

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ
Date: Wednesday 5 March 2014
Time: 7.00 pm

Including the Parishes of Ashton Keynes, Brinkworth, Brokenborough, Charlton, Crudwell, Dauntsey, Easton Grey, Great Somerford, Hankerton, Lea & Cleverton, Leigh, Little Somerford, Luckington, Malmesbury, Minety, Norton & Foxley, Oaksey, Sherston, Sopworth and St Paul Malmesbury Without

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

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

Refreshments and networking opportunities will be available from 6.30 pm.

Please note: Matt Perrott (New Community Co-ordinator for the Malmesbury Area) will be in attendance for the networking session to discuss any local highway concerns.

Please direct any enquiries on this agenda to Samuel Bath (Democratic Services Officer), on 01225 718211 or email: samuel.bath@wiltshire.gov.uk

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

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

Press enquiries to Communications, on 01225 713114 / 713115.

Wiltshire Councillors

Cllr Chuck Berry
Cllr Simon Killane (Vice Chairman)

Cllr Toby Sturgis
Cllr John Thomson (Chairman)

	Time
<p>1 Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2 Apologies for Absence</p> <p>To note any apologies of absence for the meeting.</p>	
<p>3 Minutes (<i>Pages 1 - 12</i>)</p> <p>To agree and sign the minutes of the meeting held on 15 January 2014 as an accurate record of events.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>To note any announcements from the Chairman, including the following:</p> <ul style="list-style-type: none"> a. Changes to the Malmesbury Community Co-Ordinator b. What Matters to you? JSA Event 	
<p>6 Youth Activity Review</p> <p>Cllr Richard Gamble will be in attendance to present an item to the Area Board on Youth Services, and to consult on the Youth Activity Review.</p> <p>A copy of the Cabinet Report of the Youth Services Review that was received by Wiltshire Council's Cabinet on 21 January 2014 can be viewed in advance, and contains details of the review.</p>	7.05 pm
<p>7 Participative Budgeting</p> <p>Participative budgeting means that those people attending and present at the Area Board will make the decision as to who receives funding.</p> <p>Young people will present proposals for intergenerational funding for participative budgeting consideration as follows:</p> <ul style="list-style-type: none"> a. Adeline Farm Nature Area b. Putting Bremilham on the Map c. Wild Sherston Wall Hangings 	7.30 pm

8	<p>Partner Updates (<i>Pages 13 - 20</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Highways: Community Co-ordinator d. Malmesbury and the Villages Community Area Partnership e. Town and Parish Councils f. Young people 	8.00 pm
9	<p>Community Issues Update (<i>Pages 21 - 26</i>)</p> <p>The Community Area Manager will provide a summary of current community issues and the Area Board will agree those to be closed. The following issues have been recommended for closure by the Community Area Manager:</p> <ul style="list-style-type: none"> - Issue 3126 - Maintenance of Luckington graveyard. - Issue 3076 – Perceived Speeding on Tetbury Lane, Crudwell.. - Issue 3215 – Delayed installation of finger post. <p><u>Referral to CATG:</u></p> <ul style="list-style-type: none"> - Issue 3226 – Concerns about Dark Lane/Bristol Street junction. - Issue 3221 – Request for a pavement in Charlton between the bus stop (by the war memorial) and Pikefield Crescent. 	8.10 pm
10	<p>Area Board Funding (<i>Pages 27 - 40</i>)</p> <p>Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received. The following applications for funding have been received:</p> <ul style="list-style-type: none"> 1. Luckington pre-school: £2,550 capital towards the installation of a sand and water play area, conditional on the balance of funding being in place. 2. Malmesbury Abbey Guild of Change Ringers: £1,000 capital towards major repairs, conditional on the balance of funding being in place. 3. Charlton Village Hall: £1,500 capital towards the cost of re-surfacing the car park, conditional on the balance of funding being in place. 	8.20 pm

4. Walter Powell Pre-school: £1,590 capital towards the fitting out of the interior of the new building, conditional on the balance of funding being in place.
5. Riverside Angling Club: £1,000 capital towards river habitat improvements, conditional on the balance of funding being in place.
6. Crudwell Village Hall: £500 capital digital literacy grant towards the installation of an internet hotspot system and two tablets for community use.
7. Bristol Avon River Trust: £2,213 towards the establishment of a River Fly Monitoring Initiative, conditional on the balance of funding being in place
8. Malmesbury Mind Peer Support: £519 capital towards the provision of a laptop, software, printer and broadband dongle, £500 from the Digital Literacy Grant plus £19 from area board capital budget.
9. Ashton Keynes Village Hall: £2,748 capital towards the cost of major roof repairs, conditional on the balance of funding being in place.
10. White Walls Way/MVCAP project: £1,233 capital towards signs and information boards, conditional on the balance of funding being in place.
11. Malmesbury Victoria Football Club: £1,200 capital towards a storage container, conditional on the balance of funding being in place.
12. Sustrans on behalf of the Cowbridge Footpath Group: £5,000 capital towards the cost of installation of a footpath between Cowbridge and Malmesbury, conditional on licence agreements being signed and the balance of funding being in place.
13. Malmesbury Living History project: £5,000 towards funding a living history weekend.
14. To accept the decisions made by local people attending the area board in respect to the distribution of a ring-fenced inter-generational budget of £5,000.
15. To allocate the remaining Area Board balance to a flood mitigation project around the river/bank maintenance in the vicinity of the Flying Monk Ground and the weir.

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| 11 | Community Area Transport Group (CATG) <i>(Pages 41 - 52)</i>

The Area Board will be asked to approve the recommendations of the Malmesbury Community Area Transport Group as detailed within the CATG Report. | 8.50 pm |
| 12 | Evaluation and Close

The Chairman will close the meeting following the conclusion of all items on the Agenda. | 9.00 pm |

Future Meetings

Wednesday 7 May 2014, 7.00pm

Crudwell Village Hall, Tetbury Lane, Crudwell
SN16 9HB

Wednesday 9 July 2014, 7.00pm

Crudwell Village Hall, Tetbury Lane, Crudwell
SN16 9HB

Wednesday 10 September 2014, 7.00pm

Malmesbury School, Corn Gastons, Malmesbury
SN16 0DF

MINUTES (DRAFT)

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury School, Corn Gastons, Malmesbury SN16 0DF
Date: 15 January 2014
Start Time: 7.00 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Chuck Berry, Cllr Simon Killane (Vice Chairman), Cllr John Thompson (Chairman), Cllr Toby Sturgis

Wiltshire Council Officers

Samuel Bath – Democratic Services Officer
Laurie Bell – Associate Director: Communications and Communities
Miranda Gilmour – Community Area Manager
Barbara Gray – Senior Events and Campaigns Officer
Tracey Ruse – Highways and Streetscene Co-Ordinator
Sharon Smith – Senior Democratic Services Officer

Town and Parish Councillors

Malmesbury Town Council – John Gundry, Julie Exton, Kim Power
Ashton Keynes Parish Council – D. Wingrove,
Brinkworth Parish Council – John Beresford
Dauntsey Parish Council – Ellen Blacker
Great Somerford Parish Council – Sid Jevons
Luckington Parish Council – A. Stopforth, George Lynham
Minety Parish Council – Graham Thorne
Norton & Foxley Parish Council – Hugh Pitman
Sherston Parish Council – Jill Caine, Martin Rea, John Matthews
St Paul Malmesbury Without Parish Council – Deborah Clogg, Roger Budgen

Partners

Police – Inspector Mark Thompson and Sgt. Martin Alvis – Wiltshire Police
Kieran Kilgallen – Chief Executive of the Police and Crime Commissioners Office
Steve Wheeler – Healthwatch

Total in attendance: 50

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed all those present at the meeting, and introduced a number of guests from Cornwall Council who were attending to observe the Area Board process.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies had been received from the following:</p> <p>Gareth Brown – Youth Service John Tremayne – Easton Gray Parish Council Mike Franklin – Wiltshire Fire and Rescue.</p>
3	<p><u>Minutes</u></p> <p>The Minutes of the previous meeting held 6 November 2013 were presented and:</p> <p><u>Decision</u></p> <p>Approve the Minutes of the previous meeting as a true and accurate record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman and the Area Board made the following announcements:</p> <p>1) <u>Flooding and Drainage Bye Laws</u></p> <p>Toby discussed the recent flooding and stated that it is considered to be a serious issue in Wiltshire. Toby said that the Council had responded to a number of significant flooding events which had affected communities across the region in recent years. Toby went on to discuss the Flood and Water Management Act 2010 and section 66 of the Land Drainage Act 1991 which allows local authorities to make land drainage byelaws. Byelaws can be used to create criminal offences which can be prosecuted in the Magistrate's Courts. Toby stated that Wiltshire Council was in the process of using 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.</p>

2) Nos. 3,6,12 and 13 Oxford Street, Malmesbury.

Toby discussed the repossession of numbers 3,6,12 and 13 Oxford Street, Malmesbury and the actions the Council had taken with the aforementioned listed buildings, lying in the heart of Malmesbury and within the Malmesbury Conservation Area. The dilapidation of these buildings was said to have been a cause for concern for several years. Toby stated that after being purchased in the 1990s the owner allowed the property to fall into a state of disrepair with several examples of unauthorised and unacceptable works having been undertaken by the then owner. Despite the service of listed building enforcement notices, urgent repair notices and a successful prosecution at Swindon Crown Court, where the a substantial fine was imposed and costs awarded to Wiltshire Council, the owner had continued to allow the buildings to fall into a state of disrepair.

Earlier this year the finance companies, with the assistance of Wiltshire Council's Planning Enforcement Team, took the case to the High Court and after frustratingly lengthy proceedings, the buildings were ordered to be passed to the ownership and possession of The First County Trust Limited.

