

# AGENDA

**Meeting:** MALMESBURY AREA BOARD  
**Place:** Assembly Room - Town Hall, Cross Hayes, Malmesbury SN16 9BZ  
**Date:** Wednesday 4 November 2015  
**Time:** 7.00 pm

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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

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

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

**Refreshments, live music, and networking opportunities will be available from 6.30 pm.**

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Please direct any enquiries on this agenda to Adam Brown (Democratic Services Officer), on 01225 718038 or email: [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk)

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

Press enquiries to Communications, on 01225 713114 / 713115.

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## Wiltshire Councillors

Cllr John Thomson (Chairman)  
Cllr Simon Killane (Vice Chairman)

Cllr Chuck Berry  
Cllr Toby Sturgis

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If you have any queries please contact Democratic Services using the contact details above.

	<b>Time</b>
<p>1     <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	7.00 pm
<p>2     <b>Apologies for Absence</b></p>	
<p>3     <b>Minutes</b> (<i>Pages 1 - 8</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 9 September 2015.</p>	
<p>4     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5     <b>Chairman's Announcements</b> (<i>Pages 9 - 10</i>)</p> <p>The Chairman will provide information about:</p> <p>a. NHS Health Checks</p>	7.10 pm
<p>6     <b>Local Youth Network Update and Applications for Youth Funding</b> (<i>Pages 11 - 14</i>)</p> <p>To receive an update on the Local Youth Network (LYN) and for the Area Board to consider procurement purchases of positive activity providers using youth funding:</p> <p>    <b>1. Connecting Youth Wiltshire - £4500.</b></p> <p>        Recommendation: That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, and is approved for the amount of £4500.</p>	7.15pm
<p>7     <b>Reducing Child Poverty in Wiltshire and Shaping the Future of Children's Centres</b></p> <p>The Area Board will receive a presentation on Reducing Child Poverty in Wiltshire and Shaping the Future of Children's Centres.</p> <p>Justine Womack, Public Health Consultant on Child Poverty, and Debbie Hirons, Project Manager on Shaping the Future of Children's Centres, will be in attendance to deliver the presentation.</p>	7.25pm

8	<p><b>Julia's House - Building a Children's Hospice for Wiltshire</b></p> <p>Julia's House charity will be building a children's hospice for Wiltshire. Ian Wadley, Wiltshire Fundraising Manager for Julia's House, will be in attendance to raise awareness of the charity and how it can be supported.</p> <p>The charity will explain how the local community can support the project through volunteering, setting up supporter groups, fundraising and awareness raising.</p>	7.55pm
9	<p><b>Community Area Grant Feedback</b></p> <p>The Area Board will receive feedback from Community Area Grant recipients.</p> <p>Sheila Wade will be in attendance to deliver an update and feedback from Dauntsey Croquet Club who were awarded £500 for new equipment at the September 2015 Malmesbury Area Board meeting.</p>	
10	<p><b>Partner Updates (Pages 15 - 30)</b></p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue Service</li> <li>c. Healthwatch Wiltshire</li> <li>d. Wiltshire Clinical Commissioning Group</li> <li>e. Malmesbury and the Villages Community Area Partnership</li> <li>f. Good Neighbours</li> <li>g. Malmesbury Campus</li> <li>h. Highways Community Co-ordinator</li> <li>i. Town and Parish Councils</li> </ul>	8.05pm
11	<p><b>Update From Community Engagement Manager</b></p> <p>An update will be provided by Ollie Phipps, Community Engagement Officer (CEM) for the Malmesbury community area.</p>	8.15pm
12	<p><b>Area Board Funding (Pages 31 - 34)</b></p> <p>Councillors will be asked to consider the Community Area Grants report and make recommendations on the applications received:</p> <ol style="list-style-type: none"> <li>1. <b>Crudwell Village Hall</b> have requested £1357.50 for new curtains.</li> </ol>	8.25pm
13	<p><b>Community Area Transport Group (Pages 35 - 52)</b></p> <p>The Area Board will be asked to consider the recommendations from the 13 October 2015 Malmesbury Community Area Transport</p>	8.35pm

- Group (CATG) meeting outlined in the report.
- 14 **Community Asset Transfer - Minety, Land at Sawyers Rise and St Leonards Row** (*Pages 53 - 66*) **8.45pm**
- The Area Board will be asked to consider an application submitted by Minety Parish Council for the transfer of land at Sawyers Rise, Minety and St. Leonard's Row, Upper Minety.
- 15 **Asset of Community Value - The Vale of the White Horse Inn, Minety, Wiltshire, SN16 9QY** (*Pages 67 - 68*)
- The Area Board will be asked to consider the decision to list The Vale of the White Horse Inn, Minety, Wiltshire, SN16 9QY as an Asset of Community Value.
- 16 **Urgent items**
- Any other items of business which the Chairman agrees to consider as a matter of urgency.
- 17 **Evaluation and Close** **8.55pm**
- The next meeting of the Malmesbury Area Board will be held on Wednesday, 13th January 2016, 7.00 pm.

**Future Meeting Dates**

Wednesday, 13 January 2016

7.00 pm  
TBC

Wednesday, 2 March, 2016

7.00pm  
Town Hall, Cross Hayes, Malmesbury SN16 9BZ

Wednesday, 4 May 2016

7.00pm  
TBC



# MINUTES

**Meeting:** MALMESBURY AREA BOARD  
**Place:** Malmesbury School, Corn Gastons, Malmesbury SN16 0DF  
**Date:** 9 September 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 8.30 pm

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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](mailto:adam.brown@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Adam Brown, Democratic Services Officer  
Ollie Phipps, Community Youth Officer  
Xina Hart, Community Youth Officer  
Blair Keltie, Service Manager CSE

### **Town and Parish Councillors**

Malmesbury Town Council – John Gundry, Kim Power  
Brinkworth Parish Council – Elizabeth Threlfall, John Beresford  
Dauntsey Parish Council – Ellen Blacker  
Minety Parish Council – Charles Cook

### **Partners**

Wiltshire Good Neighbours – Ellen Blacker

**Total in attendance: 19**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed those present to the meeting.</p> <p>Xina Hart was introduced as the new Community Youth Officer for Malmesbury community area. Ollie Phipps was introduced as the new Community Engagement Manager for Malmesbury community area.</p>
17	<p><u>Apologies for Absence</u></p> <p>Apologies were received from:</p> <p>Wayne Jones – Malmesbury Town Council  Sid Jevons – Great Somerford Parish Council  John Matthews – Sherston Parish Council  Terry Mockler – Hankerton Parish Council  Roger Budgen – St Paul Without Parish Council  Tony Pooley – Little Somerford Parish Council  Mike Franklin – Wiltshire Fire and Rescue Service  Inspector Ben Huggins  Police Sergeant Phil Connor</p>
18	<p><u>Minutes</u></p> <p>The Minutes of the previous meeting held on 8 July 2015 were presented.</p> <p><b>Approved</b>  <b>To approve the Minutes of the previous meeting as a true and accurate record.</b></p>
19	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
20	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>a) Malmesbury Extra Care Scheme</p> <p>Planning approval had been given for a new extra care housing scheme on the site of the former Burnham House care home site on 24th July 2015. The development would deliver 49 new homes for older people, with 17 apartments for open market sale and 32 apartments for affordable rent.</p> <p>Work on site was anticipated to begin in autumn 2015 when the existing building had been demolished. Building was expected to be completed in early 2017.</p>



	<p>b) Cllr Jane Scott OBE Peerage</p> <p>It was announced that Cllr Jane Scott OBE had been elevated to a Baroness in the House of Lords. Cllr Scott OBE would maintain her position as leader of Wiltshire Council, and was expected to join the House of Lords in early 2016.</p>
21	<p><u>Local Youth Network Update</u></p> <p>Xina Hart introduced herself as the new Community Youth Officer for Malmesbury community area. Jade Sanders and Shaina Snashell from the Local Youth Network (LYN) Management Group were also in attendance to deliver an update on LYN activities.</p> <p>Work had taken place with young people to help set up groups and activities, assist with safeguarding and protection, event promotion and transportation, and to provide help with the LYN funding application process.</p> <p>Two projects had taken place in the summer which had been granted LYN funding by the Area Board: Music Maniacs held an event at which attendees created their own music and songs that were then shared at the end of their day-long workshop. The Street Theatre Workshop held a caveman tour of Malmesbury.</p> <p>During half-term the LYN attended the farmer's market, along with the Boondocks Festival to promote the LYN and their work to other young people.</p> <p>No grants were available to be placed before the Area Board at the meeting, but meetings were scheduled to take place with Parish Councils interested in promoting youth grant funding. Those interested were encouraged to contact Xina Hart for advice.</p>
22	<p><u>Wiltshire Council's Plan to Tackle Child Sexual Exploitation</u></p> <p>Blair Keltie, Service Manager for Child Sexual Exploitation (CSE) and Missing Children at Wiltshire Council, was in attendance to provide a presentation on CSE within Wiltshire.</p> <p>Blair Keltie had been appointed in November 2014 as CSE Manager to develop a dedicated CSE team. A definition of CSE was provided to those present. Central government had defined adolescents as those between 10 and 18 years of age.</p> <p>The role of Blair's team was to guard young people who were noted as typically taking risks, and as such needed to be guarded when doing this. Many young people were explained as being in loving relationships, when in fact those relationships were abusive.</p> <p>One problem which needed to be tackled was the fact that young people rarely</p>

divulged information to others, which made getting a conviction difficult.

