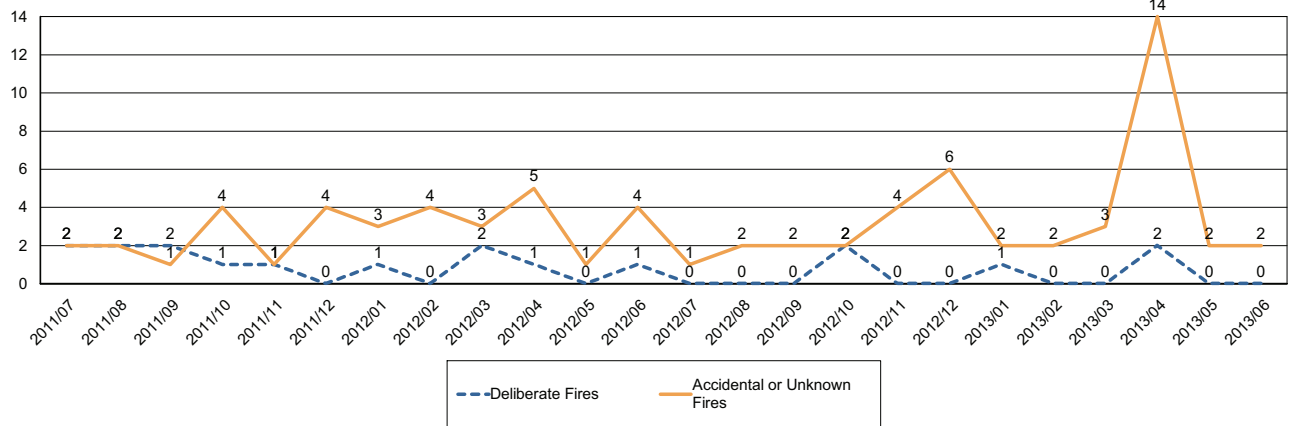**Matthew Armstrong**
Inspector, Devizes, Melksham, Pewsey

Report for Melksham Area Board

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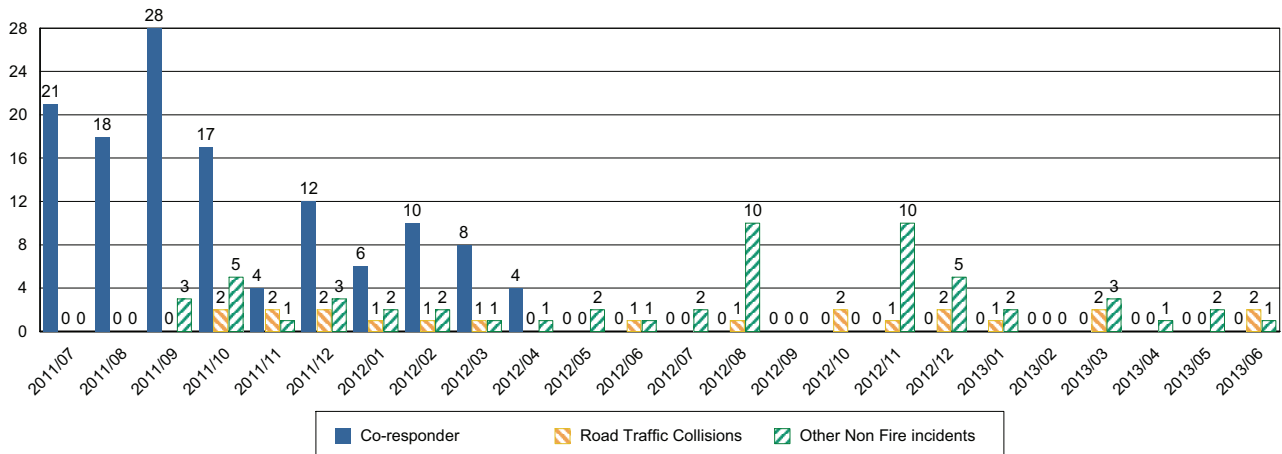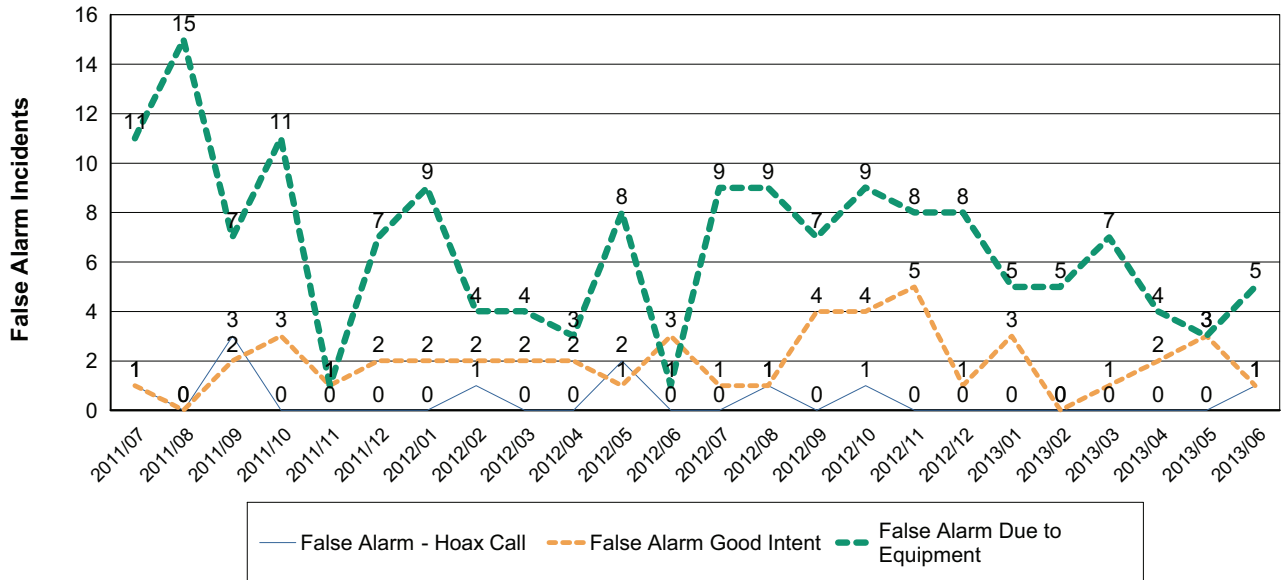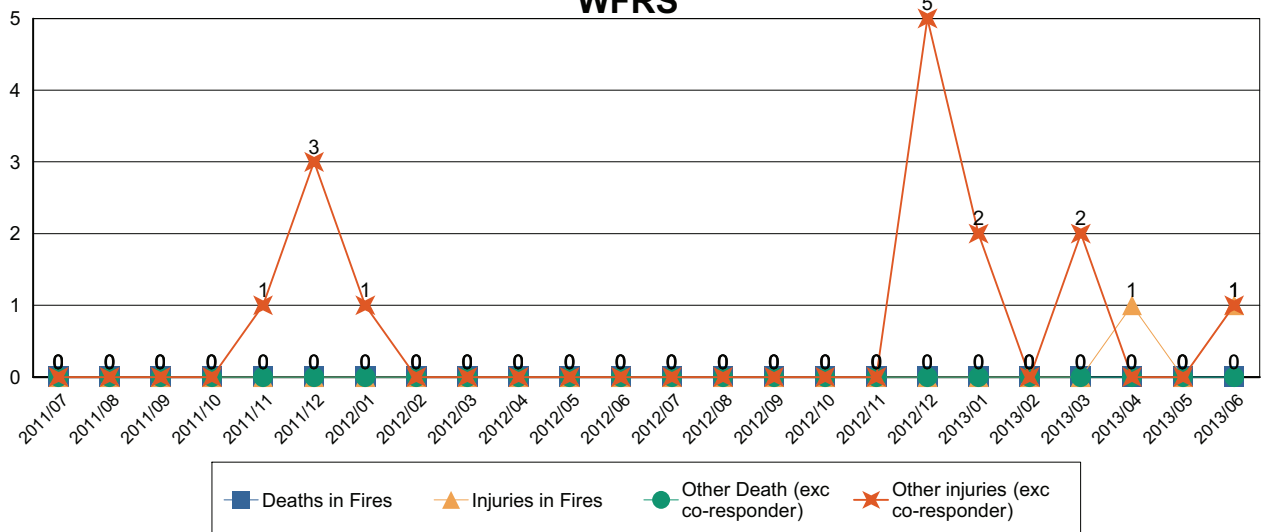
Incidents and Calls

