

## AGENDA

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Golf Club, The Common, Marlborough, SN8 1DU  
**Date:** Tuesday 26 November 2013  
**Time:** 7.00 pm

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

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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.**

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Please direct any enquiries on this agenda to Roger Bishton (Democratic Services Officer) on 01225 713035 / [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk) ;

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

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

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

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### Wiltshire Unitary Councillors

Stewart Dobson (Vice-Chairman)	Marlborough East
Nick Fogg	Marlborough West
Jemima Milton (Chairman)	West Selkley
James Sheppard	Aldbourn & Ramsbury



## Items to be considered

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### 1 **Chairman's Welcome and Introductions**

### 2 **Apologies for Absence**

### 3 **Minutes** (*Pages 1 - 12*)

- a. To approve and sign as a correct record the minutes of the meetings held on Tuesday 24 September 2013. (Copy attached)
- b. Update on actions and outcomes arising.

### 4 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

### 5 **Chairman's Announcements** (*Pages 13 - 22*)

To note the following items for information – written briefing notes are available in the full agenda pack, or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak to the Community Area Manager, or the Democratic Services Officer.

- (a) Carers' Small Grants Scheme
- (b) State of the Environment Report 2013
- (c) NHS 111 Service
- (d) Wiltshire Community Land Trust
- (e) Drainage Byelaws

### 6 **Local Authority Responsibilities for Public Health**

- (1) Sue Adams, Consultant in Public Health, will present a short film to help raise awareness of what public health is and does. The film can also be found on-line at:  
<http://www.youtube.com/watch?v=0o-Akoi8QKY>
- (2) Cllr Keith Humphries, Wiltshire Council Cabinet member for Public Health will follow this and speak about his area of responsibility.

### 7 **Local Authority and Social Care**

James Cawley, Associate Director, Adult Care Commissioning, Safeguarding and Housing, will make a presentation on the role of Wiltshire Council in providing Adult Care.

### 8 **Clinical Commissioning Group (CCG)**

Ted Wilson, new CCG Manager for North & East Wiltshire will make a presentation about the work of the CCG. Dr Richard Hook, a local general

practitioner, will also be attending. Information on the implementation of the new NHS111 telephone service will be provided.

**9 Great Western Hospital, Swindon (Pages 23 - 26)**

Nerissa Vaughan, Chief Executive, Great Western Hospital NHS Foundation Trust, will explain how the Great Western Hospital fits in with commissioned services and healthcare from the local CCG.

**10 Healthwatch, Wiltshire**

Patrick Wintour, Interim COO of Healthwatch Wiltshire will introduce and explain the function of Healthwatch Wiltshire.

**11 Question and Answer Session**

A question & answer session with all the evening's presenters covering all aspects of health provided in the Marlborough community area, including any concerns for Healthwatch Wiltshire.

**12 Update on Community Area Joint Strategic Assessment Documents**

Sue Odams, Consultant in Public Health, will provide an update on Joint Strategic Assessment community profiles and begin to describe an event in which local information will be discussed and prioritised.

**13 Marlborough Campus - Community Operations Board Membership**

To note the names of those who put in Expressions of Interest for membership of the Community Operations Board and who have been selected to represent the community.

**14 Community Area Transport Group (Pages 27 - 32)**

A update report of the Community Area Transport Group meeting held on 24 October 2013 is attached.

**15 Partner Updates (Pages 33 - 42)**

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

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. NHS Wiltshire
- d. Good Neighbours Scheme
- e. Youth Advisory Group (YAG)
- f. Transition Marlborough
- g. Marlborough Area Development Trust (MADT)
- h. Parish Forum
- i. Town / Parish Councils

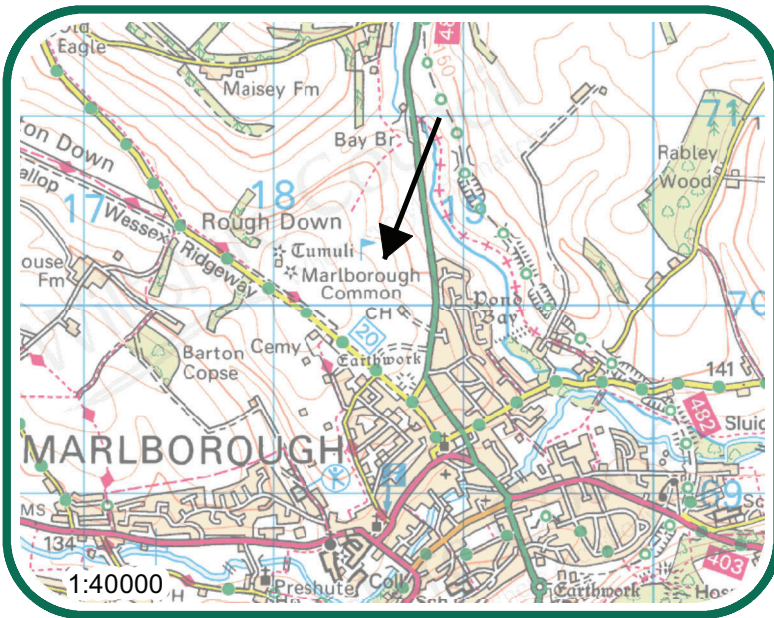
**16 Community Area Grant Scheme (Pages 43 - 72)**

- (1) To receive a feedback report from Baydon Young People's Association.
- (2) The Wiltshire Councillors will consider six applications to the Community Area Grants Scheme, as follows:
  - a) Baydon Young People's Association – Indoor trestle tables and table trolley for storage
  - b) MINAL PLAY, Mildenhall – Creation of outdoor meeting area and playground for all ages
  - c) The Merchant's House, Marlborough – Restoration of the window in the main stairwell of the Seventeenth Century house
  - d) Kennet Valley Village Hall, Lockeridge – Replacement of the hall's emergency lighting
  - e) Kennet Valley Driving Group, Ogbourne Maisey – New driving equipment
  - f) Marlborough Sports Club (Cricket and Hockey) – New kitchen, catering and dining facilities at the Club's Pavilion

#### **17 Date of Next Meeting**

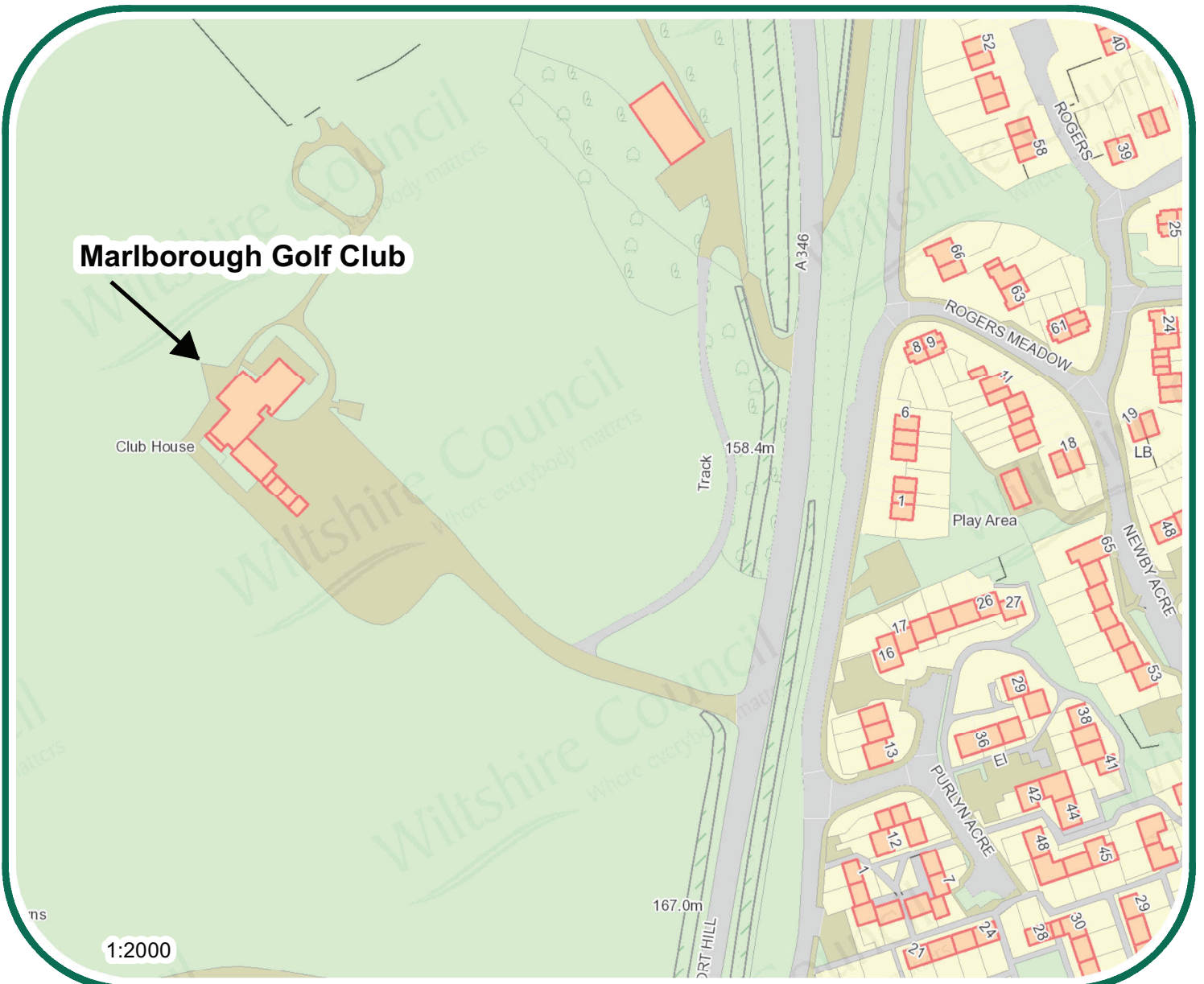
To note that the next meeting of the Area Board is due to be held on Tuesday 28 January 2014 at Marlborough Town Hall, 5 High Street, Marlborough, SN8 1AA.





**Marlborough Golf Club,  
The Common, Marlborough  
SN8 1DU**

**Wiltshire Council**  
Where everybody matters







# MINUTES

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** 24 September 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.20 pm

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Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713035 or (e-mail) [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Stewart Dobson (Vice Chairman), Cllr Nick Fogg, Cllr Jemima Milton (Chairman) and Cllr James Sheppard

### **Wiltshire Council Officers**

James Cawley, Service Director Adult Care Commissioning  
Andrew Jack, Marlborough Community Area Manager  
Roger Bishton, Democratic Services Officer

### **Town and Parish Councils**

Marlborough Town Council – Marian Hannaford-Dobson, Shelley Parker (Town Clerk)  
Aldbourn Parish Council – Alan Phizacklea  
Avebury Parish Council – Andrew Williamson  
Baydon Parish Council –  
Berwick Bassett & Winterbourne Monkton Parish Council –  
Broad Hinton & Winterbourne Bassett Parish Council – Claire Fitzpatrick, James Keith  
Chilton Foliat Parish Council – Nic Coome  
East Kennett Parish Council -  
Froxfield Parish Council -  
Fyfield & West Overton Parish Council –  
Mildenhall Parish Council – Rob Bailey  
Ogbourne St Andrew Parish Council -  
Ogbourne St George Parish Council –  
Preshute Parish Council – Susie Fisher  
Ramsbury & Axford Parish Council –  
Savernake Parish Council -

**Partners**

Wiltshire Police – Chief Inspector Roger Bull

Wiltshire Police Authority – Kieran Kilgallen

Wiltshire Fire & Rescue Service – Mike Franklin

Parish Forum – James Keith

Marlborough Area Development Trust – Geoff Brickell, Richard Clarke, Martin Cook

Transition Marlborough – Sam Page, Rich Pitts, Ann Yates

Youth Advisory Group – Jan Bowra

**Total in attendance: 40**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
41	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves.</p> <p>The Chairman also noted those parish representatives who were in attendance.</p>
42	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> <li>• Inspector Mark Thompson, Wiltshire Police</li> <li>• Sam Page, Transition Marlborough</li> <li>• Martin Cook, Highways &amp; Streetscene, Wiltshire Council</li> <li>• Rebecca Busby, Highways &amp; Streetscene, Wiltshire Council</li> </ul>
43	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 16 July 2013 were approved as a correct record and signed by the Chairman.</p>
44	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
45	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>a. <u>Wiltshire Core Strategy Consultation</u></p> <p>Following the examination hearing sessions the council had published a Schedule of Proposed Modifications (August 2013) containing “main” and “minor” changes to the Core Strategy to give all interested parties the opportunity to comment before the inspector compiled his report.</p> <p>The consultation would take place for a six week period from Tuesday 27 August to Wednesday 9 October 2013 inclusive.</p> <p>Details of where you can view the Core Strategy, Schedule of Proposed Modifications and associated documents (including the SA update, HRA update, ministerial statements and planning practice guidance document) will be available on the Wiltshire Council website from 27 August 2013: <a href="#">Core Strategy</a></p>

