

AGENDA

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury School, Corn Gastons Malmesbury SN16 0DF
Date: Wednesday 5 November 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 direct any enquiries on this agenda to Adam Brown (Democratic Services Officer), on 01225 718038 or email: adam.brown@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>3 Minutes (<i>Pages 1 - 8</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 10 September 2014.</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 (<i>Pages 9 - 14</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> a. Cllr Thomson - Car Parking Review b. Cllr Killane – Highways Update c. Cllr Sturgis - Letter Notifying Cllr & Community Area Manager of Decision to List as an Asset of Community Value. d. Cllr Berry - Emergency Planning 	7.05 pm
<p>6 Malmesbury Extra Care Scheme</p> <p>Janet O'Brien, Head of Housing, and James Parkhurst, Development Manager at Abbeyfield Housing, will be in attendance to give a presentation on the proposed extra care scheme in Malmesbury, at the site of the former Burnham House care home site.</p>	7.15pm
<p>7 Core Strategy and the Neighbourhood Plan</p> <p>A presentation on the Core Strategy and the Neighbourhood Plan will be given by Cllr Toby Sturgis.</p>	7.40pm
<p>8 New Community-Led Youth Model (<i>Pages 15 - 24</i>)</p> <p>The Area Board will be asked to adopt the Leaders Guidance for Positive Activities for Young People, the Terms of Reference for Local Youth Networks (LYNs), and commence work on establishing a LYN and approve officer delegation.</p>	7.55pm

9 **Partner Updates (Pages 25 - 36)**

8.15 pm

To receive updates from the following partners:

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue Service
- c. Malmesbury and the Villages Community Area Partnership
- d. Good Neighbours
- e. Malmesbury Campus
- f. Highways Community Co-ordinator
- g. JSA update
- h. Young people
- i. Town and Parish Councils

10 **Community Issues Update (Pages 37 - 44)**

8.25pm

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:

- **Issue 3574** - No through Road sign needed at entrance to Reeds Farm off Gloucester Road, as this matter is being referred direct to Highways.
- **Issue 3652** - Undulating road surface between Backbridge and Brokenborough village, as this is on the list of road due for resurfacing over the next 5 years.
- **Issue 3506** - Concern about speed limit on A429 south of Malmesbury, as CATG felt it was more appropriate to address this issue under the Malmesbury Neighbourhood Plan.
- **Issue 3290** - Speeding traffic B4042 Malmesbury to Sir Bernard Lovell Road is being addressed through a community Speed watch programme and maintaining the verges/pavement.
- **Issue 3151** - **Speeding** through Foxley village, Foxley Road (C68) as options CATG considered were inappropriate in a rural setting.
- **Issue 3103** - Road safety B4696 Ashton Keynes, as signs and lines have been installed.
- **Issue 3066** - Pedestrian safety concerns at Bendy Bow, Oaksey, following reversing the priority of traffic.

- **Issue 1783 - Parking** problems at Hillside, Leigh, following completion of kerb work.

Referral to CATG:

- **Issue 3616** - Request for signage and lines at B4014 Fosse Way where it crosses the border with Gloucestershire
- **Issues 3571, 3572 & 3584** - Safety concerns at junction of A429 and the road from Oaksey to Culkerton
- **Issue 3567** - Accidents on B4042 west end of Brinkworth at Causeway End Farm
- **Issue 3564** - Perceived speeding in vicinity of B4014 Filands
- **Issue 3560** - Junction B4040 Malmesbury to Tetbury Road and Shipton Moyne Road.
- **Issue 3534** – HGV route in Malmesbury

11	<p>Community Area Transport Group (CATG) <i>(Pages 45 - 56)</i></p> <p>The Area Board will be asked to approve the recommendations of the Malmesbury Community Area Transport Group as detailed within the CATG report.</p>	8.35pm
12	<p>Area Board Funding <i>(Pages 57 - 60)</i></p> <p>Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received.</p> <p>1. Cross Hayes Pre-school who are seeking £1,014.96 capital funding towards the replacement of play mats and display boards.</p>	8.45pm
13	<p>Question Time</p> <p>The Area Board will answer any questions received from those in attendance.</p> <p>Slips will be provided to submit questions before the meeting starts.</p>	8.50pm
14	<p>Evaluation and Close</p>	9.00pm

Future Meeting Dates

Wednesday, 14 January 2015

7.00 pm

Malmesbury School, Corn Gastons, Malmesbury SN16
0DF

Wednesday, 4th March, 2015

7.00 pm

Assembly Room - Town Hall, Cross Hayes,
Malmesbury SN16 9BZ

Wednesday, 6th May, 2015

7.00pm

Crudwell Village Hall, Tetbury Lane, Crudwell SN16
9HB

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury School, Corn Gastons Malmesbury SN16 0DF
Date: 10 September 2014
Start Time: 5.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

Adam Brown (Democratic Services Officer) Tel: 01225 718038, Tel: 01225 718038 or (e-mail) adam.brown@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 Toby Sturgis and Cllr John Thomson (Chairman)

Wiltshire Council Officers

Miranda Gilmour, Community Area Manager
Adam Brown – Democratic Services Officer
Maggie Rae – Corporate Director

Town and Parish Councillors

Malmesbury Town Council – Kim Power
Brinkworth Parish Council – Elizabeth Threlfall
Dauntsey Parish Council – Ellen Blacker
Little Somerford Parish Council – Tony Pooley
Minety Parish Council – Charles Cook
St Paul Malmesbury Without Parish Council – Roger Budgen, Caroline Pym, Andy (Peter) Hatherell

Partners

Police – Insp. David Hobman, Martin Alvis
Wiltshire Fire & Rescue – Dean Corbin
Wiltshire CCG - Rob Hayday, John Pettit, Ted Wilson

Total in attendance: 57

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
31	<p><u>Health Fair</u></p> <p>Health Fair: Visitors were invited to browse a selection of stalls as a part of the health-themed Area Board.</p> <p>Dementia Awareness Session: Those in attendance were given the chance to become Dementia Friends at a session. The session gave them an understanding of dementia and taught them how to help those living with it.</p> <p>Better Care Plan: Corporate Director Maggie Rae congratulated those present on providing an excellent event and introduced a short film on the role of the Better Care Plan and the changes in health care across Wiltshire.</p> <p>After the film had finished Maggie Rae, Dr Simon Watkins, Rob Hayday, Dr John Pettit, and Ted Wilson answered questions from the Area Board. Questions were asked on the importance of preventative healthcare for young people; it was explained that this is of great importance. Clarification was sought on the conflict of health and social issues; it was stated that medical experience will be used together with signposting people to relevant services. Concerns were expressed about the new houses planned for Malmesbury and the capacity for the GP surgery to be able to cope. Dr John Pettit explained that they would cope by sharing consulting rooms.</p> <p>How to encourage volunteers to support lonely and isolated people in the community? The Community Area Manager, Miranda Gilmour explained that this question formed one of the priority actions from the Joint Strategic Assessment event held earlier in the year. Time didn't allow for a workshop, so those present were asked if they had ideas about how the community could develop this. Cllr Chuck Berry suggested all parish councils be requested to nominate a representative for older people (similar to footpaths). Steve Cox was involved with Athelstan's Army in Malmesbury which included befriending the housebound. Ellen Blacker had a key role as the local Good Neighbour co-ordinator.</p> <p>Decision:</p> <p>For Miranda Gilmour to hold discussions with Steve Cox, Kim Power, Ellen Black, and Cllr Berry.</p>
32	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed all those present at the meeting.</p>

33	<p><u>Apologies for Absence</u></p> <p>Apologies were received from:</p> <p>Bob Tallon – Brokenborough Parish Council Andrew Woodcock – Malmesbury Town Council Sue Poole – Malmesbury Parish Council Ashley Stopforth – Luckington & Alderton Parish Council John Tremayne – Easton Grey Parish Council Kieran Kilgallen - PPC Matt Perrott – Highways Community Co-ordinator Bill Parks – Local Highways Ian Halton - BBLP Sid Jevons – MVCAP Mike Franklin – Wiltshire Fire & Rescue Service</p>
34	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 9 July 2014 were presented.</p> <p>Decision</p> <p>To approve the minutes of the previous meeting as a true and accurate record.</p>
35	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
36	<p><u>Chairman's Announcements</u></p> <p>The Chairman and Area Board made the following announcements:</p> <p>a. Youth Activity Update:</p> <p>Cllr Thomson explained that in May 2014 the Cabinet had agreed to adopt a community-led model for the provision of positive activities for young people.</p> <p>Community Youth Officers had been appointed to 15 of the 18 Area Board areas. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level. Cllr Thomson was pleased to announce that Ollie Phipps had been appointed as the Community Youth Officer for Malmesbury Community Area. Cllr Thomson explained that they had their first meeting and discussion with the secondary school.</p> <p>Each Area Board was stated to have a delegated authority, a devolved budget and dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area.</p>

Cllr Thomson stated that each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN would be supported by a smaller coordination group facilitated by the Community Youth Officer. To enable Area Boards to satisfy themselves and the local community that budgets are being targeted appropriately, a new system for monitoring the impact of youth activities will be introduced with regular reports to the LYN and Area Board.