Legend: Fires — All Incidents — All 999 calls

Fires by Cause

Legend: Deliberate Fires — Accidental or Unknown Fires

Non-Fire incidents attended by WFRS

Legend: Co-responder — Road Traffic Collisions — Other Non Fire incidents

Number of False Alarm Incidents

Legend: False Alarm - Hoax Call | False Alarm Good Intent | False Alarm Due to Equipment

Death & Injuries in incidents attended by WFRS

Legend: Deaths in Fires | Injuries in Fires | Other Death (exc co-responder) | Other injuries (exc co-responder)

Home Fire Safety Checks and other domestic safety

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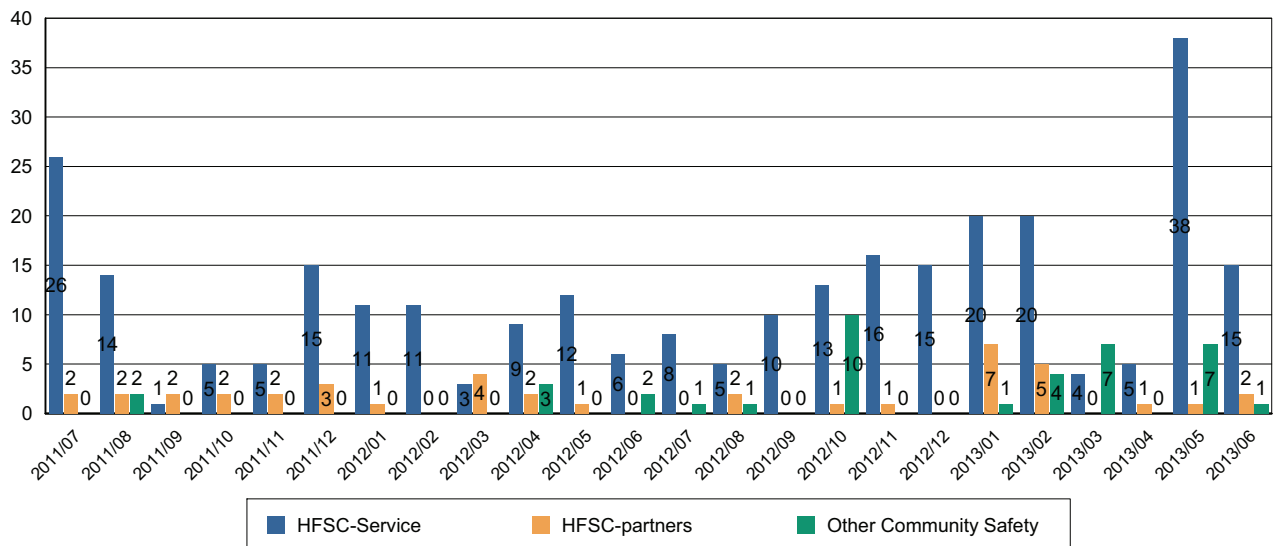
Comments and Interventions overleaf

Ref: DJN/TKT/111

27 June 2013

Dear colleagues

Re: **NHS 111 Implementation in Wiltshire**

We promised to keep you informed about our on-going work with Harmoni – the company contracted to provide the NHS 111 service across Wiltshire and Bath and North East Somerset.