It was explained by Blair that CSE was taking place in the Malmesbury community area, and was not a new incident. People's understandings of CSE were new instead.

The CSE abuse models were explained to the Area Board. Organised exploitation and trafficking were explained as run by criminal gangs for profit. The "boyfriend" model was described as a form of abuse from older boyfriends, demonstrated through grooming that led to sexual exploitation and violence. The "inappropriate relationship" model involved one abuser with inappropriate control over a young person. Wiltshire was noted as only having incidents of the "boyfriend" and "inappropriate relationship" models.

Common indicators of CSE included: repeated and high incidents of missing from home; secretive use and ownership of multiple mobile phones; entering into stranger's cars; older friendship groups; and possession of unexplained money and unaffordable gifts.

The CSE Team worked closely with the Missing Children Team. A total of 117 missing children reports had been received in June, this was noted as a significant number which required following up.

Awareness of CSE signs needed to be raised amongst youths, as many young people did not realise that they were victims. The CSE team worked closely with police in a multi-agency safeguarding hub where the CSE team first worked with young people to help them understand, and then worked with the police to achieve a prosecution.

Pro-active steps available to the CSE team were described. The team are able to visit older men and ask why they are in a relationship with a younger person. Those present were encouraged to be more confident with reporting to the police someone in their community that they are concerned about. Blair Keltie explained that he was happy to work with Local Youth Networks, as they knew where the young people were active in communities.

Blair also explained that community areas were able help with regards to CSE through considering it as a potential issue during any planning processes, or through partaking in an online training course. Blair was available to provide half-day training courses.

Other examples of pro-active steps that could be taken within the community to help prevent CSE and raise awareness were given. Raising awareness within the community was noted as contributing to the safeguarding of children. This included agencies, professionals, public mindfulness of CSE, and being aware of warning signs. Taxi drivers and hoteliers were noted as important in this awareness.

	<p>A question was asked on the issue of video games being used as a gateway for CSE, such as blogs and forums. It was noted that games could be a common tool for grooming, which wasn't isolated to social networks.</p> <p>It was asked if there was a link between the CSE Team and schools. It was noted that there was a need to educate schools, pupils, and students so that they understood what an abusive relationship was. The team's work centred on helping to enable a successful prosecution.</p> <p>Those with concerns were directed to a list of numbers online to contact local police.</p>
23	<p><u>Feedback From Older People's Consultation</u></p> <p>Andrew Osborn was unable to attend to deliver a presentation on feedback from the Older People's Consultation.</p>
24	<p><u>Police and Crime Commission Annual Report and the New Police and Crime Plan 2015-2017</u></p> <p>Naji Darwish, Commissioning and Programme Manager, was in attendance to deliver the presentation.</p> <p>The annual report and the new Police and Crime Plan 2015-17 were available online through the Police and Crime Commissioner's (PCC) website.</p> <p>The PCC's role was explained as setting the direction for the Chief Constable, and to ensure that he delivered an efficient police service. The PCC was an official elected democratically by the residents of the Wiltshire and Swindon.</p> <p>Achievements from 2014/15 included ranking within the top 5 areas in the country for low crime rates. A total of 83% of people have confidence in their local police. An official inspection of the police had found that the efficiency, legitimacy, and effectiveness of the Wiltshire Police were of a good standard. A fully refurbished Emergency Communication Centre had been opened in the County.</p> <p>Future challenges centred on budget savings, which were likely to continue in the Chancellor's October spending review.</p> <p>Four key priorities were listed:  Priority 1: Prevent Crime and anti-social behaviour  Priority 2: Protecting the most vulnerable in society  Priority 3: Putting victims and witnesses at the heart of everything we do  Priority 4: Secure high quality, efficient and trusted services  It was felt that regarding the third priority victims and witnesses had not been placed at the heart of police work.</p> <p>Key projects for 2016-17 included keeping community policing central to the</p>

	<p>plan. Resources would be shifted to communities, including dedicated local inspectors. There would also be a focus on ensuring that there was no decrease in the standards of policing.</p> <p>Key changes for 2016-17 included a focus on mobile technology, along with improvements to the IT infrastructure. Officers would be able to use mobile technology to continue work on devices whilst being out within communities. A strategic alliance with other policing agencies, including Avon and Somerset, would help deliver more from savings and prevent crime.</p> <p>The categories for the police inspection were clarified as being inadequate/poor/good/outstanding.</p> <p>It was asked if parishes could fund their own PCSO. Naji Darwish explained that a price list could be sourced and circulated to parishes.</p>
25	<p><u>Partner Updates</u></p> <p>a) Wiltshire Police</p> <p>A written update was provided and is attached to these minutes.</p> <p>b) Wiltshire Fire and Rescue Service</p> <p>There was no update.</p> <p>c) Healthwatch Wiltshire</p> <p>A written update was included in the agenda pack.</p> <p>d) Malmesbury and the Villages Community Area Partnership</p> <p>There was no update.</p> <p>e) Good Neighbours</p> <p>It was explained that after a meeting with the local GP, that Ellen Blacker may be appointed as the Community Champion for Older People.</p> <p>a) Malmesbury Campus</p> <p>Ollie Phipps, Community Engagement Manager, would be meeting with the community working group to take them through the plans for Cotswold House. Building work was expected to commence by the end of the year.</p> <p>b) Highways Community Co-ordinator</p> <p>There was no update.</p>

	<p>c) Town and Parish Councils</p> <p>Malmesbury Town Council – Kim Power explained that there was a recycling bin issue at the long stay car park that had now been resolved. The issues resolved involved fly tipping and unemptied bins. Cllr Sturgis explained that Wiltshire was one of the best prosecutors for fly tippers.</p>
26	<p><u>Area Board Funding</u></p> <p>Ollie Phipps introduced himself as the new Community Area Manager for the Malmesbury community area.</p> <p>The role was explained as involving mapping the community area to locate who is vulnerable, what is being done already, and what can be done. So far there had been a great response from the parishes, and events would be set up to speak directly to people within the villages.</p> <p>A list of possible community engagement ideas considered was presented. These included community street fairs and parties; a community cinema; social groups; a community allotment; cooking clubs; and community workshops. Those with any other engagement ideas were encouraged to submit them.</p> <p>A library drop-in service was available to talk with Ollie on Tuesdays between 12.00pm – 4.00pm at the Malmesbury Library. He was also available on Twitter through @malmesburycem.</p> <p>The funding report was outlined which recommended two applications for consideration.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li><b>1. To award Dauntsey Vale Link Scheme £250 for a new computer.</b></li> <li><b>2. To award Dauntsey Croquet Club £500 for new equipment.</b></li> </ol>
27	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
28	<p><u>Evaluation and Close</u></p> <p>The next meeting would take place on:</p> <p>Wednesday, 4 November 2015, 7.00 pm in the Assembly Room – Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ</p>



## Chairman's Announcements

<b>Subject:</b>	<b>NHS Health Checks</b>
<b>Officer Contact Details:</b>	<b>Jane Vowles</b> <b>Jane.Vowles@Wiltshire.gov.uk</b> <b>Telephone 0300 003 4566</b>
<b>Weblink:</b>	<a href="http://www.wiltshire.gov.uk/nhshealthcheck">www.wiltshire.gov.uk/nhshealthcheck</a>

### Summary of announcement:

Wiltshire residents are encouraged to take advantage of free NHS Health Checks, to help reduce the possibility of them developing life threatening conditions and illnesses.

The NHS Health Check programme, commissioned by Wiltshire Council and provided by local GP practices, helps to check people's risk of developing conditions such as heart disease, diabetes and others, with support and advice also provided to help them reduce or manage that risk.

Everyone between the ages of 40 and 74, who has not already been diagnosed with one of these conditions or is otherwise ineligible, is invited every five years to have a free NHS Health Check.

The check only takes about 20 minutes and people will be asked some simple questions related to their lifestyles, family history and medication use. Some simple tests including blood pressure will be taken as well as an instant blood test to check cholesterol levels. The results will be discussed and further advice and support provided. Should they be required, additional tests will be carried out.

Keith Humphries, cabinet member for public health: "We want more people to take up the offer of these free NHS Health Checks as they can prevent people from getting a number of serious conditions.

"The check doesn't take long but could have long-term benefits and perhaps offer some reassurance and support to people who may be a little worried about their health."

Dr Daz Harding: "GP practices will invite people to attend their NHS Health Check. Many people decline the invite as they feel fit and healthy, or they are too busy, but attending the NHS Health Check is important as many of diseases such as high blood pressure and type II diabetes can come on gradually with no symptoms. So I would urge everybody, when they receive their invite, to make that appointment and attend."





**Report to** Malmesbury Area Board  
**Date of meeting** 4<sup>th</sup> November 2015  
**Title of report** Youth Funding Procurement of PAYP providers

**Purpose of the Report:**

To consider the listed procurement purchases of positive activity providers; using youth funding, as detailed below, together with the recommendations of the Local Youth Network (LYN) Management Group.

PAYP Provider	Amount requested	LYN Management Group recommendation
Connecting Youth Wiltshire	£4500	That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, and is approved for the amount of £4500

**1. Background**

The recommendations from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards
- Procurement Policies and Guidelines <http://thewire.wiltshire.council/index/service-areas-carolyn-godfrey/business-services-procurement/procurement-policies-and-guidance.htm>

Young people have considered these and identified them as a priority for Area Board funding.