Cllr Thomson announced that a number of workshops focusing on: Leader's Guidance, Local Youth Network Terms of Reference and 'Positive Activities Toolkit', had been organised for Area Board members, Community Youth Officers and Community Area Managers. Area Boards were encouraged to nominate one or more members to attend one of the sessions.

Decision

The Board agreed to nominate Cllr Simon Killane as their youth champion. He would attend the meeting.

b. Gleeson's Appeal – letter from Cllr Jane Scott OBE to Eric Pickles MP:

Cllr Sturgis explained that planning regulations in the county had been through numerous changes, and that the planning application mentioned in the Gleeson's appeal letter would be up for review in 6 weeks. Cllr Killane added that there had been fantastic support and that it was a great demonstration of ordinary people having direct contact with government and that it showed how people can have an influence if they work together.

c. Changes to Electoral Registration System:

Cllr Killane explained that over the summer, all Wiltshire residents had received a letter telling them about the biggest change to the electoral registration system in nearly 100 years.

A new, more secure, system of Individual Electoral Registration had been introduced where each individual will be responsible for registering themselves. Many Wiltshire residents were automatically moved onto the new electoral register. However, Cllr Killane stated that some needed to take action to join or remain on the register. It was explained that this was possible to do quickly and easily online. People were stated that they needed to provide their National Insurance Number and date of birth when registering.

Cllr Killane stated that those who have not yet responded would be sent a reminder and urged to complete the process.

More information can be found at www.gov.uk/yourvotematters

d. Emergency Planning Workshop:

Cllr Thomson announced that Malmesbury Area Board is hosting an Emergency Planning Workshop for Town and Parish Councils on Wednesday 15 October from 6.00pm to 9.00pm in Sherston Village Hall.

It was explained that Wiltshire council's Head of Public Protection (Emergency Planning) will work with parish/town councils to create robust local emergency planning strategies which not only include risks such as snow and flooding but other issues such as chemical spillages or major health threats. Those who had made a start already on their plans were strongly advised to attend the session.

It was also explained that due to the anticipation of good attendance that numbers will be limited to two representatives per town or parish council.

Cllr Thomson stated that the programme would not be offered again in the near future as the rolling out of this intensive support across Wiltshire will take a number of years to complete.

For further information or to book places contact Miranda Gilmour by email: miranda.gilmour@wiltshire.gov.uk

e. Garden Waste Consultation:

Cllr Sturgis informed the Area Board that the public consultation exercise to gain residents' views on potential future changes to the current kerbside garden waste collection service had been extended until 1 October and residents were presented with three proposals for changes to the service.

The proposed changes were:

1. A three month suspension of the non-chargeable kerbside garden waste service with no collections taking place in December, January and February.
2. A five month suspension of the non-chargeable kerbside garden waste service with no collections taking place in November, December, January, February and March.
3. To introduce a chargeable kerbside garden waste collection service instead of the current non-chargeable service.

Cllr Sturgis stated that as of Friday 5 September the consultation had received 13,627 responses, the highest level ever received in Wiltshire. Cllr Sturgis praised the consultation and spoke from experience referencing the effectiveness of subsidised compost bins.

Residents were asked to pick the one option which best meets their needs and informed that they could find more information and contribute to the consultation by:

- Visiting the Council's website and following the link to public consultations.
- Going online at your local library.
- Picking up a leaflet from your local library, leisure centre, council office or town council office.

Further information was said to be available by contacting the council by emailing gardenwasteconsultation@wiltshire.gov.uk, or telephoning 0300 456 0102.

f. Computer Basics Club:

Cllr Killane announced that a monthly computer club would start on 16 September 2014, meeting in Malmesbury Library every third Tuesday of the month between 2-4pm.

It was explained that the club is being provided by Wiltshire Online's local Digital Champion volunteers and will provide basic help to people new to computers or lacking confidence to use them.

Cllr Killane urged those present to make the most of the free and friendly support and to pass on this information to anyone who might value this help.

It was stated that people can take along their own PC or tablet or use one of the computers at the library.

It is possible to register by telephone: 01225 793349 or email: digitalinclusion@wiltshire.gov.uk

g. Campus Consultation:

Cllr Thomson explained that he had been asked by the Chairman of the Malmesbury Shadow Campus Operation Board (SCOB) to give advance warning to our town and parish councils that they will shortly be receiving a consultation request about the community needs of their parish.

Cllr Thomson stated that this would form the first opportunity to feed in their ideas and that it was requested that this item was placed as a matter of priority on their next Parish Council agenda and a response be provided to the SCOB as soon as possible.

37

Nomination of the The Wheatsheaf, Wheatsheaf Lane, Oaksey, as an Asset of Community Value

	<p>Decision</p> <p>Malmesbury Area Board agreed to formally support the nomination of The Wheatsheaf, Wheatsheaf Lane, Oaksey, as an asset of community value.</p>
38	<p><u>Partner Updates</u></p> <p>6a Wiltshire Police</p> <p>Inspector Dave Hobman was introduced by Cllr Thomson as taking over from Inspector Mark Thompson. Inspector Hobman introduced himself and explained that he would be responsible for Neighbourhood policing in Royal Wotton Bassett, Cricklade, Malmesbury, Chippenham, Calne and Corsham. Inspector Hobman introduced himself and assured those present that when issues arise in an area he will move necessary staff to address the problem.</p> <p>6b Wiltshire Fire and Rescue Service</p> <p>There were no updates given.</p> <p>6c Malmesbury and the Villages Community Area Partnership</p> <p>A written update was provided.</p> <p>6d Good Neighbours</p> <p>A written update was provided.</p> <p>6e Highways Community Co-ordinator</p> <p>A written update was provided.</p> <p>6f Town and Parish Councils</p> <p>i. Malmesbury Town Council</p> <p>It was announced by Kim Power of Malmesbury Town Council that they were close to creating the first no cold-calling zone in Malmesbury as a result of information from the May area board meeting. Cllr Thomson congratulated them on their progress.</p>
39	<p><u>Community Issues Update</u></p> <p>The area board was asked to refer the issues to the 7 October Community Area Transport (CATG) Meeting.</p> <p>Decision</p> <p>That the following issues presented were to be referred to the 7 October</p>

	<p>Community Area Transport (CATG) Meeting:</p> <ul style="list-style-type: none"> • 3403 - Perceived speeding through Milbourne village • 3425 - Improve pedestrian crossing on B4040 in Sherston • 3453, 3455, 3457, 3505 - Parking in Burnivale • 3506 - Speed limits on A429 south of Malmesbury • 3520 - Speed on Foxley Road, Malmesbury
40	<p><u>Area Board Funding</u></p> <p>Miranda Gilmour, the Community Area Manager, outlined the funding report. In addition she requested officer delegation to provide a light supper for parish council representatives attending the emergency planning workshop on 15 October.</p> <p>DECISION</p> <p>The area board granted First Malmesbury (King Athelstan) Scout Group £1368 towards the replacement of their old kitchen and approved officer delegation to provide refreshments at the emergency planning workshop.</p>
41	<p><u>Evaluation and Close</u></p> <p>Those present were given the opportunity to vote electronically on how happy they were with the venue; the health fair; the dementia awareness session; their support for Malmesbury becoming dementia friendly community; the Better Care Plan video presentation; how informed they were on the Better Care Plan; and the level of public involvement.</p>

Wiltshire's Car Parking Review Chair's Announcement

Introduction

Wiltshire Council is reviewing its car parking service and has completed a pre consultation assessment, which was undertaken in May and June of this year. It has also reviewed the evidence from the community workshops held in May. The findings of the pre-consultation exercises have been combined with parking data to form the basis of the next stage of the review.

The review focuses on car parking charges and management, with the potential use of new technologies and the future role of local communities. The review also covers other aspects such as parking standards, first hour free parking and other charging exemptions.

We are keen to hear the views of residents to help us shape the new strategy. The Council has made no decisions and would like to see how far you agree or disagree with the presented options, or alternatively suggest your own. Therefore, we have produced consultation documents which can be viewed at <http://consult.wiltshire.gov.uk/portal> (not available until the 27th October 2014). Hard copies of the background evidence will also be available at local libraries and the main council offices. The online questionnaire and one possible charging option will be available for viewing and completion from the 10th November.

The consultation will be open from 27th October 2014 to the 16th January 2015.

How to respond

Our preferred method to receive comments is through completion of the on-line electronic questionnaire (please note that there is no requirement to register or log-in to the portal to respond to this pre-consultation exercise).