	<p>Alternatively, copies of the documents will be available to view at the main council offices and at all libraries across Wiltshire during normal opening hours.</p> <p>b. <u>Community Area Joint Strategic Assessments</u></p> <p>The Chairman outlined that the current JSA for Wiltshire 2012-13 was due to be updated. Community Area JSA's were being updated, and plan to address gaps identified in the previous assessments. The new chapters include Leisure and Art and Culture. The results of the CAJSA's are expected to be published no later than April 2014 and the date of the community event would be announced shortly.</p> <p>c. <u>Pest Control Update</u></p> <p>An update was given regarding the role of the Pest Control Team which covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests such as rats, mice, fleas, bedbugs and cockroaches.</p>
46	<p><u>Update from Police &amp; Crime Commissioner's Office</u></p> <p>Kieran Kilgallen (Chief Executive to the Wiltshire and Swindon Police and Crime Commissioner) presented the PCC Public Opinion Survey.</p> <p>He pointed out that in the Marlborough area there were 36 crimes per 1000 population compared with 46 per 1000 in the Wiltshire Police Force as a whole. This indicated that Marlborough was one of the safest areas in Wiltshire but it was appreciated that the public perception of crime rates did not always reflect the actual figures and this was something which required attention.</p>
47	<p><u>Campus Project for Marlborough - Consultation</u></p> <p>The Chairman introduced and welcomed Lucy Murray-Brown and Ross Griffiths from Wiltshire Council who were attending to make a presentation about the background to the campus project. The presentation was also supported by a report which updated the Area Board on the community campus programme to help members to resolve to set up a Shadow Community Operations Board (COB) for the Marlborough Community Area.</p> <p>By way of introduction, during the presentation the following were highlighted:-</p> <p><u>Background</u></p> <ul style="list-style-type: none"> <li>• A campus is a building, or buildings, in a community area that will provide the services the local community needs in an accessible location.</li> </ul>

- Local community involvement critical to the success
- Reduces the long term financial, environmental and operational pressures on operating aging, low quality buildings
- Potential to co-locate with partner and voluntary organisations
- Encourages the council to explore wide ranging innovative management and operational arrangements
- Core criteria to all campus buildings include shared reception, community space, accessible IT provision, personal care facilities and catering facilities

Indicative sequence of events:

- Initial Area Board meeting – September 2013
- Audit and research work – Winter 2013/14
- Community consultation phase one – Spring 2014
- Community consultation phase two – Autumn 2014
- Area Board consideration – Winter 2014
- Council consideration – Spring 2015

Developing options for management

- Testing the principles of community led management of local services
- The role of the Marlborough Area Board
- The role of the Shadow Community Operations Board (COB)
- Representation on the Shadow Community Operations Board

Expression of Interest closing date: 31 October 2013 (Following the meeting this date has been extended to 11 November 2013.)

During the ensuing discussion the following points were raised:-

- In establishing the COB, it was important to take into account the views

	<p>and needs of the whole of the Marlborough Community Area and not just the town of Marlborough.</p> <ul style="list-style-type: none"> <li>• It was pointed out that there might well be a problem in locating a building in Marlborough that was suitable for a campus. Although there were several large buildings within the confines of the town, they were not in the ownership of either Wiltshire Council or Marlborough Town Council.</li> </ul> <p>Lucy Murray-Brown explained that Wiltshire Council was not looking to Marlborough to self fund but rather to look for a partnership approach with other bodies to work together to help deliver the project.</p> <p>On the suggestion of the Chairman,</p> <p><u>AGREED:</u></p> <ol style="list-style-type: none"> <li>(1) That everyone should give serious consideration as to what services they would like included within a campus and the options that might be available regarding for a campus building.</li> <li>(2) That each parish council within the Community Area be encouraged to discuss this issue at their forthcoming meetings.</li> <li>(3) That the Parish Forum be requested to nominate a representative from the parishes to serve on the COB.</li> </ol>
48	<p><u>North Wessex Downs Area of Outstanding Natural Beauty - Management Plan</u></p> <p>The Chairman introduced and welcomed Oliver Cripps, Assistant Director of the North Wessex Downs Area of Outstanding Beauty (NWDAONB), who was attending to make a presentation on the NWDAONB and its Management Plan.</p> <p>Oliver Cripps explained that an Area of Outstanding Natural Beauty (AONB) was an area of high scenic quality which had statutory protection in order to conserve and enhance the natural beauty of its landscape. AONB landscapes ranged from rugged coastline to water meadows to gentle lowland and upland moors. They were different from National Parks because of their more limited opportunities for extensive outdoor recreation.</p> <p>The North Wessex Downs was designated as an Area of Outstanding Natural Beauty in 1972 under the National Parks and Access to Countryside Act 1949.</p> <p>The AONB encompassed 173 parishes. It straddled the boundaries of two counties, three unitary authorities and four district/borough councils. It was also bisected by the boundary between the South East and the South West Government Regions, with roughly half of the AONB falling into each region.</p> <p>The North Wessex Downs AONB stretched from its western tip at Calne in Wiltshire, reaching across the south west and south east of England in a broad arc through Swindon, Berkshire and Oxfordshire, adjoining the Chilterns AONB along the River Thames, before sweeping south, encircling Newbury, to encompass the northern reaches of the rolling chalk hills of the Hampshire</p>

	<p>Downs. It then reached back towards Devizes, across the high chalk upland of Salisbury Plain and the low-lying Vale of Pewsey.</p> <p>Oliver Cripps went on to explain that the North Wessex Downs AONB Management Plan presented objectives and policies that partners could apply to help conserve and enhance this nationally important landscape. The Plan also contained priorities that the North Wessex Downs team intended to lead or carry out with others. The Partnership was currently putting together their Plan for the period 2014-19. An online survey could be accessed by using the following link <a href="http://www.surveymonkey.com/s/BWVTQHC">www.surveymonkey.com/s/BWVTQHC</a>. The consultation was due to close at 12.00 noon on Tuesday 29 October 2013 following which all comments would be presented to the AONB's Council of Partners. A project team would then make necessary amendments a final draft for adoption by statutory partners and the Plan would be launched at the North Wessex Downs Forum in 2014.</p>
49	<p><u>Avebury World Heritage Site's Management Structure</u></p> <p>The Area Board received and noted an update report by Sarah Simmonds, Avebury World Heritage Site Officer, which set out changes to Avebury World Heritage Site's management structure.</p> <p>It was noted that the Avebury World Heritage Site Management Plan would now be a joint plan with Stonehenge, the other half of the World Heritage Site. The Chairman, on behalf of the Area Board, congratulated Andrew Williamson, Chairman of Avebury Parish Council, on his appointment as the new Chairman of the Avebury World Heritage Site Steering Committee.</p>
50	<p><u>Partner Updates</u></p> <p><b>a. Wiltshire Police</b> Chief Inspector Roger Bull presented a report from which it was noted that during the past month the team had been carrying out high visibility patrols to deter theft and other crimes in line with their priorities. However, there had been a slight increase in vehicle crime along the A4 corridor but known places would continue to be targeted.</p> <p>He also reported that Operation Banning had been producing some good results and had resulted in a number of people being dealt with under the restorative justice process for possession of cannabis; where juveniles had been involved some very positive response had been received from some of the parents of the youths involved.</p> <p>It was noted that the levels of violent crime showed a slight increase in the rolling 12 months, the majority being committed in private space and were domestic related. Public space assaults were rare and usually an argument between friends.</p> <p><b>b. Wiltshire Fire and Rescue</b> Mike Franklin introduced his report and drew attention to the importance of fire safety measures.</p> <p><b>c. NHS Wiltshire</b> There was no update.</p>

**d. MADT (Marlborough Area Development Trust)** The following updates were provided:-

- Community WiFi: Further roll-out was being planned and a grant application had been submitted to be heard later in the meeting.
- MADT was providing administrative support to a new “Tourism Development Group” that had recently been formed.
- MADT was developing a “Distributed TIC” project which it would ask the “Tourism Development Group” to adopt/support.
- Directory Services was available to view at [www.marlborougharea.org](http://www.marlborougharea.org) A new Parishes directory was being added to the MADT Directory Services.
- The Places to Eat & Drink and Places to Stay Directories had now been substantially populated – please let MADT know if there is something that should be added.

**e. Youth Advisory Group (YAG)** The Community Apple Juicing Scheme was explained, it being noted that this was a community based project that could deliver a surprisingly wide range of benefits. It could be of interest to: a school, a charity, a church, a youth club, a sports team, a community orchard and have a positive impact along the way.

Community Apple Juicing presented a tremendous community-wide opportunity to raise funds, and at the same time, potentially:

- educate people, especially children, about how food is grown, manufactured and delivered;
- open people’s eyes to the range of nature’s harvest that is all around;
- link-up people from all corners of a community, especially draw in those with trees in their gardens who may live lonely;
- build and bind a project team through shared vision, exercise, delivery and achievements;
- turn something that would otherwise rot and waste away – into a delicious, nutritional, local – ‘5-a-day’ drink;



	<ul style="list-style-type: none"> <li>• save thousands of food miles, and £££, vs buying alternative juices &amp; fizzy drinks;</li> <li>• start other conversations about possible local environmental, social and health benefits.</li> </ul> <p>f. <b>Transition Marlborough</b> It was reported that hundreds of timetable leaflets had been produced by Transition Marlborough to help Marlborough residents to take advantage of the new £1-each-way commuter bus links with fasts trains from Bedwyn to and from Reading and London Paddington.</p> <p>It was noted that following an on-line survey there was 100% support for more cycle racks in Marlborough High Street. Much had been done to improve these facilities but, in order to make Marlborough more cycle friendly, the following initiatives were planned:-</p> <ul style="list-style-type: none"> <li>• Implement cycle signing strategy, currently work-in- progress by Wiltshire Council</li> <li>• Improve cycle path surface at Treacle Bolly, this community issue was raised in early 2013</li> <li>• Continue provision of cycle racks i.e. at medical practices</li> <li>• Encourage local bus companies to allow bicycles on board</li> <li>• Support extension of cycle route to include Marlborough business park and the adjacent area for new housing, with a link to St John's School</li> <li>• Pilot 20 mph speed limit in Marlborough</li> </ul> <p>g. <b>Parish Forum</b> It was noted that the Forum had been considering local traffic plans which had resulted in recommendations to the Area Board from the Community Area Transport Group. (See Minute No 51 below)</p> <p>h. <b>Town / Parish Councils</b> Cllr Nic Coome, Chairman of Chilton Foliat Parish Council, reported that <i>The Wheatsheaf</i> public house in that village had very recently been registered by Wiltshire Council as a community asset. He explained that the registering process was very easy, simply by downloading an application form from the Wiltshire Council website.</p>
51	<p><u>Community Area Transport Group</u></p> <p>Cllr James Sheppard, as Chairman of the Community Area Transport Group, presented a report on the CATG meeting held on 12 September 2013 and the progress made towards developing priority schemes.</p> <p>The following points were made:-</p> <ul style="list-style-type: none"> <li>• Budget: Full allocation of £13,615 plus additional £9,000 for 2013/14</li> </ul>

	<ul style="list-style-type: none"> <li>- No projects have been allocated funding so far in 13/14</li> <li>- Available funds for 13/14: £23,321</li> </ul> <ul style="list-style-type: none"> <li>• Bid to Substantive Highways Fund: Baydon PC’s request for funding for physical traffic management features on Ermin Street has been successful and the scheme is being developed for all groundwork to be completed by the end of 13/14. This brings an additional £21k to benefit the community area</li> <li>• Priority schemes for 2013/14 to be developed from Village Traffic Initiative plans. Marlborough Parish Forum has developed a structured process that will keep the plans alive and in touch with Highways, using CATG meetings as the route to possible funding and resources to get projects tackled.</li> <li>• A range of projects from Village Traffic Plans be will prioritised and submitted to Highways, via CATG at next meeting on 24th October</li> <li>• Speed Reviews of C-Class Roads: CATG can now decide to undertake these reviews. Baydon PC requested a review of the C146 but it was decided to see how the traffic management feature about to be installed will affect vehicle speeds.</li> <li>• New requests for ad hoc signage will now be collated by CATG and passed to Highways. Baydon PC requested a new pedestrian warning sign. The request was agreed by CATG and passed to Highways.</li> <li>• Requests for new road signage and the removal of unnecessary or obsolete signs and street furniture will also now be collated by CATG for passing to Highways.</li> </ul> <p>The Area Board noted the report of the CATG meeting held on 12 September 2013 and the progress made towards developing priority schemes.</p>
52	<p><u>Community Area Grant Scheme</u></p> <ol style="list-style-type: none"> <li>(1) The Area Board received feedback reports from Broad Hinton Youth Group and Greatwood Education Programme for young people with learning and emotional difficulties.</li> <li>(2) The Area Board considered six applications for Community Area Grant funding. The Community Area Manager introduced each application, following which a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</li> </ol> <p><b><u>Decision</u></b></p> <ol style="list-style-type: none"> <li>(1) <b>Marlborough Area Development Trust – Community Wi-Fi was awarded £2,500 towards the installation of a further 16 Wi-Fi nodes throughout Marlborough High Street and a number of rural locations throughout the community area.</b></li> </ol>