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that Youth Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Funding procurement process, through the Local Youth Network Management Group.
- 2.5. Councillors will need to be satisfied that procurement policies and guidelines have been adhered to.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision had been made to cover this expenditure.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

There are no specific human resources implications related to this report.

**7. Equality and Inclusion Implications**

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

**8. Safeguarding Implications**

Wiltshire Council has ensured that the necessary policies and procedures are in place; through its' procurement process, to safeguard children and young people. However, the Area Board needs to be satisfied that the providers being procured have everything necessary in place. The Community Youth Officer has assessed this and agreed providers meet safeguarding requirements.

**9. Procurement of PAYP for consideration**

<b>Procurement purchase ID</b>	<b>Provider</b>	<b>Project Proposal</b>	<b>Requested</b>
Procurement purchase ID number	Connecting Youth Wiltshire	After school support and activities	£4500
<b>Provider (details of the PAYP provider)</b> Connecting Youth Wiltshire <b>Positive activity description</b> Who's it for: Young people within the 13- 19 age range in Malmesbury and surrounding villages.  Need: This is an after school project running term times only (with separate possible summer/school holiday project) for young people to access directly after school one afternoon a week. This allows young people to socialise during daylight/early evening whom may not feel confident enough or due to family circumstance cannot socialise in the middle/ later part of the evening.  The sessions will be run at the Community Hub in Malmesbury Town Hall for the academic year 15/16. This is a central location with access to public transport for those who live in surrounding villages.  Activities: Homework, support, issue based work, games/sport activities, art and cooking (depending on location)			

Sessions: 36 term time

Reach: 10 - 30 YP approx.

Staffing: 2x Youth workers for two and half hours (15 minute setup, 15 evaluations)

Possible opportunity for DofE volunteers.

**Explanation why chosen this supplier**

Connecting Youth Wiltshire are also delivering after school and evening projects in Royal Wootton Bassett and Cricklade and have proved to be reliable and professional. They are a local organization with knowledge of the needs of young people in the Malmesbury Community Area.

**Recommendation of the Local Youth Network Management Group, with any conditions**

That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment and is approved for the amount of £4500

Background documents used in the publication of this report:

- Quotation form (from the procured service provider).

**Report Author**

Xina Hart, Community Youth Officer

Tel: 07880 506836 Email: [xina.hart@wiltshire.gov.uk](mailto:xina.hart@wiltshire.gov.uk)



## Update for Malmesbury Area Board

Update from	Malmesbury Neighbourhood Policing Team
Date of Area Board Meeting	Nov 2015

### Headlines

- **High Value Rural Crime**

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- **Prolific Shed Burglar Facing Jail**

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- **Anti Social Behaviour**

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- **Eggtastic!**

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### Future Events/Dates for the diary

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#### High Value Rural Crime

A male from Brinkworth is currently in prison on remand awaiting sentencing for his involvement in a number of commercial break-in's and thefts from rural locations throughout the county. Total value exceeding one million pounds. A number of departments within Wiltshire Police and across neighbouring forces launched a successful operation to bring this man to justice. Liaison with Housing regarding Anti-social behaviour around the family home has also been of great benefit.

## ***Update for Malmesbury Area Board***

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### **Prolific Shed Burglar Facing Jail**

A notable criminal from the Gloucestershire border area was detained by Thames Valley Police following a rural burglary on their border with Wiltshire. This male and his associates are believed to be responsible for a large amount of non-dwelling burglaries across the Cotswold and surrounding area. Apart from the co-operation between local police forces on a strategic level, Malmesbury NPT have also been working closely with Officers in Gloucestershire Police concerning the activities of this criminal group and patrol strategies formed from this has helped reduce the crime levels in the area and forced them in to less familiar territory. He is also awaiting sentencing.

### **Anti Social Behaviour**

One of the main areas of Neighbourhood Policing is working in partnership, to ensure the most vulnerable are protected from those who cause the most harm in our community.

Malmesbury NPT have been working in partnership with Stonewater Housing group, having identified an individual who has caused considerable alarm, harassment and distress to other residents living close to their address.

The individual involved had failed to respond to reasonable requests by both the Police and Stonewater Housing Group, and their unacceptable behaviour continued, with a number of victims being subjected to threats and harassment.

This individual has now been made the subject of an acceptable behaviour contract, with some robust prohibitions put in place.

We are pleased to report that our robust action has been welcomed by the victims, we continue to monitor the situation and should there be any further reports of anti social behaviour involving this individual our intention is to seek an early injunction with a power of arrest.

Individuals who fail to comply with these types of injunctions face a custodial sentence if they breach the Injunction.

### **Eggtastic!**

Malmesbury NPT officers have been busy visiting local primary schools running competitions on paper egg painting as part of an education topic about making Halloween fun and not distressing for the more vulnerable who may be frightened of late night door-knocking or egg and flour throwing. This has been well received and it is still unclear as to whether it was enjoyed most by the children...or the officers!

# ***Update for Malmesbury Area Board***

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Signed:

Date:







## Dementia Engagement

Healthwatch Wiltshire is continuing to focus on dementia. We want to know what people's experiences are of living with dementia or supporting someone with dementia so that we can influence commissioners and providers of dementia services.

Our next round of engagement is underway and we will be focussing on people's experiences of primary care services. We have a dementia workshop taking place in Devizes on October 8<sup>th</sup>. Otherwise we are placing an emphasis on outreach visits and talking to people where they are using services as well as in their own homes.

We are carrying out one to one interviews with people living with dementia and their carer's in order to build up some case studies of personal stories. We are interested in hearing from people living with dementia who would be happy to talk to us. We can visit people at home and talk to them alone or with their carer, according to their preference. We are also now planning further engagement with people in care homes, community groups, day centres and sheltered housing schemes where people may have an interest in talking about dementia and dementia services. If you know of a group that might welcome this please do get in touch.

## The Care Quality Commission (CQC) inspection of Salisbury District Hospital

The CQC is the independent regulator of health and adult social care in England. In December the CQC will be carrying out an inspection of Salisbury District Hospital. The CQC is calling on local people to share their experiences of services at the hospital. If you would like to provide any feedback on your experiences of services over the last 12 months, please contact the CQC on telephone 0300 0616161 or email: [hospitalinspections@cqc.org.uk](mailto:hospitalinspections@cqc.org.uk). Please ensure that the subject line of your e-mail is Salisbury District Hospital Q3 Acute Hospital Inspections.

## Monitoring the quality of services

Healthwatch Wiltshire carries out regular surveillance of the quality of local services. We do this by analysing quality accounts, Trust board papers, and engaging with local people about their experiences. We also regularly liaise with inspectors of the regulatory body, the Care Quality Commission (CQC). We sit on the NHS England and also the Wiltshire Quality Surveillance Groups where we can raise any concerns we have about services. Although we do not take on individual issues we are always want to listen to people's experiences of health and social care so we can build a picture of what is going on in Wiltshire.

## Healthwatch Wiltshire 2015 Annual Event

On 29<sup>th</sup> September, Healthwatch Wiltshire held its first annual event at the Corn Exchange, Devizes. The event was well attended by over 80 delegates. The day consisted of interesting presentations as well as guest speakers and the opportunity for delegates to participate in table discussions to help Healthwatch Wiltshire form future priorities. A post event report will be available shortly, please contact us if you would like a copy.

Contact us:

Tel 01225 434218

[info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)

[www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)



## October update 2015

### New Learning Disabilities services to launch in Wiltshire

A new modern purpose built service for people with complex learning disabilities and challenging behaviour has moved a step closer for NHS Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP). Work has commenced on the new building in Devizes and includes accommodation for up to nine people meaning that Wiltshire will be able to provide appropriate care for people with specialist needs closer to home and their families.

The new service will open in the summer of 2016 and will be located on land next to Green Lane Hospital, Devizes.

Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP) have been developing plans since early 2014 so that Wiltshire people who are currently living out of area can return home to Wiltshire where they can receive services for their complex needs.

Up to nine people will be able to live within a home setting and each living area will be fully equipped with a kitchen, en-suite and lounge allowing independent living and self-management – providing them with a ‘home from home’. The local residential setting will encourage people to maintain their family relationships, build a fulfilled life through participation in the community provide an enhanced quality of life. Their care will be planned, proactive and coordinated with their involvement so that they have choice and control over how their care needs are met – putting them at the centre of everything we do.

AWP are investing £3m into the building, and Wiltshire CCG will be commissioning services to the tune of £1.4m annually. The building is due to be completed in June 2016. Plans and artists impressions are available to view on Wiltshire CCG’s website at

<http://www.wiltshireccg.nhs.uk/news/new-learning-disabilities-service-to-launch-in-wiltshire>

### Stay well this Winter campaign

As the days get colder and bugs and illnesses become more common, it’s important to take care of your health. Public Health England have recently launched their annual **Stay Well This Winter** campaign to raise awareness of what you can do to stay healthy this winter and what services are available if you need additional help.

The national **Stay Well This Winter** campaign started on 5 October 2015 and will run until 27 March 2016 and will also be providing advice to help those with long-term health conditions, over 65s, pregnant women and parents of under-sevens stay well by promoting flu vaccinations and advice on staying healthy this winter.

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

## Get the jab, get Flu Safe

NHS Wiltshire CCG is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover within a week or two – yet every year people, especially those at risk, become seriously ill because they don't get their free flu jab.