Unfortunately the physical repossession was thwarted on more than one occasion however The First County Trust limited now have full possession and, together with Wiltshire Council, have agreed to start planning in early January 2014, to ensure that the buildings are restored to an acceptable standard.

Toby stated that the adjacent graveyard would also be opened as soon as possible.

Residents with any questions are encouraged to contact: Allan Brown. Planning Enforcement at Wiltshire Council (allan.brown@wiltshire.gov.uk) at any time (tel. 01249706646) if further information is required.

3) Scaffolding in Malmesbury

Simon stated that the scaffolding that had been erected in the town centre that had been causing significant difficulty for local people has now been removed. John went on to thank all those involved with resolving this issue.

4) JSA Event

John said that the Joint Strategic Assessment (JSA) for Malmesbury and the surrounding villages would be published during the spring of 2014. John reminded the meeting that the JSA would provide Wiltshire Council with local data about the area we live in and would play a key role in ensuring the Council is in a position to make informed decisions about the future of the local community. John stated that this year's JSA would include new chapters on culture and leisure, thus giving Wiltshire Council and the local community, a broader picture of the wider community.

John stated the importance of the community coming together to examine this data, and to agree local priorities and projects for the area board, our partners and the community to address. John urged enthusiasts from across the community area to join the JSA event for the Malmesbury community on Wednesday evening, 2 April 2014 which will be held in Malmesbury School

As an invitation only event, communities were reminded that those who would like to receive an invitation, should please contact Miranda Gilmour, Malmesbury Community Area Manager, by email: miranda.gilmour@wiltshire.gov.uk or telephone 01672 515742 as soon as possible.

5) Network Rail Bridge Closures

Network Rail had originally planned to provide an update to the meeting, but this had not been forthcoming. Instead, Toby discussed the planned bridge closures around the region and stated that Network Rail had agreed to attend a Dauntsey Parish Council meeting in future to discuss the local closures. Toby said that communications between all contractors had been limited and therefore a coordinated approach had not been managed. John Matthews and Martin Rea from Sherston Parish Council stated that they felt Sherston and Luckington Parishes had at times, been entirely overlooked by Network Rail.

6) Community Infrastructure Levy

Toby discussed how Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

A Consultation is being undertaken on a Draft Charging Schedule that sets out the proposed rates of CIL to be charged on new developments for different types of land use. The consultation starts on 13th January 2014 and ends at 5pm on 24 February 2014. Further documentation has been published [here](#) on the Council' website.

An appendix containing more information on CIL and the consultation including how to comment and the next steps would be made available on the blogsite.

Representations can be made online, by email or by post to the following addresses:

- Consultation portal: <http://consult.wiltshire.gov.uk/portal>

- Email: CIL@wiltshire.gov.uk

- Post: Spatial Planning, Economic Development and Planning, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

7) Extra Care Scheme

John was delighted to say that Wiltshire Council have now made significant progress on the development of an extra care scheme.

This was said to be great news for Malmesbury and would not only see some much needed, new older people's housing in the town, but will also see the development of the former Burnham House Care Home site.

The scheme will see, subject to planning approval and consultation, the development of a 53 unit extra care scheme on the site, of which 35 units will be for affordable rent. The rest will be for open market sale. The scheme will also include extensive communal facilities that will benefit the wider community across Malmesbury.

The Developer is currently in the process of finalising the scheme layouts and external designs and we will share those with the Working Group before a planning application is submitted next month. We will also share these with the Area Board members and hold a public consultation event for residents of Malmesbury to view and comment on the plans.

John confirmed that the Developer is working towards a start on site by the summer of 2014 with the scheme completed by the end of summer 2015.

8) Malmesbury Neighbourhood Plan

Simon confirmed that Malmesbury Town Council have had discussions regarding the Malmesbury Neighbourhood Plan, and along with the two neighbouring parishes of St Paul Without and Brokenborough, had prepared a draft neighbourhood plan, entitled the Malmesbury Neighbourhood Plan. Simon confirmed that the plan sets out a vision for the future of the area and planning policies which will be used to determine planning applications locally.

The Plan had been submitted to Wiltshire Council to carry out the formal consultation stage leading to an independent examination of the Plan. The consultation begins on 20th January and closes on 5th March. Representations can be made in writing or preferably online through Wiltshire Council's consultation portal. All the representations received during this period will be considered by an independent examiner who will prepare a report on the Plan. Subject to the Inspector's findings the Plan will then proceed to a referendum of the local community expected to be held by autumn this year. The Malmesbury Neighbourhood Plan is the first Wiltshire neighbourhood plan to reach this advanced stage.

Further information is available from:

<http://www.wiltshire.gov.uk/neighbourhoodareadesignations>

6	<p><u>Partner Updates</u></p> <p>The Area Board noted the following partner updates:</p>
6.1.	<p><u>Wiltshire Police</u></p> <p>Inspector Mark Thompson and Sgt Martin Alvis were in attendance to discuss the Crime and Community Safety Report. The report detailed local crime activity for the Malmesbury Area.</p> <p>A question was asked on behalf of Ashton Keynes Parish Council regarding the removal of a PCSO from the local Area. Mark confirmed that the area in question had been amalgamated with the neighbouring area, and due to the limited crime activity and restructuring, no longer required separate policing resources.</p> <p>In addition Mark and Martin discussed the local burglaries that had been reported, and was pleased to announce that 3 male suspects had been arrested, charged and remanded in custody pending a crown court hearing. Martin and mark also discussed the slight increase in minor assaults throughout the region, and the continued drop in Anti Social Behaviour across the community area.</p>
6.2.	<p><u>Wiltshire Fire and Rescue Service</u></p> <p>There was no update from Wiltshire Fire and Rescue Services given at the meeting. An electronic report was provided and would be attached to the Minutes.</p>
6.3.	<p><u>NHS Wiltshire</u></p> <p>There was no update given from NHS Wiltshire at the meeting.</p>
6.4.	<p><u>Malmesbury and the Villages Community Area Partnership (MVCAP)</u></p> <p>MVCAP Discussed the WW1 Commemorative project that will be taking place across the Malmesbury and Villages Community Area to Mark the centennial anniversary of the beginning of WW1. The Project will create a living memorial to mark the centenary, with volunteers across the community area planting poppy seeds.</p> <p>MVCAP also noted that works on the topographical survey at Station Yard had been completed, with the Task Group set to meet in February to discuss the findings.</p>
6.5.	<p><u>Town and Parish Councils</u></p> <p>Jill Caine, Sherston Parish Council, spoke about broadband speeds and the developments in rural areas. Jill presented details of research currently being undertaken around internet connectivity in rural areas on behalf of OFCOM.</p>

	<p>Details were provided and local residents were invited to get involved. John also outlined that details on the full rollout of broadband across the county was being withheld to allow for a competitive tendering process. Therefore exact details of the planned switch-on for Malmesbury could not be revealed, but was able to specify that it would be available by late 2014. John stated that WiltshireOnline would contain further details when available.</p>
6.6.	<p><u>Malmesbury Youth Advisory Group</u></p> <p>There was no update given by the Youth Advisory Group at the meeting.</p>
7	<p><u>Community Operations Board</u></p> <p>The Area Board discussed the nominations that had been received from those wishing to form the membership to the Shadow Community Operations Board. The Area Board were pleased to have received expressions of interest from all the necessary community groups required to constitute the membership.</p> <p>The Area Board also discussed the appointment of Miranda Gilmour to the COB. At the end of the discussions, the Area Board:</p> <p><u>Decision</u></p> <p>1) Agreed the membership of the Community Operations Board as follows:</p> <p>Wiltshire Council Officer: Sofie Nottingham, Area Board Representative: Cllr Simon Killane Town/Parish Council Representative: Catherine Doody Education and Young People Representative: Dr Alison Simpson Wider Community Representative: Pete Gilchrist User and Community Groups: Kim Power, Phillip G Thompson, Miriam Nicholls, Julie Exton. Additional COB Members: Miranda Gilmour</p> <p>2) Agreed that Cllr John Thomson be appointed to the COB, until such time as the COB is deemed to be fully operational.</p> <p>Agreed that the newly appointed Malmesbury Community Operations Board would discuss dates to arrange a formal inaugural meeting.</p>
8	<p><u>Community Issues Update</u></p> <p>Miranda Gilmour, Community Area Manager, gave a summary of the Issues report, highlighting in particular the recommended issues for closure.</p> <p>A number of questions were asked in relation to the proposed closure of issue 3035, regarding the speed of HGV's on School Hill, Brinkworth. The Area Board</p>

	<p>discussed suggestions to introduce a 20 mph speed limit in the area, and its enforceability. Mark Thompson and Martin Alvis from Wiltshire Police were able to confirm that the Police and Crime Commissioner and Chief Constable for Wiltshire Police had expressed intentions to enforce restrictions in 20 mph zones in future. The Area Board then discussed possible speed restriction devices that could be managed by the school during school hours.</p> <p>Discussion was also held over issue 3135: Installation of Bollards in Burnivale. Some local representatives expressed concern over the installation of bollards. John and Simon were able to confirm that whilst some residents had concerns, the private land owner had the legal right to place such measures on the land, and as a result, Wiltshire Council was powerless to prevent such installations. John and Simon suggested that community pressure may be the only measure to prevent the land owner installing the bollards, and suggested that those with concerns address the land owner directly. At the end of the discussions, the Area Board:</p> <p><u>Decision:</u></p> <p>1) Agreed to close the following community issues:</p> <ul style="list-style-type: none"> a) Issue 2419: Severe and prolonged flooding in Back Lane, Alderton. b) Issue 3035: Number of HGV and their speed using School Hill, Brinkworth. c) Issue 3155: Installation of bollards in Burnivale, Malmesbury. d) Issue 3173: Safety concerns about fence at old Railway Close, Malmesbury. e) Issues 2599 and 2798: Perceived speeding and HGV on Callow Hill, Brinkworth and HGV/weight limits on School Hill. <p>2) Agreed to refer the following Community Issues to the Community Area Transport Group.</p> <ul style="list-style-type: none"> a) Issue 3134: Consideration of a pedestrian crossing in Corston to improve pedestrian safety. b) Issue 3151: Consider a range of options to address speeding through Foxley village and the Malmesbury town end of Foxley Road (C68). <p>Issues 3164 & 3190 Concerns about pedestrians crossing the A429 at Blicks Hill, Malmesbury</p>
9	<p><u>Area Board Funding</u></p> <p>Miranda Gilmour, Community Area Manager, presented the Community Funding Report and highlighted the projects that had applied for funding.</p>