Paper copies of the questionnaire will also be available on request by phoning the below number

Your comments need to be submitted by **5pm on 16th January 2015**.

If you have any queries, please contact us using the details below or by telephone on 0300 456 0100.

Sustainable Transport Group
Highways and Transport
Wiltshire Council
County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN
By email to: transportplanning@wiltshire.gov.uk

Our Ref: 2014/0016

Enquiries to: Simon Day

Date: 20th October 2014

Cllr Chuck Berry
Miranda Gilmour – Community Area Manager

Economic Development & Planning
Monkton Park
Chippenham
Wiltshire
SN15 1ER

Tel: 01249 706634
email: simon.day@wiltshire.gov.uk
www.wiltshire.gov.uk

Dear Richard,

Decision to list The Wheatsheaf Inn, Wheatsheaf Lane, Oaksey as an Asset of Community Value

Having considered all the information and submissions provided, following the nomination of The Wheatsheaf Inn, Oaksey to be listed as an Asset of Community Value, Wiltshire Council has decided to enter the property onto the list of Assets of Community Value (available online at <http://www.wiltshire.gov.uk/planninganddevelopment/planningcommunityrighttobid.htm>). The information will be entered onto the local land charges register and the property will remain on this list until **20th October 2019**.

This decision has been taken because:

- The current use of the building or other land (or use of the building or other land in the recent past), that is not an ancillary use, furthers the social wellbeing or social interests of the local community; and
- it is realistic to think that now or in the next 5 years there could continue to be non-ancillary use of the building or other land which will further (whether or not in the same way as before) the social wellbeing or social interests of the local community.
- The Wheatsheaf Inn is the only pub and restaurant in the village and has provided a venue for a variety of local groups. As well as the Parish Council, the nomination for The Wheatsheaf to be listed as an Asset of Community Value has the support of the local elected Member.

An entry has been made on the Land Register and the owner of the asset cannot dispose of it without:

- letting the local authority know that they intend to sell the asset or grant a lease of more than 25 years;
- waiting until the end of a six week 'interim moratorium' period if the local authority does **not** receive a request from a community interest group to be treated as a potential bidder;

- waiting until the end of a six month 'full moratorium' period if the local authority **does** receive a request from a community interest group to be treated as a potential bidder (in the first six weeks).

The owner of the property does not have to sell the asset to the community interest group. There is also a 'protected period' (18 months from the time that the owner notified the local authority of their intention to dispose of the asset) – during this time there can be no further moratoriums on sale and the owner is free to dispose of the property as they see fit.

Some types of disposal of assets, even though they are listed, are exempt from this process and in those circumstances the owner does not need to notify Wiltshire Council. It is up to the property owner to determine if the disposal is exempt, and to demonstrate this to the Land Registry on registering the new owner. A number of the exemptions are set out in the [Localism Act](#) and these include disposals which are gifts, or which arise as part of the settlement of a will, which are made within families, or relate to 'business to business' going concern sales. A number of other exemptions are defined in the [Assets of Community Value Regulations](#) – including sale due to insolvency, incapacity or divorce.

Landowners have the opportunity to request a review of the decision to enter an asset on the Assets of Community Value register, within 8 weeks of listing. Reviews are considered by an officer of sufficient seniority not involved in the original decision. Decisions to list can be overturned based on these factors:

- The eligibility of the asset;
- The eligibility of the nominator;
- New evidence;
- Improper factors being taken into account in the original decision.

Landowners wishing to request a review of the decision should contact: Alistair Cunningham, Associate Director of Economic Development and Planning, via Alistair.Cunningham@Wiltshire.gov.uk by **15th December 2014**, with information on why they believe the asset should not be listed (based on the criteria set out above) and whether an oral hearing is requested. A review of the decision will take place within 8 weeks of any request being received from the landowner.

We hope that any change to this decision will not be necessary, however, and that the opportunity that the asset being listed provides for community groups to be treated as potential additional bidders, should a relevant disposal be entered into, will be welcome.

Should a relevant disposal occur during the next 5 years and the landowner incur loss or expense in relation to the land which would be likely not to have been incurred if the land had not been listed; the landowner will be entitled to claim compensation from Wiltshire Council. If the landowner believes this to be the case, claims for compensation must be made to Wiltshire Council in writing, detailing the compensation sought for each part of the claim and the related evidence, before the end of 13 weeks after the loss or expense was incurred (or finishes being incurred).

The [Community Right to Bid: Non-statutory advice note for local authorities](#) published by the Government provides further information on this last point.

Yours sincerely

Simon Day
Area Technical Support Team Leader
Economic Development & Planning

Chairman's Announcements Malmesbury Area Board 5 November 2014

Emergency Planning Workshop

I am pleased to report that we had representatives from 14 of the 20 parishes that make up Malmesbury Community Area at the Emergency Planning Workshop held in October.

It was an informative evening and parishes appeared fired up to get to grips with their emergency plans whether it was a refresh or starting from scratch.

Whether your parish attended this event or not I would urge parishes/town councils to commit to undertaking this work. The Head of Public Protection, Surriya Subramaniam Surriya.subramaniam@wiltshire.gov.uk has invited parishes to submit their plans as soon as they are completed and to contact his team should they need specific advice.

A wealth of information is available on-line and Miranda can forward (on request) a copy of the guidelines discussed on the night to parishes who were unable to attend the event.

I would also like to thank Sherston parish council for hosting the event.

Subject	A community-led model for youth activities
Officer contact details:	Steve Milton, Head of Community Governance steve.milton@wiltshire.gov.uk

Introduction:

In May 2014 Cabinet agreed to adopt a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, Wiltshire Council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people.

The community-led model will commence on 1 October 2014 and means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs. A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

Area Boards will ensure that positive activity provision is inclusive and takes into account the needs of all vulnerable groups.

Each Area Board has delegated authority, a devolved budget and its dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level.

Each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN will be an open network of organisations in the area that have an interest or involvement in the provision of positive activities for young people. The LYN will be supported by a smaller coordination group facilitated by the Community Youth Officer.

In line with our approach with community area grants in respect of urgent matters that may arise from time to time between meetings, that the Community Area Manager, in consultation with the chairmen of the Local Youth Network and Malmesbury area board, be granted delegated authority to approve expenditure from the youth budget.

Recommendations:

1. To adopt the Leaders Guidance for Positive Activities for young people and Terms of Reference for Local Youth Networks (LYNs) and commence work on establishing a LYN.

2. That authority is delegated to the Community Area Manager to approve expenditure of up to £1,000 for urgent projects falling between area board meetings. A report explaining such decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Malmesbury Area Board.
3. That authority is delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings. A report explaining such decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Malmesbury Area Board.

Leaders Guidance for Community Area Boards on Positive Activities for Young People

September 2014

1. Context

Wiltshire Council has adopted a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, the council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people. This means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs.

Definition of Positive Activities

A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

Positive activities are for young people aged 13-19 (up to 25 years of age for young people with special educational needs and/or disabilities) and may include activities and support which:

- Helps young people connect with their communities, enabling them to belong and contribute to society e.g. through volunteering
- Provides opportunities for young people to take part in a range of sports, arts, music and other activities where they can socialise safely with their peers and develop relationships, including with adults they can trust
- Encourage young people's personal and social development
- Improve young people's physical and mental health and emotional well-being
- Help young people to achieve in education, work or training
- Prevent and divert young people away from risky behaviours e.g. teenage pregnancy, substance misuse and involvement in crime and anti-social behaviour

2. Legal Framework

The Education Act 1996

S507B of the Education Act requires Council's, so far as reasonably practicable, to secure for qualifying young persons (aged 13-19 in the local area¹) access to sufficient positive leisure-time activities which improve their well-being, and sufficient facilities for such activities. With an annual budget for positive activities for young people and enabling support from Wiltshire Council Children's Services, this responsibility has been delegated to Community Area Boards.

The Equality Act 2010

Community Area Boards are required to comply with the Public Sector Equality Duty under S149 of the Equality Act 2010. Community Area Board members must consider the equality issues and impact of proposals as part of the decision-making process. This requires the council to have regard to the need to:

¹ Up to 25 years of age for young people with special educational needs and/or disabilities

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act,
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The Duty is in relation to protected characteristic groups and has to be applied in the delivery of Wiltshire Council services and in the employment of its staff. The relevant protected characteristics include age, disability, gender reassignment, marital and civil partnership, pregnancy and maternity, race (including colour, and nationality, ethnic or national origins), religion and belief, sex, and sexual orientation.

Wiltshire Council Constitution

Area Boards are required operate in accordance with Wiltshire Council's Constitution. In particular, it states Area Boards will allocate their delegated funds in accordance with this guidance issued by the Leader and that they must operate in accordance with the council's budget and policy framework and in accordance with the requirements of the Constitution. Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement (Part 11) and the Code of Conduct (Part 13) and the objectives set out below.