Flu is not the same as a cold and it affects people of all ages. If you or someone you care for is in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

## Staying Healthy this winter

NHS Wiltshire CCG is urging people to keep warm and well this winter, especially as the nights are starting to draw in and the temperature is dropping.

The cold can have serious consequences as it can increase the risk of strokes and heart attacks as well as causing people to catch colds and flu. Wrapping up warm, keeping the heating turned up, making sure you have enough winter food supplies and keeping a well-stocked medical cabinet in case you do catch a cold or flu are all sensible steps to take.

Some tops tips on staying warm and well this winter.

1. Keep your home warm – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold, set the heating to come on earlier so that you're not waiting for your home to warm up.
2. Have your flu jab. Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. If you do fall ill with flu, it's best to stay at home. Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. Vomiting and diarrhoea bugs caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or your children go back to school.
5. Make sure you have enough winter supplies and keep a well-stocked medicine cabinet, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

[The right healthcare, for you, near you, with you](#)

Where to go when you're ill - The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS 111 for advice or go to NHS Choices website [www.nhs.uk](http://www.nhs.uk). They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge or the walk-in centres in Swindon and Salisbury for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance

Keep an eye on elderly or frail friends, neighbours and relatives this winter and join us in helping Wiltshire stay well this winter.

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



# MVCAP

Report for Area Board meeting on Wednesday 11<sup>th</sup> November 2015

## **SHRIMP funding**

We have agreed to provide funding to support the SHRIMP (SHerston River IMProvement) project, which is being run in Sherston by the Bristol Avon Rivers Trust. The funds provided were the remaining proceeds of the successful Wild Sherston event which took place last year.

## **Reducing our operations**

Since the loss of our paid administrator following the withdrawal of Wiltshire Council funding for CAPs we have struggled to find people with the time and skills to commit to organising our work. Our existing key volunteers have extensive commitments including being councillors and managing other organisations meaning that they are unable to dedicate more time to MVCAP.

From taking minutes, booking rooms and preparing risk-assessments through to project management, there are a range of tasks which need dedicated work to make the organisation effective and ensure that we meet our legal obligations. Requests for volunteers to take over these roles for projects such as our walks group have been unsuccessful.

In this light the management committee have had to accept that the role of the organisation will have to be greatly reduced in the future. Existing projects will only be able to proceed as and when we have volunteers available to dedicate the time and effort needed to run them.

Therefore the committee has decided that we will continue to act as moderators for a number of local social media forums including the flood information group; we will move forward with the walks projects when Peter Gilchrist, the new project chair, has time free to commit to this work; and we will continue with our First World War centenary remembrance initiatives. All other existing projects will be put on hold and no new work will be taken on until we find more administration resources.

## **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](http://www.mvcap.org.uk) or call 01666 390110

MVCAP is a Charitable Incorporated Organisation registered with the Charity Commission.

Registration number: 1155592





# MVCAP

## Minutes

### Management Committee Meeting

3 August 2015 - Manor House Enterprise Centre, Royal Wootton Bassett

#### Attending:

Sid Jevons (SJ) – Chair, Peter Gilchrist (PG), Dawn Wilson (DW), Mark Allen (WA)

#### Apologies:

Julie Exton (JE), Martin Rea (MR)

#### 1 – The future

The meeting looked at what we can do in the future. WA said that he had far less time free than he was expecting, MR is now living outside the area and concentrating on new businesses, and requests to members of the walks group for people to take over some of the admin had not received any useful responses.

#### Meeting resolved:

- i – PG agreed to take over as chair of the walks group to take the project forward when he had the free time to do so.
- ii – WA to continue to run Facebook groups, flood information site and to organise the Great War Project displays to be ready for deployment mid – late November
- iii – All other work to be put on hold due to lack of resources

#### 2 – Annual Meeting

MVCAP constitution requires an annual meeting.

#### Meeting resolved:

- i - Either hold this as part of the next management committee meeting or organise through email

#### 3 – Finances

PG to circulate accounts. With our slashing of costs the bank account is healthy for the moment. WA said he is happy to host meetings at his office to minimise meeting costs.



## Report for November 2015 Area Board



I continue to keep very busy supporting local people. It may seem like “same old, same old”, but that is very untrue as with every new client comes a new variety of issues which are particular to them. One size definitely does not fit all!

For the next few months I will be concentrating on helping those who struggle to heat their homes. There is some grant money available for those in Fuel Poverty ie where 10% of the household income is spent on fuel. Please spread the word so that I can support as many as possible this winter. If anyone is keen to donate to the Grant Pot, again, let me know.

Meanwhile some statistics for the Malmesbury Board area. These are full year figures from October 2014 to the end of September 2015

During this time I supported **86** individual clients, of whom 74% were women and 26% were men. 97% considered themselves to be White British ethnicity.

### Client Age Ranges:

Under 60 years	17%
60-70 years	22%
70-80 years	20%
80-90 years	34%
Over 90 years	7%

79% of all clients contacted me directly, 11% were referred from housing associations leaving only 10% from other sources, eg, Adult Social Care, GPs, Home from Hospital. Almost 60% of clients were new people whom I had no previous contact. They found the service through the articles I submit to Parish Magazines and meeting me at Lunch Clubs/Coffee mornings which I had visited giving the service publicity. Few of these clients had sought help elsewhere. Many of my clients (54%) do not ask for a visit, but receive the information via phone, email or at social events. Often this will be simple, single and specific information. More complex issues often require multiple visits and 50% of the clients whom I visit need a follow up visit to ensure that they have information and support specific to their particular needs.

### What are the problems?

Client concerns are fairly equally split between money, social isolation, home and personal safety, transport and health. Money worries are the main concern with 32% contacting me about this. 58% of these clients didn't understand the benefit system or how to access it. Heating bills were also high on the list of concerns with 36% of clients admitting that they found it hard to fund their fuel bills. Falling oil prices may have helped to alleviate worries and this may be reflected in later statistics. Over 90% felt that they could manage their own finances and only 1 client was in debt. However 69% of clients needed support to ensure that they were receiving the correct benefits. When checking on fuel costs, 100% of clients managed to save money on their fuel bills following intervention and 85% felt less concerned about finances after talking their issues through with me.

When asked about contact with their friends and family, 39% of clients admitted that they have less than one contact per week with 5% never seeing anyone “from one week to the next”. Only 17% have daily contact with the outside world. 29% of my clients consider themselves to be housebound, 13% felt

that they were unable to leave the house. 54% didn't go out as they didn't know what activities were available to them or how to access them.

48% of clients had suffered falls during the last 12 months. All regarded the reason as being due to health related problems and I was able to refer 25% to other organisations for extra support, eg grab rails, access ramps fitted, balance classes.

## **Impact**

The beneficial impact on clients is huge. 74% felt that their needs had been fully met and a further 20% said that their needs had been partially met – that makes a huge 94% positive impact. Some client impact statements:

- ✓ *'Client suffered polio as a child and with age his mobility is declining. He needed some specialist equipment which was sourced via Adult Care Services.'*
- ✓ *'Issues with transport to social groups because out of LINK area. GNC facilitated compromise between 2 LINK schemes to arrange transport. Client now attends social morning every week.'*
- ✓ *'Local befriender found for client. Client feels more networked into their locality and less lonely as a result'*
- ✓ *'Client is much happier that she can cope financially now as her income is increased by £54 a week through having Attendance Allowance added'*

Ellen Blacker – Good Neighbour Co-ordinator. 07557 922020

Grant Applications for Malmesbury on 04/11/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1477	Community Area Grant	Crudwell Village Hall New Curtains	Crudwell Village Hall	£1357.50

ID	Grant Type	Project Title	Applicant	Amount Required
1477	Community Area Grant	Crudwell Village Hall New Curtains	Crudwell Village Hall	£1357.50

**Submitted:** 16/09/2015 17:45:01

**ID:** 1477

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

No

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

**5. Project title?**

Crudwell Village Hall New Curtains

**6. Project summary:**

Crudwell village hall has six windows of which three are patio doors. The hall is in constant use with bookings by many youth groups Preschool 3 days a week Scouts Cubs Beavers Brownies and Rainbows. It has recently been redecorated and new cold touch radiators have been installed for Crudwell PreSchool to conform with health safety regulations. As part of this continuing process of updating the hall the need has arisen for new fireproof curtains. The new material also needs to be of a sufficient quality to withstand the inevitable rigours of the youth groups that use the hall as well as providing additional insulation to the benefit of young and old alike.

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

Malmesbury

**Electoral Division**

Malmesbury

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

SN16 9HB

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

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

Technology & Digital literacy

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2014

**Total Income:**

£33931.00

**Total Expenditure:**

£24214.00

**Surplus/Deficit for the year:**

£9717.00

**Free reserves currently held:**

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

£7500.00

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

In 2015 to date we have had to allocate most of our free reserves to other projects such as improving and resurfacing the car park and installing cold touch radiators for the PreSchool. The annual Bike Ride is a source of funding for us as it is an annual event well supported by the village but funds currently need to be reserved for other major areas that are in urgent need of replacement in particular the oil tank which may not comply with current regulations. We have other plans including refurbishment of the kitchen and toilets both of which have been in situ for nearly 25 years and need updating and improvements.

