Wiltshire Council
Where everybody matters

MINUTES

Meeting:	MELKSHAM AREA BOARD
Place:	Assembly Hall, Market Place, Melksham SN12 6ES
Date:	11 February 2015
Start Time:	7.00 pm
Finish Time:	9.05 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors
Cllr Jonathon Seed, Cllr Pat Aves, Cllr Terry Chivers, Cllr Jon Hubbard (Chairman), Cllr David Pollitt, Cllr Roy While and Cllr Tony Deane

Wiltshire Council Officers

Rhys Schell – Community Area Manager
Kevin Fielding – Democratic Services Officer
Ceri Evans – Community Youth Officer

Town and Parish Councils
Melksham Town Council – Terri Welch
Melksham Without Parish Council – Mike Mills
Atworth Parish Council – Mitch Roberts
Broughton Gifford Parish Council – Mark Sullivan
Keevil Parish Council – Myra Link & Suzanne Wickham
Seend Parish Council – Joan Savage
Steeple Ashton Parish Council – Geoff Hyatt

Partners
Wiltshire Police – Inspector Matt Armstrong
Office of the Wiltshire Police & Crime Commissioner – Sean Cooper
Wiltshire Fire & Rescue Service – Mike Franklin
Melksham Community Area Partnership – Colin Goodhind

Melksham Seniors Forum – Brian Warwick
Melksham Doctors – Dr Rob Matthews

Total in attendance: 50

Agenda Item No.	Summary of Issues Discussed and Decision
1	Welcome The Chairman welcomed everyone to the meeting of the Area Board.
2	Apologies for Absence There were no apologies for absence.
3	Minutes **Decision** - **The minutes of the meeting held on 17 December 2014 were approved by the Committee and signed by the Chairman with the following amendment:** - **Agenda Item No.6 Local Youth Network (LYN) - Update and Recommendations: That the minutes shows the 50% contribution towards the counselling service delivered by Extended Services as £1800, This should have been £2,800 as the total bill is just over £5600 and the expected contribution was £2,800.**
4	Declarations of Interest Cllr Terry Chivers, (Melksham Without North) declared an interest in the 2 x Melksham Without Parish Council grant applications and did not partake in debate and the vote of these applications.
5	Chairman's Announcements The following announcements contained in the agenda pack were noted: - The Stonehenge and Avebury World Heritage Site Management Plan 2015 - Public consultation. - Healthwatch Wiltshire - Local Dementia services. - Clinical Commissioning Group Integrated Performance Management Report - November 2014. - Kennet and Avon Canal and River Trust - Canal Adoption.

6		**Wiltshire and Berkshire Canal- Melksham Link**

Chris Coyle - Wilts & Berks Canal Trust and Ken Oliver – Countryside Officer, Wiltshire Council gave an update and presentations on progress and plans for the overall development of the Melksham Link section of the canal.

Points made included:

- Planning application with a provision for housing.

- Full consultation to be carried out later this year.

- Finances.

- Development of the MasterPlan.

- The Melksham Link as a potential major tourist attraction.

- Next phases of the project.

Questions raised included:

Who's idea was the proposed Wetland Reserve?
a. The Canal Trust and Wiltshire Wild Life Trust.

Who will own the Wetland Reserve?
a. Wiltshire Wild Life Trust.

Where would the finances come from to fund the Reserve?
a. Finance would be drawn from the proposed enabling package.

Does the level of proposed housing equate to the cost of digging the Melksham Link out?
a. All of the proposed housing would not finance the canal dig, a robust business plan is also required to keep the project on track.

Do the proposals take into account accessibility?
a. Yes, the canal would be accessible to everyone.

If the proposals include provision for caravans then it may useful to open discussions with the Caravan Club.
a. Yes, we will take this on board.

The Chairman thanks Chris Coyle and Ken Oliver for their presentations. |

7	<u>Local Youth Network (LYN)</u> Ceri Evans - Community Youth Officer gave a short update from the LYN. Points made included: - Grants - Adventure Centre. - Seend Bus – A big thank you to Cllr Seed for facilitating the handover of the Seend community mini bus for the LYN to use. - Advertising – getting the LYN message out to young people. - Volunteering – More involvement. The minutes from the LYN management group meeting held on 14 January 2015 were received and noted by the Area Board. **Decision** **The membership of the LYN management group was agreed by the Area Board as:** *Cllr Hubbard* *Elena Rossi- Young person* *Jack Oatley- Young person* *Rob Spooner – Director of Year 10 at Melksham Oak* *Teresa Strange – School Governor & Guiding* *Chris Pugh – PCSO* *Ceri Evans – Community Youth Officer* *Rhys Schell – Community Area Manager* *YP – Vacancy* *YP – Vacancy* The Chairman thanked Ceri Evans for his update.
8	<u>Melksham Community Campus</u> Cllr Roy While gave a short update on the Melksham Community Campus. Points made included: Programme Update - Richard Pearce and Ceri Williams were working with the Rugby and

Football clubs to find temporary accommodation during the construction phases at Woolmore Farm. Meetings taking place w/c 19th January to further these discussions.

- Initial work to start on Woolmore Farm in February.

- Contractor interviews for the main campus build were taking place on 23rd January.

- Market place regeneration plans were on show at the Town Hall, with work due to commence in Autumn 2015.

Community Contact List

- Stakeholder list - The COB discussed the contact list and proposals to communicate with the various groups. The potential for this to be the main contact directory for the community.

- Identification of key groups for engagement - COB members were asked to highlight any priority groups for engagement.

- Mapping potential users - A document was circulated to the COB showing the available space within the campus for hire. A short list of potential users was shown next to each space. Further work was required on this list.