3. Objectives

- Create, develop and maintain a sustainable Local Youth Network (LYN) as a sub group of the Area Board in accordance with attached terms of reference;
- Identify, plan and make available a broad offer of positive activities for young people in their area, taking into account the needs and views of young people, and priorities identified within the local Joint Strategic Assessment;
- Secure young people's participation and direct involvement in all stages of the decision making process about the needs, outcomes, priorities and options that form the basis of the offer;
- Identify and secure suitable, safe providers and/or projects/programmes to deliver positive activities, making the best use of local resources;
- Comply with the statutory duties outlined in section 2 and demonstrate compliance through monitoring and evaluation evidence;
- Promote the local positive activities offer effectively, in a way which maximises young people's participation and involvement;
- Promote improved partnership working between organisations and groups working with young people, and develop links with other Local Youth Networks and services for young people;
- Encourage volunteering and community involvement in the development and delivery of positive activities;
- Maintain effective communication with all members of the Local Youth Network to keep them informed and involved;
- Comply with any special requirements asked for by external/alternative funders.

4. Priorities

- Ensure that access to a broad range of safe positive activities is open to all young people regardless of their circumstances or needs;
- Ensure that young people are directly involved in the design, development, delivery and review of local provision. To include representation on the Local Youth Network and identification of needs and priorities;
- Ensure that the needs of the most vulnerable and disadvantaged young people are made a high priority;
- Ensure that the positive activities offer reflects the needs of young people and the wider community, enabling them to pursue and progress in their areas of interest.

5. Financial requirements

A budget for positive activities for young people will be allocated annually to Community Area Boards using the locally agreed Area Board Funding Formula based on the population of 13-19 year olds (using Office for National Statistics mid-year population estimates). This will ensure that funding is allocated equitably across community areas according to local needs.

The funding is revenue based and must be used for the provision of positive activities for young people, targeted at the 13-19 age range (up to 25 years of age for young people with special educational needs and/or disabilities). The funding is ring-fenced for these purposes only.

This funding is not to replace other local funding which is currently used to support services and activities for young people. Community Area Boards are required to use the positive activities for young people funding to complement and enhance other local resources, to secure an offer of positive activities which meets the needs of young people in their area.

Community Area Boards will be accountable for the budget, which will include regular financial reporting of spend and compliance with the council's budget and policy framework.

Budgets are allocated annually for use within year. Roll-over will not normally be permitted although funding that is committed to local positive activity provision but unspent at year end will be carried forward subject to the normal financial management arrangements.

6. Support

Community Area Boards and their Local Youth Networks will be able to access a wide range of support to enable them to develop and deliver a needs-led and sustainable positive activities offer for young people. This consists of technical, professional and developmental support which is set out in the 'Positive Activities Toolkit for Community Area Boards' and includes access to a Wiltshire Council employed Community Youth Officer.

7. Administration

Administration should be kept to a minimum and shared by members of the Local Youth Network, utilising relevant expertise from the stakeholders involved. The operation of the Local Youth Network and associated support will be provided by the Community Youth Officer with assistance from the Community Area Manager / Community Engagement Officer.

8. Wiltshire Council expectations of Community Area Boards and Local Youth Networks

Monitoring and evaluation requirements:

- Put into place monitoring and evaluation arrangements with providers of positive activities to ensure good quality services and that young people's needs are being met;
- Monitor and evaluate the impact and outcomes of the overall local positive activities offer on an annual basis, to include service user feedback;
- Provide Wiltshire Council Children's Services with regular information on the activity in the area so that a database of activity across the authority can be held centrally;
- Provide a breakdown of how funds are spent;
- Provide evidence that equality impacts and due regard to the Public Sector Equality Duty have been considered as part of the decision making process;

- Provide evidence that young people have participated and been involved in decision making processes to develop the positive activities offer, and that their views have been taken into account.
- Keep a record of actions agreed in accordance with Wiltshire Council regulations; to ensure that recommendations made to the Community Area Board and the decision making process are open and transparent.
- Provide evidence that the recommendations of Local Youth Network have been taken into account.
- Share best practice with other Community Area Boards and Local Youth Networks across the county.

Policies and Procedures

Community Area Boards are required to adhere to Wiltshire Council policies and procedures. It is particularly important that Community Area Boards ensure they understand and are compliant with the equality of opportunity and safeguarding policies. Safeguarding guidance has been developed for Community Area Boards in respect of positive activities for young people and this will need to be adhered to at all times.

9. Quality and Standards Framework

Wiltshire Council has developed a quality and standards framework for positive activities for young people. Community Area Boards, its suppliers of positive activities for young people and Local Youth Networks are expected to adhere to this framework. This is included in the 'Positive Activities Toolkit for Community Area Boards'.

10. Decision-making process

Community Area Boards will make decisions at public meetings on how funding should be deployed to ensure that decision making is open and transparent.

The decision making process must:

- Take into account recommendations, advice and guidance from the Local Youth Network;
- Evidence that young people have participated and been directly involved in the decision making process and that their needs and views have been taken into account;
- Take into account and ensure compliance with the statutory duties outlined in Section 2 of this guidance;
- Demonstrate that safeguarding and quality assurance standards have been met;
- Ensure that impact assessment will form a condition of any funding and/or procurement decision so that the effectiveness of positive activities may be monitored.

Community Area Boards should implement their decision making powers in accordance with the 'Positive Activities Toolkit for Community Area Boards'.

11. Review

This guidance is subject to change and may be reviewed by the Leader at any time.

Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the 'Leaders Guidance for Community Area Boards on Positive Activities for Young People'.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the management group (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

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



1. Neighbourhood Policing

Sector Commander: Insp Dave Hobman

NPT Sgt: Martin Alvis

Town Centre Team

Beat Manager – PC Rachel Webb

PCSO – Michaela Lareine

Malmesbury Rural Team

Beat Manager – PC Mike Tripp

PCSO – Durry Maule

Ashton Keynes & Minety Team

Beat Manager – PC Steve Harvey

PCSO – Dee Curran

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 September 2013	12 Months to September 2014	Volume Change	% Change	12 Months to September 2013	12 Months to September 2014
Victim Based Crime	430	473	+43	⬢ +10.0%	22%	10%
Domestic Burglary	21	43	+22	⬢ +104.8%	19%	0%
Non Domestic Burglary	62	107	+45	⬢ +72.6%	0%	2%
Vehicle Crime	38	46	+8	⬢ +21.1%	5%	7%
Criminal Damage & Arson	88	57	-31	⬢ -35.2%	26%	16%
Violence Against The Person	81	77	-4	⬢ -4.9%	57%	27%
ASB Incidents	266	224	-42	⬢ -15.8%		

As you can see the big talking point currently are the reported burglaries both dwelling and non dwelling. The majority of these being committed in the Minety, Ashton Keynes and Crudwell areas. Without going into too much detail and giving away our plan we are doing a lot of detailed work with departments within the service, boarding forces and partner agencies. This is a CID priority and the impact on the community is not to be underestimated. If I could reassure anyone reading this report that this is very much work in progress.

The better news to end with is a continuing fall in violent crime, damage and ASB all which I'm sure you would agree goes to make safer and better communities.

Sgt Martin Alvis

MVCAP

Report for Area Board meeting on Wednesday 5th November 2014

Great War Project: We will be running a new project called “*Your Say*.” Starting towards the end of this year the aim is to collect together people's stories about WW1 along with their views about the conflict and how we are marking the centenary. The project will have displays travelling around the community area over the next few years. Check out the website for more information.

We are also working with other groups in the community to find ways to mark the 100th anniversary of the First World War. If you would like to find out more or get involved please visit the website.

greatwarproject.org.uk

Malmesbury Area Pathfinders (MAP): The walking group are moving forward with the 20-mile “White Walls Way” walking trail. 12 interpretation boards have been ordered and the group have applied for a licence from the Ordnance Survey to make maps freely available through the website. For more on the White Walls Way see:

whitewallsway.org

The Malmesbury – Cowbridge path has had planning approval, with conditions.

Graphic design for a Malmesbury walls walking booklet has been completed. This will be published by Athelstan Museum.

MAP have been helping the Bremilham church and walk project with graphic design support and general advice.

For more about MAP and links to walks in the area visit the website:

malmesburypathfinders.org.uk

PHEW 2014 - July, August, September: This project went very well once again. We had 25 groups taking part running over 90 events large and small including taster sessions for horse riding, bowls, sailing, morris dancing, boules and longbow archery. For contact details of the clubs involved please visit the website.

legacymalmesbury.org.uk

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.