The Wiltshire and Bath and North East Somerset Clinical Commissioning groups (CCGs) are continuing to work very closely with Harmoni and the Rectification plan, put in place in April, is proving effective.

There has been a steady but sustained improvement in performance over the past few weeks. Whilst there remains room for further improvement, we as the Commissioners are now more reassured that the Rectification plan is underpinning the necessary improvements.

We will continue to monitor performance and the work being done by Harmoni to recruit more Health and Clinical Advisors to ensure that all calls to the NHS 111 service are appropriately managed and triaged and that Harmoni is consistently providing a safe and effective service.

The Full Service Commencement has been deferred until such times as we, as commissioners, are satisfied that Harmoni is providing that safe and effective service.

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

Chair: Dr Stephen Rowlands | Chief Officer: Deborah Fielding
Southgate House, Pans Lane, Devizes, Wiltshire, SN10 5EQ | Tel: 01380 728899 | www.wiltshireccg.nhs.uk

Page 19

We will maintain pressure on Harmoni to achieve full delivery and will continue to work hard to deliver the best possible service.

Yours faithfully,

Dr Steve Rowlands
Chair
Wiltshire Clinical Commissioning Group

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

Chair: Dr Stephen Rowlands | Chief Officer: Deborah Fielding
Southgate House, Pans Lane, Devizes, Wiltshire, SN10 5EQ | Tel: 01380 728899 | www.wiltshireccg.nhs.uk

Page 20

Report to	Melksham Area Board
Date of Meeting	31st July 2013
Title of Report	Partnership Funding

Purpose of Report

To ask Councillors to award £2499.50 , i.e. 3 month's funding to the Area Partnership

Planned Aspirations for the coming year for the Partnership include:

Green Cap – ensuring MCAP is as environmentally friendly as possible in all of its activities and actions

Outdoor Cap – Continue to support MCAP's Transport theme group's work establishing walking trails and promoting walking in the area

Art Cap – Evaluate current exploitation of Rural Arts Wiltshire and Pound Arts and identify ways to increase uptake

Old Cap – Evaluate current exploitation of University of the Third Age in the Melksham Community Area and work to extend it where appropriate

Flat Cap – Address the issue of isolation and hard to reach groups by leafleting those living in social housing in new communities such as the Snowberry Lane development and establishing what their needs and aspirations are.

Appendix – Melksham Community Area Partnership plan

MELKSHAM COMMUNITY AREA PARTNERSHIP

Annual Report and Draft Workplan
2013 – 14

1. INTRODUCTION

On behalf of the local community, MCAP seeks to:

Reflect local concerns and ideas by tackling them in the Community Plan
We are looking to bring about change through a combination of encouraging local projects and finding ways to influence decision makers. We do this by

- Organising events and consultations
- Attending community events
- Provide representatives on consultative groups
- Collection and analysis of data
- Consultation across as wide a section of the community as possible
- Preparation of the Community Plan

Maintain strong links with town and parish councils and the area board
We are engaging with councils and other partners to build effective participation, consultation and community planning within the community.

- Support networking between community organisations
- Provide support and advice to community groups, incl. IT support
- Promote volunteering
- Assist groups with fundraising
- Assisting the Area Board with Joint events
- Supporting Area Board initiatives
- Raising community issues with Area Board
- Feedback of community views to Area Board
- Engagement with Wiltshire Council's OurCommunityMatters blog site

Identify the community's priorities for action
We are establishing a wide-ranging network of hundreds of community organisations, groups, clubs, societies, schools, churches and businesses as well as interested individuals in order to connect with as many local people as possible.

- Build links with town and parish councils by providing practical support
- Support parishes to take advantage of areas of mutual interest
- Develop communications channels and help community groups get their message out (Twitter, Social Networking websites, newsletters, etc)
- Try to develop links to hard to reach groups

We do this by
- Maintain and promote Partnership website
- Develop a database of community groups and contact information
- Maintain a partnership steering group with regular meetings
- Maintain thematic sub-groups as necessary with regular meetings
- Partnership administration
- Partnership planning and budgeting
- training of staff and volunteers to build capacity
- attendance at meetings or events held by other CAPs, groups or regional or national bodies

Below are just some of the highlights of Melksham Community Area Partnership in the previous year, and at the end of the report, a snapshot of the year ahead.

2. CONSULTATIONS

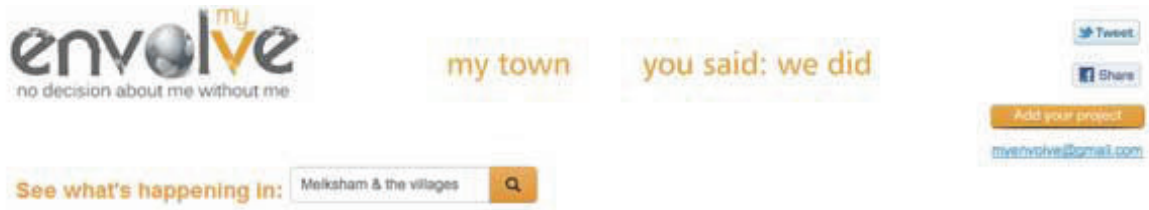**Community Plan – latest version published March 2013**

Having collected comments and concerns throughout the year, the priorities for the community are outlined in the March 2013 version of the Community Plan.

This document is for the Area Board, Wiltshire Council, community groups and individuals to refer to in order to address priorities and organise projects.

Survey Software

Melksham Community Area Partnership have been closely involved in the development of some innovative new software which revolutionizes online survey participation at a local level. Melksham is proud to have been chosen to pilot this scheme (the other shortlisted community was the London Borough of Hackney), the development of which has drawn on the Partnership's wealth of knowledge and experience **without costing a penny in terms of direct funding.**

http://tinyurl.com/mkpz5gm

Community Campus Project – ongoing

Following an in-depth consultation across the community area in 2012 involving meetings, open days and a questionnaire sent to every household, we continued to encourage participation and provide feedback into the campus project, particularly through a seat on the Shadow Community Operations Board.