	<p><u>Decision</u></p> <p>1) APPROVE Athelstan Museum application for £2,000 towards the installation of mezzanine lighting.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide excellent facilities for the community.</p> <p>2) APPROVE Ashton Keynes Junior Football Club application for £698 towards goal posts for Bradstone Sports Ground.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide facilities for exercise and enjoyment.</p> <p>3) APPROVE Minety Munchkins application for £311 towards the cost of play mats.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide materials to support local parents and children.</p> <p>4) APPROVE Alderton Village Hall application for £500 towards the cost of renewing the flat roof.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would ensure the provision of excellent local community space.</p>
10	<p><u>Healthwatch</u></p> <p>Steve Wheeler, Healthwatch Wiltshire, was in attendance to discuss the role of Healthwatch in Wiltshire. Steve discussed the background and history regarding the formation of Healthwatch as a watchdog agency for healthcare services.</p> <p>Key roles of Healthwatch include its role in promoting the voice of consumers in the development of health and social care strategies. Healthwatch also aims to be a critical friend to commissioners and providers of health and social care across the regions, and to act as a signposting and information sharing service for users. Steve outlined the agencies that Healthwatch work alongside, and the reporting structure for its findings.</p> <p>Steve stated that Healthwatch was reliant on volunteers to fulfil its responsibilities. Healthwatch is looking for volunteers who will bring a variety of skills and a fresh perspective, offer time and passion to particular projects, add value to the work of Healthwatch Wiltshire and support its sustainability.</p>

	<p>The following roles are available for volunteers who express an interest in supporting the remit of Healthwatch. These include:</p> <p>Healthwatch Associates - people in the community who are sympathetic to HWW's aims and objectives and who wish to be kept informed of its activities in the field of health and social care;</p> <p>General Volunteers - needed to establish and maintain liaison between Healthwatch and existing organisations and groups by attending networking events and meetings, manning display stands at such events, and collecting and disseminating information;</p> <p>Specialist Volunteers - who will take part in all of the above, but will also have appropriate skills to undertake Enter and View assignments.</p> <p>Steve also discussed the possibility of appointing a representative to the Malmesbury Area Board who would act as a liaison between Healthwatch and the Community Area.</p> <p>Steve outlined the following Volunteer Consultation Dates where interested individuals could attend and learn more about the potential roles available:</p> <p>Wednesday 29 January 2014: Corn Exchange Devizes: 10 am – 12 noon Tuesday 4 February 2014: Salisbury Methodist Church: 1 – 3 pm Thursday 6 February 2014: Neeld Hall Chippenham: 10 am – 12 noon</p> <p>Simon questioned the role and relationship with the CQC and how the organisations overlapped in their remit. Simon asked for clarity regarding the two. Steve was able to confirm that Healthwatch reported findings to the CQC and also conducted inspections, although not to the same level of detail. A discussion was had regarding care packages, and how Healthwatch could inspect care agencies. It was confirmed that Healthwatch is primarily concerned with the quality of care providers.</p>
11	<p><u>Legacy for Wiltshire and the World War One Centenary</u></p> <p>Laurie Bell, Associate Director: Communications and Communities, made a presentation to the Area Board on the Legacy for Wiltshire over 2014.</p> <p>Laurie gave a presentation outlining what had been done since 2012 to support the local economy. This included local trade expo's and big business events to attract independent business across the region to build new relationships and attract new customers. Laurie outlined plans for Business and Sporting Dinners, which were events to link local elite athletes with sponsorship and support. In addition, trade EXPO events had been planned for June in Chippenham.</p> <p>Laurie outlined what had been done to promote healthy and active lifestyles since 2012, including health fairs and a number of health challenge initiatives.</p>

	<p>Future events for 2014 include the Cycle Wiltshire event taking place in May. All levels of cyclists are encouraged to attend the event, which will see a number of cycle routes. Laurie outlined 'The Big Pledge' which encourages individuals and groups to make a pledge to improve health and wellbeing. Laurie outlined some potential pledge ideas.</p> <p>Laurie then outlined the plans for WW1 Commemorations across the county including a county wide event in connection with the military to take place on 30 July 2014. Laurie also welcomed MVCAP plans to mark the centenary with poppies across Malmesbury and recognised the success of the PHEW programme that saw over 4000 people take part in nearly 70 events during 2013.</p>
12	<p><u>Police and Crime Plan and Budget</u></p> <p>Kieran Kilgallen, Chief Executive of the Police and Crime Commissioners Office, was in attendance to discuss plans to increase the precept. Kieran outlined the reduction in central government funding and the £25m funding gap expected by 2016/17 at the current rate of contribution. Kieran discussed the value for money in terms of precept rates for surrounding counties and local authorities. Kieran then outlined the strain on frontline resources at the current precept rate and highlighted the reduction in Police Officers, PCSO's and Support Staff since 2011.</p> <p>Kieran outlined the proposals for a £3.15 increase per household which would provide an additional £750k for 2014-15. This would reduce the funding gap by £2.3m over three years, which would in turn reduce the amount of savings required to be made by the Commissioner from £14.8m to around £12.5m.</p> <p>Kieran outlined a number of initiatives that are aimed at saving the police money. These include a £1.8m investment in communications centre 'refresh', a £1.3m for new mobile and remote working equipment and £8m for IT infrastructure improvements. The Police were also exploring ways to enable flexible working for its staff, and pointed to the success of the arrangements between Wiltshire Police and Wiltshire Council at the Monkton Park Offices in Chippenham.</p> <p>Kieran ended by stating the consultation period was due to run from Monday 6 January – Monday 3 February 2014, during which time all comments and concerns raised would be considered. Further information can be found on www.wiltshire-pcc.gov.uk.</p> <p>Chuck stated that universal funding presented a problem for community areas such as Malmesbury, who essentially paid the same rate for Police Services as those who place a higher burden on resources.</p>
13	

	<p><u>Neighbourhood Plans and Core Strategy Q&A</u></p> <p>Toby and Simon outlined the developments to the Core Strategy stating that a draft plan had been submitted and reviewed by the planning inspectorate. Within the core strategy, a detailed plan of housing needs was identified and this was considered to be an insufficient amount. Of the 5000 homes planned within the Core Strategy, currently 1900 had been identified. It was expected that the Core Strategy would be formally ratified by the Council in August 2014. The impact for Malmesbury and the Villages would be co-ordinated and communicated at a later date.</p>
14	<p><u>Evaluation and Close</u></p> <p>The Area Board conducted a satisfaction survey with those in attendance to identify the success or failures of the evening's events. Overall the meeting was well received, with particular satisfaction noted for the venue, agenda and Chairman...</p> <p>The next meeting of the Malmesbury Area Board would be at Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ, Wednesday 5 March 2014 at 7pm.</p>

Crime and Community Safety Briefing Paper Malmesbury Community Area Board March 2014



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Martin Alvis

Town Centre Team

Beat Manager – PC Rachel Webb

PCSO – Dee Curran

Malmesbury Rural Team

Beat Manager – PC Mike Tripp

PCSO – Durry Maule

Ashton Keynes & Minety Team

Beat Manager – PC Steve Harvey

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 our website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

EY Malmesbury NPT	Crime				Detections*	
	12 Months to January 2013	12 Months to January 2014	Volume Change	% Change	12 Months to January 2013	12 Months to January 2014
Victim Based Crime	429	427	-2	● -0.5%	18%	14%
Domestic Burglary	27	31	+4	● +14.8%	15%	0%
Non Domestic Burglary	57	67	+10	● +17.5%	2%	1%
Vehicle Crime	41	35	-6	● -14.6%	0%	11%
Criminal Damage & Arson	90	70	-20	● -22.2%	19%	16%
Violence Against The Person	75	84	+9	● +12.0%	52%	39%
ASB Incidents (YTD)	236	202	-34	● -14.4%		

I'm pleased to report a continued reduction in ASB within our community. It is noted that that our overall figures are only slightly under the recorded crime for the previous year however we must not forget that these figures are still very low.

The team are still working hard to address the burglary crimes. We are working very closely with neighbouring forces, sharing intelligence and resources. Extra Officers have and will be deployed at key times identified by crime trends. At the time of writing this report an arrest has been made in the West Midlands area in connection with some commercial premises.

The team have enjoyed a valued working relationship over the past year with the community including the working groups connected with the station yard, an area of low crime and ASB, the CCTV project and lorry watch.