	<p><b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p> <p>(2) Innov8 Sportz Equipment for All was awarded £500 towards a range of sports equipment that would be used to provide sporting opportunities for school age children in after-school clubs throughout the community area. <b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p> <p>(3) Refurbishment of Broad Hinton village hall floor was awarded £350 towards maintenance of the flooring and keeping it at a good standard to be used by hirers of the hall. <b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p> <p>(4) Ladies' Rounders Club, Marlborough was awarded £500 towards establishing this new rounders club, including purchase of new equipment and initial hire costs during set-up phase. <b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p> <p>(5) Marlborough Boxing Club was awarded £5,000 towards purchasing new sports equipment to kit out the new gym and sparring ring. This forms a small part of a much larger project to establish a new boxing club in Marlborough. <b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p> <p>(6) Natural Access on-line collaboration tool was awarded £1,500 towards establishing a brand new web-based method for local (and regional and national) countryside, environmental and heritage groups to collaborate and share information more easily and to provide easier access for the public to these groups and ultimately the countryside. <b><u>Reason</u></b> - The application met the Community Area Grants Criteria 2013/14.</p>
53	<p><b><u>Date of Next Meeting</u></b></p> <p>It was noted that the next meeting of the Area Board was due to be held on Tuesday 26 November 2013 at Marlborough Golf Club, The Common, Marlborough, SN8 1DU starting at 7.00pm.</p>



# Agenda Item 5

## Chairman's Announcements

<b>Subject:</b>	<b>Carers' Small Grant Scheme</b>
<b>Weblink:</b>	<a href="#">website</a>
<b>Further details available:</b>	Maria Keel, Senior Commissioning and Contracts Officer Tel: 07500 099652 or email <a href="mailto:maria.keel@wiltshire.gov.uk">maria.keel@wiltshire.gov.uk</a>

### Carers' Small Grants Scheme

Do you have an idea for a project or activity to help unpaid carers in your community, but need funding?

I am pleased to announce the launch of the next round of our Carers Small Grants Scheme. Grants of up to £5,000 are available to get you started. The grants are available to groups and organisations (but not individuals) for projects and activities which can demonstrate that they make a tangible difference to the lives of unpaid carers of all ages in Wiltshire in one or more of the following ways:

- To give carers a break from their caring role
- To help carers learn a new skill which may increase their life chances and employability
- To help improve carers' physical or emotional health and well-being
- To reduce isolation
- To increase peer support
- To help carers' access to information, support and guidance

Match-funding is not required; however, these are one-off grants so applicants need to look for other sources of funding for the continuation of their project at the end of the funding period. (You can contact the Wiltshire and Swindon Community Foundation on 01380 729284 for advice on additional funding).

**Funding will not be given for any project or activity which duplicates services already commissioned by Wiltshire Council.**

The next deadline for applications is 30 November 2013 and applications can be downloaded from the Wiltshire Council [website](#).



## Chairman's Announcements

<b>Subject:</b>	<b>Wiltshire and Swindon State of the Environment report 2013</b>
<b>Officer Contact Details:</b>	Jenny Hawley, Environmental Intelligence Officer at Wiltshire Wildlife Trust, tel: 01380 736 084 and email: <a href="mailto:jennyh@wiltshirewildlife.org">jennyh@wiltshirewildlife.org</a>
<b>Weblink:</b>	Wiltshire Intelligence Network Environment section: <a href="http://www.intelligencenetwork.org.uk/environment">www.intelligencenetwork.org.uk/environment</a>
<b>Further details available:</b>	Full report available online or in hard copy and more detailed data on the Wiltshire Intelligence Network.

### Summary of announcement:

The State of the Environment report 2013 for Wiltshire and Swindon was published in September 2013 by Wiltshire Wildlife Trust, on behalf of Link2Nature, the Local Nature Partnership for Wiltshire and Swindon ([www.link2nature.org.uk](http://www.link2nature.org.uk)). The project is funded by Natural England, Public Health Wiltshire and Wiltshire Council.

This new report provides a strategic assessment of Wiltshire's environment. It forms the basis of the Wiltshire JSA and Community Area JSA environment sections.

The report gives an overview of the state of our natural habitats and wildlife, and the services that these provide (such as clean air, water, food and green space). It highlights the drivers of environmental change, including population growth, development, farming, consumption of natural resources and climate change.

More detailed data is available in the environment section of the Wiltshire Intelligence Network. This website gives easy access to up-to-date environmental information and online links to a wide range of sources.

Further resources on the state of the environment in each Community Area will be available on the Wiltshire Intelligence Network in late 2012 and early 2013, in time for the publication of the Community Area JSAs 2013-14. Maps are already available showing environmental designations (such as protected wildlife sites) and agri-environment schemes in each Community Area.

Any questions, comments or requests for further information can be addressed to Jenny Hawley (contact details above).





## Chairman's Announcements

<b>Subject:</b>	<b>NHS 111 implementation in Wiltshire, Swindon, Bath and North East Somerset and Gloucestershire</b>
<b>Officer Contact Details:</b>	Tracy Torr, Communications and Engagement Officer
<b>Weblink:</b>	<a href="http://www.wiltshireccg.nhs.uk/">www.wiltshireccg.nhs.uk/</a>
<b>Further details available:</b>	Tel: 01380 736010

On Monday 21<sup>st</sup> October, the Clinical Commissioning Groups were advised that the national panel overseeing the implementation of the NHS 111 service has agreed our recommendation that the service goes to full service commencement on Monday 28<sup>th</sup> October.

Working closely with us, Harmoni has shown a steady and sustained improvement in performance over the summer, giving Commissioners confidence that it is providing a safe and effective service to our communities. As you are aware we initially had experienced some difficulty with the delivery of this service, but I am pleased that after significant hard work and endeavour by both Harmoni and Commissioners, we have reached this important milestone. Naturally, as part of the enduring contractual obligations, performance will be monitored and managed routinely to ensure that the service provided continues to be of a safe and effective standard.

Running up to and going beyond the launch date, there will be a range of activities to raise public awareness about when to call NHS 111 with leaflets and posters also being distributed in the coming weeks to GP surgeries and public and community spaces.



## **Chairman's Announcements**

<b>Subject:</b>	<b>Wiltshire Community Land Trust</b>
<b>Officer Contact Details:</b>	Rose Seagrief, Wiltshire CLT
<b>Weblink:</b>	<a href="mailto:info@wiltshireclt.org.uk">info@wiltshireclt.org.uk</a>
<b>Further details available:</b>	Tel: 01380 850916

Wiltshire Community Land Trust is an independent not-for-profit organisation that provides advice and practical support to communities in Wiltshire and Swindon that wish to set up local Community Land Trusts to own and develop assets that meet their community's needs, such as affordable housing, workspace, community gardens, wildlife reserves, pubs, shops and a range of community facilities and local services.

Wiltshire CLT can help communities identify whether a CLT can help them meet their needs and achieve their aspirations and if it is, to help them do that. Please contact Rose Seagrief, Wiltshire CLT on telephone: 01380 850916 or email [info@wiltshireclt.org.uk](mailto:info@wiltshireclt.org.uk)



## **Chairman's Announcements**

<b>Subject:</b>	<b>Drainage Byelaws</b>
<b>Officer Contact Details:</b>	Peter Binley Head of Highways Asset Management Tel: 01225 713412 E-mail: peter.binley@wiltshire.gov.uk
<b>Weblink:</b>	
<b>Further details available:</b>	

### **Summary of announcement:**

Flooding is considered to be serious issue in Wiltshire, and the Council has had to respond to a number of significant flooding events which have affected communities in recent years. The Flood and Water Management Act 2010 amended section 66 of the Land Drainage Act 1991 to allow local authorities to make land drainage byelaws. These byelaws also create criminal offences which can be prosecuted in the Magistrate's Courts. The Council is now intending to use its powers to make byelaws to help it carry out its duties effectively and in doing so assist with reducing flood risk for local communities.

Local Councils, interested organisations and the public are invited to comment on the proposed Byelaws. Subject to comments received the matter will be considered by the Council before the byelaws are subject to formal consultations next year. In the meantime comments are being invited on the draft byelaws, which can be inspected at the Council's website and at County Hall.



## **How GWH fits in with commissioned services and healthcare provided by the CCG**

### **Our services**

The Great Western Hospitals NHS Foundation Trust provides acute hospital services (at the Great Western Hospital) and community health and maternity services across Wiltshire and parts of Bath and North East Somerset.

These services include community hospitals, community nursing, therapists, children's and young people's services along with hospital based maternity services from the Princess Anne Wing at the Royal United Hospital in Bath. The Trust delivers over 9,000 babies each year across the two maternity units and the six birth centres we are responsible for.

At the Great Western Hospital we have all of the facilities expected at a busy general hospital including an Emergency Department, Delivery Suite, a full range of diagnostics tests such as X-ray, MRI and CT scans, outpatient clinics and inpatient wards.

In 2011, following a competitive tender process, the Trust was chosen by the former Wiltshire Primary Care Trust as the provider for the whole range of community health and maternity services it was previously responsible, for including the majority of the services provided at Savernake Hospital including a range of outpatient clinics – specifically:

Audiology  
Paediatrics  
Dermatology  
Dietetics  
Gastroenterology  
General Surgery  
Gynaecology  
Podiatry  
Ophthalmology  
Orthopaedics  
Rheumatology  
Urology

Earlier this year, following the abolition of PCTs, ownership of the Savernake building (under the Private Finance Initiative) was transferred to the Great Western Hospitals NHS FT.

The community and maternity services in the county are provided on a contract of three to four years and, with the increasing role of competition in the NHS, other providers including private providers will be able to bid to run these services when the contract expires. The Trust is currently going through a re-tendering process to retain maternity services with a decision due in the New Year.

Across a population of circa 700,000 we have 1.5million patient contacts each year. Approximately a third of the patients we see at the Great Western Hospital in Swindon requiring some form of acute hospital treatment come from Wiltshire whilst the majority of patient using our community health and maternity services are Wiltshire residents.

### **Recent developments**

At the Great Western Hospital:

- A new Children's Emergency Department will open in December providing a much more suitable environment for children to be cared for. December will also see the

completion of the refurbishment of the existing 'adult' Emergency Department including more observation bays and additional staffing.

- Development of an Ambulatory Care Unit to improve the way we treat patients who may not require an overnight hospital stay but who do need some form of acute hospital treatment. This is reducing the numbers of patients being admitted to hospital and helping people stay well at home.
- This year we have invested £1.8m in additional Nursing and Midwifery staff to improve patient care which also sees additional staff in the local community.
- A new Midwife-led Birth Centre providing mums-to-be with more personalised care in a home from home setting
- A new Cardiac Catheter Laboratory (along with refurbishing the existing lab) which means we can treat people more quickly with the latest technology
- Redevelopment of the Wiltshire Breast Centre providing the latest equipment to improve the diagnosis of breast cancer and increase the number of women routinely screened for the disease

In the community in this area:

- Working with Wiltshire CCG and the local authority, in October the first of 23 Care Coordinators took up post in the county. Their role is to coordinate the care of those most at risk of ill health notably:
  - frail elderly
  - those with very complex health needs
  - people with Long Term Conditions such as high blood pressure, dementia and arthritis

Care Coordinators will identify those patients who may need more support to continue to live at home and will work with clusters of two-three GP practices, the primary care teams, Wiltshire Council and other care providers. The aim is to minimise the need for hospital admission – supporting people to live independently for as long as they can with appropriate support.

- The launch of a new mobile Chemotherapy Unit in partnership with a local charity Hope for Tomorrow onsite at Savernake one day a week and in Malmesbury one day a week. This allows patients with requiring less complex chemotherapy the opportunity to receive treatment closer to home.
- A £250,000 investment in the early supported discharge service which supports patients who have suffered a stroke

A major part of our strategic focus over the next few years is to develop more integrated services working with GPs, the council and other providers including the voluntary sector shifting more care closer to home, therefore the role community healthcare becomes ever more important.

### **Our people**

We have approximately 5,500 staff who pride themselves in delivering care to patients and users. These staff work in hospital settings both at GWH and in community hospitals like Savernake and in schools, prison and people's homes.

Last year we were rated as one of the top three Trusts in the South West to work for and therefore ensuring we work to maintain staff morale is a priority for us because of the difference that makes to patient care.