Foundry Close Consultation – October 2012

We undertook a comprehensive door to door consultation in the residential area around Foundry Close, and encouraged responses from residents with a free barbeque (with food and drink kindly provided by Asda) which led to a Neighbourhood Action Plan that addressed the very specific issues faced in that area.

Copies of the Plan are available here: http://tinyurl.com/klveyjm

Through partnership working with McDonalds (who kindly agreed to allow their restaurant adjacent to Foundry Close for meetings) the Partnership were also able to arrange for **two branded dustbins** to be deployed, one at the top of Murray Walk in Melksham and one at the junction of Snarlton Lane and Snowberry Lane in Melksham Without. The latter bin went some way towards solving an identified problem of a lack of bins on the new housing development at Snowberry Lane which has received considerable attention in the local media.

Leica V-Lux 301:33-5.9   May 19, 2013

Community Budgeting Event – September 2012

Working with the Area Board, we jointly hosted a major community budgeting event which more than 50 people attended to discuss statistics about the Melksham Area from the Joint Strategic Assessment and comments from Wiltshire Council specialists, including Highways and the Dog Warden. Priorities for action were identified by theme and summarised at the end.

3. COMMUNICATIONS

Our website continues to develop as a source of communication and information for the community, and we have established links with Melksham Community Radio and Wiltshire Council's "Our Community Matters" blogsite, for which the Partnership provides regular updates. See: http://tinyurl.com/l99vso6

4. THEME GROUPS and PARTNERS

Our theme groups look at specific issues and arrange projects and report direct to the Steering group. We also link to existing groups that are active in the community.

Community Safety

This group meets on the last Thursday of every month and has been successful in introducing the Touch2id age-verification system to the area, as well as working with pubwatch, neighbourhood watch, the PCC and the neighbourhood policing teams to ensure that community safety priorities are identified. Thanks largely to some additional funding from the Area Board, the Partnership produced and distributed over 1,000 very well-received "slow down in our community" stickers.

Waterways

This group has been looking at issues around the river Avon through town and the numerous tributaries that feed into it. A significant step has been to adopt an empty shop in the centre of Melksham to display plans for the Melksham Link to the Wilts and Berks Canal in order to encourage an open debate on the subject. Two major consultation events in partnership with the Melksham Trust have also raised the profile of the Waterways group.

55+ Forum

The 55+ Forum continues to explore and address issues affecting the older generation in the Melksham area. Many people in this age group are lonely and typically hard to reach, and much good work has been done to help them feel included:

- 100+ attending monthly film groups from Melksham and outside the area
- Over 55s luncheon clubs, shopping trips, car-share
- Support from Wiltshire online digital champions: http://tinyurl.com/kfldt4q
- MCAP to cover advertising costs for over 55s group until end of year as Town Council have rejected request for early payment to keep activities going over the summer

Environment group

A very successful Energy event was held in which people heard presentations and received impartial advice on renewable energy. The Partnership also hosted a successful first Community Apple Pressing Day in October 2012, and a Community Seed Swap in March 2013 which drew in people from all around the area. Both events were advertised widely on Wiltshire Radio.

Leisure and Culture group

We have volunteers working hard on the development an all-inclusive database of groups, clubs, events, venues and facilities in the community area. The Partnership also has close links with the development of a Museum for Melksham, which seeks to help people to gain appreciation of the history of the town, and is liaising with the Melksham Oak School to arrange partnership working between young people interested in social history and the work of the Museum itself.

The Partnership provides administrative support and facilitates meetings for the young people of the Melksham Community.

Youth Group (the YAG)

The YAG is an example of a partner group.

Projects currently being worked on include a video about littering and a video concerning mental health.

There is an intention to involve representatives from the YAG in a youth-specific contact group to influence the Community Campus, including representatives from Melksham Oak pupils and School Council Members; Corsham School Pupils; Wiltshire Assembly of Youth Representative; Youth Parliament Representative for Melksham; Wiltshire College Pupils; Disabilities representatives, Canberra Peer Leaders and youth club members.

Health and Wellbeing

The Partnership continues to provide valuable input to the Health Working Group in Melksham. Minutes of the most recent meeting may be found here: http://tinyurl.com/l8hsvxn

Transport Group – Trains

The transport group has been particularly active in the past year. There have been major consultations instigated and public meetings held in order to facilitate cross-partnership working regarding both Buses and Trains. The Partnership has close ties with the Trans Wilts Community Rail Partnership, and has been actively involved in inputs to the Wiltshire LSTF Station Travel Plans.

Transport Group – Buses, Cycling, Walking

A comprehensive audit of the bus stops in central Melksham was undertaken in March and April 2013, the results of which can be found on the Partnership's website:

http://bit.ly/12Ez6P8

Work has additionally been started on a leaflet that shows the cycle routes in and around Melksham, updated to show the various new developments.

There is also a footpaths project underway, along with plans to print a Melksham Walking Map.

5. THE COMING YEAR

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.

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.

Planned **events** for the coming year include:

ⓘ 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.

ⓘ 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 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.

A short workshop will be provided for people to learn how to use the equipment and, of course, the Community Area Partnership will be undertaking community consultation at the event.

ⓘ A second Community Seed Swap event is also being planned for early in 2014, once again held in conjunction with Melksham Climate Friendly Group.

Planned **projects** for the coming year include:

Theme: Health & Well Being

Project: Ensure efficient use of the NHS

Timescale: Commence June 2013

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. There is a growing amount of data available demonstrating that when patients become active participants in their care, they are more inclined and motivated to assume responsibility for managing their own health. When that happens, the results are better outcomes for the patient, and lower costs and better performance, increased practice efficiency and reduced staff workloads for the NHS.