Sgt Martin Alvis



Briefing report for Malmesbury Area Board



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

Responding to incidents:

Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

Prevention work:

Staff from other departments also provide the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

Protection work:

Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: www.wiltsfire.gov.uk or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager - Bryan Morris, Swindon, Cricklade Station Hub	07809 548024	brian.morris@wiltsfire.gov.uk
Operational matters	Station Manager - Dave Geddes, Marlborough, Royal Wootton Bassett, Ramsbury Station Hub	07826 532607	david.geddes@wiltsfire.gov.uk
Operational matters	Station Manager - Damien Bence, Chippenham, Malmesbury, Corsham Station Hub	07584 217174	damien.bence@wiltsfire.gov.uk
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	mike.franklin@wiltsfire.gov.uk
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	www.wiltsfire.gov.uk and then complete the on line request

Incident details for your community area

Incident Type	Detail	January, 2013	February, 2013	March, 2013	April, 2013	May, 2013	June, 2013	July, 2013	August, 2013	September, 2013	October, 2013	November, 2013	December, 2013	January, 2014
Chimney Fire		1	3	3	2	0	0	0	0	0	1	0	1	1
Emerg Spec Srvc Calls		4	6	9	6	5	4	12	8	3	9	9	11	8
	Assist Amb/Social Service	1	0	0	1	0	0	0	0	0	0	0	0	0
	Co-Responder	1	0	0	0	0	0	0	0	0	0	0	0	0
	Effecting Entry	0	0	0	1	0	0	0	0	0	0	0	0	0
	Flooding	2	0	0	0	0	0	0	0	0	0	1	18	0
	Lift Release	0	0	0	0	0	0	0	1	0	1	0	0	0
	Making safe	0	0	0	1	0	0	0	0	0	0	0	1	0
	Person Rescue/Release	0	0	1	0	0	1	0	0	0	0	1	1	0
	RTC - Make Safe	1	0	0	0	1	1	0	0	0	0	0	1	1
	RTC - Person Trapped	1	1	0	0	0	0	1	0	0	1	1	0	0
Spills and Leaks	0	0	0	0	0	0	1	0	0	0	0	0	0	
False Alarm Good Intent	0	0	0	2	3	1	5	1	0	0	2	2	1	
FDR1 Fire		1	1	3	5	1	1	3	3	4	3	0	4	2
Secondary Fire		0	0	0	0	0	0	1	0	0	0	0	0	1
	Fence/Lamp	0	0	0	0	0	0	0	0	1	0	0	0	0
	Grass/Heath/Railway/Tree	0	0	0	1	1	0	3	1	0	0	1	0	1

To see more detail on incidents and fire service activity in your area please go to our website and select community area (In development)



Warning about dangers of lit candles

Wiltshire Fire & Rescue Service is reminding people of the dangers of leaving lit candles and oil burners unattended.

Two crews from Salisbury were called to a flat recently, where smoke alarms were sounding. An investigation found that there had been a small fire in a cupboard, started by oil burners and candles that had been lit.

We would encourage everyone to follow our simple advice, and to make sure they have working smoke alarms.”

The Service has the following top tips around the use of candles and oil burners:

- Never leave lit candles or oil burners unattended.
- Make sure such items are secured in fire resistant holders and away from furniture and curtains.

- Keep loose clothing and hair away from candles and oil burners when they are lit.
- Always leave at least 10cm (4ins) between lit candles and oil burners, and never place them underneath shelves or other enclosed spaces.
- Put out candles and oil burners when you leave the room and make sure they are fully extinguished before you go to bed or leave the property.
- Never burn a candle right down into the holder.
- Use a snuffer or spoon to extinguish candles – it's safer than blowing them out, as sparks can fly when you do that.
- Don't try and move a lit candle or oil burner, as this just increases the risk of fire.
- If using tea lights, be aware that the foil container can get extremely hot and should therefore not be placed onto a surface that could melt, such as the side of a bath or the top of a television. Always use a proper holder.

All properties should also be fitted with working smoke alarms, which should be tested regularly.

MVCAP

Report for Area Board meeting on Wednesday 5th March 2014

PHEW 2014 - July, August, September: We will be running the activity and sporting showcase for a second year. If you are part of a group or club who would like to take part by running a free taster session or demonstration please get in touch.

legacymalmesbury.org.uk

Wild Sherston - 16-18 May: A festival of the natural world is taking place in Sherston with display, talks, and walks over the weekend.

www.facebook.com/pages/Wild-Sherston/804443659581246

Community Safety Forum: This is your opportunity to meet with the Police and other safety bodies to discuss your concerns and priorities in a relaxed and fairly informal environment. Everybody is welcome and there are usually some refreshments available. If you can't attend we can pass on any issues to the appropriate body on your behalf - just let us know.

We're also working with the Area Board, local councillors, local residents and community organisations to address problems with antisocial behaviour and driving around Malmesbury's Station Yard long stay car park.

csfmalmesbury.weebly.com

Malmesbury Hub: MVCAP have agreed to be a member of the management committee for the new hub in Malmesbury town hall. Malmesbury Hub has its own Facebook group which we would encourage everybody to join.

www.facebook.com/groups/424253701036757/

BART Beacons: Bristol Avon Rivers Trust are looking for individuals and groups to be their eyes and ears, helping them to monitor the state of the Bristol Avon and its tributaries.

www.bristolavonrivertrust.org

Charity Registration: At our AGM in September it was agreed that we would apply to the Charity Commission to set up a registered charity to replace the existing organisation. In January our application was approved.

About MVCAP: We are a community development charity working in Malmesbury and the Villages. We work to encourage volunteering and public participation in community matters, and help local charities and community groups with practical support.

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

MVCAP is a Charitable Incorporated Organisation registered with the Charity Commission.
Registration number: 1155592

Report to	Malmesbury Area Board
Date of Meeting	5 March 2014
Title of Report	Malmesbury Community Issues Update

Purpose of Report

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

1. Note the progress in dealing with issues.
2. Close 3 issues.
3. Refer 2 new issues to the Community Area Transport Group (CATG)

1. Background

- 1.1. One of the key roles of the area board is to help local people find solutions to things that are complex or non-routine which affect the community as a whole; not simply a few individuals.
- 1.2. The majority of routine problems can be dealt with by the council faster through direct contact and to help local people do this, the section of the area board web page has been updated to allow logging of simple issues direct with a person who can help them e.g. [Lost and stray dogs](#) and [Common road and highway problems \(CLARENCE\)](#). Where a problem does not fit into any of these categories or if the matter is causing widespread concern in the community, it should be reported to the Malmesbury area board via the [online community issue form](#).
- 1.3. At the time of writing (15 February 2013), a total of 165 community issues have been received, of which 147 have been closed and 18 are currently in progress.

Background documents used in the preparation of this report	Malmesbury community issues online at: http://portal.wiltshire.gov.uk/area_board/areaboard_issues_search.php?issue_location_in=Malmesbury http://www.wiltshire.gov.uk/council/areaboards.htm
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2. Main Considerations & Officer Recommendations

2.1. Progress of Issues

2.1.1. The progress of issues is outlined in Appendix 1. More detailed information is readily available to councillors and members of the public via [the area board website](#)

2.2. Closure of Issues

2.2.1. The area board are invited to close 3 issues. The reasons are outlined below and **emboldened** in Appendix 1.

- **Issue 3126 - Maintenance of Luckington graveyard.** It had been agreed that the council will pay volunteers to undertake the work, although officers will survey table top tombs, undertake tree work and inspect walls.
- **Issue 3076 – Perceived Speeding on Tetbury Lane, Crudwell.** The metro count of Tetbury Lane (a 30mph area) showed the 85th percentile of 33.3mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below), which falls below the threshold for intervention.
- **Issue 3215 – Delayed installation of finger post.** Sign at Forlorn to be installed.

2.3. Referral to CATG

2.3.1. Issues recommended to be referred to CATG are shown *in italics* in Appendix 1 and are as follows:

- **Issue 3226** – Concerns about Dark Lane/Bristol Street junction.
- **Issue 3221** – Request for a pavement in Charlton between the bus stop (by the war memorial) and Pikefield Crescent.

3. Environmental & Community Implications

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

4. Financial Implications

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

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

Appendices:	Appendix 1 Update of Malmesbury Area Board Community Issues 5 March 2014.
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk
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ID	Category	Division	Summary of Issue	Update
3226	Highways	Malmesbury	Dark Lane/Bristol Street Junction concerns	<i>This matter will be considered by Malmesbury area board on 5 March 2014, when it will be recommended that it referred to CATG.</i>
3221	Highways	Brinkworth	Request for pavement in Charlton	<i>This matter will be considered by Malmesbury area board on 5 March 2014, when it will be recommended that it referred to CATG.</i>
3190 & 3164	Highways	Sherston	Pedestrian crossing on A429 near Blicks Hill	CATG considered on 11 February. Highway rules prevent a crossing here because of the de-restricted speed level. Signing options were discussed including 'pedestrians crossing' signs, 'slow' signs and yellow lines in the road. Minor footway works were discussed so pedestrians were not crossing into the highway/Blicks Hill. An approximate figure of £7,000 was discussed. The parish council would be requested to contribute 25%, but first CATG agreed that officers should investigate whether there was a possibility of Waitrose contributing towards a scheme.
3151	Highways	Sherston	Speeding through Foxley village, Foxley Road (C68)	Waiting for metro count results for town end of Foxley Road. Speed device also to be located in Foxley near to the bridge.
3134	Highways	Sherston	Pedestrian crossing requested in Corston	Metro count indicated 85th percentile combined results of 32.4mph (a mean of 29.1mph). Installing crossings where speeds exceed 35mph is difficult. CATG recommended that a foot fall survey costing £1,350 (with the parish council agreeing to contribute 25% £337.50) should be carried out.
3129	Highways	Brinkworth	Request for a footpath in Great Somerford	CATG noted difficulties associated with installation of a pavement as cars parked on verges and some properties also encroached on to the verge and pinch points needed to be considered. Installation would be challenging and expensive and any scheme would have to include drainage. CATG recommended an initial topographical survey (£1,500), with the parish council contributing 25% (£375).
3128	Highways	Brinkworth	White gates requested at eastern entrance to Charlton	Officers suggested to the CATG that the terminal point was perhaps in the wrong place and that it would be better placed 40m east where the verges were wider and it would make more impact, rather than being on the bend. A Legal Order would be required to move it back. Gates, signage and legal fees would cost approx. £5,000. If the parish council wished to proceed with the whole project they would need to contribute 25% (£1,250).