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

**10b. Project Finance:**

Total Project cost		£2715.00		
Total required from Area Board		£1357.50		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Curtain material	1900.00	Bike Ride fund raising money	yes	1357.50
Labour	815.00			
Total	<b>£2715</b>			<b>£1357.5</b>

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

No

**12. If so, which Area Boards?**

Malmesbury

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

1 All the groups who regularly use the hall which include PreSchool 3 days a week Rainbow Guides Brownies Scouts Cubs Beavers Short Mat Bowls Club Flower Club Crudwell Ladies Badminton club and Tai Chi group These users would benefit from the added protection of fireproof material now required under health safety legislation. 2 Older residents in the community We would like to expand our activities to include digital cinema and local theatrical productions. Not only would this attract new people from the local community into the hall but it would especially benefit the older members of our community who may not be able to travel to or afford such facilities elsewhere. The extra insulation would also help to ensure a warm environment for such activities while helping to reduce associated heating costs. 3 Malmesbury District Fine Arts Society MDFAS which attracts on average 180 people Improved acoustics which would benefit MDFAS for whom it is vital to have a dark and soundproof environment for their speakers and presentations and who are very active in promoting the hire of the hall. 4 Local residents The hall is hired for large functions such as parties and weddings. Improvements to the curtains will help to reduce noise travelling and thus benefit local residents who would not be disturbed by loud music etc.

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

Feedback from local groups and users of the hall which is requested on a regular basis. The benefits will also be reflected in lower heating bills.

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

No additional costs for maintenance are anticipated as the curtains will be regularly cleaned as has been the case in the past.

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

17. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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



	Item	Update	Actions and recommendations	Priority 1= high 2= medium 3= low	Who
1.	<b>Apologies</b>	Apologies: Simon Killane, Matthew Crockham			
2.	<b>Notes of last meeting</b>	The minutes of the previous meeting held on 23/06/15 were circulated.	Previous meeting notes were agreed		
3.	<b>Ongoing Schemes</b>				
a)	<b>4189</b> crabmill lane surface is breaking up and subsiding	08/09/2015 14:55:03 Issue forwarded to Highways Officer, Programmes BSO	Issue forwarded to Highways Officer, Programmes BSO. This is not an issue for the CATG. All maintenance issues to be reported through the MyWiltshire App system. This can be accessed by our website, through the mobile phone app or by phoning the council on 0300 456 0105.		
b)	<b>Issue 4183</b> Speeding through Dauntsey Lock	08/09/2015 15:04:08 Issue forwarded to Highways Officer, Programmes BSO	Issue forwarded to Highways Officer, Programmes BSO. Same issue as 4184 (see new issues) To be reported to October CATG		

			meeting for discussion. Metro-counts required at agreed locations		
c)	<p><b>Issue 4144</b></p> <p>A429, both directions, under Kingway (?) railway bridge between Corston and Hullavington</p> <p>Road surface on A429 Hullavington and Corston</p>	<p>08/09/2015 14:51:18</p> <p>Issue forwarded to Programme BSO, Highways Officer</p>	<p>Issue forwarded to Programme BSO, Highways Officer</p> <p>This is not an issue for the CATG. All maintenance issues to be reported through the MyWiltshire App system. This can be accessed by our website, through the mobile phone app or by phoning the council on 0300 456 0105.</p>		
d)	<p><b>Issue 4023</b></p> <p>Road safety near school collection point in Lea village, B4040</p>	<p>19/06/2015 09:45:36</p> <p>Waiting to hear from parish council following their research.</p>	<p>On Hold pending information from Parish Council</p>		
e)	<p><b>Issue 3963</b></p> <p>New Pavement Holloway Hill Malmesbury</p>	<p>28/07/2015 21:42:01</p> <p>Discussed at 23 June CATG. Town council waiting for response re waiting restriction request</p>	<p>Meeting has taken place between representatives of PC and WC on 12/8/15. This is to be considered alongside a request for waiting restrictions. To be discussed by CATG at October meeting. See also issue 3800 (Wychurch Hill)</p> <p>Further investigation, design and costing work required. Agreed to seek 'virtual pavement' solution alongside waiting restrictions. To be presented to next CATG meeting for further consideration</p>	P1	MR

f)	<p><b>Issue 3962</b></p> <p>Request for dropped kerb Malmesbury junction Filands Road/Tetbury Hill</p>	<p>28/07/2015 21:43:38</p> <p>Discussed at 23 June CATG meeting. Officers to investigate whether this could be completed as part of larger works being undertaken in the area</p>	<p>Request is being addressed as part of ongoing Dyson Works. CATG group were advised Issue almost complete.</p> <p>Issue to be closed.</p>		
g)	<p><b>Issue 3932</b></p> <p>Street lights requested on Common Foxley Road and Haddons Close</p> <p>Foxley Road, opposite the Old Quarry Barn</p>	<p>19/05/2015 13:06:14</p> <p>On 6 May the area board considered this issue. Councillors were concerned about a request for street lighting when the council was trying to reduce street lighting. It was recommended that a quote be provided to St Paul Malmesbury Without PC rather than sending it to the CATG.</p>	<p>Issue on hold.</p>		
h)	<p><b>Issue 3926</b></p> <p>B4042 – relates to issue 4129 CATG Speeding on B4042 in Brinkworth</p>	<p>28/07/2015 21:44:43</p> <p>CATG discussed on 23 June. Another letter to be sent to the householder with the high hedge re trimming back.</p> <p>Issue being addressed by local highways office .</p>	<p>Speeding hasn't been brought up again, issue improved. Complete</p> <p><b>Action: Issue/ works complete, close issue</b></p>		

		<p>Metro count in 30mph area. The 85th percentile was 36.0mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below). ACTION: Malcolm to follow up with 2nd letter to householder about trimming back hedge.</p>			
i)	<p><b>Issue 3897</b></p> <p>Road safety concerns bottom of Swindon road Malmesbury</p>	<p>28/07/2015 21:46:15 Considered by CATG on 23 June. Development behind primary care centre may provide an opportunity to make a request for the footpath when considering the application.</p>	<p>Meeting has taken place between representatives of PC and WC on 12/8/15. Issue to be reported back to CATG at October meeting.</p> <p>Options and costing to be prepared.</p> <p>Drawings handed out. Update provided. Relates to several issues over the years. I.e Zebra crossing – in 30 mph area, speeding remains. Discussed, squeezing down lanes and tighten up exit radius, extend to 6 zigzag markings up to 18 max. Create hatched area £5 k in total. Discussion to Upgrade to red lines or white lines. £2.5K option selected to improve safety Priority 1 (P1)</p> <p>To be taken forward to delivery, subject to agreement by TC contribute 25% of total cost</p>	P1	MR / Roger Budgen

j)	<b>Issue 3879</b> Station Road, Minety SN16 9QY . Pedestrian safety Station Road Minety	discussed on 23 June. Currently, there are pedestrian in the road signs. 100m of pavement would be expensive. Another site visit planned.	Ongoing. Outline costs to be provided by Highway Officers. Cost likely to be prohibitive.  <b>MR</b> to look a the site again and provide cost estimate for works	P2	MR
k)	<b>Issue 3845</b> Speeding Callow Hill	20/04/2015 12:43:10 Malmesbury CATG this issue on 14 May and agreed they would re-visit in the Autumn when the road had been reopened and traffic levels had returned to normal	Issue On hold		
l)	<b>Issue 3800</b> road safety concerns on Whychurch Hill	28/07/2015 21:38:10 Discussed at 23 June CATG. Town council waiting for response re waiting restriction request	Meeting has taken place between representatives of PC and WC on 12/8/15. This is to be considered alongside a requests for waiting restrictions. To be discussed by CATG at October meeting. This is the same issue no. as 3963  Further investigation, design and costing work required. Agreed to seek 'virtual pavement' solution alongside waiting restrictions. To be presented to next CATG meeting for further consideration	P1	MR
m)	<b>Issue 3750</b> Accidents on B4042 between Cowbridge and Lea turning	28/07/2015 21:31:58 Considered on 23 June by CATG. At that time widening had been completed but white line outstanding, but note now complete. Recommend	Works Complete. Lining issue to be addressed in due course.  Issue to be closed		

		for closure at September area board			
n)	<b>Issue 3743</b> Improve safety at B4696Swan Lane junction Leigh	28/07/2015 21:33:18 Discussed at CATG on 23 June. Design complete and work will be issued to BBLP in the next few weeks	Awaiting works start from BBLP.  Estimated mid November 2015		
o)	<b>Issue 3699</b> Road safety concerns about Bristol Street Malmesbury	28/07/2015 21:34:39  Discussed at 23 June CATG. Metro count sites are still outstanding - officers are to agree	Decision regarding metro count location outstanding. Roger Budgen to consider location for metro-counts and report these MR to for action	P2	Roger Budgen
p)	<b>Issue 3661</b> Dangers. West Street, Great Somerford	28/07/2015 21:36:39 Considered at 23 June CATG. Site visit planned	Site meeting with Cllr Sturgis required to discuss outstanding issues. MR to arrange meeting with Cllr Sturgis prior to next CATG meeting.	P2	MR
q)	<b>Issue 3616</b> B4014 where it crosses the county border with Gloucestershire Request for signage and lines on B4014 Fosse Way	28/07/2015 21:19:20 Discussed at 23 June CATG. Order for Carriage sign installation issued to BBLP.	Carriage Sign erected August 2015. No further work undertaken regarding 'prohibition of overtaking'  Contact to be made with Gloucestershire CC	P2	MR
r)	<b>Issue 3567</b>	28/07/2015 21:21:53	Awaiting works start from BBLP. Estimated		