Logo concepts and name options

- The COB had met with Wiltshire Council officers and were shown the third iteration of logos and the COB discussed the campus brand and name. Agreements were reached as follows:

- The word 'Conigre' was ruled out as a potential name and the COB agreed to opt for either 'Melksham Community Campus' or 'Melksham House Community Campus'.

- Three concepts were agreed on which were; a milk churn, the Melksham House frontage and Melksham Bridge (extension to three arches).

- Blue and teal tones were the preferred colour options.

- The preference was to launch three logo options at the Area Board on 11th February for public consultation. This would not be a closed process and different concepts and ideas would still be possible at this stage.

		The minutes of the last Community Operations Board meeting held on the 15th January 2014 were received and noted by the Area Board.
		A short workshop session was held, the Area Board attendees were given the opportunity to choose which of the logo options and name of the campus they preferred. It was agreed that choice of the campus name and logo would be re-visited at the April Area Board meeting.
		The Chairman thanked everyone for taking part in the workshop.
9		Community Area Transport Group (CATG)
		Cllr Jonathon Seed gave a short CAT-G update and recommendations arising from the last CATG meeting held on the 5th February 2015.
		Local Highways Investment Fund
		The Area Board noted the Local Highways Investment Fund 2014 – 2020 report that was included in the agenda pack, which contained the Highways major maintenance schemes for the Melksham community area 2014/15.
		Speed Indication Devices (SIDs)
		Cllr Seed advised the Area Board that Wiltshire Council was to withdraw funding for the Speed Indication Devices used throughout the county and were looking for local communities to take over the SID duties.
		It was agreed that a letter would be drawn up and sent to Cllr John Thomson – Cabinet member for Highways, Wiltshire Council outlining the Melksham Area Board's opposition to the withdraw of funding for the SIDs.
		CATG recommendations
		Decision
		The Melksham Area Board approved funding for:
		• **Dropped kerbs, Blackmore Road, Melksham** Cost £1500 – approval for £500 CATG and £500 Area Board.
		• **Bowerhill footpath link between Hurricane rd and Grassmere** Cost £4000 – approval for £1333 CATG and £1333 Area Board.
		• **To provisionally approve funding for Seend High Street traffic**

		management Cost £20000 – approval for £2833 CATG and £2833 Area Board. The Chairman thanked Cllr Seed for his update.
10		Champion updates Local Youth Network - Cllr Jon Hubbard • Update covered earlier in the meeting. Economy – Cllr Roy While • That the Bowerhill & Hampton Park Steering Group would be having its second meeting during March 2015. Health – Cllr Pat Aves • Last night (10th February) – another successful meeting of the Health working group. • 15 attendees – some newcomers. • Working on ideas that would enable professionals to inform each other to the benefit of themselves and the public. Further details to follow in due course. Transport – Cllr Terry Chivers • That work was ongoing to get update bus time tables located in all bus stops in and around Melksham. Read Easy – Cllr David Pollitt • First meeting now held and Management Committee formally set up. • ReadEasy Melksham had signed the constitution and was now affiliated to ReadEasy UK. • The Committee was looking for a co-ordinator and undertaking various formalities prior to appointing Reading Coaches. The Chairman thanked the members for their updates.

11	<u>Partner Updates</u> Melksham Senior People's Forum (Brian Warwick) – the written report contained in the agenda pack was noted. Community Area Partnership (Colin Goodhind) That the partnership was heading up a campaign to promote Smart Water throughout the Melksham community area and was looking for volunteers to man the town's CCTV cameras. Wiltshire Police (Inspector Matt Armstrong) - the written report contained in the agenda pack was noted. Melksham Town Council – the written report contained in the agenda pack was noted. Steeple Ashton Parish Council - the written report contained in the agenda pack was noted. The Chairman thanked everybody for their updates.
12	<u>Area Board Funding</u> The Wiltshire Councillors considered the following Grant Applications: **Decision** **The Big Community Grow awarded £730 towards cooking workshops.** *Reason* *The grant meets the 2014/15 grants criteria.* **Decision** **Whitley Reading Rooms awarded £883 towards a new external fire door.** *Reason* *The grant meets the 2014/15 grants criteria.* **Decision** **Melksham Without Parish Council awarded £1,001 for seating and picnic facilities at Shaw Playing Fields.** *Reason* *The grant meets the 2014/15 grants criteria.*

Decision
Melksham Without Parish Council refused £4417 towards resurfacing Shaw Play Area.
Reason
The grant was refused as the Area Board members felt that play area resurfacing should form part of the Parish Council's planned maintenance program, and as such should be covered under its precept.

Decision
Broughton Gifford Pre-School awarded £2,500 towards equipment for a new building.
Reason
The grant meets the 2014/15 grants criteria.

Decision
Broughton Gifford Parish Council £4,047 towards war memorial renovation. *Note: the grant was awarded as £3.047 community area grant funding and £1,000 awarded from the World War I commemoration fund.*
Reason
The grant meets the 2014/15 grants criteria.

Decision
Melksham Amateur Swimming Club awarded £1,000 to improve equipment available to swimmers.
Reason
The grant meets the 2014/15 grants criteria.

Decision
Broughton Gifford Village Hall awarded £1,114 towards improvements to the hall.
Reason
The grant meets the 2014/15 grants criteria.

Decision
Semington Parish Council awarded £1100 towards a defibrillator for use by villagers.
Reason
The grant meets the 2014/15 grants criteria.

Decision
Keevil Defibrillator group awarded £960 to provide a defibrillator for use in Keevil.

	Reason ***The grant meets the 2014/15 grants criteria.***
13	<u>Urgent Business</u> There was no urgent business.
14	<u>Close</u>