The next meeting will be in January 2015 at Malmesbury Fire Station. Check the website for exact details. This will be the final Community Safety Forum as funding to organise this meeting is ending.

malmesburycsf.org.uk

Green Matters: Our what's on guide to green events and activities in and around North Wiltshire including local ecology, nature, wildlife, environmentalism, sustainability and climate change.

greenmatters.org.uk

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.bristolavonriverstrust.org

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

After the quiet Summer comes the Autumn flood of enquiries. Since my last report I, like most of my colleagues, have been really busy with a variety of enquiries from installing and checking smoke detectors (working in partnership with Wiltshire Fire and Rescue) to the ever present problem of solving transport issues. Working closely with our wonderful Link volunteers, most transport issues can be solved without too many difficulties. Quick plug for the Link Schemes here as they are always seeking volunteer drivers.

The other big issue facing my clients is being lonely. There is lots going on in Malmesbury and most villages have some social activities, but not everyone wants to go out to socialise; not everyone *can* get out and about. Age UK run a befriending service but here in the north it is overstretched. Social Isolation has been linked with many health issues but often people find it hard to admit that they are lonely and that they would like someone to visit them. Raising the profile of this issue could help overcome this and make befriending more acceptable in our community.

As the cooler weather approaches we are again looking at winter costs. Wiltshire and Swindon Community Foundation are again awarding Surviving Winter grants to the most vulnerable in our community to help with fuel costs. I am starting to gather information now so that we are ready for grant payments which start on 17th November. All donations to the scheme are most gratefully received by WSCF.

Perhaps the most endearing tale I heard recently was of a friend who took their neighbour to the GP. Following cataract operations on both eyes, then new hearing aids, this person is now leading a very different life. Rather than being isolated in their own home with poor sight and little hearing, they are now confident to go out and visit the local lunch club, catch the bus to town and do some shopping. The key is information....that the sight problem could be fixed by relatively simple operations and the hearing improved by treatment and modern technology. The Wiltshire Good Neighbour Scheme is designed to provide information so that individuals can take control of their lives. Keep passing the word!

Independent Trusted Embedded
Effective Supportive Enabling

Local Highways Update – September 2014

Seasonal Update

Winter

- Wiltshire Council is currently getting ready for winter
- Link for info on Wiltshire Roads which are gritted throughout the winter months
www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/gritting.htm
- If any Parish would like to meet on site to discuss issue before the winter sets in please let know so we can arrange a convenient day and time

Programmed Works

Community Days

Parish	Contractor Site Meeting	Community Day
Great Somerford	Wednesday 22 October 2014 9:30am	Tuesday 4 November 2014
Lea and Cleverton	Wednesday 29 October 2014 9:30am	Tuesday 11 November 2014
Oaksey	Wednesday 5 November 2014 9:30am	Tuesday 18 November 2014
Easton Grey	Wednesday 12 November 2014 9:30am	Tuesday 25 November 2014
Little Somerford	Wednesday 19 November 2014 9:30am	Tuesday 2 December 2014
Charlton	Wednesday 26 November 2014 9:30am	Tuesday 8 December 2014
Minety	Wednesday 3 December 2014 9:30am	Tuesday 15 December 2014

Highways Steward Visit

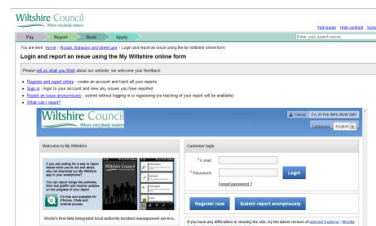
	Luckington	Sopworth	Sherston	Easton Grey	Norton	Malmesbury Without	Malmesbury	Brokenborough	Great Somerford Little	Somerford	Dauntsey	Brinkworth	Lea & Cleverton	Charlton	Hankerton	Crudwell	Oaksey	Minety	Leigh	Ashton Keynes	
27-Oct																					
03-Nov																					
10-Nov																					
17-Nov																					
24-Nov																					
01-Dec																					
08-Dec																					
15-Dec																					

My Wiltshire App

Please use the “My Wiltshire” App to report Local Highway defects to Wiltshire Council.

Local Highways includes

Grass Cutting, Street Cleaning, Emptying Bins, Potholes, Drainage etc



Partner Update Joint Strategic Assessment (JSA) Update for Malmesbury Community Area, 10 September 2014

Following the JSA event in April the area board agreed at their May meeting that in 2014/15 the area board would specifically support Health & Wellbeing and Leisure priorities (see tables below).

It was agreed that updates should be provided to the area board about what is happening.

Health & Wellbeing priorities		
1.	Target social isolation by recruiting volunteers to befriend the isolated	55%
2.	Educate the middle aged, middle social groups that alcohol consumption is too high	6%
3.	Falls for over 65's concentrate on solutions to the problem	18%
4.	Target the 60-69 year olds who need to keep healthy or in ten years we will have a perfect storm of problems	20%

- Promoting falls prevention classes in Malmesbury and Royal Wootton Bassett via *Malmesbury Our Community Matters* website (in addition to more traditional outlets).
- Hosting Health Fair on 10 September to promote many aspects of health and wellbeing to all age groups.
- Health Trainer service promoted via *Malmesbury Our Community Matters* website and at Health Fair. 1:1 support to people who want to improve their general health and make better lifestyle choices:
 - healthy eating and moving towards a healthy weight
 - reducing or stopping smoking
 - becoming more physically active
 - sensible drinking
 - improving general health
 - building self confidence, motivation and coping skills
 - signposting to other services
- Dementia Awareness workshop offered as part of on 10 September Area Board. Opportunity to develop network of *Dementia Friends*.
- Targeted local businesses via Chamber of Commerce, Malmesbury Town Team and visits to local businesses to encourage free staff development opportunities to attend dementia awareness session.
- Consider with community how we might target social isolation by recruiting volunteers to befriend the isolated area board agenda 10 September.

- Made available *Life is for Living* booklet to all parish/town councils. 700 copies have been distributed across the Malmesbury community area, to:
 - Brinkworth PC
 - Dauntsey PC
 - Great Somerford PC
 - Lea & Cleverton PC
 - Little Somerford PC
 - Luckington PC
 - Malmesbury TC
 - Malmesbury St Paul Without PC
 - Oaksey PC
 - Sherston PC
 - The Good Neighbour Co-ordinator ensured copies were provided to older more isolated people as well as luncheon clubs and Link schemes.

Leisure priorities		
1.	Support to develop more opportunities for people with disabilities and long term conditions across the community area.	21%
2.	Encourage more walking, cycling, scooting to school to promote a healthier lifestyle.	35%
3.	Support development for more social activities with a physical activity across the community area.	29%
4.	Promote better communication about what is available across the community area	15%

- Promoting walking opportunities on *Malmesbury Our Community Matters* website.
- Engaging more with the local leisure centre and encouraging The Activity Zone (TAZ) to use *Malmesbury Our Community Matters* website to promote special offers to access leisure activities.
- Promoting range of leisure opportunities at Health Fair 10 September 2014.
- Malmesbury & Village Community Area Partnership (MVCAP) ran the PHEW! (Participation, Health, Exercise and Well-being) 2014 project during the summer (with financial support from the area board. Twenty five groups took part running over 90 events, including taster sessions for horse riding, bowls, sailing, Morris dancing, Boules and longbow archery.
- 'Fun in the Sun' delivered a rural sports outreach programme during the school summer holidays to engage young people in physical activity in their local community. In the Malmesbury Community area the villages of Sherston, Crudwell and Minety participated. Fun in the Sun was delivered in partnership with Wiltshire Cricket and the Bath Rugby Foundation providing free fun sports and games for 90 minutes per week for children aged 5 to 11.

Wiltshire Council has developed a new community-led model for positive activities with young people. This model sees the implementation of new Community Youth Officer, the development of a Local Youth Network and an annual budget available for activities with young people accessible through your Area Board.

Your Community Youth Officer is **Ollie Phipps**, he is the 'go to guy' for youth issues and to signpost young people to local services and activities.

As part of his role he will be focusing on community working, growing and enhancing voluntary and community sector positive activity provision. Also facilitating engagement with young people and champion their voice and influence in local decision making. Ollie will be supporting the participation and involvement of young people in the design, development, delivery and review of youth activities. Furthermore, Ollie will initiate and support local youth and community projects. Ollie will be instrumental in establishing and supporting the Local Youth Network, providing professional advice, maintaining communications and helping facilitate its local activities.

The Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

LYNs will facilitate partnership working at a local level, particularly between voluntary and community providers of youth activities. The aspiration is that this approach will develop a more joined-up and consistent positive activities offer for young people and improve safeguarding and child protection.

Ollie would like to meet all groups working with young people and include them in the development of the Local Youth Network. Furthermore, your Community Youth Officer is a resource for advice, guidance, support and information regarding young people, so do not hesitate to get in touch.