### **Our members**

As a Foundation Trust we are a membership organisation, accountable to local people



through our Council of Governors – these are elected and appointed positions open to local people. We have over 12,000 members which include staff, patients and the public and you are welcome to join us to help influence how we do things as a healthcare provider. For more information can be accessed here: <http://www.gwh.nhs.uk/members>

### **Our relationship with Wiltshire Clinical Commissioning Group (CCG)**

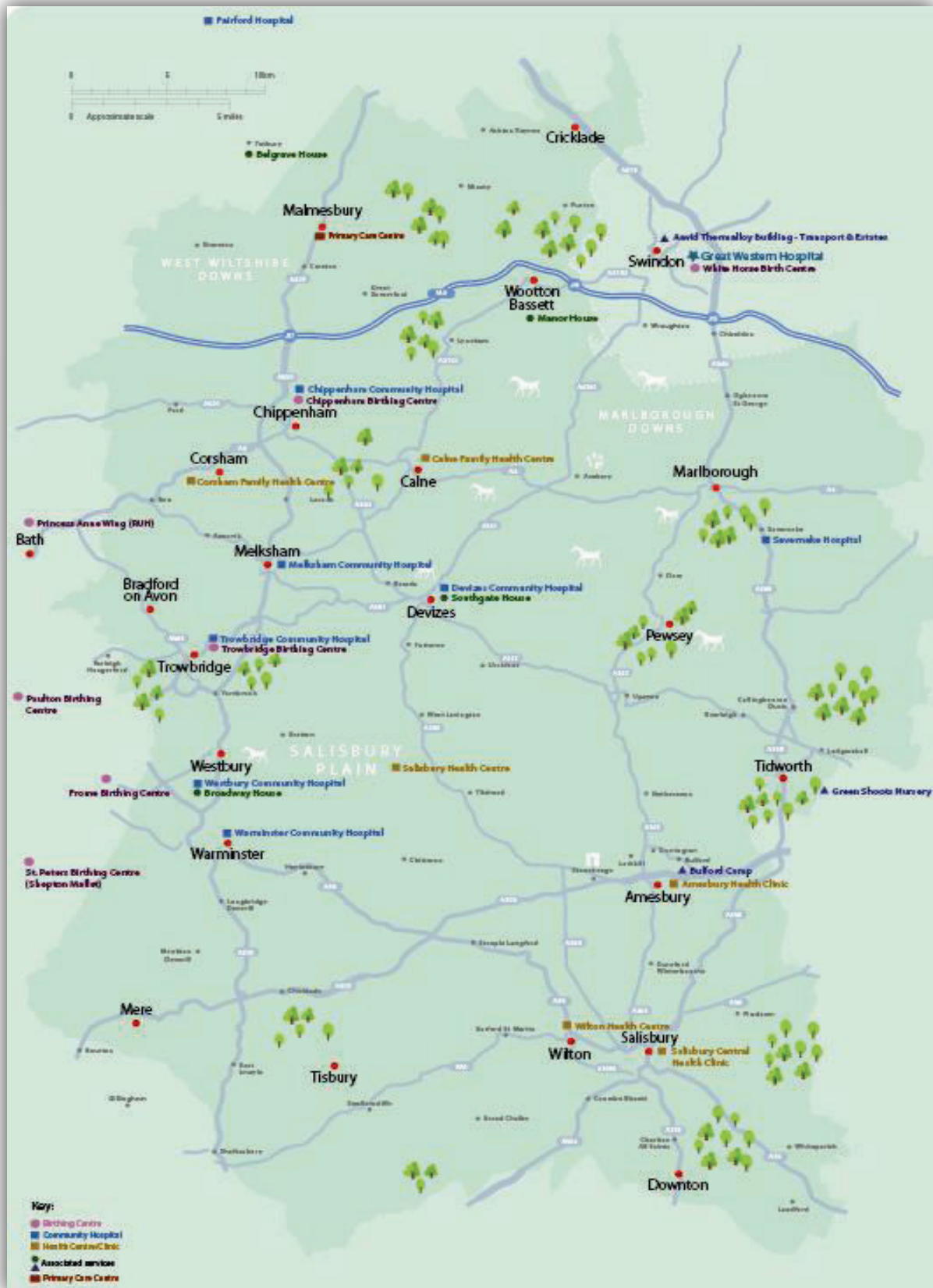
Wiltshire CCG is one of our two main commissioners of our services, our other key commissioner being Swindon CCG.

Each year we discuss and agree a contract and budget for the services Wiltshire CCG wants us to provide on behalf of Wiltshire residents. Decisions about what services are paid for are made by the CCG which is made up primarily of local GPs.

In turn the commissioning of GP services is done by the Local Area Team of NHS England following the major restructure of the NHS last year.

Wiltshire CCG is solely a commissioner of services and does not actually provide any healthcare services itself.

Where we provide services in Wiltshire



## **MARLBOROUGH AREA BOARD** **26 November 2013**

### **Community Area Transport Group Recommendations to Marlborough Area Board**

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

- 1.1 To provide an update on the position of the proposals from the CATG meeting that took place on 24 October 2013.
- 1.2 To request that Marlborough Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 24 October 2013.

#### **2. Finances**

- 2.1 Marlborough CATG received a funding allocation for 2013/14 of £13,615. There has since been an additional £9,000 devolved to Marlborough CATG that can be allocated to all projects.
- 2.2 £23,321 is available to be spent on highways projects within the Marlborough Community Area during 2013/14. There have been no allocations of funding to projects to date.

#### **3. Background**

- 3.1 CATG Chairman, Cllr James Sheppard gave an introduction to the meeting followed by introductions from attendees.
- 3.2 At the September CATG meeting, a call was put out for projects arising from parishes' Village Traffic Initiative plans. This was co-ordinated with the Parish Forum, using a process and submission forms developed by Cllr James Keith. By the deadline, 12 projects had been submitted to the Community Area Manager plus a project from Ramsbury previously submitted at the September CATG meeting.
- 3.3 At this meeting, there was discussion around the purpose of this part and how projects would be introduced. This part of the meeting was to decide which of the submitted projects CATG wished to take forward and be developed and costed by Steve Hind from Wiltshire Highways. These costs would be ready for the next CATG meeting and would allow CATG to then prioritise these projects based on estimated costs of implementation and value for money. Not all projects would be able to receive funding due to the limited resources of CATG. Steve Hind confirmed that projects need to be with designers by the end of December and that as long as funding is allocated to projects and ratified by the area board before March 2014 that money will not be lost at the end of the financial year, even if the project itself is not complete.

#### **4. Priority Schemes for 2013/14**

- 4.1 Going around the table, each village described the project/s they had submitted for development and funding.

- 4.2 **Aldbourne:** Creation of a new, safer pedestrian crossing over the B4192 in the centre of the village. This is a busy part of the village used to reach the village shop and post office and used by the 60+ young people who attend The Community Junction youth club. There was discussion about the crossing asked for and that this really needed to be a zebra crossing to have any legal precedent. Steve Hind pointed out there are assessment criteria that all proposed locations for new zebra crossings must meet before one is installed. This is to check there are enough people crossing there to make a zebra crossing feasible. The assessment can cost approx £1,000 and the zebra crossing itself £20 - 25,000 to install. CATG would have to fund the assessment from its own budget.
- 4.3 **Manton:** Two projects were submitted.
- 4.3.1 Creation of a pedestrian footpath marked out on the road running from Bridge St to High St. It is the only pedestrian route through the village and is used by residents, school users, pre-school and village hall users. There is no pavement here. The visual impact would slow down cars on this precarious bend.
- 4.3.2 The entrance to Jubilee Field opens out directly onto Bridge Street and is completely concealed from both directions. The project is for some kind of pedestrian crossing in a place that is visible from both directions in order for people to be able to exit and enter safely and to slow cars down from the A4.
- 4.3.3 These projects brought into question Manton's status as a separate village within the Marlborough Town Council boundary. It was agreed that these project should be developed in parallel with negotiations between Manton's VTI group and Marlborough TC.
- 4.4 **Broad Hinton:** Two projects were submitted.
- 4.4.1 Village gateway enhancements at 5 locations on the edge of the village. 2 pairs of wooden village gateways on the A4361 in conjunction with the introduction of the new 50 mph speed limit. These 2 gateway positions on the A4361 would not be where the new 50mph signs are to be located but closer to the village boundary. 3 further pairs of village gateways on B4041 at the entry from Broad Town, B4041 from Elm Cross Roads, and also on Yew Tree Lane.
- 4.4.2 Create a footpath from the village hall, east down Yew Tree Lane, to the Yew Tree Lane houses. Pedestrian access to the Village School for parents and children from Manor Lane and the Yew Tree Lane houses is nonexistent. There is no footpath on this stretch of busy road. A footpath would make this experience much safer. Steve Hind asks if this means a coloured surfacing and Cllr James Keith replies yes, like the one at Winterbourne Monkton.
- 4.5 **Ogbourne St Andrew:** Two projects were submitted.
- 4.5.1 Installation of static gates and large tub planters to re-enforce the appearance of entering a village and encourage drivers to be aware of the 30mph speed limit. Traffic still travels through the village at speeds above the new 30mph limit. It has been shown in other local villages that installing some kind of 'verge furniture' would create a visual impression that traffic is entering a built up area and encourage drivers to slow down.
- 4.5.2 Installation of a highly visible and well defined pedestrian crossing near the bus stops on the A346 together with any associated works required on verges/pavements. This is to help schoolchildren access the bus stops on either side of the A346 as well as other village residents to get from one side of

the village to the other. The Parish Council is prepared to make a 10% contribution to the cost of the project. Steve Hind asks if that means a zebra crossing, and that is what Ogbourne St Andrew wants. Steve Hind again says that this will need a pedestrian assessment to check the need for the crossing and a metrocount to be done.

4.6 **Fyfield & West Overton:** Two projects were submitted.

4.6.1 The key space of Lockeridge – the crossroads at its centre - should be the subject of a distinctive design in order to increase its “place-making” function. They recommend that different coloured or other top-surfacing measures should be considered for the carriageway from the pub to beyond the school. The Plan also recommends that temporary flashing lights be installed to operate between 8.30am to 9.00am and between 3.00pm to 3.30pm to warn vehicles that children are in the vicinity and also recommends that 20mph should be the advised speed limit in this area. Coloured surfacing is possible. There was discussion about the operation of the flashing lights and the timings, etc.

4.6.2 Two other, similar projects, both involving studies of junctions of minor roads with the A4 at West Overton and at Upper Fyfield. In both cases, the study needs to look at ways to make the junctions clearer to drivers and safer for slow traffic turning onto the A4 at these places. Steve Hind confirms the studies can be smaller in scale and that preliminary work can be done with the parish council at no cost to CATG.

4.7 **Ramsbury:** Two projects were submitted.

4.7.1 Cllr Sheila Glass described the project to create a new pedestrian footway along Back Lane using a different coloured surfacing. This would be co-ordinated with scheduled re-surfacing of the road. This would need to happen when the local primary school is closed, so either at the February or Easter holidays. Steve Hind asked why only coloured surfaces was proposed and was told that this is quicker, more flexible and cheaper, presumably making it more likely to happen. There was then discussion as to just where the new footway would go.

4.7.2 Cllr Sheila Glass also requested 30mph repeater signs to be installed through the village of Axford on the C6. She pointed out that Axford has less 30mph roundels than Mildenhall, a similar village, on the same road with the same speed limit. There is ‘sporadic’ street lighting through Axford.

4.8 **Avebury:** Two projects were submitted.

4.8.1 Cllr Andrew Williamson described that there is currently a large study commissioned from Atkins looking at traffic passing through the World Heritage Site and any projects from Avebury need to fit into that study and into the context of the World Heritage Site in general. He called for the 30mph limit on the A4361 at Rawlins Park be extended northwards by about 200 metres to include the new houses at Harrington Court. This would not only have important road safety benefits but would also improve the setting of the Scheduled Henge monument by moving the 30 mph signs further away from it. This idea has been submitted as an on-line Issue in the past and Mark Stansby from Highways has said previously that this can happen. The Community Area Manager said he needed to chase Mark to make this happen.

4.8.2 The other submission from Avebury calls for works to the roundabout at Beckhampton to reduce speeding and crashes. While the Parish Council’s long term aim is to see the roundabout rebuilt as a very much smaller structure, they believe an interim measure is to shorten sightlines. Given the need in the

World Heritage Site to minimise signage and other artificial interventions, it would be appropriate to introduce a 'natural' solution. One possibility could be planting hedges to reduce sightlines. There was discussion around the effectiveness of this. Spencer Drinkwater, Wiltshire Highways, talked about the Atkins review and the need to be cautious about waiting for the World Heritage Site Strategy. The Community Area Manager passed on concerns from Sarah Simmonds, the World Heritage Site Officer about any work taking place in the Site.