	Brinkworth, garden of Causeway End Farm, SN15 5DL Accidents on B4042 west end of Brinkworth	Discussed at 23 June CATG. Edge margins and signing plan probably implemented in July/August	completion mid November 2015		
s)	<b>Issue 3564</b> Speeding in vicinity of B4014 Filands	28/07/2015 21:24:53 Discussed at 23 June CATG. Community Speedwatch group being trained. CSW site to be agreed	No further action. <b>Action: Issue to be closed</b>		
t)	<b>Issue 3535</b> Improve HGV signage in Malmesbury town centre	28/07/2015 21:27:38 CATG discussed on 23 June-matter currently under consideration by Malmesbury Town council who should liaise with Wiltshire council officers direct. CATG agreed no further action until the town council have agreed a way forward.	Issue on hold		

u)	<b>Issue 3534</b>  Need a HGV route around Malmesbury	28/07/2015 21:27:38 CATG discussed on 23 June - matter currently under consideration by Malmesbury Town council who should liaise with Wiltshire council officers direct. CATG agreed no further action until the town council have agreed a way forward.	Issue on hold		
v)	<b>Issue 3520</b>  Speed on Foxley Road Malmesbury	28/07/2015 21:18:01 Considered by 23 June CATG. Topographical survey received but waiting for drainage survey. Lack of carriageway space is severely limiting options for improvement. Footway on northern side and amendments to junction to facilitate improved left turn out of. Outline option for improvements adjacent to Byway discussed, including building out between Common Road and the Byway, over-runnable, but using granite sets so drivers were aware. Hopefully this will encourage drivers to reduce speed when turning left into	Matt Cockram leading. By-way will be separated to common road, make clear to drivers. Costed scheme approx £3k. Hand outs provided. By-way lost. Granite set high enough to discourage cars, plus coloured surface to clearly distinguish road surfaces. £3K cost No accidents but there have been very near misses - vans/lorries can't see, panelled in	P1	MR/ Roger Budgen



		<p>Common Road. Rough estimate, £2,500 - £3,000. Could omit the road marking across byway if parish council were happy. The footway on the opposite side of the road may take longer to resolve as may require 3rd party land.</p> <p>Replacement of electricity pole between Common Road and Foxley Road was potentially expensive £5/6k to relocate the pole. Grass area in question seemingly not within ownership of WC. Land registry search required to establish ownership. Agreed an incremental approach.</p>			
w)	<p><b>Issue 3425</b></p> <p>Improve pedestrian crossing on B4040 in Sherston</p>	<p>28/07/2015 21:13:46</p> <p>Considered by CATG on 23 June. At that time hoped the works would take place in 6-8 weeks</p>	<p>Crossing indicated outside the shop by coloured surface probably would be 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.<b>Action: Issue / Works Complete. Remove from system.</b></p>		

x)	<p><b>Issue 3309</b></p> <p>Willesley village seeking 30mph speed limit</p>	<p>28/07/2015 21:12:00</p> <p>CATG discussed on 23 June. Signing and lining work completed. temporary sign (no entry to A433 it is an offence to exit this junction) still in place but will be removed. A further SDR count will then take place to measure contravention levels</p>	<p>it appeared 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 marking on the road. Two metro counts to be undertaken.</p> <p>Turning onto A433 - No entry reminder required that drivers are breaking law.</p> <p><b>Action:MR to follow up</b></p>	P2	MR
y)	<p><b>Issue 3190</b></p> <p>Pedestrian crossing on A429 near Blicks Hill</p>	<p>20/04/2015 14:51:41</p> <p>CATG considered the matter on 14 April when emergency funding of £3,000 was approved to enable highways maintenance to be undertaken to ensure colour surface would wear. Works programmed</p>	<p>CATG 7 October - Recommended 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)</p> <p><b>Action: Issue/Works Complete. Remove</b></p>		

		for May/June.	from system.		
z)	<p><b>Issue 3164</b></p> <p>Concerns about crossing A429 at Blicks Hill</p>	<p>20/04/2015 14:52:43</p> <p>CATG considered the matter on 14 April when emergency funding of £3,000 was approved to enable highways maintenance to be undertaken to ensure colour surface would wear. Works programmed for May/June.</p>	<p>Recommended 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)</p> <p>09/06/2014&amp;nbsp;15:45:32 Will remain on 24 June CATG agenda</p> <p>19/05/2014&amp;nbsp;14:29:43 At the April CATG meeting some non-crossing solutions including road warnings on the road, pavement etc. were considered, costing £6,000-8,000k. CATG were happy for works to proceed, following area board approval, final costs and parish council willing to contribute 25%.</p> <p><b>Action: Issue/ Works Complete. Remove from system.</b></p>		

<p>aa)</p>	<p><b>Issue 3134</b></p> <p>Pedestrian crossing requested in Corston</p>	<p>28/07/2015 21:04:46</p> <p>CATG discussed on 23 June. The group agreed to support a substantive bid.</p>	<p>14/10/2014&amp;nbsp;10:29:59 The draft report recommended a controlled crossing. 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.</p> <p>09/06/2014&amp;nbsp;15:49:00 Will be considered again at the 24 CATG meeting</p> <p>19/05/2014&amp;nbsp;14:58:55 The matter was discussed at the April CATG meeting. The footfall survey showed the greatest number of people crossing at the point nearest to the current crossing place, although numbers were not high. A formal assessment would be considered at the June CATG meeting.</p> <p>Successful CATG substantive scheme /bid for 2015-16. subject to the local planning issues being resolved Works ongoing</p> <p><b>MR</b> raised question about allocation of money. News of who the developer is, is anticipated. It would help to see 106</p>		
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			Agreement		
			<b>Action: TS will make enquiries regarding 106 agreemtn</b>		TS
bb)	<b>Issue 3129</b> Request for a footpath in Great Somerford	28/07/2015 21:02:41  CATG discussed on 23 June. The design work has been finalised and the work is provisionally scheduled for February 2016, although efforts will be made to have the work start earlier.	14/10/2014&nbsp;10:28:16 This project has received substantive funding. CATG on 7 October heard that 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, with the PC contributing 6k.  09/06/2014&nbsp;15:50:36 This issue will be discussed again at the 24 June CATG meeting  19/05/2014&nbsp;15:07:26 At the 14 April CATG meeting confirmation of the topographical survey price was outstanding but has since been confirmed as costing £1,400 and the parish council have agreed to contribute 25%. CATG members agreed that the footpath from 7 Dauntsey Road to the Old School, Dauntsey Road, Great Somerford was put forward as a		

			substantive CATG scheme this year.  Footway works provisionally programmed for February 2016. There will be a temporary road closure, with access for residents provided		
<b>4</b>	<b>New Issues</b>				
a)	<b>Issue No: 4207</b>  Gloucester Road Speeding, near Dyson	07/09/2015 15:26:09 Issue Received. Forwarded to CEM, Highway Officer and Parish Council. Please advise if metrocount is required	New issue raised at October CATG. Metro-counts required at agreed locations. Hold issue until Dyson works complete		
b)	<b>Issue No: 4203</b>  Ongoing speeding problem in Corston	08/09/2015 15:01:38 Issue forwarded to Highways Officer, Programmes BSO	New issue raised at October CATG. Metro-counts required at agreed locations.  Discussion re erecting white gates. discuss viability with parish  Viability of using SID'S (Speed Indication Display) discussed  Parish to meet new Police Seargent, Officer Connors to discuss issue  <b>ACTION:</b> MR to get prices for buying / erecting white gate's, expected to be in region of approx £1200 per pair	P2	MR

			Group agreed to hold issue, wait for crossing to be completed – then revisit the issue		
c)	<b>Issue No 4184</b>  Speeding traffic, in particular HGV's on A4069 Dauntsey Lock	08/09/2015 14:56:13 Issue forwarded to Highways Officer, Programmes BSO	New issue reported at October CATG. Metro-counts required at agreed locations . Concerns raised that this could be a perception of speeding, due to vehicle size. no powers to stop vehicles travelling route.	P2	
d)	<b>Issue 4129</b>  Speeding on B4042 Lea Crescent	20/07/2015 09:52:30 This issue will be referred to the parish council with a request to complete a metro count request form in order that speeds can be checked.	New issue raised at October CATG To be reported to October CATG meeting for discussion. Metro-counts required at agreed locations Limited to what can be done to solve, signing is clear on road.  <b>Action: Close issue</b>		
e)	<b>Issue 4104</b>  Junction of Oaksey Road and Crossing Lane, Upper Minety  Junction priority needs to change	16/07/2015 11:13:29 Spoke to parish clerk about this issue. It seems that there are concerns that Crossing Road may be taking more traffic nowadays, rather than the Oaksey Road (considered the main road). If this is the case the parish council would like to consider changing the priority at the junction of Oaksey Road and Crossing Road (on the hard left hand turn). Suggest Area Board refer to CATG at the September area board	New issue reported to October CATG meeting for discussion. Allocate Priority 2 (P2)  <b>Action: MR to report to group</b>	P2	MR