3126	Leisure	Sherston	Maintenance of Luckington graveyard	This issue is recommended for closure as it had been agreed that council officers would pay for volunteers to undertake the work, although officers would survey table top tombs, undertake tree work and inspect walls.
3107	Public Protection	Malmesbury	Dog fouling in school field	Authorisation received from G4S and the Headmaster for the council's dog warden to patrol the school field.
3103	Highways	Ashton Keynes	Road safety B4696 Ashton Keynes	CATG noted CSW to start shortly. Signing and lining works were agreed at a cost of £2,000 with the parish council contributing 25% (£500). The parish council would consider Gateway treatment and 'pedestrians in the road' signs and advise CATG.
3076	Highways	Ashton Keynes	Perceived Speeding on Tetbury Lane, Crudwell.	The metro count of Tetbury Lane (a 30mph area) was carried out between 14 - 22 January. A total of 3658 vehicles were checked. The 85th percentile was 33.3mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below), which fell below the threshold for intervention. It is recommended that this issue is closed.
3066	Highways	Ashton Keynes	Pedestrian safety concerns at Bendy Bow, Oaksey	CATG considered reversing the priority of traffic could help the situation. This would be carried out when written confirmation of acceptance from parish council was received and willingness to contribute 25% (£125). It was suggested that the parish council consider this stretch of road for a 20mph area.
2660	Environment	Malmesbury	Drainage issues Reeds Farm, Malmesbury	The action notes from the Northern Operational Flood Working Group who met on 14 November 2013 remain outstanding.
2554	Highways	Sherston	Damage to road surface at the Rathole, Luckington	Major resurfacing works are scheduled for early April following completion of Network Rails works. In the meantime the council will continue to repair potholes as required.
2172	Car Parking	Malmesbury	Parking by Hyams garage	The topographical survey of the Cross Hayes car park has been completed. This matter is currently on hold.
1783	Car Parking	Ashton Keynes	Parking problems at Hillside, Leigh	CATG considered new proposals from the parish council to use all grassed areas for parking; the estimated cost being £33,000. CATG recommended that the local councillor should discuss the garage block with Greensquare before the matter was considered further.
3215	Highways	Sherston	Delayed installation of finger post	Replacement sign at Forlorn to be installed. Unsuitable community issue. Closed.

Report to	Malmesbury Area Board
Date of Meeting	5 March 2014
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider the following officer recommendations:

1. Luckington pre-school - award £2,550 capital towards the installation of a sand and water play area, conditional on the balance of funding being in place.
2. Malmesbury Abbey Guild of Change Ringers - award £1,000 capital towards major repairs, conditional on the balance of funding being in place.
3. Charlton Village Hall – award £1,500 capital towards the cost of re-surfacing the car park, conditional on the balance of funding being in place.
4. Walter Powell Pre-school – award £1,590 capital towards the fitting out of the interior of the new building, conditional on the balance of funding being in place.
5. Riverside Angling Club – award £1,000 capital towards river habitat improvements, conditional on the balance of funding being in place.
6. Crudwell Village Hall - award £500 capital digital literacy grant towards the installation of an internet hotspot system and two tablets for community use.
7. Bristol Avon River Trust – award £2,213 towards the establishment of a River Fly Monitoring Initiative, conditional on the balance of funding being in place
8. Malmesbury Mind Peer Support – award £519 capital towards the provision of a laptop, software, printer and broadband dongle, £500 from the Digital Literacy Grant plus £19 from area board capital budget.
9. Ashton Keynes Village Hall – award £2,748 capital towards the cost of major roof repairs, conditional on the balance of funding being in place.
10. White Walls Way/MVCAP project – award £1,233 capital towards signs and information boards, conditional on the balance of funding being in place.
11. Malmesbury Victoria Football Club– award £1,200 capital towards a storage container, conditional on the balance of funding being in place.
12. Sustrans on behalf of the Cowbridge Footpath Group – award £5,000 capital towards the cost of installation of a footpath between Cowbridge and Malmesbury, conditional on licence agreements being signed and the balance of funding being in place.

13. Malmesbury Living History project – refuse funding a living history weekend as the request is for revenue funding which is not available for Community Area Awards.
14. To accept the decisions made by local people attending the area board in respect to the distribution of a ring-fenced inter-generational budget of £5,000.
15. Since the autumn discussions have taken place between the area board and the town council to work collaboratively to address the need to undertake works (in conjunction with the Environment Agency) in relation to river/bank maintenance in the vicinity of the Flying monk Ground and the weir. With this in mind officers suggest that any 2013/14 area board balance (**£4,234**) should be allocated to this work flood mitigation project.
16. That a condition of receiving any funding from Malmesbury area board is that the recipient ensures that publicity about the club sessions/events and or facility/hire arrangements is published on the [Malmesbury Our Community Matters website](#) to raise awareness in the community and encourage wider use.

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 wish 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.
- 1.5. In 2013/14 Malmesbury Area Board was allocated a budget of **£53,138** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. In 2013/14 only capital funding is available for community area and digital literacy grants.
- 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. Applications of up to and including £500 can be made for a Community Area Grant, which do 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.
- 1.8. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the area board may spend more. Up to £500 per project is available for capital 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 provide recommendations, however the decision to support applications is made by Malmesbury area board councillors.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. Members of the public can view all funding applications on the council's website.
- 1.14. 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 the Malmesbury & Villages Our Community Matters website. Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	<p>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</p> <p>Area Board Grants Scheme 2013/14 – information and criteria</p> <p>Digital Literacy Grants 2013/14</p> <p>Malmesbury and Villages Community Area Plan 2009-2013</p>
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2. Main Considerations

- 2.1. At the 3 July 2013 area board £8,118 revenue funding was allocated to the Malmesbury & Villages Community Area Partnership and £5,000 capital awarded to Minety Village hall, leaving a total balance of £40,020 to be allocated through Community Area Grants, Digital Literacy Grants and Area Board/Councillor Led Initiatives
- 2.2. At the 3 July 2013 area board £8,118 revenue funding was allocated to the Malmesbury & Villages Community Area Partnership and £5,000 capital awarded to Minety Village hall, leaving a total balance of £40,020 to be allocated through Community Area Grants, Digital Literacy Grants and Area Board/Councillor Led Initiatives
- 2.3. At the 4 September area board £418 capital was awarded to Little Somerford Short Mat Bowls Club and £3,154 revenue was returned to the area board,
- 2.4. At the November area board £5,000 capital was awarded to Sherston Magna Cricket Club, £438 to 1st Malmesbury Scout Groups and £4,000 to undertake two topographical surveys (only £3,750 was required); plus £415 of revenue funding was spent on First Aid training for volunteer supporters of Malmesbury skate board facility. £5,000 from the revenue budget was allocated to inter-generational youth projects. This left a capital budget of £25,510, (excluding a further £1,500 for digital literacy grants) and a revenue balance of £1,098 (excluding £3,000 ring fenced legacy funding).
- 2.5. At the January area board £3,509 of capital funding was allocated leaving a balance **£22,001 capital** (excluding the £1,500 digital literacy grant) and **£1,096 revenue**.
- 2.6. Elsewhere on this agenda the community will have an opportunity to allocate funding to the 3 applicants to the intergenerational budget, for which there is a budget of **£5,000 revenue**.
- 2.7. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.8. 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.
- 2.9. This is the last funding round of 2013/14. The deadline for receipt of funding applications to the May area board is **21 March for consideration on 7 May 2014**. New funding criteria will be in place and applicants are requested to check the website for details.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.

- 4.2. If funding is awarded in accordance with officer recommendations Malmesbury area board will have a balance of:

- **£1,948 capital**
- **£1,096 revenue**
- £500 ring-fenced digital literacy grant (which will be carried forward).

- 4.3. If the community support all inter-generational projects there will be an additional revenue balance remaining **of £1,190**.

- 4.4. Indications are that no unallocated funding will be carried forward to 2014/15, other than digital literacy funding as this is ring-fenced from central government.

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 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
8.1.	Luckington pre-school	Installation of a sand and water play area	£ 2,550

- 8.1.1. Officers recommend that Luckington pre-school is awarded £2,550 capital funding towards the installation of a sand and water play area, conditional on the balance of funding being in place.
- 8.1.2. This application meets grant criteria 2013/14.
- 8.1.3. The applicant is seeking 50% of the total cost of the project from the area board, with the remainder coming from the Friends of Luckington School.
- 8.1.4. The Malmesbury and the Villages Community Plan 2009-2013 makes reference to support of early years, toddler groups and pre-schools in villages.
- 8.1.5. The Council's Childcare Officer has been working with the pre-school and is supportive of their application to transform the outside play area. This project will help young children to develop their imaginations as the natural elements of sand and water stimulate and support a wide range of play and exploration and generate learning in a motivational and meaningful way.
- 8.1.6. The children of Luckington Pre-school will be the main beneficiaries of this play area, although we intend to make it available to the Luckington school pupils as well. This provision will be highly valued as it would provide much in terms of enrichment and facilitated learning.