## **5. Outcomes from Project Discussions**

5.1 Follow all the project descriptions, Cllr James Sheppard rounds up the session and proposes voting on whether to take each project to the development and costing stage. Cllr Stewart Dobson voices his concerns about representation on the CATG and just who is eligible to vote. Through a show of hands, the following was agreed:

- Steve Hind would look at the sites of the two new crossings at Aldbourne and Ogbourne St Andrew and if feasible, pedestrian assessments may be carried out.
- Both Manton projects are to be developed. This is to happen in parallel with negotiations with Marlborough TC.
- Both Broad Hinton projects are to be developed and costed. A clear understanding of the contribution from the parish council is to be found.
- New gates at Ogbourne St Andrew are to be costed.
- The coloured footway at Ramsbury and roundels for Axford are to be costed.
- The coloured surfacing at Lockeridge is to be developed and costed and sources of funding for the beacons near the school to be looked at. The two studies of junctions on the A4 are to be 'put on the backburner'.
- The Community Area Manager will chase Mark Stansby regarding the speed limit review at Avebury, as this is something that has been previously agreed. The Beckhampton project will be put on hold

## **7. Summary of On-going Issues**

7.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:

7.1.1 Improvements to Treacle Bolly bridleway. The Community Area Manager has contacted Mike Crook at Rights of Way about resurfacing / improvements at Treacle Bolly, Marlborough. Mike was happy for resurfacing and associated drainage to take place. The Community Area Manager is in discussion with the cycling group about developing a project and attracting funding to action this, potentially through North Wessex Downs AONB. The work is eligible for funding from Marlborough Area Board.

7.1.3 New cycle parking on Marlborough High Street. New Sheffield Hoop stands have recently been installed at the Bulge and on the brick build-out at Nationwide. These had to be removed due to the Mops Fairs but have now been replaced with removable hoops. The Community Area Manager needs to begin work with Martin Cook, Wiltshire Highways, to put in place the Experimental Traffic Order that will turn a car parking space in the centre of the High St into more cycle parking. Cllr Stewart Dobson confirms Marlborough TC is agreeable with this.

## **8. Other Highways Issues**

- 8.1 There was discussion around a number of small Highways related matters which CATG members asked to have chased up. Cllr James Sheppard asked that Highways produce a list or schedule of works taking place or about to take place in the Marlborough Community Area. This would allow local parish councils and others not only to know what is coming next but be able to co-ordinate other projects with works to the highway.

## **7. Recommendation**

- 7.1 To note the discussions held at the CATG meeting of 24 October 2013 as outlined above and the progress towards developing priority schemes.

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**Contact:** Andrew Jack  
Marlborough Community Area Manager

**Background Papers**  
CATG notes of 24.10.2013

**Appendices**  
None





## Crime and Community Safety Briefing Paper Marlborough Community Area Board September 2013



### 1. Neighbourhood Policing

**Sector Commander:** Insp Mark Thompson

**NPT Sgt:** Sgt Barry Reed

#### **Marlborough Town Centre Team**

Beat Manager – PC Anthony Boardman

PCSO – Mark Braithwaite

#### **Marlborough East Rural villages Team**

Beat Manager – PC Jeremy Batchelor

PCSO – Jonathan Mills

#### **Marlborough West Rural villages Team**

Beat Manager – PC David Tippetts

PCSO Polly Ritchie

### 2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### 3. Performance and Other Local Issues

The past few months have continued to remain busy for the NPT, supporting the community at local events and Policing the priorities to enable the sector to remain as safe as we can make it. The MOP fair was well attended this year and the first weekend passed off with only one incident, the second week was different though with conflicting youths from Marlborough and Swindon clashing at the end of the evening resulting in eight arrests for Public Order offences.

The increase in vehicle crime that I reported on last time has abated, mainly due to the arrest of a prolific suspect by Pc Tippetts at The Sanctuary car park. Although we were unable to secure any charges on this individual on this occasion, he continues to remain an NPT target criminal, whom we will pursue and disrupt at any opportunity. Operation Banning continues to produce some good results. We are continuing to target those responsible for substance misuse and ASB and are making full use of restorative justice process for offences disclosed. The operation

has now started to show a significant reduction in the reporting of ASB over the same period last year.

The final thing to note on performance is the slight increase in dwelling burglary that we have recently experienced. Although low in numbers, we are all committed to finding the persons responsible and bringing them to justice. To assist us in this, the Priority Crime Team from Swindon have been actively engaged in the management of these offences. They have an excellent knowledge on the subject of dwelling burglary and regularly bring offenders of such crime to justice.