Ollie Phipps – Community Youth Officer Malmesbury Community Area

Tel: 07795 060797

Email: ollie.phipps@wiltshire.gov.uk

Report to	Malmesbury Area Board
Date of Meeting	5 November 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 8 issues
3. Refer 8 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 \(CLARENCE\)](#).
- 1.3. All parish councils should be in regular contact with the Highways Community Coordinator and all highways issues should be discussed with him first.
- 1.4. The online area board community issues system should be used when the parish/town council has been unable to solve the matter through normal channels with Wiltshire council and its partners and/or where an issue is causing widespread concern in the community. Please report it to the Malmesbury area board via the [online community issue form](#).
- 1.5. At the time of writing (15/11/2014), a total of 187 community issues have been received, of which 153 have been closed and 34 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. It is recommended that the following issues are closed (emboldened in Appendix 1).

- **Issue 3574** - No through Road sign needed at entrance to Reeds Farm off Gloucester Road, as this matter is being referred direct to Highways.
- **Issue 3652** - Undulating road surface between Backbridge and Brokenborough village, as this is on the list of road due for resurfacing over the next 5 years.
- **Issue 3506** - Concern about speed limit on A429 south of Malmesbury, as CATG felt it was more appropriate to address this issue under the Malmesbury Neighbourhood Plan.
- **Issue 3290** - Speeding traffic B4042 Malmesbury to Sir Bernard Lovell Road is being addressed through a community Speed watch programme and maintaining the verges/pavement.
- **Issue 3151** - Speeding through Foxley village, Foxley Road (C68) as options CATG considered were inappropriate in a rural setting.
- **Issue 3103** - Road safety B4696 Ashton Keynes, as signs and lines have been installed.
- **Issue 3066** - Pedestrian safety concerns at Bendy Bow, Oaksey, following reversing the priority of traffic.
- **Issue 1783** - Parking problems at Hillside, Leigh, following completion of kerb work.

2.3. Referral to CATG

2.3.1. New issues recommended to be referred to CATG (which next meets on 10 February 2015), are shown *in italics* in Appendix 1 and are as follows:

- **Issue 3616** - Request for signage and lines at B4014 Fosse Way where is crosses the border with Gloucestershire
- **Issues 3571, 3572 & 3584** - Safety concerns at junction of A429 and the road from Oaksey to Culkerton
- **Issue 3567** - Accidents on B4042 west end of Brinkworth at Causeway End Farm
- **Issue 3564** - Perceived speeding in vicinity of B4014 Filands
- **Issue 3560** - Junction B4040 Malmesbury to Tetbury Road and Shipton Moyne Road.
- **Issue 3534** – HGV route in Malmesbury

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 November 2014.
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No unpublished documents have been relied upon in the preparation of this report.

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Malmesbury Area Board Community Issues Update – 5 November 2014

Issue No	Electoral Division	Summary of Issue / scheme	Latest Update & Recommendations
3616	Sherston	<i>Request for signage and lines at B4014 Fosse Way where it crosses the border with Gloucestershire</i>	<i>Highways are considering the matter. Suggest referral to February 2015 CATG.</i>
3574	Malmesbury	No through Road sign needed at entrance to Reeds Farm off Gloucester Road	This matter is being referred direct to Highways as it is not considered a community issue (at present). It is suggested that the area board close this issue.
3571, 3572 & 3584	Minety	<i>Safety concerns at junction of A429 and the road from Oaksey to Culkerton</i>	<i>Highways maintenance have instructed that the junction markings/slowers etc. be refreshed and will ensure signs are kept clear of vegetation. Suggest referral to February 2015 CATG.</i>
3567	Brinkworth	<i>Accidents on B4042 west end of Brinkworth at Causeway End Farm</i>	<i>Highways and police being consulted. Suggest referral to February 2015 CATG.</i>
3564	Malmesbury	<i>Perceived speeding in vicinity of B4014 Filands</i>	<i>Malmesbury Town Council has been asked to complete and return the metro count request form This will trigger the request for a speed survey to be undertaken. Suggest referral to February 2015 CATG.</i>
3562	Sherston	Undulating road surface between Backbridge and Brokenborough village	This road is on the list of sites to be considered for resurfacing over the next 5 years. The matter is being addressed and it is suggested the area board close the issue.
3560	Sherston	<i>Junction B4040 Malmesbury to Tetbury Road and Shipton Moyne Road.</i>	<i>The matter will be considered by highways officers. Suggest referral to February 2015 CATG.</i>
3535 & 3534	Malmesbury	<i>Improve signage to reduce HGVs In Malmesbury town centre and consider HGV route</i>	<i>These matters should be able to be resolved by the town council working directly with Wiltshire Council's Sustainable Transport Group, who is responsible for the Wiltshire Freight Strategy, but it is recommended that CATG look at the issue first .</i>

Issue No	Electoral Division	Summary of Issue / scheme	Latest Update & Recommendations
3520	Sherston	Speed on Foxley Road, Malmesbury	CATG recommends - Metro count figures for Haddon Close (30mph) were 38.5mph (85th percentile), so eligible for Community Speed Watch, but no residents have come forward. Collision data will be examined and a site visit to take a look at the Y junction at Foxley Road/Common Road and review signs with a view to de-cluttering if possible.
3506	Sherston	Concern about speed limit on A429 south of Malmesbury	CATG recommends closing this issue. Having considered the pros and cons of moving 30mph signs south as more land is being developed. Agreed that it was more appropriate to address this issue under the Malmesbury Neighbourhood Plan which town and unitary councillors would keep at eye on.
3505 3457 3455 & 3453		Parking/access in Burnivale, Malmesbury	CATG recommends refreshing yellow lines near the end of Burnivale as approach the main road and painting a white line from the end of the motor cycle bay to accommodate parking for 5 cars.
3425	Sherston	Improve pedestrian crossing on B4040/High Street in Sherston	CATG recommends 'crossing' indicated outside the shop by installing coloured road surface. Work likely to be undertaken after April 2015. Cost approx £3-4k with Sherston Parish council contributing 25%.
3403	Sherston	Perceived speeding through Milbourne village	CATG recommends another metro count to be undertaken as soon as possible.
3309	Sherston	Willesley speeding issues	CATG recommends possible amendment to existing 'No through road' sign to say 'No access to the A433'. Also to consider relocating the current 'No Entry' signs to increase visibility and placing a 'No entry' marking on the road. Two metro counts should also be undertaken.

Issue No	Electoral Division	Summary of Issue / scheme	Latest Update & Recommendations
3290	Sherston	Speeding traffic B4042 Malmesbury to Sir Bernard Lovell Road	CATG recommends this issue is closed. Community Speedwatch is in place and appears to be having an impact. Verges have been cut back to widen the pavement and the parish council has agreed to see further work is undertaken.
3226	Malmesbury	Dark Lane/Bristol Street Junction concerns	CATG reports installation of bolt down bollard due at the end of October.
3221	Minety	Request for pavement in Charlton	CATG reports there will be 3 way temporary traffic lights during the installation which should take 4 days and is scheduled for mid November (with contribution from parish council being made from their 2015/16 budget).
3190 & 3164	Sherston	Pedestrian crossing on A429 near Blicks Hill	CATG recommends a more expensive scheme to include ladder markings. Cost £6,652 (a 33% increase). St PMW PC and Malmesbury town council will contribute 25%.
3151	Sherston	Speeding through Foxley village, Foxley Road (C68)	CATG recommends closure of this issue as the degree of speeding (modest) coupled with any highways options in a rural area did not warrant further action.
3134	Sherston	Pedestrian crossing requested in Corston	CATG reports that the draft crossing report recommended a controlled crossing for Corston, costing 70k. Funding may be forthcoming from local developers or the project could be considered for a substantive bid next year.

Issue No	Electoral Division	Summary of Issue / scheme	Latest Update & Recommendations
3129	Brinkworth	Request for a footpath in Great Somerford	CATG reports this project received substantive funding 2014/15 of £33k. (CATG and Great Somerford PC to contribute £6k each). The design brief is with the consultant and it anticipated that the construction will take place in Spring 2015. In the meantime there will be consultation with the residents about the design and drainage.
3128	Minety	White gates requested at eastern entrance to Charlton	CATG reports location for gates agreed and installation anticipated during October 2014.
3103	Minety	Road safety B4696 Ashton Keynes	CATG recommends closure of this issue now that carriageway speed-limit roundels and signing, plus 'Pedestrian in road' signs have now been installed.
3066	Minety	Pedestrian safety concerns at Bendy Bow, Oaksey	CATG recommends closure of this issue which has involved reversing the priority of traffic. The situation will be monitored.
2660	Malmesbury	Drainage issues Reeds Farm, Malmesbury	This matter will need to be picked up under future development of land above Reeds Farm.
2172	Malmesbury	Parking in Cross Hayes by Hyams garage	No further progress at present
1783		Parking problems at Hillside, Leigh	CATG recommends closure of this issue as kerbstone work has been completed.