Ref	Applicant	Project proposal	Funding requested
8.2.	Malmesbury Abbey Guild of Change Ringers	Replacement / support of rotten beams and overhaul of bell fittings	£1,000

- 8.2.1. Officers recommend that Malmesbury Abbey Guild of Change Ringers is awarded £1,000 capital funding towards the cost of replacement/support of rotten beams and overhaul of bell fittings, conditional on the balance of funding being in place.
- 8.2.2. This application meets grant criteria 2013/14, other than only one quote has been provided. It is accepted however that this is specialist work and their chosen provider is familiar with the bells/tower.
- 8.2.3. The applicant is seeking a modest proportion of the total project cost of £12,328. The balance is being found from a range of sources including Malmesbury Bell-ringers Tower Fund, Gloucester & Bristol Bell-ringers,

Friends of Malmesbury Abbey and Malmesbury Carnival Committee.

- 8.2.4. No reference is made to the bells in the Malmesbury and the Villages Community Plan 2009-2013 and the immediate community benefit could be considered modest. Councillors however need to consider whether the bells form part of the heritage of the community and something that local people value.
- 8.2.5. The clock chimes the quarters and the hours during the day, while the bells are rung for town events, weddings and on Sunday as well as royal/state occasions.
- 8.2.6. Bell-ringing is a secular activity and is open to any and everyone who wishes to learn (subject to a minimum height restrictions)

Ref	Applicant	Project proposal	Funding requested
8.3.	Charlton Village Hall	Re-surfacing the car park	£1,500

- 8.3.1. Officers recommend that Charlton Village Hall is awarded £1,500 capital funding towards the cost of re-surfacing the car park, conditional on the balance of funding being in place.
- 8.3.2. This application meets grant criteria 2013/14.
- 8.3.3. The applicant is seeking slightly less than 50% of the total cost of the project. They have received modest contributions from Charlton and Hankerton parish councils and still have £1,475 to find to complete the project.
- 8.3.4. The need to improve village hall facilities is highlighted in the Malmesbury and the Villages Community Plan 2009-2013.
- 8.3.5. The applicant reports that before laying the Newbury flint surface, they will level the area and dig deep enough to ensure water is soaked into the ground and can flow away; thus avoiding standing water which is currently the case.

Ref	Applicant	Project proposal	Funding requested
8.4.	Walter Powell pre-school	Fitting out of the interior of the new building	£1,590

- 8.4.1. Officers recommend that Walter Powell pre-school is awarded £1,590 capital funding towards the fitting out of the new building, conditional on the balance of funding being in place.

- 8.4.2. This application meets grant criteria 2013/14.
- 8.4.3. The applicant is seeking 50% of the total cost of the project from the area board, with the remainder coming from local fundraising.
- 8.4.4. The Malmesbury and the Villages Community Plan 2009-2013 makes reference to support of early years, toddler groups and pre-schools in villages.
- 8.4.5. The local community have been instrumental in considerable fundraising to obtain a new building to house their pre-school and are now seeking funding to refurbish the inside.

Ref	Applicant	Project proposal	Funding requested
8.5.	Riverside Angling Club	River habitat improvements	£1,000

- 8.5.1. Officers recommend that Riverside Angling Club is awarded £1,000 capital funding towards river habitat improvements, conditional on the balance of funding being in place.
- 8.5.2. This application meets grant criteria 2013/14.
- 8.5.3. The applicant is seeking 50% of the total cost of the project from the area board.
- 8.5.4. The Malmesbury and the Villages Community Plan 2009-2013 makes reference to clean rivers in respect to what local people value about living in the community area. Local people identified improving the river Avon environment as a top priority at the JSA event held in 2012.
- 8.5.5. The project will involve installing approximately 100 metres of stock-proof fencing along a section of the River Avon near Cowbridge Mill which has been heavily poached by the cattle. A dedicated cattle drink will be built and live willow deflectors will be placed into the banks and river bed to create bank stability and increase natural scour of the gravel bed, which will improve fish spawning habitat.
- 8.5.6. The purpose of this project is to reduce river pollution, by bank side planting, restore fish spawning and nursery habitat by creating clean gravel beds and vegetation as well as improving habitat for birds, insects and otters.
- 8.5.7. The Riverside Angling Club is a small fishing club based at Cowbridge Mill, Malmesbury. The club has 61 members, 4 of which are junior members (under 15 years old). The club has a good record of co-operation with other parties and enjoys a good relationship with the local community and the Environment Agency.

8.5.8. The club would also like to encourage junior members (we have made it a club policy to increase the number of young anglers) and school groups by creating a safe, gated access area to the river which can be used for educational visits and also as a monitoring site for BART projects.

8.5.9. A great deal of work has already been carried out by members of Riverside Angling Club and BART, to prepare river cross section drawings to support the Environment Agency consent application, and liaising with landowners and farmers to negotiate the works.

Ref	Applicant	Project proposal	Funding requested
8.6.	Crudwell Village Hall	Internet hotspot system and two tablets	£500

8.6.1. Officers recommend that Crudwell Village Hall is awarded £500 capital Digital Literacy Grant towards the installation of an internet hotspot system and two tablets for community use.

8.6.2. This application meets grant criteria 2013/14.

8.6.3. The village hall already provides limited Wireless access for a small number of local groups so they can log onto the internet using their own device. This request will enable the service to be extended to all village hall users of the hall by putting in place an internet hotspot system so we can manage the distribution of access codes and monitor usage. The installation of two tablets would be available for individuals or groups to use, especially those no internet access or computer of their own.

8.6.4. Digital literacy grants are intended to help communities to start new or maintain an existing basic computer skills activity. Officers suggest that this award is conditional on the village hall providing evidence of support being given in the Crudwell community to those who are new to computers or have very limited skills and confidence to access this additional service.

Ref	Applicant	Project proposal	Funding requested
8.7.	Bristol Avon River Trust	River Fly Monitoring initiative	£2,213

8.7.1. Officers recommend that Bristol Avon River Trust (BART) is awarded £2,215 capital funding towards the establishment of monitoring groups, conditional on the balance of funding being in place.

8.7.2. This application meets grant criteria 2013/14.

- 8.7.3. The Malmesbury and the Villages Community Plan 2009-2013 makes reference to clean rivers in respect to what local people value about living in the community area. Local people identified improving the river Avon environment as a top priority at the JSA event held in 2012.
- 8.7.4. The applicant is requesting that the area board fund the monitoring kits.
- 8.7.5. BART wish to establish and train community groups to monitor fly life in the local rivers and streams. The results of this monitoring will provide important data about the health of the river on an ongoing basis and are important early warning systems in case of pollution. The groups will be trained, sites formally registered and equipment provided.
- 8.7.6. Monitoring will be established on the Sherston and Tetbury branches of the Bristol Avon downstream to Great Somerford. A minimum of 25 volunteers will be trained in River Fly Monitoring techniques and supported to encourage them in their early development.
- 8.7.7. BART aims to improve the health of the Bristol Avon and its tributaries and streams for the benefit of the community and for the wildlife, fish and insects which inhabit them and their banks. This is achieved through engaging with volunteers, community groups and local angling clubs to help them look after their local stretches of river and stream.

Ref	Applicant	Project proposal	Funding requested
8.8.	Malmesbury Mind	Peer Support	£519

- 8.8.1. Officers recommend that Malmesbury peer support is awarded £519 capital towards the provision of a laptop, software, printer and broadband dongle, £500 from the Digital Literacy Grant plus £19 from area board capital budget.
- 8.8.2. This application meets grant criteria 2013/14.
- 8.8.3. The IT equipment will be used weekly for three hours on a Monday at Cotswold House, Gloucester Road, Malmesbury, by about 10 people. The project will help people get started with computers, search the web, shop online, use Skype, email and social media. Support will be provided to people who need to access Universal Credit, Council online services, Government online services and online job vacancies and applications.
- 8.8.4. The Malmesbury Mind facilitator is equipped to train users who may be unfamiliar with using PCs and accessing the internet.
- 8.8.5. Digital literacy grants are intended to help communities to start new or maintain an existing basic computer skills activity.

Ref	Applicant	Project proposal	Funding requested
8.9.	Ashton Keynes Village Hall	Roof repairs	£2,748

- 8.9.1. Officers recommend that Ashton Keynes Village Hall is awarded £2,748 capital funding towards roof repairs, conditional on the balance of funding being in place.
- 8.9.2. This application meets grant criteria 2013/14.
- 8.9.3. The applicant is seeking 50% of the total cost of the project from the area board and the balance from the village hall reserves and the parish council.
- 8.9.4. The need to improve village hall facilities is highlighted in the Malmesbury and the Villages Community Plan 2009-2013.
- 8.9.5. The main hall roof is letting in rain, resulting in internal damage and stopping the hall from being used during and after heavy rain, so urgent investigative and repair work is needed. Repairs to the internal water damage and re-decoration will be completed at a later date (to which the parish council have also agreed to contribute).

Ref	Applicant	Project proposal	Funding requested
8.10.	White Walls Way/MVCAP	Signs and information boards	£1,233

- 8.10.1. Officers recommend that White Walls/MVCAP is awarded £1,233 capital funding towards signs and information boards, conditional on the balance of funding being in place.
- 8.10.2. This application meets grant criteria 2013/14.
- 8.10.3. The applicant is seeking 50% of the total cost of the project from the area board.
- 8.10.4. The Malmesbury and the Villages Community Plan 2009-2013 highlights the things that local people value including 'open views of the countryside, with hedges full of wildlife' as well as the need to address preservation and management of countryside and wildlife.
- 8.10.5. The White Walls project involves developing a 20 mile round walking route between Malmesbury, Foxley, Norton, Easton Grey, Sherston, Luckington and Alderton. In addition there will be shorter circular walks to appeal to local people as well as visitors to the area. The funding is sought to help pay for 12 interpretation boards to inform walkers of points of interest along

the route. They will be made of green oak with a printed hard wearing display panel on each. Each major settlement along the route will have its own board.