The Wiltshire Clinical Commissioning Group (CCG) state in their two year Strategic Plan that their "vision will ensure that the NHS care can operate with improved efficiency, offering high patient quality. This will require greater integration between community services, general practice and closer working with our partners in Wiltshire Council."

One of their stated aims is to encourage and support the whole population in managing and improving their health and wellbeing and state that their Priority #1 is projects to promote staying healthy and preventing ill health. This depends on the population having a level of understanding of health determinants, their own condition and the services available so that people feel confident and empowered to care for themselves where appropriate and access services effectively and efficiently when necessary. Critically people need to understand the positive role they can take in their own health and health care and the value of the support they can offer to others.

The main principles of healthy living remain the same: smoking, poor diet, lack of exercise and too much alcohol are the main reversible causes of ill health.

The Project

- 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 myEnvolve 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.

Further information: http://bit.ly/Z6XlXW

Theme: Health & Well Being

Project: Encourage men to go to the Doctors

Timescale: June 2013

In 2011, the Daily Mail reported that only 14 per cent admitted to being happy to see a doctor if needed, while a third revealed that they will only go to the doctor's if their partner encourages them, or they really have to.

Their report, based on a survey of more than 1,000 men, undertaken by insureblue.co.uk to launch its fundraising support for the new Blue Ribbon Foundation, found that six per cent would not consult a doctor if they experienced chest pain while 26 per cent would still not make the trip if they had profuse sweating.

A further nine per cent of men said they would avoid doctors even if they had blood in urine or semen and 14 per cent of men with blurred vision and 9 per cent experiencing breathlessness are among those that would avoid seeing their local GP.

A further survey published by the BBC magazine, suggests that it is younger men that are less likely to visit their GP. Males aged 16– 64 were the almost twice as unlikely to visit the Doctors as those aged 75 and over.

Men's usage of the health service
Consultations per year

Age groups	Males	Females
0–4	6	6
5–15	2	3
16–44	3	5
45–64	4	6
66–74	5	6
75 and over	7	6
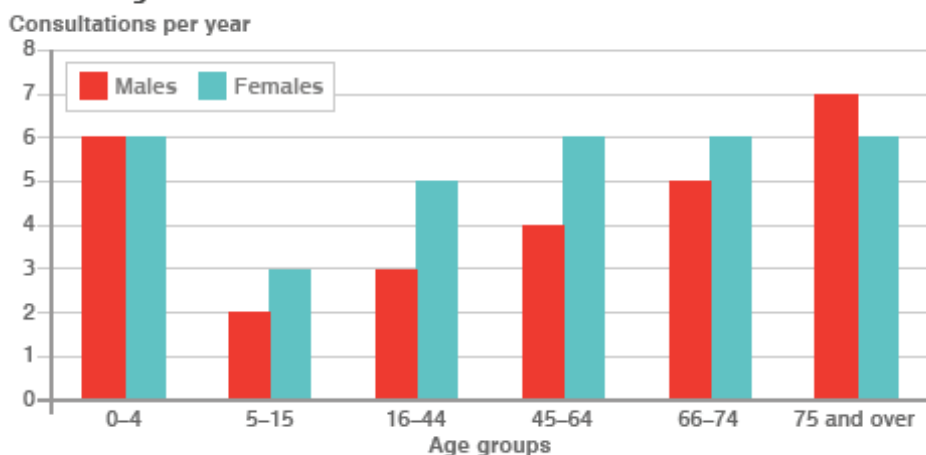
SOURCE: ONS UK 2005

Male health promotion movement 'Movember' reveal that a recent study concludes that many men

don't get regular health checks for the following reasons:

- Fear it will lead to a hospital visit
- Embarrassed to discuss their health issues
- Find it too hard to see a doctor because they can't fit it into their schedule
- Can't be bothered making an appointment

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:

1. Highlight what the key symptoms are for the top 6 male health problems:
   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 an 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.

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 though practice sessions, get togethers and pay-packets etc.

Likely organizations to work with include (but are not exclusive to):

a. Avon Rubber / Cooper Tires / Knorr Bremse
b. Melksham Town FC / Rugby / Golf / Cricket clubs
c. Lions / Rotary
d. West Wilts Model Car Club/ Melksham Gardeners' Society/ Spencer Sports and Social Club

Further information:

http://bit.ly/eeIQzy

http://bbc.in/uTuAY

http://bit.ly/rUV1Zr

http://bit.ly/10P8aJp

Theme: Leisure, Culture and Sport

Priority: Communication – Lots of activities happening, but people lack awareness

Project: Mapping the Creative Network

Timescale: by March 2014

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. Melksham is a growing community with many different groups doing various things. We are interested in looking into the creative networks within the area to see if there is some way of bringing them together in an accessible way. The project will include:

- 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.
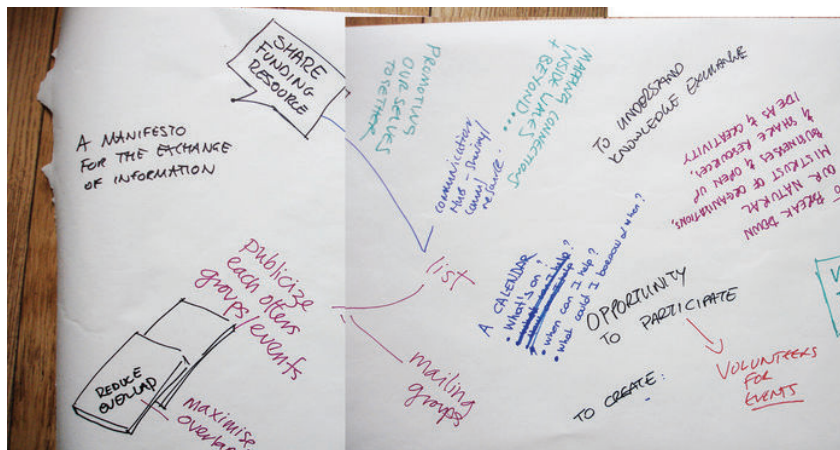
Theme: Transport

Project: Improve train service through Melksham & local bus link

Timescale: Complete consultation by September 2013

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.