		meeting.			
f)	<b>Issue 4103</b> Crossing Lane, SN16 9PZ Speeding along Crossing Lane Upper Minety	15:22:21 I suggest in the first instance that I forward you a metro count form for your completion to identify whether there is really a problem.	New issue reported to October CATG meeting for discussion. Metro-counts required at agreed locations  <b>Action: Install MetroCount</b>	P2	
g)	<b>Issue 4042</b> Chuch Street /Noble Street , Sherston. HGVs demolishing Sherston at Jubilee Triangle	16/07/2015 11:00:19 The area board considered this issue at the 8 July area board and agreed it should be referred to CATG.	New issue. To be reported to October CATG meeting for discussion. <b>MR</b> requested ideas from CATG group. Currently low kerbing in place -raise height to discourage HGV's kerbing P2  <b>Action: MR to get prices</b>	P2	MR
h)	<b>Issue 4041</b> Chuch Street /Noble Street , Sherston  HGV knocked over a wall Jubilee Triangle in Sherston	08/09/2015 14:59:51 Issue forwarded to Highways Officer, Programmes BSO	New issue. To be reported to October CATG meeting for discussion. AS above (Issue 4041)		



i)	<b>Issue 4022</b> Entry signs at junction of West Street and Katifer LaneGlovers Court	16/07/2015 11:01:12 The area board considered this issue at the 8 July area board and agreed it should be referred to CATG.	New issue. To be reported to October CATG meeting for discussion. Traffic going wrong way. Improve signs. P2  <b>Action: MR to get prices</b>	P2	MR
j)	<b>Issue 3973</b> HGV concerns on Pound Hill Rodbourne	19/05/2015 12:54:12 On 6 May the Malmesbury area board agreed to refer this issue to the CATG.	New issue. To be reported to October CATG meeting for discussion.  Issue Closed at previous CATG. Remove.		
<b>5.</b>	<b>Other agenda items</b>				
a)	Finance Update		<b>MR</b> provided a Finance update. The current balance as of 31/09/15 is £30,829.63		MR
b)	Protocol for dealing with freight management requests		<b>SD</b> updated group. Future requests will be prioritised by CATG group, 2 from each area to be agreed. Scoring system in place. Representative will attend future meetings, and by then the schemes chosen will be known		
<b>6.</b>	<b>Date of Next Meeting: Tuesday 9<sup>th</sup> February 2016 18:00 to 20:00</b>				

Present: Cllr Toby Sturgis (TS), Cllr Chuck Berry (CB), Cllr John Thomson (JT), Martin Rose (MR), Spencer Drinkwater (SD), Roger Budgen (RB), Elizabeth Threlfall (ET), Ellen Blacker (EB), Graham Morris (GM), Malcolm Beaven (MB), Edelgard Chivers (EC)

**1. Environmental & Community Implications**

1.1. 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 area, the extent and specifics of which will be dependent upon the individual project.

**2. Financial Implications**

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

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Malmesbury Area Board will have a remaining Highways funding balance of £30,829.63

**3. Legal Implications**

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

**4. HR Implications**

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

**5. Equality and Inclusion Implications**

The schemes recommended to the Area Board will improve road safety for all users of the highway.

**6. Safeguarding implications**

WILTSHIRE COUNCIL

AGENDA ITEM NO. 14

MALMESBURY AREA BOARD  
04 NOVEMBER 2015

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## **COMMUNITY ASSET TRANSFER**

### **Minety, Land at Sawyers Rise and St Leonards Row**

#### **Executive Summary**

This report deals with an application for the transfer of land at Sawyers Rise, Minety and St. Leonard's Row, Upper Minety to be transferred to Minety Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

#### **Proposal**

The Area Board is asked to consider an application submitted by Minety Parish Council for the transfer of land at Sawyers Rise, Minety and St. Leonard's Row, Upper Minety. The applicant's proposal is set out at Appendix 3.

#### **Reasons For Proposal**

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

#### **Recommendation**

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

**Ollie Phipps**  
Malmesbury Community Engagement Manager

**COMMUNITY ASSET TRANSFER**

**Minety, Land at Sawyers Rise and St Leonards Row**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Minety Parish Council for the transfer of land at Sawyers Rise, Minety and St. Leonard's Row, Upper Minety (see plans attached at Appendces 1 and 2). The applicant's proposal is set out at Appendix 3.

**Background**

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

**The application before the Area Board**

6. The application from Minety Parish Council is attached at Appendix 3 and relates to the transfer of Land at Sawyers Rise, Minety and land at St. Leonard's Row, Upper Minety.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllr [redacted], the local member, has been apprised.

### **The views of Council officers**

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
  - 9.1 Both areas of land are subject to wayleaves for electricity apparatus.
  - 9.2 Public footpath Minety 6 crosses the Sawyers Rise land. Minety 28 is adjacent to the southern boundary of it and Minety 10 is adjacent to the northern boundary of the St. Leonard's Row land.
  - 9.3 The St. Leonard's Row land is subject to two parking/garage licences.
  - 9.4 The Sawyers Rise land is subject to a right of access to Brook Cottage.
  - 9.5 The land is to be transferred on the usual basis. This will restrict use of the land to community purposes. If the land should cease to be used for this purpose the land will revert to Wiltshire Council.
  - 9.6 Licence fees for the garage/parking agreements will pass to Minety Parish Council, along with any obligations contained within them and the cost of upkeep of the property. There are no other financial implications.