8.10.6. Walking is proven to have a positive impact on the mental and physical health of those people participating.

Ref	Applicant	Project proposal	Funding requested
8.11.	Malmesbury Victoria Football Club	Storage container	£1,200

8.11.1. Officers recommend that Malmesbury Victoria Football Club is awarded £1,200 capital funding towards a storage container, conditional on the balance of funding being in place.

8.11.2. This application meets grant criteria 2013/14.

8.11.3. The applicant is seeking 50% of the total cost of the project from the area board, with the remainder coming from club fundraising.

8.11.4. The Malmesbury and the Villages Community Plan 2009-2013 makes reference to affordable activities for young adults and families.

8.11.5. The football club is seeking to buy a secure metal container for the safe and secure storage of club machinery particularly that used for pitch preparation and maintenance. The current 10ft container is inadequate in size, rusty and insecure. The club is seeking to purchase a larger unit which will be raised above the likely level of any future flood water.

8.11.6. The Club provides community football to the 7th level of the FA pyramid through a 1st team. It also has a reserve and youth development team. Over 80 players are registered and the Club has in the last two seasons provided free football coaching for women with a view to providing a Women's team in a local league in the 2014/15 season. Players and local people who attend matches will benefit from improved facilities for the storage of essential machinery for pitch preparation.

Ref	Applicant	Project proposal	Funding requested
8.12.	Sustrans on behalf of the Cowbridge Footpath Group	Installation of a footpath between Cowbridge and Malmesbury	£17,286

8.12.1. Officers recommend that Sustrans, on behalf of the Cowbridge Footpath Group is awarded £5,000 capital towards the cost of installation of a footpath between Cowbridge and Malmesbury, conditional on licence

agreements being signed and the balance of funding being in place.

8.12.2. This application meets grant criteria 2013/14.

8.12.3. The applicant is seeking considerable more than the area board would normally give area board criteria state that they will not normally award more than £5,000 towards a project. The group recognise the need to look at other funding in order to fulfil the project.

8.12.4. The Malmesbury and the Villages Community Plan 2009-2013 highlights the things that local people value including 'open views of the countryside, with hedges full of wildlife'. In addition many residents of the Cowbridge area are keen to have improved access to Malmesbury away from the main road.

8.12.5. The aim is to construct a walking and cycling between Cowbridge and Malmesbury. The link will use the disused railway line and Cowbridge Weir bridge. The application is for capital funding for the construction and associated costs.

Ref	Applicant	Project proposal	Funding requested
8.13.	Malmesbury Living History project	Living history weekend	£5,000

8.13.1. Officers recommend that the Malmesbury Living History project is refused funding towards a living history weekend as it fails to meet the funding criteria for a Community Area Grant which in 2013/14.

8.13.2. The request is for revenue funding, but the area board can only award capital funding to Community Area Grants.

No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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Report to	Malmesbury Area Board
Date of Meeting	5 March 2014
Title of Report	Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group (CATG)

Purpose of Report

1. To ask the area board to consider and approve the recommendations from the Malmesbury Community Area Transport Group (CATG) outlined in this report and appendices.
2. Remind town/parish councils that a contribution of 25% is requested towards CATG schemes.

1. Background

- 1.1. In 2013/2014 Malmesbury area board was allocated a discretionary budget of £13,360 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community area.
- 1.2. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.3. Malmesbury area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the area board. The means by which the public and parishes can identify issues for consideration to the Malmesbury CATG is primarily via the [area board community issues process](#)
- 1.4. The current membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated parish council representative from each electoral division. Membership for 2013/14 is as follows:

Division	Area Board councillor	Nominated representatives
Malmesbury	Simon Killane	Martyn Snell
Sherston	John Thomson	Martin Rea
Brinkworth	Toby Sturgis	Ellen Blacker
Minety	Chuck Berry	Duncan Lamb

- 1.5. Further information about how the CATGs operate can be found at <http://www.wiltshire.gov.uk/catg-area-boards-practice-papers.pdf>
- 1.6. Parish councils and individuals who have submitted issues being discussed by the CATG are also invited to attend CATG meetings.
- 1.7. Malmesbury CATG last met on 11 February 2014 and will next meet on 15 April 2014.

2. Recommendations from CATG and other information

- 2.1. Actions and outcomes of the Malmesbury CATG are contained in notes of the CATG meeting held on 11 February 2014 (see Appendix 1). Also available from the [Malmesbury area board pages](#) of the council's website.
- 2.2. The area board is asked to note and approve actions and recommendations of the Malmesbury CATG contained in Appendix 1 with keys issues highlighted below:
 - The current CATG budget balance for 2013/14 (see Appendix 2) is **£25,749** (excluding the decisions made at the CATG meeting but including the return of £5,000 following the decision not to proceed with a project in Minety).
 - The following work as been completed:
 - Pedestrian safety work in Sherston High Street.
 - Pedestrian safety work on Tetbury Hill/Filands junction and Tetbury Hill/Avenue de Gien mini roundabout.
 - The Traffic Regulation Orders for Dark Lane and Mill Lane, Malmesbury.
 - Parking congestion at Hillside, Leigh is still under discussion following consideration of new proposals.
 - Community issues referred to CATG by the area board in January were discussed:
 - [Issue 3103](#) *B4696 Ashton Keynes, concerns about traffic speed*. CATG agreed lining /signing costing £2,000 with the parish council contributing £500. The parish council would consider Gateway treatment and 'pedestrians in the road' signs and advise officers/CATG.
 - [Issue 3066](#) *Pedestrian safety at Bendy Bow, Oaksey*. CATG agreed to reverse vehicle priority, once written confirmation of acceptance from parish council had been received, including a contribution of 25% (£125). The parish council would consider submitting this stretch of road for a 20mph area.

- [Issue 3129](#) *Pedestrian safety from 7 Dauntsey Road to the Old School, Great Somerford.* CATG agreed to undertake a topographical survey costing £1,500, with the parish council contributing £375.
 - [Issue 3128](#) *Road safety request for installation of white gates at Charlton.* CATG agreed to move back the 30mph limit, installation of white gates and signage costing £5,000 following the parish council's consideration and agreement to contribute 25% (£1,250).
 - [Issue 3134](#) *Pedestrian safety – request for crossing in Corston.* CATG agreed to undertake a footfall survey costing £1,350 with the parish council agreeing to contribute 25% (£337.50).
 - [Issue 3151](#) *Concerns about speeding through Foxley Village and town end of Foxley Road (C68) (Following decision about C class roads).* CATG agreed to install a SDR in Foxley Village to monitor speed.
 - [Issue 3164 & 3190](#) *Pedestrian safety – request for crossing on A429 at Blicks Hill.* CATG agreed further investigation by officers.
- Feedback received from town/parish councils with regard to de-cluttering of signs was passed on to highways officers to be addressed.
 - 'Children playing' signs at Newnton Grove were on order.
 - The zebra crossing at Market Cross, Malmesbury had been re-whitened but as it was wearing already, this work would be repeated.
- 2.3. In future all issues referred to Malmesbury CATG would be assessed and scored to assist members of CATG to prioritise projects.
- 2.4. Malmesbury area board wish to remind parish councils that a condition of progressing schemes relied on parish councils consulting locally and demonstrating community support for schemes. They are also asked for a contribution of 25% towards the cost of schemes. Town/parish councils are reminded to consider this when setting their precepts.
- 3. 20mph Restrictions**
- 3.1. Town/parish councils were sent details of the council's new policy about 20mph limits/zones in January, with an invitation to submit suitable sites by 31 March 2014. Malmesbury CATG will consider all submissions in April and recommend two projects to the council for implementation.
- 4. Environmental & Community Implications**
- 4.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community.

5. Financial Implications

- 5.1. Malmesbury area board approved the recommendation of the CATG that town/parish councils should contribute 25% to all schemes.
- 5.2. All decisions must fall within the funding allocated to Malmesbury Area Board.
- 5.3. The balance of the CATG budget for 2013/2014 before actions agreed at the recent meeting was **£25,749**.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. The schemes recommended to the area board will improve road safety for all users of the highway.

Appendices	Appendix 1 – Malmesbury CATG Action Notes 11 February 2014. Appendix 2 – Financial Summary – Malmesbury CATG
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

	Item	Item details	Outcome/Action
	Present	Dave Wingrove, Anne Hodgkins, Edelgard Chivers, Roger Budgen, Mandy Thomas, Sid Jevons, Hugh pitman, Robert Wassili, Owen Gibbs, John Megarry, Pam, Megarry, James Slaughter, Jane Slaughter, Richard Moody, Michael Bromley Gardner, Nick Pascoe, Chuck Berry, John Thomson, Toby Sturgis, Martin Rose and Miranda Gilmour	
	Apologies	Mel Hourigan, Barry Hammond, Duncan Lamb, Martin Rea, Simon Killane, Malcolm Beaven, and Spencer Drinkwater	
	Matter arising from 15 October 2013 meeting) other than contained in the agenda		None
	Budget	<i>Review</i>	Current Balance = £20,749 and should CATG agree not to proceed with Minety improvements (which they subsequently did) the balance = £25,749.54 In addition to 2014/15 Area Board/CATG funding there would be additional budget to address tarmacing roads.
	2012 Substantive bids	<i>Pedestrian safety in Sherston High Street</i>	Completed. There was still a local desire for a crossing although Martin reported that safety auditors were not keen on the proposals. Should Sherston want to pursue the matter they should raise it as a Community Issue.
	Update on the development of current CATG schemes		
		<i>Tetbury Hill near Filands homes, Malmesbury - pedestrian safety</i>	Completed.
		<i>B4040 Speeding Minety - gateways</i>	Minety PC did not want to proceed. The £5,000 allocated would be returned to the CATG budget (see above)