Report to	Malmesbury Area Board
Date of Meeting	5 November 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/ appendices.
2. Remind town/parish councils that a contribution of 25% is requested towards all CATG schemes (with the exception of substantive schemes).

1. Background

- 1.1. In 2014/2015 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. The 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.
- 1.2. 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](#)
- 1.3. The membership of the Malmesbury CATG comprises of Malmesbury area board councillors and a nominated parish council representative from each electoral division (see table below).

Division	Area Board councillor	Nominated representatives
Malmesbury	Simon Killane	Roger Budgen
Sherston	John Thomson	Graham Morris
Brinkworth	Toby Sturgis	Ellen Blacker
Minety	Chuck Berry	Vacant

- 1.4. Since approval of the 4 parish representatives in July, the representative from the Minety ward has resigned from the parish council, leaving a vacancy. Parish councils in the Minety Ward, namely: Minety, Oaksey, Leigh, Crudwell and Ashton Keynes are invited to submit a nominee. The CATG meeting 4-5 times a year on a Tuesday evening from 6pm.
- 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. All issues referred to Malmesbury CATG will be assessed and scored to assist members of CATG to prioritise projects.
- 1.8. A condition of progressing schemes relies 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. The exception of the 25% contribution applies to substantive schemes.
- 1.9. Malmesbury CATG last met on 24 June 2014 and will next meet on 14 October 2014.

2. Recommendations from CATG and other information

- 2.1. The area board is asked to note and approve actions and recommendations of the 7 October Malmesbury CATG meeting contained in Appendix 1. These will shortly to be available from the [Malmesbury area board pages](#) of the council's website.
- 2.2. The current CATG budget statement can be found in Appendix 2. The balance on 1st October was **£28,944.25**.
- 2.3. The following work has been completed:
 - Kerbstone work at Hillside.
 - Reversing the priority of traffic at Bendy Bow, Oaksey.
 - Installation of carriageway speed-limit roundels and signing, plus 'Pedestrian in road' signs on B4696 Ashton Keynes.
 - Investigation of speeding of Speeding through Foxley village, Foxley Road (C68) – no action.
 - Working with St Paul Malmesbury Without parish council and local residents to establish Community Speedwatch on B4042 Malmesbury to Sir Bernard Lovell Road and cutting back vegetation.
 - Recommended referral of concerns about speed limit on A429 south of Malmesbury to the Malmesbury Neighbourhood Planning group.

3. HR Implications

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

4. Equality and Inclusion Implications

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

5. Environmental & Community Implications

5.1. 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.

6. Financial Implications

6.1. Malmesbury area board approved the recommendation of the CATG that town/parish councils should contribute 25% to all schemes. An exception being substantive schemes.

6.2. All decisions must fall within the funding allocated to Malmesbury Area Board.

7. Legal Implications

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

Appendices	Appendix 1 – Malmesbury CATG Action Notes 7 October 2014. Appendix 2 – Financial Summary October 2014, Malmesbury CATG
Report Author	Miranda Gilmour, Community Area Manager Tel: 01672 515742 Mobile:07990 505882 E-mail: miranda.gilmour@wiltshire.gov.uk

	Item	Item details	Information/Update
	Attendance	Ellen Blacker (Brinkworth), Roger Budgen (Malmesbury), Edelgard Chivers, Robert Wassili, Andy (Peter) Hatherell, Deborah Clogg, Nick Pascoe, Marion Adkins, Doreen Richards, David Richards, Sarah Porter, Matthew Cockram, David Coleman, Roger Farnfield, Babs Farnfield, Sid Jevons, Sean Magee, John Thomson, Simon Killane, Chuck Berry, Martin Rose, and Miranda Gilmour	
	Apologies	Owain Cole, Melvyn Hourigan, Graham Morris (Sherston), Toby Sturgis, Spencer Drinkwater, Malcolm Beaven	
	Welcome Introductions	Duncan Lamb has resigned from Crudwell PC so we need to nominate a new rep for Minety ward.	ACTION: Miranda to seek nominations from parish councils in the Minety ward
	Matter arising from 24 October 2014 meeting (other than contained in the agenda)		None
	Budget		Current Balance as of 1st September is £28,944.25
	Update on the development of current CATG schemes		
		<i>Issue 3129</i> <i>Pedestrian safety - 7 Dauntsey Road to the Old School, Dauntsey Road, Great Somerford</i>	The design brief is with the consultant. Anticipate construction in Spring 2015. In the meantime there will be consultation with the residents about the design and drainage. Estimated cost £35- £40k (PC agreed to contribute 6k)
		<i>Issue 1783</i> <i>Parking at Hillside, Leigh – uneven kerbstones</i>	Work completed.

		<i>Road Safety concerns at junction of Blicks Hill and Holloway</i>	Highways will try to squeeze in resurfacing during 2014/15.
		<u>Issue 3103</u> <i>Lining & Signing B4696 Ashton Keynes to reduce traffic speed</i>	Work completed.
		<u>Issues 3066</u> <i>Pedestrian safety at Bendy Bow, Oaksey – reversing the priority of traffic</i>	Work completed. This change will be monitored.
		<u>Issue 3128</u> <i>Road safety request for installation of white gates at Charlton</i>	Installation mid – October.
		<u>Issue 3134</u> <i>Pedestrian safety – request for crossing in Corston</i>	The draft report recommended a controlled crossing. The text required some minor changes and final approval. Cost 70k. Funding may be forthcoming from local developers (pending planning application approval) or the project would be considered for a substantive bid next year.
		<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>	CATG agreed that the degree of speeding coupled with the options in a rural area didn't warrant further action.
		<u>Issue 3164 & 3190</u> <i>Pedestrian safety – request for crossing on A429 at Blicks Hill</i>	The inclusion of ladder markings had resulted in a 33% increase in the budget to £6,652 (a 33% increase). St PMW PC promise contribution of 25% (to include a contribution from the town council)
		<u>Issue 3221</u> <i>Request for pavement between the bus stop (by the war memorial) and Pikefield Crescent, Charlton</i>	CATG agreed it would be OK for Charlton PC to pay their 35% contribution in 2015/16 but requested they write to confirm this. There would be 3 way temporary traffic lights during installation Estimated date for construction - mid November for 4 days. ACTION: Charlton PC to confirm their 25% contribution. Contribution to be paid in 2015-16 financial year.
		<u>Issue 3226</u> <i>Dark Lane/Bristol Street junction. Concerns that cars peel off Bristol Street at</i>	Installation of bolt down bollard due at the end of October.

		<i>speed cutting the corner on the wrong side of the road and then down Dark Lane.</i>	
		<u>Issue 3290</u> <i>Speeding Traffic B4042 Malmesbury to Sir Bernard Lovell Road</i>	Verges cut back 3 October. St PMW PC are going to investigate further cutting back as they felt not enough pavement had been revealed.
		<u>Issue 3309</u> <i>Willesley village seeking 30mph speed limit</i>	<p>Comment that the issue sheet had not captured fully the problems. CATG discussed various options. Local concerns that drivers were ignoring the 'No entry signs' and using the C27 Link road to access the A433. Possible amendment to existing 'no through road' sign to say 'No access to the A433'. CATG agreed to consider to relocating the current No Entry signs to increase visibility and placing a 'No entry' marking on the road. Two metro counts to be undertaken.</p> <p>ACTION: Martin R to investigate options at Willesley and Miranda to liaise with Sherston PC re 2 metro counts</p>
	New Issues referred from 10 September area board		
		<u>3403</u> - <i>Perceived speeding through Milbourne village</i>	<p>The Metro Count was placed in the wrong place but registered the 85th percentile was 42.3mph - unsuitable for CSW and another metro count was requested.</p> <p>ACTION: Miranda to send the parish council another metro count request form and ask Sgt. Martin Alvis if he can spare staff to enforce the speed limit</p>
		<u>3425</u> - <i>Request to improve pedestrian crossing on B4040 in Sherston</i>	<p>'Crossing' indicated outside the shop by coloured surface probably would suitable as vehicles were slowing down. Cost £3-4k with Sherston Parish council contributing 25%. A surface applied cold should last 10 years. Because it needed a temperature above 5C it was unlikely that this would be undertaken before April 2015.</p> <p>ACTION: Martin R to undertake a site visit and cost out with the parish council subsequently confirming in writing their willingness to</p>

			contribute 25%
		3453,3455,3457,3505 – Parking in Burnivale	The situation for those living in Burnivale and The Maltings was discussed. ACTION: Malcolm B to refresh the yellow lines near the end of Burnivale as approach the main road, require refreshing and surface kept clean so line show. Martin R to coordinate the painting of a white line from the end of the motor cycle bay to encompass/accommodate 5 cars.
		3506 – Speed concerns on A429 south of Malmesbury	Discussed the issue of moving south the 30mph signs (pros and cons) as more of the land was being developed. ACTION: This was more appropriate to address under the Malmesbury Neighbourhood Plan which Simon K and Roger B would keep at eye on.
		3520 – speed concerns on Foxley Road Malmesbury	Concerns about the metro count figures were expressed. It had been suitable for CSW, but there had been no interest. Street lights prevented the use of repeaters. ACTION: Miranda to check metro count figures (The correct Haddons Close (30mph area) metro count results were - 85 th percentile was 38.5mph), Martin R to check collision data base figures and take a look at the ‘Y’ junction at Foxley Road / Common Road and review signs with a view to de-cluttering if possible. NB at the end of the meeting it was suggested a white line to help delineate the road and the byway would be helpful.
	Other Issues	Review of SID sites	A request to add Ashton Keynes (B4696 Ashton Keynes) to the SID sites was approved by the CATG. Although it was on the threshold for eligibility it was felt it would support the work of the CSW group in the area. ACTION: Miranda to liaise with parish council and Highways re SID list