- Although specified as a commuter service, the very long day created by the stretched times makes it almost useless for commuters and business visitors alike
- Reliability has been awful to date
- Nevertheless, there is a surprisingly high number of people on the trains – 30 or 40 on the 07:20 and 19:11, with perhaps 6 to 12 getting on / off at Melksham (source: MCAP volunteer survey Spring 2013).

The plan is to undertake to survey both business users and regular / potential commuters and leisure users to confirm suspected demand. In 2011 for example, 94% of businesses asked said an increased service would be a significant help. It is vitally important that local people are involved in any decisions that are made.

Considerations:
The current franchise was due to be replaced in March 2013. Information was submitted to Department for Transport resulted in TransWilts option as fully funded and included in the new franchise. In October 2012 however, franchise bids suspended and then cancelled due to problems with West Coast Franchise and franchise system. First Great Western are now running a 28 week extension and negotiating (as single bidder) for a three year further management contract. Electrification is also coming between Swindon – Chippenham – Bath which will produce major engineering diversions (often via Melksham) and disruptions to even the current level of service.

Meanwhile, 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 just get an extra hanging basket – if lucky.

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 referred to above already 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.*

Theme: Leisure and Culture

Project: Mark the centenary of the outbreak of the 1st Word War in 2014

There are a number of events and commemorations happening across Wiltshire and indeed the whole of Great Britain, where communities and individuals of all ages will come together to mark, commemorate and remember the lives of those who lived, fought and died in the Great War. 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.

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.

Themes: Community Development and Inclusion and Provide recreational activities / spaces for children and young people

Project: Develop a Methuen Avenue / Forest Area Neighbourhood Action Plan

Timescale: Commence June 2013

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 want to ensure that the neighbourhood becomes a cleaner, safer and more attractive place to live and grow up, a place of opportunity where residents enjoy a decent quality of life. 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. It will assist us to understand what the community's priorities are, what people would like to see, and what might help people achieve a better quality of life.

This Neighbourhood Action Plan will set out the priorities for action under the following headings:

- Community Engagement
- Improving Shared Spaces
- Young People
- Buildings
- Appearance

Underlying issues and those which need to be taken into consideration include:

- Anti-social behaviour
- Community safety
- Fear/perception of community safety
- Education attainment level
- Social integration
- Wellbeing
- Mental health issues
- Health/fitness/exercise/obesity

Potential activities to engage the community could include

- 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

Theme: Children and Young People: Create employment and work experience opportunities.

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. The aim is to worth together with schools and Extended Services to give support to children to build confidence prior to applying for jobs.

RELATED ISSUES:
- Unemployment
- Social isolation
- Mental health
- Educational attainment
- Intergenerational problems
- Anti-social behaviour
- wellbeing

Project:

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.

Theme: Community Development and Inclusion

Project: Establish a Coffee Caravan to address rural isolation.

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.

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.

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.

Theme: Children and Young People: Create employment and work experience opportunities.

Project: Engage hard-to-reach young people.

Aim: To support the reduction of anti social behaviour, and reduce the unknown NEET (Not in Education or Training) figures.
Objective: Provide a regular Friday evening of Street based youth work, creating positive opportunities for young people to become engaged with in order to develop their personal and social skills.
Methods: positive opportunities, No worries mobile sexual health availability, discussions, projects, NEET tracking

Evaluation: Numbers of young people considered a contact (met once), those considered a participant (engaging on a regular basis), those who subsequently attend the youth development centre. Number of sessions delivered and overall reach within the Melksham Community Area.

Planned **Aspirations** for the coming year include:

Green Cap – ensuring MCAP is as environmentally friendly as possible in all of its activities and actions

Outdoor Cap – Continue to support MCAP's Transport theme group's work establishing walking trails and promoting walking in the area

Art Cap – Evaluate current exploitation of Rural Arts Wiltshire and Pound Arts and identify ways to increase uptake

Old Cap – Evaluate current exploitation of University of the Third Age in the Melksham Community Area and work to extend it where appropriate

Flat Cap – Address the issue of isolation and hard to reach groups by leafleting those living in social housing in new communities such as the Snowberry Lane development and establishing what their needs and aspirations are.

For further information on the work of Melksham Community Area Partnership please contact:
Phil McMullen, Partnership Coordinator – phil@melksham.communityarea.org.uk
or Chris Holden, chairman of the Partnership: chris.holden@bt.com
www.melksham.communityarea.org.uk

The Melksham Community Area Partnership is an independent organisation established to collect the views of the community in order to influence decisions concerning the Community Area, which includes Atworth, Broughton Gifford, Bulkington, Great Hinton, Keevil, Melksham Without, Poulshot, Seend, Semington, Steeple Ashton and Melksham itself.

Wiltshire Council
Where everybody matters

Report to	Melksham Area Board
Date of Meeting	31st July 2013
Title of Report	Community Funding

Purpose of Report

To ask Councillors to consider three Community Area Grant applications and one Councillor led initiative

1. Community grant applications

<u>Melksham Disabled Football Club</u> seeks £500 to fund use of in -door accessible facilities until the new facilities built in the campus.

<u>Beanacre and Melksham Cricket Club</u> seeks £1,000 match funding for a Defibrillator outside the pavilion at King George V playing Fields

<u>Wiltshire Mind</u> request £445 to fund laptop computer, mobile broadband dongle, yoga mats and art easels for their new self help peer support social group in Melksham

2. Councillor led initiative

<u>Melksham and District Seniors Forum</u>

Councillor Pat Aves seeks £1,500, match funding, for venue hire, publicity, newsletters, consultation and costs of sending representatives to conferences.