Best wishes

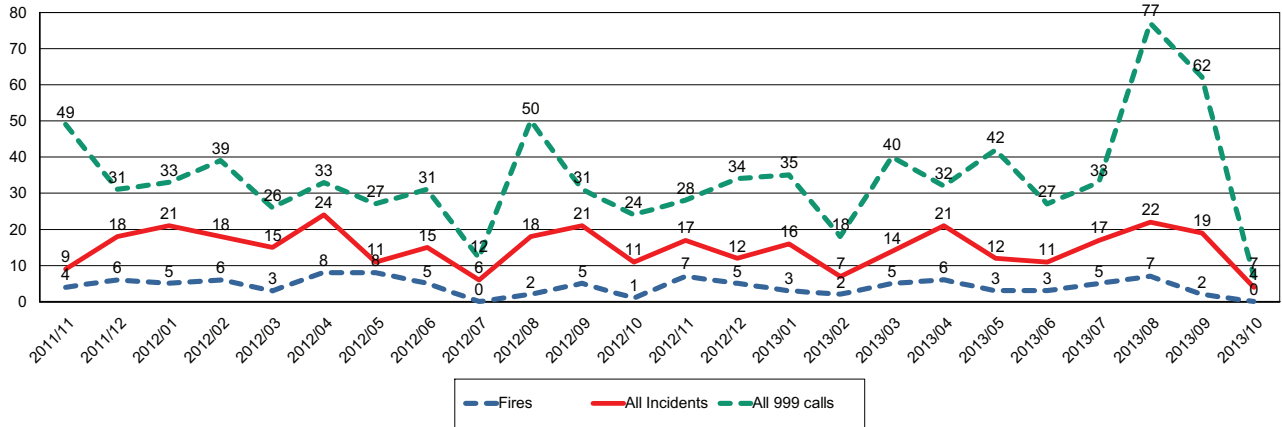
Inspector Mark Thompson



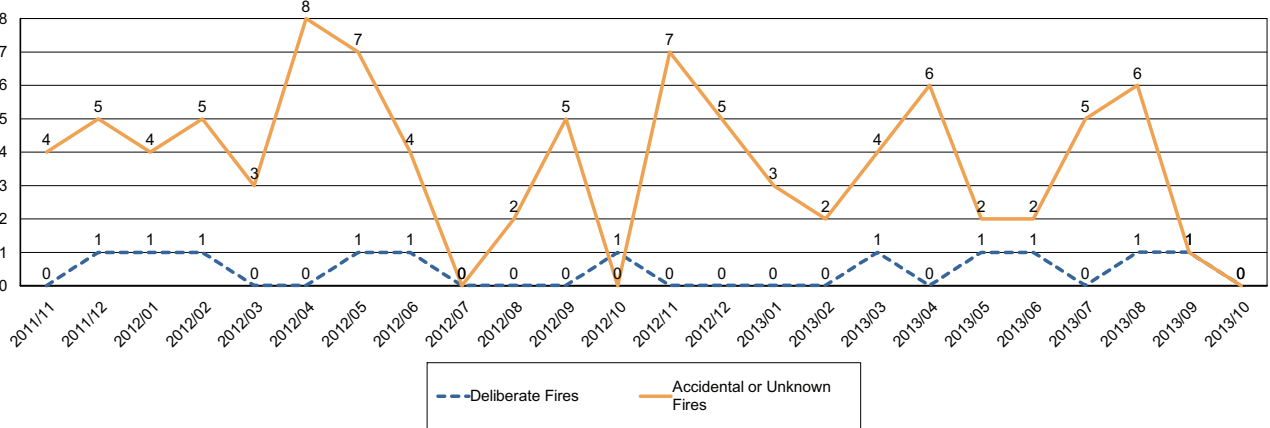
## Report for Marlborough Area Board

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

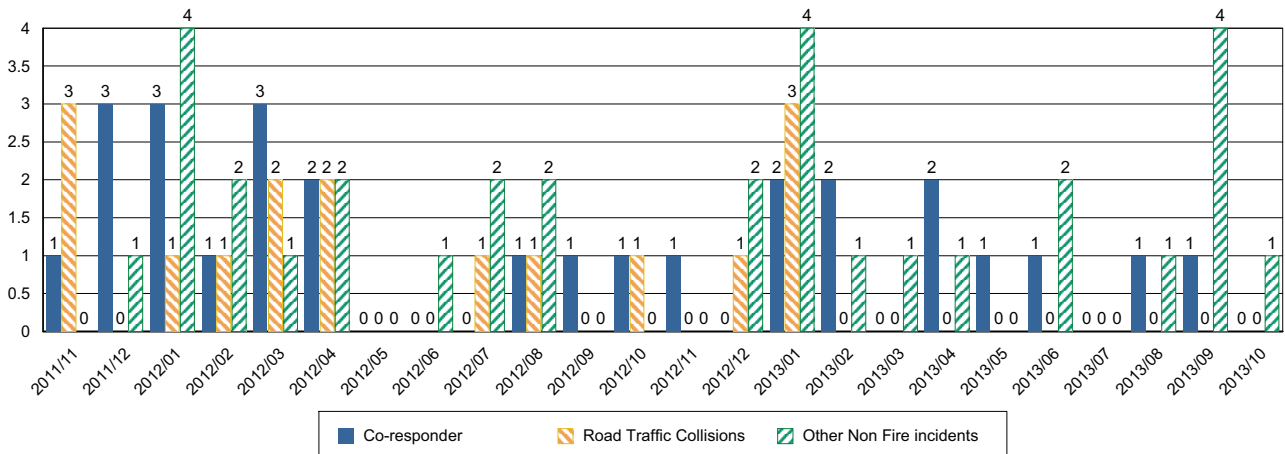
### Incidents and Calls



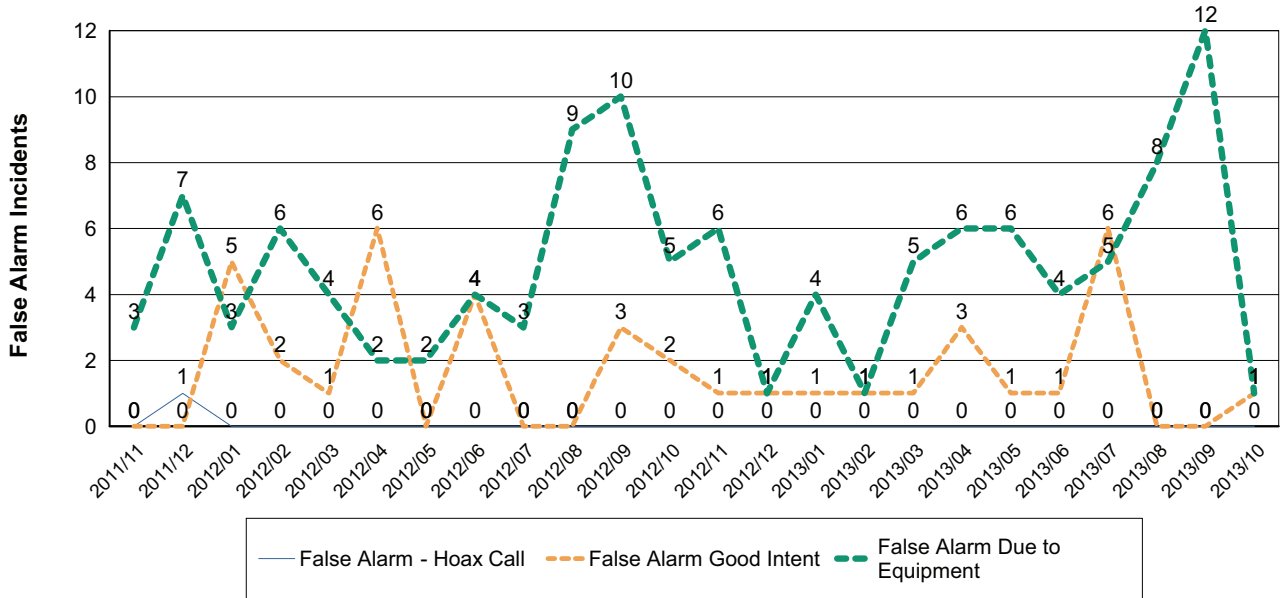
### Fires by Cause



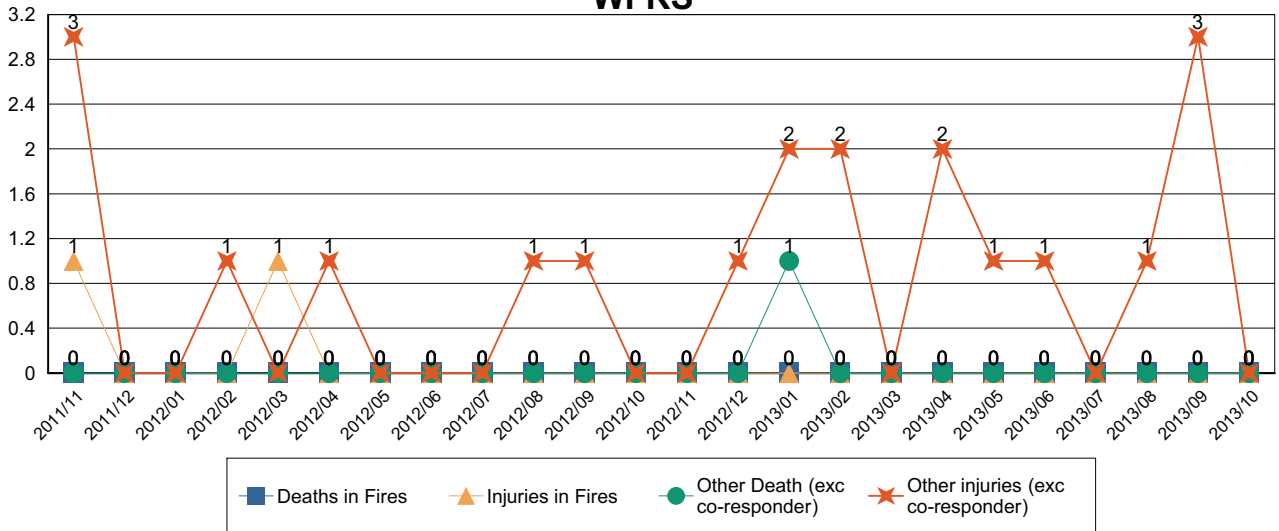
### Non-Fire incidents attended by WFRS



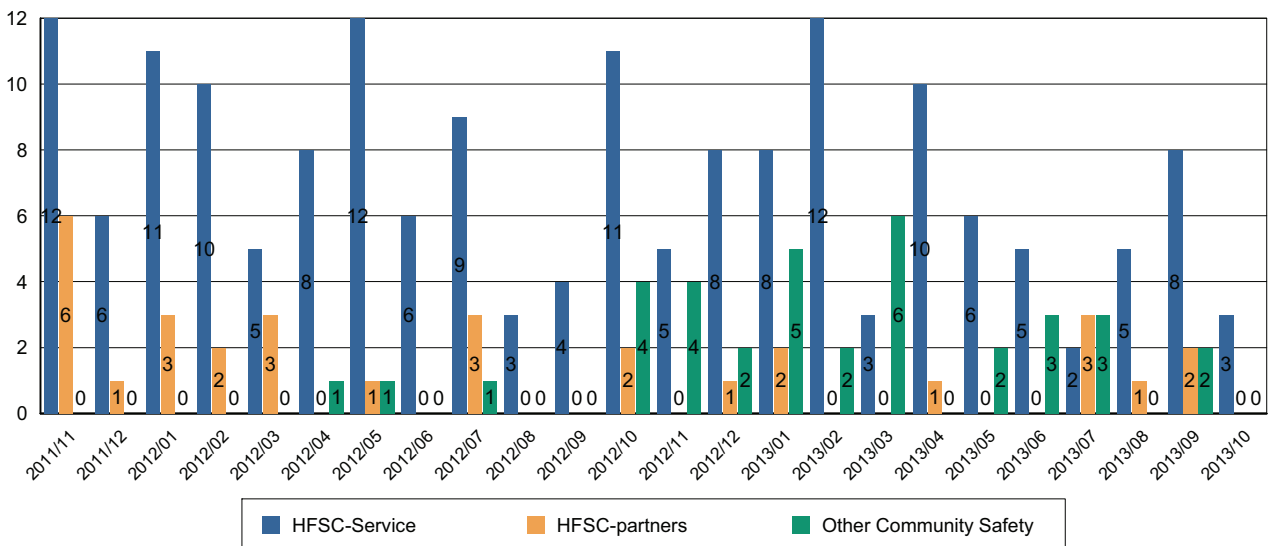
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf



## **Wiltshire Good Neighbours Update**

### **November 2013**

Over the past months I have been supporting clients who are socially isolated. We have been identifying local support groups, interest groups and social opportunities for clients, and then setting up transport to get them to the groups.

We have also, as a Scheme, started preparing clients for the colder weather, and have been thinking about house maintenance, fuel bills and how to keep safe in winter.

I have also established a pub community lunch in one of the villages in the Marlborough Area, which now meets monthly and appeals to a good number of people. This came about in response to village members voicing an unmet need for an opportunity to meet during the daytime on an on-going basis. I undertook some local research and concluded that there was enough interest to invest in the idea. The pub landlord and landlady have been very positive about the idea and have provided delicious subsidised meals along with a welcoming atmosphere.

Lucy Hawkins, Wiltshire Good Neighbours Scheme

Tel: 07557 922030

[marlboroughgnc@communityfirst.org.uk](mailto:marlboroughgnc@communityfirst.org.uk)

[www.wiltsgn.org.uk](http://www.wiltsgn.org.uk)





## YOUTH ADVISORY GROUP

22<sup>nd</sup> October 2013

Venue: Development Centre for Young People

## MINUTES

### APOLOGIES

Sara Howes Locality Team Leader for Devizes and Marlborough  
PC David Tippetts  
Arran Sedgwick – Young Person  
Hazel Keen – AYC (Aldbourn Youth Council)

### PRESENT

Jan Bowra – IYS Youth Development Co-ordinator  
Andrew Jack – Marlborough Area Board Manager  
PCSO John Mills  
Cllr Justin Cook  
Izzy Nicholls – IYS Youth Worker  
Milly Carmichael – Adult Volunteer  
Amy Bush – Young Person  
Milly O'Connor – Young Person  
Megan Wells – Young Person  
Tia Campbell – Young Person  
Ashley Hall – Young Person  
Kerry Rebbeck – Young Person  
Jordan Williams – Young Person

## THE AGENDA

### Apple Juice Project

Milly Carmichael updated the group on the Apple Juice Project current position. The first batch of 100 bottles has now been sold and the young people are currently working on their second and third batch. The project has already raised over £500 in the first week and the rest of the bottles will be sold at the markets during November and December.

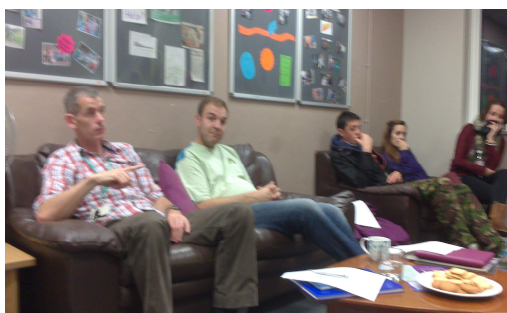
The question was asked on the types of customers that have been buying the items by Cllr Cook – Milly Carmichael explained that the orders have come from various different sources such as:

- Local residents
- Work colleagues
- Parents of the young people
- Teachers
- Community Market in Bristol



Cllr Justin Cook once again offered his support which was accepted and plans were made to collect apples from a local resident and dropped off to be bottled.

Andrew Jack gave an overview of the previous Area Board and informed the group that the Apple Juice promotion was a success and mentioned how Cllr Jemima Milton (Chair person) was impressed with the idea and the involvement of the young people.



The young people will be looking at grant application to submit to the Area Board and Andrew Jack offered his support.

Next Area Board 26<sup>th</sup> November 2013.

## **Wiltshire Council Business Plan 2014-17 – Young Person’s Version**

Jan Bowra introduced the Council’s Business Plan for 2013 – 2017 to the group, which has 3 overall aims called priorities, which are to:

***Protect those who are most vulnerable***, this includes young people in care, young people who are carers, disabled young people living in poverty, and young people who have parents that are dependent on drugs and alcohol.

***Help the local economy by creating and safeguarding jobs.***

***Make communities stronger so they can do more things for themselves.***



The idea of campuses was discussed and whether or not one would be in Marlborough both Andrew Jack and Jan Bowra informed the group that the campus was just an idea currently and the Campus Operation Board (COB) are looking for people from the local community to get involved and Cllr Justin Cook stressed the importance for young people, especially those on the YAG getting involved.

Jan Bowra was asked if she would be a part of the COB and she said she was unable to due to being a Wiltshire Council employee but was able to consult if it was asked.

For more information on the Business Plan please visit [www.sparksite.co.uk](http://www.sparksite.co.uk) or for a more detailed account visit the Wiltshire Council website.

## **National Youth Work Week**

Jan Bowra explained to the group that during the 4<sup>th</sup> – 10<sup>th</sup> November 2013 is the National Youth Work Week which is an annual celebration of youth work organised by the National Youth Agency. Jan Bowra explained that this it is an opportunity for youth organisations, youth workers and young people to celebrate their achievements.

Jan Bowra will be going into St John’s during this week to promote sparksite, a website that is used to celebrate young people’s achievements and



involvement, and to inform young people on how to get involved in opportunities in their local communities.

## AOB



## CCTV

PCSO John Mills asked the young people if they had any issues or concerns that they would like to bring to the attention of the Police.

The subject of CCTV was discussed – Amy and the rest of the young people informed PCSO Mills that they would feel safer in the High Street if the Council were to install CCTV.

Cllr Justin Cook promised to bring this to the attention of the Town Council.

## YOUTH COUNCIL

Jan Bowra asked Cllr Justin Cook if he could give clarification on the new initiative by the Mayor regarding the Youth Council.

This was discussed at length – young people felt that by creating another youth council where young people can get involved in shaping services is confusing, as they felt that this was the reason for the YAG.

A suggestion was put forth for a document that would give a clear understanding what the Area Board is responsible for and what the Town/Parish Council's are responsible for in Marlborough Community Area. This was

accepted as a positive idea – Andrew Jack agreed to look into this.

Cllr Justin Cook agreed to discuss this with the Mayor and invite him along to the next YAG meeting.

**NEXT YAG MEETING  
TUESDAY 5<sup>TH</sup> NOVEMBER  
2013 @ 7PM**

## Further information

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For further information on how to get to be a part of the Youth Advisory Group, please see details below:

**Jan Bowra**

**01672 512762**

**[Janette.bowra@wiltshire.gov.uk](mailto:Janette.bowra@wiltshire.gov.uk)**



# Agenda Item 16

## Baydon Young People's Association (charity number 1147349)

In the last 18 months, there have been some dramatic changes at the BYPA Hall:

Work done	When	Funded by
Double glazed windows and doors installed throughout	April 2012	Marlborough Area Board 50%, Baydon Parish Council 25% with the balance from our own funds
New refresh of paint almost everywhere	August 2012	work done by a group of villagers with the help of a team from Optimise who kindly donated their time and resources for free
Gents toilet repaired, redecorated and reinstated as a unisex / pre-school staff toilet	August 2012	Village volunteers
Brand new heating system installed with large boiler and new radiators throughout	October 2012	National Lottery grant
Insulated roof and newly painted ceiling	December 2012	North Wessex Downs grant with matched funding from S106 monies
Brand new refitted kitchen with new cooker and fridge	December 2012	North Wessex Downs grant with matched funding from S106 monies
New flooring installed	February 2013	North Wessex Downs grant with matched funding from S106 monies
New outside picnic bench	August 2013	Marlborough Area Board
Conversion of one toilet into a disabled toilet	Work to be completed by March 2014	Swindon and Wiltshire Community Fund

**Many people have remarked on how nice the hall is looking and it is now being used for more and more village events.**

## The main hall:

Before



After



New kitchen



New garden bench



We have received grants from:



The Rural Development Programme for England (RDPE) is funded by Defra and the EU. The European Agricultural Fund for Rural Development (EAFRD): Europe investing in rural areas.



<b>Report to</b>	<b>Marlborough Area Board</b>
<b>Date of Meeting</b>	<b>26 November 2013</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

## Purpose of Report

To ask councillors to consider officer recommendations in respect to:

1. **Baydon Young People's Association, Baydon** – requested £398 towards indoor trestle tables and table trolley for storage. Recommendation: Meets Criteria
2. **MINAL PLAY, Mildenhall** – requested £5,000 towards creating a outdoors meeting area and playground for all ages of the village, where families can spend time in together. Recommendation: Meets Criteria
3. **The Merchant's House, Marlborough** – requested £1,551 towards restoration of the window in the Main Stairwell of the 17<sup>th</sup> century house. Recommendation: Meets Criteria
4. **Kennet Valley Village Hall, Lockeridge** – requested £600 towards replacing the hall's emergency lighting with new, efficient and low maintenance LED units. Recommendation: Meets Criteria
5. **Kennet Valley Driving Group, Ogbourne Maisey** – requested £475.20 towards new driving equipment that will allow more users to drive carriages more safely. Recommendation: Meets Criteria
6. **Marlborough Sports Club (Cricket and Hockey)** – requested £5,000 towards new kitchen, catering and dining facilities at the Club's Pavilion. Recommendation: Meets Criteria

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. Links to these electronic documents can be found below.
- 1.5. Marlborough Area Board has been allocated a 2013/2014 budget of **£55,422** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Marlborough Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).

- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Recipients of grants are also asked to come back to future area board meetings to provide a verbal update on their project to spread good practice and encourage other applicants. Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<b>Background documents used in the preparation of this report</b>	<u><a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a></u>
	<u><a href="#">Marlborough Community Area Plan, 2012-17</a></u>
	<u><a href="#">Joint Strategic Needs Assessment for Marlborough, 2011</a></u>

## **2. Main Considerations**

- 2.1. Marlborough Area Board has been allocated a 2013/2014 budget of **£55,422** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board / Councillor Led Initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are three funding rounds remaining during 2013/14, including this meeting. Deadlines for receipt of funding applications to be considered at future area board meetings are as follows:

- 13 January 2014 for consideration on 28 January 2014
- 10 March 2014 for consideration on 25 March 2014

### 3. Environmental & Community Implications

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

### 4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Marlborough Area Board.
- 4.2. If grants are awarded in accordance with officer recommendations Marlborough Area Board will have a balance of **£29,105**

### 5. Legal Implications

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

### 6. HR Implications

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

### 7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

### 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.1.	Baydon Young People's Association	Indoor trestle tables and table trolley	£398	Meets Criteria

- 8.1.1. Officers recommend that Baydon Young People's Association (BYPA) is awarded £398 towards the purchase of new trestle tables and a trolley for storage.
- 8.1.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.



- 8.1.3. BYPA manages Baydon Young People’s Hall, a community facility within the village of Baydon. There has been an on-going programme of improvements to the hall including new windows funded by Marlborough Area Board in 2011/12. This application is part of a different application from earlier in 2013 for new internal and external seating and tables. Under earlier criteria, the internal tables were not eligible for funding but following changes can now be considered.
- 8.1.4. The new tables will become a useful asset to the hall and will make users better able to enjoy it. Consequently, this should encourage more hirers to make use of this facility, benefitting both BYPA and Baydon’s community.
- 8.1.5. Half of the funding for this project comes from the applicant’s own funds, showing their commitment to the project.
- 8.1.6. This project meets several issues raised through the Marlborough area plan including ‘recreation facilities and amenities for young people’ and ‘provision of safe social facilities for young people’ (p. 11) and ‘lack of local entertainment and cultural facilities’ (p. 18).

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.2.	MINAL PLAY, Mildenhall	creating a meeting area and playground for all ages of the village	£5,000	Meets Criteria

- 8.2.1. Officers recommend that MINAL PLAY is awarded £5,000 towards the creation of this new playground and meeting place.
- 8.2.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.2.3. MINAL PLAY is a new organisation established to create this new facility for the village of Mildenhall. Their vision is for a special space which is a pleasant meeting place for all ages to get together. As well, they are looking to provide safe and fun play equipment for children as well as making it a pleasant, helpful area for families to spend time in together.
- 8.2.4. Mildenhall is a small village with very few locations or opportunities for people of all ages to get together and socialise. In particular, MINAL PLAY is looking to create a space for young people to congregate and have fun with their friends instead of hanging around.
- 8.2.5. Marlborough Area Board’s contribution is a fairly small part of a costly project and MINAL PLAY’s ambition in attracting this level of funding should be recognised.
- 8.2.6. This project meets several issues raised through the Marlborough area plan

concerning access to recreation amenities and facilities, particularly for young people and those from rural areas (p.10-11, 18).

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.3.	The Merchant's House, Marlborough	Restoration of the main staircase window	£1,551	Meets Criteria

- 8.3.1. Officers recommend that The Merchant's House is awarded £1,551 towards the restoration of the window.
- 8.3.2. This application meets grant criteria for 2013/14.
- 8.3.3. The Merchant's House, Marlborough is a rare 17<sup>th</sup> century house set in the High Street. The house itself contains many rare and important features and the Trust is working towards restoring and maintaining many parts of the building. The Trust requires a grant for the re-glazing of the main staircase window. This 338cm x 175cm window is of significance as it provides light to the first and second floor landings and the main staircase.
- 8.3.4. The Merchant's House is an important tourist attraction to Marlborough and the surrounding area and the Trust plays a role in promoting other tourism-related businesses in the area through their own mailings and brochures. This work will make an important improvement to this attraction, could increase visitors to it and play a part in boosting Marlborough's tourism economy.
- 8.3.5. This project meets issues raised through the Marlborough area plan including 'encouragement and support for tourism business' and 'provision of tourist and local information' (p. 8-9). Having this attraction in the centre of town also helps to 'maintain a vibrant and healthy High Street' (p. 17).

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.4.	Kennet Valley Hall, Lockeridge	Upgrading emergency lighting system	£600	Meets Criteria

- 8.4.1. Officers recommend that Kennet Valley Hall is awarded £600 towards installing new, efficient and low-maintenance LED emergency lighting.
- 8.4.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.4.3. The emergency lighting in the Hall is old, unreliable and often requires maintenance. The KVH management committee therefore wish to upgrade all this emergency lighting by fitting LED units throughout. The result will be; greater reliability, better quality light, longer lasting and a proportional reduction in energy costs.

- 8.4.4. This is the latest project in a programme to upgrade facilities at the hall and at the same time reduce energy costs. Marlborough Area Board has already helped us with previous projects of this nature.
- 8.4.5. This project meets several issues raised through the Marlborough area plan including 'recreation facilities and amenities for young people' and 'provision of safe social facilities for young people' (p. 11) and 'lack of local entertainment and cultural facilities' (p. 18).

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.5.	Kennet Valley Driving Group	New equipment for safe carriage driving	£475.20	Meets Criteria

- 8.5.1. Officers recommend that Kennet Valley Driving Group is awarded £475.20 towards new driving equipment that will allow more users to drive carriages with this group more safely.
- 8.5.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.5.3. Kennet Valley Driving Group is an established RDA organisation delivering carriage driving courses for disabled users. They require new seat belts and booster seats to strap in disabled drivers and give them a more comfortable and safe experience. This will allow more users the chance to experience carriage driving for themselves.
- 8.5.4. The aim of the group is to allow as many people as possible to enjoy the pleasure of driving a horse and carriage. Driving a pony and carriage gives the participant the feeling of freedom from their disability. The ability to move about and to control that movement. With three carriages and volunteers scheduled to facilitate this activity several times a week as well as putting on special days for groups, the KVDG could deliver driving sessions to as many as 100 disabled participants per annum.
- 8.5.5. This project meets several issues raised through the Marlborough area plan concerning access to recreation amenities and facilities, particularly for young people and those from rural areas (p.10-11, 18). It also meets the Council's aims of supporting the Olympic and Paralympic legacy by encouraging young people and people with disabilities to become more actively involved in sports and outdoor activities.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.6.	Marlborough Sports Club (Cricket and Hockey)	Creation of new, after-match catering facilities	£5,000	Meets Criteria

- 8.6.1. Officers recommend that Marlborough Sports Club is awarded £5,000

towards creating new catering facilities for after-match refreshments at their Pavilion.

- 8.6.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.6.3. The Marlborough Sports Club is an umbrella organisation formed to run and manage the Sports Pavilion used by the Marlborough Cricket Club and Marlborough Hockey Club. In the winter, up to 8 hockey teams use the pavilion for after match refreshment on Saturdays between 11 am and 12.30 and in the summer, the cricket club use the pavilion for teas in the week and at weekends for 2 teams.
- 8.6.4. Marlborough Sports Club pavilion is now over 20 years old and has only basic kitchen equipment which is proving inadequate for providing hot meals after sports matches, which is something players enjoy and now come to expect. This project will provide a modernised kitchen that is able to provide decent catering for sports events as well as other social events taking place at the pavilion. There will also be new tables and chairs for the pavilion as well as redecoration to complete the ability to provide catering for a range of purposes
- 8.6.5. This project could meet several issues raised through the Marlborough area plan including 'access to sports facilities' 'recreation facilities and amenities for young people' and 'sports and leisure facilities' (p. 10-11, 18).

<b>Appendices</b>	<p>Appendix 1 Grant Application – <b>Baydon Young People's Assoc.</b></p> <p>Appendix 2 Grant Application – <b>MINAL PLAY</b></p> <p>Appendix 3 Grant Application – <b>The Merchant's House</b></p> <p>Appendix 4 Grant Application – <b>Kennet Valley Village Hall</b></p> <p>Appendix 5 Grant Application – <b>Kennet Valley Driving Group</b></p> <p>Appendix 6 Grant Application – <b>Marlborough Sports Club</b></p>
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	<p>Andrew Jack, Community Area Manager</p> <p>Tel: 012255 713109</p> <p>Mobile: 07769 917270</p> <p>E-mail: <a href="mailto:andrew.jack@wiltshire.gov.uk">andrew.jack@wiltshire.gov.uk</a></p>
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Grant Applications for Marlborough on 26/11/2013

ID	Grant Type	Project Title	Applicant	Amount Required
402	Community Area Grant	BYPA hall indoor tressle tables and table trolley	Baydon Young People's Association	£398
313	Community Area Grant	MINALPLAY	MINALPLAY	£5,000
272	Community Area Grant	Main Staircase Window Restoration	The Merchant\'s House	£1,551
367	Community Area Grant	Kennet Valley Hall Emergency Lighting Upgrade	Kennet Valley Village Hall	£600
337	Community Area Grant	Safety Equipment for Disabled Carriage Drivers	Kennet Valley Driving Group (RDA)	£475.20
342	Community Area Grant	Marlborough Sports Club New Kitchen and Dining Facilities	Marlborough Sports Club (Cricket and Hockey)	£5,000

ID	Grant Type	Project Title	Applicant	Amount Required
402	Community Area Grant	BYPA hall indoor tressle tables and table trolley	Baydon Young People's Association	£398
<p><b>Submitted:</b> 08/11/2013 16:58:52</p> <p><b>ID:</b> 402</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> 26/11/2013 Marlborough</p> <p><b>1. Which type of grant are you applying for?</b> Community Area Grant</p> <p><b>2. Amount of funding required?</b> £501 - £5000</p> <p><b>3. Are you applying on behalf of a Parish Council?</b> No</p> <p><b>4. If yes, please state why this project cannot be funded from the Parish Precept</b></p> <p><b>5. Project title?</b> BYPA hall indoor trestle tables and table trolley</p> <p><b>6. Project summary:</b></p>				

As part of our ongoing refurbishment of the BYPA hall we would like to increase the number of internal tables available for hirers to use. We included these tables as part of a grant application earlier this year but at that stage the tables were not eligible. Since upgrading the hall we have been able to increase the number of users. These tables should help to make the hall more appealing to additional groups in the village. The application is for 6 folding tables plus a trolley for them to be stored on.

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

Aldbourn and Ramsbury

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

SN8 2JD

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

Children & Young People

Arts, crafts and culture

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2012

**Total Income:**

£24438

**Total Expenditure:**

£22939

**Surplus/Deficit for the year:**

£1499

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£7468

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

We will match fund the project but need our reserves to ensure the hall can remain operational at all times. Our reserves policy is to have free reserves of around one year's operational expenditure to meet any unforeseen expenditure that may occur.

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

**10b. Project Finance:**

Total Project cost		£796		
Total required from Area Board		£398		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
6 foldable tables	576	BYPH funds	yes	398
table trolley	220			0
Total	<b>£796</b>			<b>£398</b>

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

No

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

The additional tables will benefit all current hall users and encourage potential new users. At the moment there are only a couple of tables available, the rest of the tables are low level tables for pre-school aged children. There have been occasions where villagers have enquired about hiring the hall but have then not proceeded because of the lack of tables available. The lack of tables has precluded certain events to take part in the hall. These new tables will be good for functions involving people of all ages including adults and secondary school aged young people.

**14. How will you monitor this?**

Increased use of the hall, especially in the evenings and weekends.

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

The grant covers a one off capital spend. It will help to generate additional hall revenue by increasing the number of people hiring the hall. This additional income helps the hall be more self-sustaining in the future.

**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 £1,000 (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.

313	Community Area Grant	MINALPLAY	MINALPLAY	£5000
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**Submitted:** 03/10/2013 18:57:22

**ID:** 313

**Current Status:** Application Appraisal

**To be considered at this meeting:**

26/11/2013 Marlborough

**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

**5. Project title?**

MINALPLAY

**6. Project summary:**

We are a community group working in fundraising to create an interesting, exciting new playground area for those who live in Minal (Mildenhall) a small village near Marlborough. Our vision is for a special space which is a pleasant meeting place for all ages to get together. As a small community we do not have a shared school or shop which makes it important that areas like this are good for people from the village to spend time in. We are looking to provide safe and fun play equipment for children as well as making it a pleasant, helpful area for families to spend time in together.

**7. Which Area Board are you applying to?**



Marlborough

**Electoral Division**

Aldbourn and Ramsbury

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

SN8 2NZ?