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

		<i>Parking congestion at Hillside, Leigh - grasscrete options</i>	Parish council suggested removal of all grass areas and replacing with parking spaces. The original scheme to convert the grasscrete area was to cost £17k with a contribution of £3k from Greensquare. The new proposal would cost in the region of £27-30k and it was questioned whether this project was suitable for CATG support. ACTION: Chuck Berry to meet with Greensquare to discuss the use of the garage block to address the issue.
		Speeding problems in Leigh on B4040 – speed limit terminal gateway signs	Completed.
		<i>Mill Lane, Malmesbury TRO</i>	Completed.
		<i>Dark Lane, Malmesbury TRO</i>	Completed. An issue related to the need for a bollard at the junction with Bristol Street would be considered by the area board in March.
		<i>Road Safety concerns at junction of Blicks Hill and Holloway</i>	Warning sign ordered – Awaiting implementation date from Balfour Beatty Living Places (BBLP). Concerns continue to be expressed about surface of Holloway (no date for resurfacing/lining although on list).
		<i>HGV on Callow Hill and School Hill,</i>	No further action. John Thomson explained that a policy to introduce 20mph speed area outside schools which could be turned on and off by the head teacher would be issued shortly.
		<i>Speeding traffic Gloucester Road, Malmesbury</i>	Malmesbury town council might want to submit this site for a 20mph area (to extend the current 20mph zone to include Gloucester Road). ACTION: Roger Budgen
		<u>Issue 3103</u> <i>Lining & Signing B4696 Ashton Keynes to reduce traffic speed</i>	40mph with quite a large number of HGVs. No pavements and access from houses on to the road is difficult. No accidents in last 5 years. CSW ready to start once their survey sites have been agreed.

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

			<p>Suggestions – signs e.g. ‘Pedestrians in the road’, repeater signs and White gates. Gateways = £1,200/pair Carriage way speed limit roundels and signs = £2,000 Suitability of ‘pedestrian in road’ signs to be given further consideration by MR. Potential cost £250 per pair. ACTION: Agreed to go ahead with lining /signing. Parish Council to contribute £500.</p> <p>Parish Council to consider Gateway treatment and pedestrians in the road signs and advise CATG.</p>
		<u>Issues 3066</u> <i>Pedestrian safety at Bendy Bow, Oaksey</i>	<p>Reversing the priority of traffic might help the situation. This would have to be carried through the scheme. Cost of scheme would be £500. ACTION – implement reversing priority once written confirmation of acceptance from PC is received and willingness to contribute 25% = £125. Parish council to consider this stretch of road for a 20mph area</p>
		<u>Issue 3129</u> <i>Pedestrian safety – footpath request from 7 Dauntsey Road to the Old School, Great Somerford</i>	<p>Difficulty of installing a pavement was that cars tended to park on the verges and some properties were encroaching on to the verge area. Outside ‘Rosewood’ there was a pinch point. Installation would be challenging and expensive - £30,000+. There are a number of children who would use the road. There might be CIL money in the future but unlikely to be S106 funding. Scheme would have to include drainage. ACTION: Agreed a topographical survey at £1,500. Parish council to contribute £375</p>
		<u>Issue 3128</u> <i>Road safety request for installation of white gates at Charlton</i>	<p>Martin was concerned that the terminal point was perhaps in the wrong place and that it would be better placed 40m east where the verges were wider and it would make more impact, rather than being on the bend. A Legal Order would be required to move back the</p>

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

			<p>30mph speed limit.</p> <p>Gates =£1,200/pair +£500 signage+ £3,300 legal fees (Estmate) –Totalling £5,000 with £1,250 required from the parish council. If only wanted gates in the original spot would have to check safety.</p> <p>ACTION: If parish council agreed to contribute £1,250 towards the improved scheme CATG will fund the balance</p>
		<p><u>Issue 3134</u> <i>Pedestrian safety – request for crossing in Corston</i></p>	<p>Uncontrolled crossing at the moment. Metro count 85th percentile combined results were 32.4mph and the mean was 29.1mph. This was positive as installation of a crossing where speeds were above 35mph was difficult. An initial footfall survey would have to be undertaken costing £1,350. A zebra crossing costed about £20k, a Puffin £60k. A planning application was currently being considered for 12 houses and the developer had said they would contribute towards the cost of a crossing.</p> <p>ACTION: undertake the survey costing £1,350 with the parish council agreeing to contribute 25% (£337.50).</p>
		<p><u>Issue 3151</u> <i>Concerns about speeding through Foxley Village and town end of Foxley Road (C68) (Following decision about C class roads)</i></p>	<p>Waiting for metro count results of Foxley Road in the vicinity of Haddons Close. In recent years there had been only 1 slight accident. In the Foxley village end, cars did tend to whizz over the bridge and only slowed down at the junction. Various options discussed and agreed SDR would be helpful before any further debate.</p> <p>ACTION: Martin to arrange SDR in Foxley Village (agree spot with Hugh Pitman)</p>
		<p><u>Issue 3164 & 3190</u> <i>Pedestrian safety – request for crossing on A429 at Blinks Hill</i></p>	<p>The content of the report had been considered. Highways rules prevented a crossing here because of the derestricted speed level. Options of signing, ‘pedestrians crossing’ signs and maybe slow signs/yellow lines in the road could be considered. Also some minor</p>

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

			<p>footway works so that pedestrians were not crossing into the highway/Blicks Hill. Suggest proposals amounting to £7k. Parish council would have to consider/agree 25% contribution but first to investigate possibility of any Waitrose contribution.</p> <p>ACTION: Martin to discuss with Roger Witt</p>
		<i>De-cluttering of signs from town/parish councils</i>	ACTION: Miranda to forward list to Martin
	General issues		
		Network Rail communication with parishes needed to improve	<p>Malcolm had provided an update - Wiltshire Council continues to repair verge overrun and potholes on official and unofficial diversion routes. Network Rail has agreed to fund the reinstatement of verges once the bridge works have been completed. The Alderton Road will be resurfaced from the junction at Fosse Lodge to the junction at Widleys Lane/Rathole, by Wiltshire Council when the NR work is complete.</p>
		Request - could 'road closed' signs please say how far up the road the road is closed	<p>Legally there is no scope to add this information to the signs. Detailed information is provided to parish councils and on Wiltshire council's website and Malmesbury our Community Matters website</p> <p>No further action</p>
		Newnton Grove Play Area – installation of signs 'children playing'	Signs ordered. Awaiting implmentiaon by BBLP
		Cowbridge Mills – letter	Completed
	Queries		

Action Notes – Malmesbury Community Area Transport Group (CATG) meeting 11 February 2014

		Policy on spraying requested	Circulated/Completed
		Zebra crossing at Market Cross	Completed, however because of wear is scheduled to be re-painted ACTION: Malcolm
		De-cluttering of signs	Most parish councils had responded and the feedback was modest. ACTION: Miranda to forward to Martin
		Prioritising CATG schemes	It was proposed and agreed that in future all issues referred to CATG would be assessed and scored using a set of criteria (used when CATG was first established). This would help the group to prioritise projects for Martin: ACTION: Spencer Drinkwater to arrange that all community issues referred to Malmesbury CATG are assessed and scored.
	Date of 2014 meetings	Tuesdays 15 April, 24 June, 26 August, 14 October 2014 and 10 February 2015 6pm Malmesbury Library	ALL AGREED next meeting Tuesday 15 April, Malmesbury Library at 6pm

MALMESBURY CATGFINANCIAL SUMMARY

BUDGET 2012-13	£13,380.00	CATG ALLOCATION 2012-13
	£3,687	2011-12 underspend
3rd party Contributions	£10,000.00	Area Board Grant
Total Budget 2012-13	£27,066.54	
Commitments agreed by AB		
Sherston High Street	£5,000.00	Contribution to Substantive scheme
Tetbury Hill, Malmesbury	£5,359.00	
Minety Substantive bid	£5,000.00	Contribution to Substantive scheme
Startley Village minor works	£562.00	Actual
Silver street minety	£212.00	Rogue item - Awaiting confirmation from finance
Ashton Keynes north end crossroads lining	£282.00	Actual Ashton Keynes High Street pedestrian imp
lining	£241.00	Actual
Total Commitments	£16,656.00	
Remaining budget 2012-13	£10,410.54	Carryover to 2013-14

MALMESBURY CATGFINANCIAL SUMMARY

BUDGET 2013-14	£13,380.00	CATG ALLOCATION 2013-14
	£10,410.54	2012-13 Underspend
	£11,980.00	Additional Contribution in lieu of C class review
3rd party Contributions		
	£700.00	Malmesbury TC - Dark Lane Width restriction
	£700.00	Malmesbury TC - Mill Lane Access restriction
	£150.00	Charlton PC - Contribution to speed roundels
	£847.00	Malmesbury TC Contribution to Tetbury Hill)
Total Budget 2013-14	£38,167.54	
Agreed Commitments carried forward from 2012-13		
Mill Lane Access restriction	£1,000.00	works complete
Dark Lane Width Restriction	£4,000.00	works complete
New Schemes 2013-14		
1.Roundels on B4040 in Leigh (50mph), & Charlton (30mph)	£1,800.00	Works order issued - awaiting start date from BBLP
2. Tetbury Hill/Filands junction and Tetbury Hill/Avenue de Gien mini roundabout	£3,400.00	Works order issued - awaiting start date from BBLP
3. Minety Gateway & signing improvements	£	CATG on 11/2/14 returned this funding to the main budget
4. Gateway signing improvements - 40mph limit at Leigh	£1,500.00	Work complete
5. Blinks Hill and Holloway junction - Signing Improvements	£218.00	Works to be ordered
6.Newton Grove - Malmesbury Playground signs	£500.00	Works order issued - awaiting start date from BBLP
Remaining Budget 2013-14 (as of 12/2/14)	£25,749.54	