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	• Community Area Grant Application Pack 2012/13 • Melksham Community Area Plan • Melksham Area Board Priorities as at 8th July 2013

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 3 further rounds of funding during 2013/14. The next Area Boards take place on 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 £64,759 for Grants 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	Melksham Disabled Football Club	To fund use of in door accessible facilities until the New facilities are built in the campus	£500

8.1.1. The officer does not make any recommendation on this grant

8.1.2. The application does not meet the criteria for community area grants 2013/14 as the group applied for a grant and it was granted in the last 12 months (£500 for Projector June 2013)

8.1.3. The application demonstrates a link to the Community Plan; encourage exercise

and Area Board priorities H1 encourage participation in organised and non organised sport and H2 Ensure better use of all school's facilities

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 need to find funding elsewhere

Ref	Applicant	Project proposal	Funding requested
9	Beanacre and Melksham Cricket Club	Defibrillator outside the pavilion at King George V playing Fields	£1,000

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 and locally agreed priorities with regard H1. To encourage participation in organised and non organised sport.

9.1.4.   The applicant is a not for profit organisation.

9.1.5.   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.	Wiltshire Mind	New self help peer support social group in Melksham require laptop computer, mobile broadband dongle, yoga mats art easels	£445

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 A2, support the provision of recreational activity spaces for young people and their families A3 support young people not in education ,employment or training to be able to attain job experience employment or further training

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 9.3	Applicant Councillor Pat Aves	Project proposal Older People's Social Isolation prevention project	Funding requested £1,500

9.3.1 Officer recommends the application is awarded

9.2.5. The applicant is a not for profit organisation.
9.2.6. The project seeks to provide welfare and activities of interest for over 55s in Melksham and across the community area to promote the wellbeing of older people and reduce social isolation

9.3.2 The application meets the grant criteria 2013/14

Appendices:	**Appendix x 6 - Grant applications from** Melksham Disabled Football Club Beanacre and Melksham Cricket Club Wiltshire Mind Melksham and District Seniors Forum Councillor led initiative

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

Grant Applications for Melksham on 31/07/2013

ID	Grant Type	Project Title	Applicant	Amount Required
107	Community Area Grant	Disabled football	AFCMELKSHAM DISABLED FOOTBALL CLUB	£500
115	Community Area Grant	Defibrillator for outside pavilion at King George V Playing fields	Beanacre & Melksham Cricket Club	£1000.00
159	Community Area Grant	Melksham Peer Support Social Group	Wiltshire Mind	£444.99

ID	Grant Type	Project Title	Applicant	Amount Required
107	Community Area Grant	Disabled football	AFCMELKSHAM DISABLED FOOTBALL CLUB	£500

Submitted: 18/05/2013 15:25:02

ID: 107

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

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

6. Project summary:
To use in door facilities disabled friendly until New facilities built. Coaching Disabled football kids

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?
sn126Fn

9. Please tell us which theme(s) your project supports:
Children & Young People
Sport, play and recreation
Other

If Other (please specify)
Disabled football coaching and establishing adult and under 16 teams Melksham

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
04/2013

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:
Balance required keep float

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	£
Melksham Oak indoors School	250	Melksham area board		500

Specialist Fa coach	250		
Total	**£500**		**£500**

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?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
All disabled in Melksham Area who wish to participate,plus parents and carers . At present 30 but will grow as established.Over and above it will be linked across disabled football community community in Wiltshire and Dorset.

14. How will you monitor this?
Wilts fa

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

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

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)

Project/Business Plan:
yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

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 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.

115	Community Area Grant	Defibrillator for outside pavilion at King George V Playing fields	Beanacre & Melksham Cricket Club	£1000.00

Submitted: 24/05/2013 14:41:06

ID: 115

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

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?
Defibrillator for outside pavilion at King George V Playing fields

6. Project summary:
We wish to place a defibrillator on the outside wall of our pavilion in the park so that everyone who uses the park including the club can use it incase of an emergency. This requires not only buying one but installation as well. We wish to install it outside so everyone can use it rather than have one inside as only the person trained to use an inside one can use.

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?
SN12 7DZ

9. Please tell us which theme(s) your project supports:
Children & Young People
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)
Life saving

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
06/2013

Total Income:
£15600

Total Expenditure:
£10400

Surplus/Deficit for the year:
£5200

Free reserves currently held:
(money not committed to other projects/operating costs)
£4400

Why can't you fund this project from your reserves:
Some of this money is allocated for the installation of a net system this is now on hold pending campus project, it is purchased but still waiting to be installed (council are aware and informed us to hold installation) sport England The remainder is kit money which we are due to pay the invoice & cricket league fees Finally We are talking to the council about having the trailer out again in the winter to work on both our wickets and this we will be having to hold a fundraiser for as we will not have any money for much needed work on poor scoring wickets.

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

10b. Project Finance:

Total Project cost		£2000.00		
Total required from Area Board		£1000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Defibrillator	Â£1750	Fundraising		1000
Installation	Â£250			
Total	**£0**			**£1000**

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?
Everyone who uses the park. Inc school, riverside club, youth football club

14. How will you monitor this?
We will keep an eye on it.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Fund raising but we will need fundraising for other areas (ie wicket management) first so the fundraising for this project may take a back seat and it could prove life saving for anyone in and around the park inc the canoe club or school.

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 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.

159	Community Area Grant	Melksham Peer Support Social Group	Wiltshire Mind	£444.99

Submitted: 18/06/2013 14:05:44

ID: 159

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

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?
Melksham Peer Support Social Group

6. Project summary:
Wiltshire Mind is opening a self help peer support social group in Melksham for disadvantaged and disabled people suffering with mental health issues.The group provides social integration, reduces isolation and loneliness, and provides group activities and one to one support. The group requires the use of a laptop computer and a mobile broadband dongle for service users to access the internet for researching into various matters such as job search, benefits, housing, banking and advocacy. The group also requires yoga mats and art easels to

assist with the group activities.