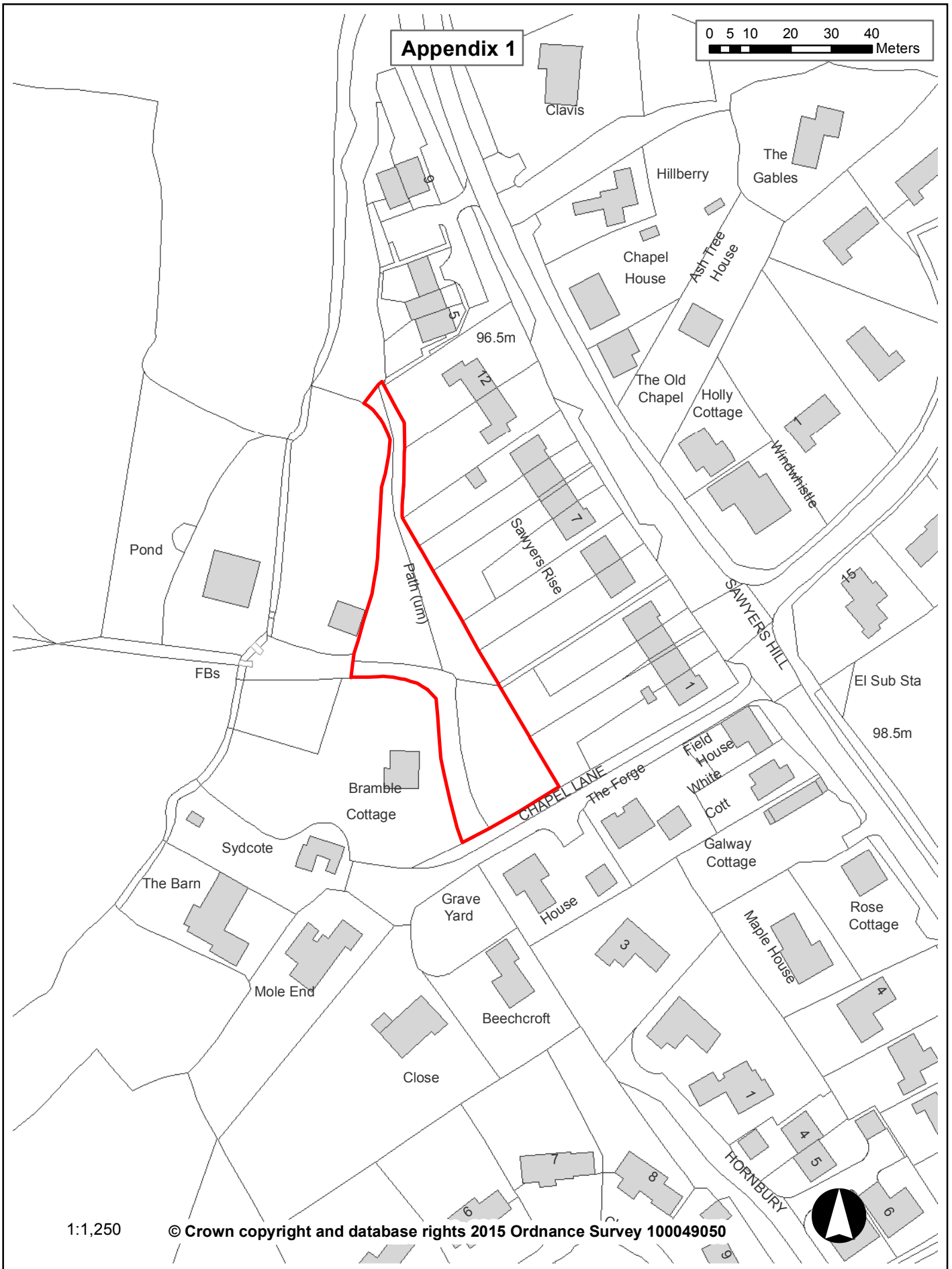
### **Recommendation**

10. To approve the transfer subject to the matters in paragraph 9 above.

**Ollie Phipps**  
Malmesbury Community Engagement Manager

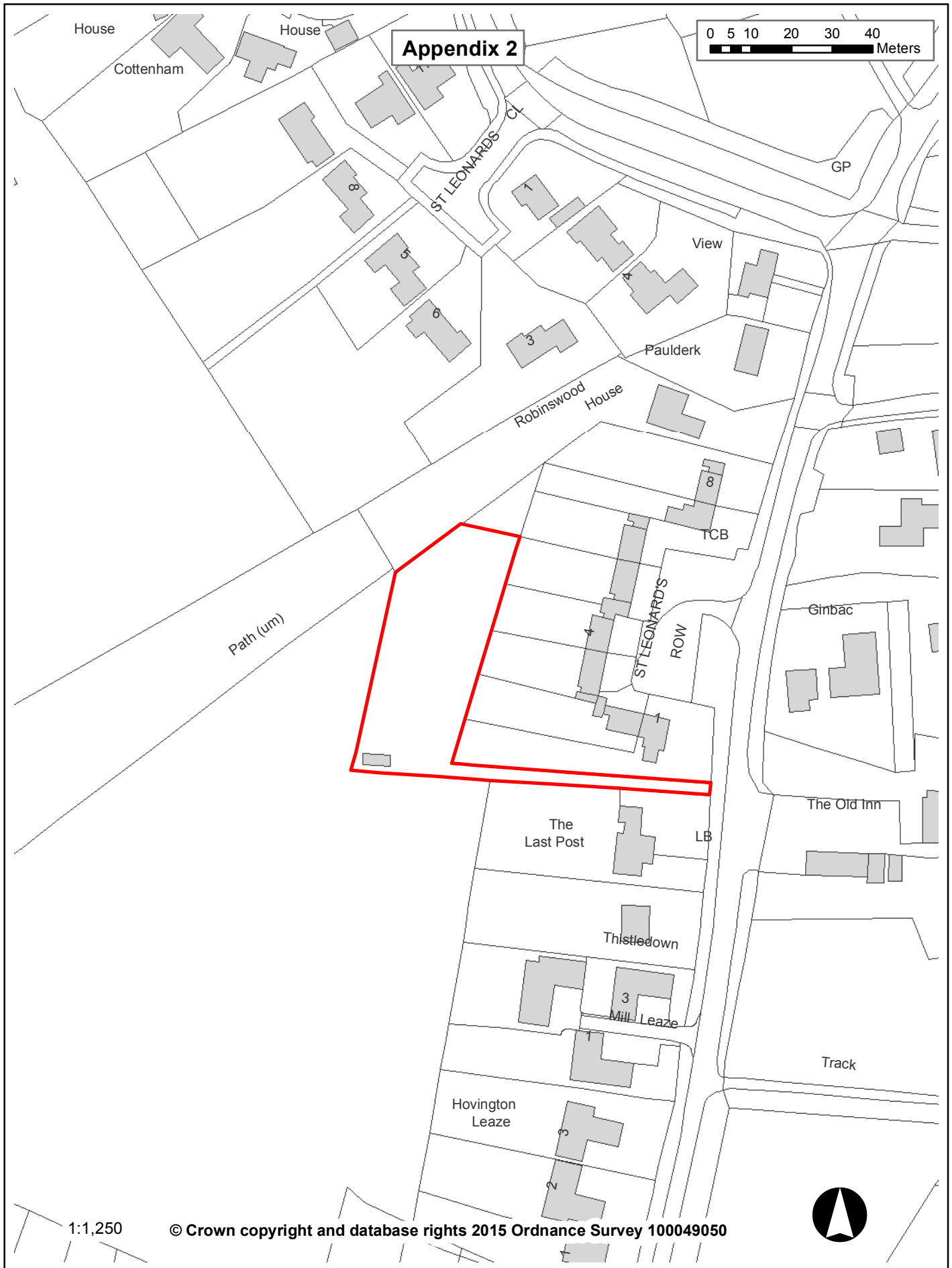
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Form CAT01

## Application for the transfer of a Council asset

### Your details

**Your Organisation** *Minety Parish Council*

**Contact name** *Charles Cook*

**Position held** *Chairman Minety Parish Council*

**Address** *Anonym House  
Upper Minety  
Malmesbury*

**Postcode** *SN16 9PR*

**Telephone** *01666 860573*

**Email** *Charles.cook.minety@gmail.com*

### Your proposal

*(please complete Checklist CAT02 before completing the following)*

#### Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

*These are small parcels of currently unproductive Council land within the Minety CP which are no longer deemed to be of strategic value to the Unitary Council. They are known as Minety Open Space Land at Sawyers Rise and at St Leonard's Row as shown on the attached maps.*

#### Summary of proposal

Why do you want the asset and how will this benefit the local community?

*The land will be rented out as allotments with the income thus generated being used to supplement the Parish Charity (Charity for the Poor, Registered Charity No 226293).*

#### Community use

Please explain how the asset will be used  
(Please refer to questions 3-8 in the checklist - CAT02)

*The land will provide allotments which will be rented to either the owners of properties backing directly on to the land or other inhabitants of the Parish. The land will generally be maintained in the same manner as other parcels of land within the Parish already owned by the Charity.*

**Suitability for purpose**

Please explain why this asset is suitable for the intended purpose  
(Please refer to questions 5-8 in the checklist - CAT02)

*These are both contained land areas which have no useful purpose at present and are either too small for development or have restricted access which precludes development. Both are, however, suitable for small holding use as in allotments – no utilities required.*

**Community support and consultation**

Please set out who you have consulted about your proposal and how you have addressed any concerns raised  
(please refer to questions 9-14 in the checklist - CAT02)

*We have discussed the proposal to take them into Parish Charity ownership at Parish Council meetings and agreed that our ownership can be justified and, dependent on initial costs, managed.*

**Legal issues**

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset (please refer to questions 15-18 in the checklist - CAT02)

*All matters will be addressed as part of normal parish Council and Charity business. As there is essentially little change from their current use (both are merely rather neglected open spaces) we see few issues other than those with which we already deal.*

**Financial matters**

How will you fund future running costs, repairs and maintenance?  
(please refer to questions 19-23 in the checklist - CAT02)

*The Charity has cash assets of approximately £40,000 which provide the reserve for charitable donations and for administrative expenses. Income is generated from interest (now very small) and from renting out other land for agricultural use. The income generated from these 2 parcels of land would be used to supplement the Charity income.*

**Future management**

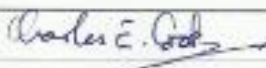
How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?  
(please refer to questions 24-27 in the checklist - CAT02)

*The Parish Councillors act as trustees for the Charity in which capacity they also manage all transactions and day to day affairs of the Charity and its holdings.*

**DECLARATION**

I confirm that the details included in this application are correct

Signed:



Name (please print): C E COOK

Date: 30 August 2015

Form CAT02

## Application for the transfer of a Council asset

### CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	y	<input checked="" type="checkbox"/>	The Council will not transfer assets for private or commercial use
	2. Will the asset be hired or used by third parties?	y	<input type="checkbox"/>	If 'yes' your application should set out how this will work
	3. Will your organisation supervise use of the asset?	y	<input type="checkbox"/>	If 'no' your application should explain how use will be supervised
	4. Will the public have access to the asset?	y	<input type="checkbox"/>	If 'yes' your application should set out how your liabilities will be covered

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	y	<input checked="" type="checkbox"/>	The Council will not transfer assets that are unsuitable
	6. Is it in the right location?	y	<input checked="" type="checkbox"/>	The Council will not transfer assets that increase unnecessary car use
	7. Is it safe?	y	<input checked="" type="checkbox"/>	The Council will not transfer assets that are unsafe
	8. Does it have utilities? (Water, electricity, drainage, etc.	<input type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should explain if they are needed

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	y	<input type="checkbox"/>	If 'no' please consult before submitting your application
	10. Have you consulted adjoining owners?	y	<input type="checkbox"/>	If 'no' please consult before submitting your application
	11. Have you consulted others affected by the proposal?	y	<input type="checkbox"/>	If 'no' please consult before submitting your application
	12. Have you consulted the local Wiltshire Councillor?	y	<input type="checkbox"/>	If 'no' please consult before submitting your application
	13. Have you consulted the local Parish Council?	y	<input type="checkbox"/>	If 'no' please consult before submitting your application
	14. Is there community support for the change of use?	y	<input type="checkbox"/>	If 'no' - consider carefully whether you wish to proceed with your application

	Question	Yes	No	Note
Legal	15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	n	<i>If 'yes' your application should explain implications</i>
	16. Does the proposed use require planning consent?	<input type="checkbox"/>	n	<i>If 'yes' your application should explain implications</i>
	17. Have you considered insurance cover?	y	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
	18. Have you assessed health and safety liabilities?	y	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	y	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	y	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?	y	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?	<input type="checkbox"/>	n	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	y	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>

	Question	Yes	No	Note
Management	24. Will you manage the asset?	y	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	<input type="checkbox"/>	n	<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	y	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?	<input type="checkbox"/>	n	<i>If 'yes' your application should set out how this will work</i>



**Minsty  
Open Space Land at  
St Leonard's Row,**





**Our Ref: 2015/0016**

**Enquiries to: Simon Day**

**Date: 29<sup>th</sup> September 2015**

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](mailto:simon.day@wiltshire.gov.uk)  
[www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

**Decision to list The Vale of the White Horse Inn, Minety, Wiltshire, SN16 9QY as an Asset of Community Value**

Having considered all the information and submissions provided, following the nomination of The Vale of the White Horse Inn, Minety 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 **29<sup>th</sup> September 2020**.

This decision has been taken because it is considered that 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

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](mailto:Alistair.Cunningham@Wiltshire.gov.uk) by **24<sup>th</sup> November 2015**, 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