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

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

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

**10b. Project Finance:**

Total Project cost		£34,430		
Total required from Area Board		£5,000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
3 SEAT SWING	3,904	COMMUNITY FIRST		10,000

TODDLERZONE	6,692	NATIONAL LOTTERY	10,000
SPRING SEESAW	2,965	FUNDRAISING	9,430
SLIDE	3,606		
SLING SHOT	5,400		
PICNIC TABLE	1,420		
CABLEWAY	10,443		
<b>Total</b>	<b>£34,430</b>		<b>£29,430</b>

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

No

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

Young children will benefit from a safe and environmentally friendly area where they can play and exercise their skills in balance, climbing and interplay with other children. Older children will be provide with an off road facility to congregate and have fun with their contemporaries instead of hanging around in the car park of our village hall. As these children go to different schools this play area will give them the opportunity to socialise with others in our small community. We plan to make the area friendly for both parents and grandparents where they can appreciate the opportunity to fraternise with fellow residents in a village which has no school or Post Office. Progressively we intend to plant shrubs and trees to enable everyone to benefit from the beautiful environment in which they live. Although we have a positive community spirit, currently this is not as widespread as we would like. We want to perpetuate the self help spirit which the government wishes to support and your grant would provide us with a terrific boost to our plans.

**14. How will you monitor this?**

Our committee will be vigilant in monitoring all activities.

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

We will have to phase the project in as we raise further funds.

**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 £1,000 (Individual project costs are listed in the expenditure section above)

**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.

272	Community Area Grant	Main Staircase Window Restoration	The Merchant's House	£1551
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**Submitted:** 13/09/2013 11:10:09

**ID:** 272

**Current Status:** Application Appraisal

**To be considered at this meeting:**

26/11/2013 Marlborough

**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?**

Main Staircase Window Restoration

**6. Project summary:**

The Trust requires a grant for the re-glazing of the main staircase window. This 338cm x 175cm window is of significance as it provides light to the first and second floor landings and the main staircase. The latter is an impressive feature. Its walls house unusual cupboards and 300 year old fictive balustrade wall paintings (restored by the Trust in 1992). The staircase window provides the main illumination for these rare 17th century features. Restoring the window will complete the restoration of the staircase area and enable its treasures to be seen

in good light. The work involved includes removal and repair of casements and frames, and re-glazing.

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

Marlborough West

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

SN8 1HN

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

Heritage, history and architecture

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2012

**Total Income:**

£158910

**Total Expenditure:**

£123337

**Surplus/Deficit for the year:**

£35573

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£33,539

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

The Merchant's House has, in recent years, retained a reasonable level of funds for anticipated and unforeseen matters. These might include:

- The possible purchase of the remaining part of the freehold which we do not presently own or occupy
- The conversion cost of the flat, which we anticipate we will be able to occupy in the near future
- The cost of major, but presently unforeseen repairs which might become necessary
- The development of an endowment fund, the income from which would assist in funding our outgoings and charitable activities and indeed might enable us to afford the loss of rent were we to occupy the shoe shop and flat in the Old Printworks building.
- We presently enjoy the loan of a significant number of pieces of furniture and artefacts which, when they have to go back to their owner, will need at least partial replacement at considerable expense.

- The prudent retention of funds in order to meet liabilities as they fall due - six months' outgoings is considered a reasonable sum and in our case, this item alone might be in excess of £50,000.

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

**10b. Project Finance:**

Total Project cost		£4551		
Total required from Area Board		£1551		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
		The David Webster Charitable Fund		
Casement work	560		yes	3,000
Glazing	2,791			
Removal of wooden casements, repairs and templates	1,200			
<b>Total</b>	<b>£4,551</b>			<b>£3,000</b>

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

No

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

Visitors to the House will benefit from this project. Ongoing restoration is extremely interesting to our visitors as they can see firsthand the careful conservation of the 17th century building which makes a visit to The Merchant's House rather special and unusual. The completion of the project will encourage better light into the main stairwell, as mentioned in the project summary, to enable improved illumination for our visitors of the rare 17th century features. The main objective of the Trust is to restore the House back to its former glory and repairing the window which is deteriorating badly will benefit the restoration which has already been completed in the main staircase area. The project links into 'Encouragement and support for tourism business' - one of the Marlborough Area Board priorities as the House is one of the main visitor attractions in Marlborough, and is actively promoted by the Trust to encourage visitors not only to the House but to Marlborough itself. The Trust mails out over 250 Specialist Day brochures to Groups in all the surrounding counties with information not only on The Merchant's House but also on other local attractions, the variety of retailers in the town and suggestions for places to eat. Being able to highlight completion of restoration projects in such promotional material encourages repeat visits from many groups, and first time visits from others.

**14. How will you monitor this?**

The Trust monitors visitor numbers and Group numbers throughout the year to ensure figures increase year on year. The Trust also monitors visitor feedback via a Comments book, TripAdvisor, Facebook & Twitter as well as 3rd party feedback forms such as the Heritage Open Weekend initiative. Regular inspections of the House are conducted by the internal Buildings and Conservation Committee which reports to the Board of Trustees on any issues identified on restored areas as well as parts of the House yet to be restored.

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

This project is very specific in terms of work required and as such estimates have been sought based on the exact job specification. Should a small amount of contingency funding be required this will be met by The Merchant's House.

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

not applicable

**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 £1,000 (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.

**And finally...**

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

367	Community Area Grant	Kennet Valley Hall Emergency Lighting	Kennet Valley Village Hall	£600
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**Submitted:** 28/10/2013 17:35:11

**ID:** 367

**Current Status:** Application Appraisal

**To be considered at this meeting:**

26/11/2013 Marlborough

**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?**

Kennet Valley Hall Emergency Lighting Upgrade

**6. Project summary:**

The emergency lighting in the Hall is very old, unreliable and often requires maintenance. We are therefore wishing to upgrade all this emergency lighting by fitting LED units throughout. The result will be; greater reliability, better quality light, longer lasting and a proportional reduction in energy costs. This is our latest project in our programme to upgrade the hall and at the same time reduce our energy costs. MAB have already helped us with previous projects of this nature.

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

West Selkley

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

SN8 4EL

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

Economy, enterprise and jobs

Recycling and green initiatives

Sport, play and recreation

Other

If Other (please specify)

Community Halls/ Village Amenities

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

07/2013

**Total Income:**

£19530

**Total Expenditure:**

£18828

**Surplus/Deficit for the year:**

£702

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£11803

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

1/ Our reserves Policy is to hold at least one third of the normal running costs of the previous year 2/ We have a further requirement to upgrade the hall during the current fiscal year by introducing a computer-based booking system which will incorporate a new form of automated Access Control. We anticipate this could be a major drain on our resources on top of our normal annual expenditure on various maintenance requirements

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

**10b. Project Finance:**

Total Project cost		£1,200		
Total required from Area Board		£600		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
CSE Quote	1,200	Hall's own Funds	yes	600
Total	<b>£1,200</b>			<b>£600</b>

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

No

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



The Kennet Valley Hall Management Committee is responsible for maintaining the village hall to the best standard possible as a local amenity for the benefit of the local community. This project is part of an ongoing programme of improvements. Note we are a charity and therefore have to be totally self funding.

**14. How will you monitor this?**

This is a capital expenditure project where the outcome is finite

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

This is a one off expenditure requirement to upgrade the Hall's Emergency Lighting

**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 £1,000 (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.

337	Community Area Grant	Safety Equipment for Disabled Carriage Drivers	Kennet Valley Driving Group (RDA)	£475.20
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**Submitted:** 15/10/2013 15:58:00

**ID:** 337

**Current Status:** Application Appraisal

**To be considered at this meeting:**

26/11/2013 Marlborough

**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

**5. Project title?**

Safety Equipment for Disabled Carriage Drivers

**6. Project summary:**

Seat Belts and Booster Seats to strap in disabled drivers and give them a more comfortable and safe experience

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

West Selkley

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

SN8 1RX

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

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£15,857.69

**Total Expenditure:**

£18,229.39

**Surplus/Deficit for the year:**

£-2371.70

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£7,178.18

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

Because reserves are needed to pay operational costs and cover the shortfall between income and expenditure.

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

**10b. Project Finance:**

Total Project cost		£475.20		
Total required from Area Board		£475.20		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
3 Booster Seats	360.00			
2 sets of Seat Belts	115.20			
Total	<b>£475.2</b>			<b>£0</b>

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

No

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

Our members have to contend with a varying range of disabilities from the physical that originate from such as spinal injuries, paraplegia, polio and cerebral palsy; varying degrees of visual and audio impairment; injuries to the brain resulting from automotive accidents, strokes which affect both speech and muscle control and those who have lost limbs at war. Carriage-driving ponies don't discriminate. They respond to their driver, no matter what disability that driver may have. The aim of the group is to allow as many people as possible to enjoy the pleasure of driving a horse and carriage. Driving a pony and carriage gives the participant the feeling of freedom from their disability. The ability to move about and to control that movement. The Benefits Of Carriage Driving

- Improved co-ordination
- Improved muscle power
- Relaxation through rhythmic movement
- Being out in the open air
- Achievement, self confidence, fun!

With three carriages and volunteers scheduled to facilitate this activity several times a week as well as putting on special days for groups, the KVDG RDA could deliver driving sessions to as many as 100 disabled participants per annum. Safety is absolutely essential to safeguard the disabled drivers in what could be a potentially risky activity. Seat belts to strap in drivers and booster seats to provide the correct driving position make for a more comfortable and safe drive.

**14. How will you monitor this?**

Number of disabled drivers scheduled to participate in any year. Feedback from participants written and verbal.

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

Fundraising is undertaken on an ongoing basis by KVDG (RDA) for instance a very popular Plant Fair at Barbury Castle raised £3,000 this year and is to be repeated in 2014.

**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)

**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 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.

342	Community Area Grant	Marlborough Sports Club New Kitchen and Dining Facilities	Marlborough Sports Club (Cricket and Hockey)	£5,000
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**Submitted:** 17/10/2013 10:55:26

**ID:** 342

**Current Status:** Application Appraisal

**To be considered at this meeting:**

26/11/2013 Marlborough

**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

**5. Project title?**

Marlborough Sports Club New Kitchen and Dining Facilities

**6. Project summary:**

Marlborough Sports Club pavilion is now over 20 years old and has only basic kitchen equipment which is proving inadequate and increasingly difficult to keep hygienic. The bar area hosts the dining facilities but there is a need for new chairs and tables. The kitchen needs to be upgraded and replaced with a modern kitchen which is suitable for use in catering for the larger numbers of Sports Club members. In the winter, up to 8 hockey teams use the pavilion for after match refreshment on Saturdays between 11 am and 12.30 and in the summer, the cricket club use the pavilion for teas in the week and at weekends for 2 teams. The chairs and tables (which were sourced second hand when the pavilion was rebuilt 20 years ago) are also no longer fit for purpose and restrict the ability of the Club to use the venue for private and social functions.

**7. Which Area Board are you applying to?**

Marlborough

**Electoral Division**

Marlborough East

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

SN8 1PA

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

Children & Young People  
2012 Olympic Legacy  
Health, lifestyle and wellbeing  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£6,648

**Total Expenditure:**

£7,037

**Surplus/Deficit for the year:**

£-388

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£1,290

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

The Marlborough Sports Club is an umbrella organisation formed to run and manage the Sports Pavilion used by the Marlborough Cricket Club and Marlborough Hockey Club. It receives income by way of a subscription from each club based on their numbers of members and from profits from the bar and club social events. It does not hold reserves as such. Extraordinary expenditure is paid by the clubs as required. The Clubs themselves hold minimal reserves as we wish to keep sport affordable and do not wish to deter people from playing sport due to high costs.

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

**10b. Project Finance:**

Total Project cost		£10,232.16		
Total required from Area Board		£5,000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£

Kitchen incl 1 cooker and fridge	7,200			
60 x dining chairs (£30 each)	1,082.16			
10 x Canteen style tables (£50)	600			
Kitchen fitting	1,000	Labour to be provided by volunteer club member	yes	1,000
Additional cooker	350	Contribution from clubs	yes	4,232.16
<b>Total</b>	<b>£10,232.16</b>			<b>£5232.16</b>

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

No

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

The project will benefit members of Marlborough Cricket Club, Hockey Club and opposition teams who use the pavilion for after match hospitality. MHC has circa 80 senior members and 250 junior members and MCC has circa 40 senior members and 70 junior members. The pavilion is also used in the evenings for some social events. The project is to upgrade existing facilities. MHC runs 6 teams, 3 men's and 3 ladies' teams. They use the facility from September to April for changing and teas after matches. MCC run 2 teams and use the facility from April to September. The existing kitchen is old, basic and no longer fit for purpose. The fridge freezer broke down this summer. The ovens are unreliable. All members of the clubs will benefit. The Sports Pavilion is set in beautiful, well maintained grounds and is an asset to Marlborough. It is maintained through the efforts of the playing members of the clubs and upgrading the facility will be a large overhead to carry. Any assistance in maintaining this facility will be gratefully received.

**14. How will you monitor this?**

The Sports Club has a management committee that is responsible for the maintenance of the clubhouse. It is comprised of representatives from both clubs and Chaired this year by the Cricket Club. This Committee will be able to confirm that the clubs continue to thrive and grow, and that the use of the Pavilion increases as a result of this investment.

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

The on-going costs will be funded by the MCC and MHC and from social events that will be better able to take place with an upgraded and efficient kitchen and dining area. The clubs raise funds through member subscription and social events and where appropriate sponsorship.

**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 £1,000 (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.