	C class road review	<i>Request from Royal Wootton Bassett & Cricklade CATG to reduce the speed limit along the C70 – in respect to the C70 falling in the Malmesbury community area</i>	The CATG agreed that they would not proceed, following their decision earlier in the year about C class roads. ACTION: Miranda to advise RWB&C CAM
	Highways Maintenance 2015/16	<i>The area board will consider the list on 14 January 2015</i>	No special cases identified
	General issues		
		<i>Build up of highways community issues</i>	Parishes to be advised that that all routine highways issues must go through to Matt Perrott, Highways Community Coordinator. ACTION: Miranda and Wiltshire Councillors to remind parish councils.
		<i>Thanks re Corston crossing</i>	The Chairman of St Paul Malmesbury Without parish council wished to place on record their thanks to Martin Rose for his comprehensive and balanced report regarding the Corston crossing
		<i>Network Rail and opening of Minety Crossing</i>	The original plans submitted by NR for lining and signing at Crossing Lane Minety were previously approved by Wilts Council. However a significant change had been made during implementation which was not authorised. The result is the narrowing down of the running lanes through the crossing to 3.8m (for 2 way traffic) and this was causing a number of issues.
	Date of next meeting	<i>Tuesday 10 February, at 6pm in Malmesbury Library</i>	

BUDGET 2013-14

	£25,360.00	CATG ALLOCATION 2013-14
	£10,391.00	2012-13 underspend
Contributions	£0.00	Area board grant to CATG
	£700.00	Malmesbury TC for Dark Lane
	£700.00	Malmesbury TC for Mill Lane
	£150.00	Charlton PC for speed roundels

Total Budget 2013-14 **£37,301.00**

Commitments carried forward from 2012-13

Mill Lane Access restriction	£968.32	Actual
Dark Lane - Width Restriction	£4,000.00	Estimate - works complete

New Schemes

Roundels on B4040 in Leigh (50mph), & Charlton (30mph)	£1,223.00	Estimate - works complete
Gateway signing improvements - 40mph limit at Leigh	£1,500.00	Estimate - works complete
Blicks Hill and Holloway junction - Signing Improvements	£218.00	Estimate - works complete
Newton Grove Malmesbury playground warning signs	£219.43	Final

Total commitment 2013-14 **£8,128.75**

Remaining budget 2013-14 **£29,172.25**

BUDGET 2014-15

	£13,360.00	CATG ALLOCATION 2014-15
	£29,172.25	2013-14 underspend
3rd party Contributions	£500.00	Ashton Keynes PC for B4696 signs
	£350.00	Great Somerford PC for topo
	£337.00	Corston PC for pedestrian survey
	£450.00	Charlton PC for gates
	£500.00	Charlton PC for footway TBC
	£2,000.00	Malmesbury St Pauls for Blicks Hill
	£375.00	Malmesbury TC for Dark Lane island

Total Budget 2013-14 **£47,044.25**

New Schemes

Ashton Keynes B4696 roundels and signs	£2,000.00	Estimate
Charlton B4040 Pike Field crescent footway	£2,000.00	Estimate
Charlton B4040 village gates	£1,800.00	Estimate
Malmesbury Dark Lane traffic island	£1,300.00	Estimate
A429 Blicks Hill pedestrian crossing	£4,500.00	Estimate
Bendy Bow Oaksey	£500.00	Estimate
Dauntsey Somerford footway	£6,000.00	Contribution to substantive scheme

Total commitment 2013-14 **£18,100.00**

Remaining budget 2013-14 **£28,944.25**

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

Purpose of Report

To ask councillors to consider a funding application from:

1. Cross Hayes Pre-school who are seeking £1,014.96 capital funding towards the replacement of play mats and display boards.

1. Background

1.1. Area Boards have authority to approve funding under delegated powers. Under the Scheme of Delegation area boards must adhere to the [area board funding criteria and guidance 2014/15](#).

1.2. Key aspects of the 2014/15 criteria include:

- The decision to support a funding application and to what level will be the decision of the area board, with no officer recommendation.
- Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
- Amounts of £1,001 - £5,000 will be required to find matched funding.
- The area board will rarely award more than £5,000.
- Malmesbury Area Board’s Community Area Grants scheme will be for capital projects only.
- The area board will prioritise funding to projects under the two JSA 2013 -2015 headings, *Health & Wellbeing* and *Leisure* (details of which can be found [here](#)), having identified them as top areas for community and area board attention during the coming year.

1.3. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.

- 1.4. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.
- 1.5. 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.
- 1.6. There will only be 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.](#)
- 1.7. Funding will be considered at every area board and these dates including the [deadline for receipt of applications can be found on the Malmesbury area board webpage.](#)
- 1.8. There are 3 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:
- **22 November 2013 for consideration at 15 January 2014**
 - 24 January 2014 for consideration at 5 March 2014
- 1.9. Within the capital budget, £1,500 capital is ring-fenced for digital literacy grants of up to £500 each.
- 1.10. Malmesbury Area Board was allocated a budget of £34,527.87 capital funding and £6,093 revenue in 2014/2015.
- 1.11. At the 9 July area board, councillors approved a capital only community grants scheme for 2014/15 and allocated:
- £4,059 revenue to MVCAP
 - £5,000 capital to Brinkworth Heritage Society.
- 1.12. At the 10 September area board, councillors approved:
- £1,368 capital to First Malmesbury (King Athelstan) Scout Group
 - Emergency Planning event refreshments, which totalled £82.95.
- 1.13. The area board current balance is **£28,159.87 capital** and **£1,951.05 revenue.**

Background documents used in the preparation of this report	Area Board Community Area Grant Scheme and Digital Literacy Grants – information and funding criteria 2014/15 Minutes of the 9 July area board
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded by the area board satisfy [2014/15 area board funding criteria](#) and financial regulations of the council and can proceed within a year of the award being made.
- 2.2. On 7 May, Malmesbury area board agreed to prioritise two themes from the 2013-15 Joint Strategic Assessment, which had been highlighted at the 'What Matters to You', event held in April. These were *Health & Wellbeing* and *Leisure*.

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 grants are awarded as outlined in this report, Malmesbury area board will have a capital balance of **£27,144.91** and a revenue balance of **£1,951.05**

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

8. Application for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Cross Hayes Pre-school	Provision of Pre School Equipment	£1,014.96 capital

- 8.1.1. This application meets the grant criteria 2014/15. It does not directly link to any of the local Joint Strategic Assessment (JSA) priorities for 2014/15. Indirectly it is likely to provide benefits to the community – possibly enabling a parent to work part time, while providing an environment for early years learning.
- 8.1.2. The pre-school is requesting financial support to replace play mats and boards. The low level (child height) display boards will provide distinct learning zones to support each part of the Early Years Foundation Stage curriculum and provide space to display the children's work, explain the world around them and inspire their creativity. New mats are required to replace old, heavy and damaged ones.
- 8.1.3. The new equipment will enable the pre-school to maintain a safe, bright, inspiring environment.
- 8.1.4. The applicant is seeking 50% of the costs of the project.
- 8.1.5. Cross Hayes Pre School, based at St Mary's Hall is a local charity providing pre-school facilities to the families in the centre of Malmesbury. They provide spaces for up to 50 children, aged 2 to 4, to enable local families to benefit from government funded pre-school education. The Pre-school is open Monday to Friday during Wiltshire LEA term times, from 9.15am to 1.15pm, with extended days currently offered on Monday and Wednesday from 9.15am to 2.45pm.
- 8.1.6. The group cannot afford to contribute more than 50% of the costs as they are fundraising to help the owners address a number of maintenance issues including installation of a new kitchen (the area board supported this project in September).

Appendices	Appendix 1 Cross Hayes Pre-school Grant Application – available on-line
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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