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 6HJ

9. Please tell us which theme(s) your project supports:
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
03/2012

Total Income:
£29,824

Total Expenditure:
£(122,037)

Surplus/Deficit for the year:
£(92,213)

Free reserves currently held:
(money not committed to other projects/operating costs)
£40,607.29

Why can't you fund this project from your reserves:
Our reserves are largely committed to fund specific projects and core costs. We will however fund 50% of the project from our reserves as they include a figure of Â£933.71 raised from fundraising activities this financial year.

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

10b. Project Finance:

| Total Project cost | £889.98 |
| Total required from Area Board | £444.99 |

Expenditure	£	Income	Tick if income	£

(Itemised expenditure)		(Itemised income)	confirmed	
Dell Laptop	469.99	Income from reserves	yes	444.99
5 x Easels	220			
10 x Yoga mats	170			
Mobile Broadband dongle	29.99			
Total	**£889.98**			**£444.99**

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?
Local residents suffering from a wide range of mental health illnesses and disabilities in Melksham and the surrounding areas will benefit from this project. We estimate 15 people per week will benefit from the project, ie a total of 780 over the course of a year. Project outcomes: The benefits are as follows:- 1. An increased ability amongst those suffering mental distress to manage daily tasks and lead fulfilling lives- people getting better chances in life and playing a full part in society. 2. A reduction in isolation amongst residents suffering mental distress- better access to support and services and stronger communities with citizens working together to tackle mental health problems. 3. An increased awareness of a wide spectrum of mental disorders leading to increased understanding, reduced stigma and community support for sufferers- healthier communities. 4. Enabling of social participation and empowerment by providing access to information, advice, peer support networks and personalised services. 5. Helping people with mental health issues build confidence and resilience. 6. The project will also help the service users build self esteem, become more active citizens, have greater well being and find support and friendship. How our project links to local priorities: Having reviewed the Melksham Area Board's local priorities we consider that our project links with the following priorities:- 1. Community Development and Inclusion with the priority being to reach lonely people. 2. Health and Well Being- Ensure efficient use of the NHS. Our project reduces the burden on the statutory bodies in the provision of mental health care with mental health service users attending the new Melksham group. Service users are often referred by the NHS to our self help peer support social groups,thus helping to ensure the efficiency of the NHS.

14. How will you monitor this?
We have various methods of collecting evidence (both objective and subjective) that measure a range of key indicators that show our project is working and is making a difference. Key indicators include: attendance records, number of new attendees, levels of confidence and any

changes, levels of participation and contribution to the group and over time, contribution and expression of their own views and experiences, interaction levels with other members of the group, reduction in isolation through friendships and activity outside the group, ability to deal with challenge and self-challenge, levels of personal development and progression on trying new activities, attendance at other organisations, clients attending less frequently and requiring less support, feedback where possible from families and friends, returning to full time employment or voluntary work and improvements in physical health and wellbeing.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
The capital items will be one off purchases. The project itself will be continued to be funded by external sources. The costs to be funded include part time sessional worker's wages, activity costs (art, yoga, photography, meditation, poem reading etc), volunteer expenses and supervision. Wiltshire Mind is extensivly fundraising and is an ongoing exercise and we are confident of the project being able to be continually funded.

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):

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

Wiltshire Council
Where everybody matters

Area Board Projects and Councillor Led Initiatives

Application Form 2013/2014

To be completed by the Wiltshire Councillor leading on the project

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

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1. Contact Details

Area Board Name	Melksham
Your Name	Councillor Pat Aves and Councillor Jonathon Seed
Contact number	**e-mail** Pat.aves@wiltshire.gov.uk

2. The project

Project Title/Name	Social isolation prevention project
Please tell us about the project /activity you want to organise/deliver and why? *Important: This section is limited to 600 characters only (inclusive of spaces).*	Melksham & District Seniors Forum aims to provide welfare and activities of interest for over 55s in Melksham and across the community area to promote the well-being of older people and reduce social isolation. They are currently seeking financial support from the area board to enable them to provide a programme of weekly events and activities including coffee mornings, speakers etc.

Where is this project taking place?	Melksham
When will the project take place?	This element of the Forum will take place weekly – taking the programme up until the end of the calendar year
What evidence is there that this project/activity needs to take place/be funded by the area board?	A total forecast for the coming year is in the region of £10,000. This includes venue hire, publicity, newsletters, consultation costs, costs of sending representatives to conferences. Fundraising is undertaken including regular coffee events, but the club is £1,500 short.
How will the local community benefit?	Provision of a regular and supportive group in Melksham, offering a range of regular events to reduce social isolation and improve well-being. The forum acts as an umbrella organisation to enable it to make representation at a local, regional or national level about issues of concern to older people.
Does this project link to a current	No

1

Community Issue? (if so, please give reference number as well as a brief description)	
Does this project link to the Community Plan or local priorities? (if so, please provide details)	The Community Plan identifies under 'Community Development and Inclusion' the area board's desire (February 2013) to 'reach out to lonely people' and this is exactly what this project seeks to do.

What is the desired outcome/s of this project?
To empower older people and give them a sense of community both within the Forum and beyond, through engagement in a programme of activities including an awareness of council and other local and national services of relevance to them.

Who will be responsible for managing this project?
Brian Warwick, Melksham & District Seniors 55+ Forum

3. Funding

What will be the total cost of the project?	**£** 10,000		
How much funding are you applying for?	**£** 1,500		
If you are expecting to receive any other funding for your project, please give details	**Source of Funding**	**Amount Applied For**	**Amount Received**
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	**Need to complete**		

4. Declaration – I confirm that…

☐ **The information on this form is correct and that any grant received will be spent on the activities specified**

☐ **Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application**

Name: Divisional councillor to sign	**Date:**	22nd july 2013
Position in organisation:		

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