

AGENDA

Meeting: Pewsey Area Board
Place: Bouverie Hall, North Street, Pewsey, SN9 5ES
Date: Monday 23 May 2022
Time: 7.00 pm

Including the parishes of All Cannings, Alton, Beechingstoke, Burbage, Buttermere, Charlton, Chirton, Easton, Froxfield, Grafton, Great Bedwyn, Ham, Little Bedwyn, Manningford, Marden, Milton Lilbourne, North Newnton, Patney, Pewsey, Rushall, Shalbourne, Stanton St Bernard, Tidcombe and Fosbury, Upavon, Wilcot, Huish and Oare, Wilsford, Woodborough, Wootton Rivers.

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.

Please direct any enquiries on this Agenda to Stuart Figini Senior Democratic Services Officer, direct line 01225 718221 or email stuart.figini@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Jerry Kunkler, Pewsey
Cllr Paul Oatway QPM, Pewsey Vale West
Cllr Stuart Wheeler, Pewsey Vale East

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Items to be considered	Time
1	Election of Chairman To elect a Chairman for the forthcoming year.	7.00pm
2	Election of Vice-Chairman To elect a Vice-Chairman for the forthcoming year.	
3	Apologies for Absence	
4	Welcome and Introductions	
5	Minutes (<i>Pages 5 - 12</i>) To confirm the minutes of the meeting held on 28 February 2022.	7.10pm
6	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
7	Chairman's Announcements (<i>Pages 13 - 22</i>) The Chairman will make the following announcements: <ul style="list-style-type: none"> • Great British Spring Clean • Reminder of Platinum Jubilee Plans • Taxi Driver Recruitment Press Release 	7.15pm
8	Appointments to Outside Bodies and Working Groups (<i>Pages 23 - 34</i>) To appoint representatives to outside bodies, to reconstitute and appoint Working Groups for the year 2022/23.	7.25pm
9	Pewsey Area Board - Agreeing Priorities for 2022/23 (<i>Pages 35 - 44</i>) To receive an update from the Community Engagement Manager and for the Area Board to agree its priorities going forward.	7.35pm
10	Rural Youth Project - Year 1 Report (<i>Pages 45 - 52</i>) To receive an update report on the Project.	7.50pm
11	PCCA To receive a presentation on the PCCA current activities.	8.00pm
12	Partner Updates (<i>Pages 53 - 64</i>) To receive any updates from partner organisations:	8.10pm

- Wiltshire Police
- Dorset and Wiltshire Fire and Rescue Service
- Health
- Older People's Champion and Health & Wellbeing
- Pewsey Community Area Partnership
- Parish Councils

13	Community Area Grants (<i>Pages 65 - 68</i>)	8.30pm
	To determine any applications for Community Area Grants.	
14	Local Highway and Footpath Improvements Group (LHFIG) - Update (<i>Pages 69 - 102</i>)	8.45pm
	To consider recommendations arising from the LHFIGs meeting held on 4 May 2022.	
15	Urgent items	9.00pm
	Any other items of business which the Chairman agrees to consider as a matter of urgency.	
16	Future Meeting Dates and Close	
	The next meeting of the Pewsey Area Board is scheduled for 19 September 2022, 7pm at a venue to be decided.	

MINUTES

Meeting: Pewsey Area Board
Place: Woodborough & District Social Club, Smithy Ln, Pewsey SN9 5PL
Date: 28 February 2022
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

Stuart Figini, Senior Democratic Services Officer, (Tel): 01225 718221 or (e-mail) stuart.figini@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Jerry Kunkler (Chairman), Cllr Paul Oatway QPM (Vice-Chairman) and Cllr Stuart Wheeler

Wiltshire Council Officers

Perry Holmes – Director of Legal and Governance and Monitoring Officer

Richard Rogers – Community Engagement Manager

Dom Argar – Technical Support Officer

Stuart Figini -Senior Democratic Services Officer

Lucinda Murray - Family and Community Learning Service

Parish Councils

Alton Barnes Parish Council – Robert Turner

Easton Royal Parish Council – Margaret Holden

North Newnton Parish Council – Mac McLean

Pewsey Parish Council – Peter Deck and Curly Haskell

Rushall Parish Council/PCAP - Colin Gale

Wilcot and Huish Parish Council/PCAP - Dawn Wilson

Woodborough Parish Council - John Brewin

Partners

Wiltshire Police – Insp Allen Lumley

Dorset & Wiltshire Fire and Rescue Service – Chris Wood, Wayne Pressley and Mark Hillier

Others

Susie Brew - PCAP

Total in attendance: 30

<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and introduced the Area Board Members and officers.</p>
2	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
3	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 29 November 2021 were agreed as a correct record and signed by the Chairman, subject to the Easton Royal Parish Council representative being recorded as Margaret Holden.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following announcements which were noted by the Area Board:</p> <ul style="list-style-type: none"> a. Ask Angela relaunch b. Briefing Note – Queens Platinum Jubilee 2022 c. Changes to Highway Code – January 2022 d. Changes to Residual Waste Collection
6	<p><u>Raising Standards</u></p> <p>The Area Board received a verbal report from Wiltshire Council's Director of Legal and Governance and Monitoring Officer, Perry Holmes, in relation to raising standards for Unitary and Town and Parish Councillors.</p> <p>Mr Holmes explained that an increasing number of complaints were being received with 80% of the complaints from the public, Parish Clerks and Parish Councillors and in relation to Town or Parish Councils. Mr Holmes suggested that a one-off meeting is held at the Bouverie Hall, Pewsey in early summer 2022 for Chairs and Clerks to discuss the Code of Conduct and standards for Councillors. It was noted that the nature of complaints varied quite considerably, but mainly related to differing views, register of interests, language and tone.</p>
7	<p><u>Family and Community Learning Service</u></p>

	<p>The Area Board received a presentation from Lucinda Murray, Training Advisor for the Family and Community Learning Service.</p> <p>Lucinda commented on the following aspects of the Family and Community Learning Service:</p> <ul style="list-style-type: none"> • Who we are and what we do • The Service vision and strategy • How the Service works • Courses offered and who can access the courses • Contact details and how to refer to the service <p>The Chair thanked Lucinda for a very informative presentation and confirmed that referrals can be made at this email address - familyandcommunitylearning@wiltshire.gov.uk.</p>
8	<p><u>Kennet and Avon Medical Partnership - Update</u></p> <p>The Area Board received a presentation from Dawn Wilson, on behalf of Suzy Deering, about the Kennet & Avon Medical Partnership which was rated good at its previous CQC inspection.</p> <p>Dawn commented on the Partnership working to improve communication within their area, the new Chair of the Patient Participation Group, improvements in the relationship between surgeries and community, Pewsey Surgery remaining in the Partnership, the move to face to face appointments following the easing of Covid restrictions and alternative methods of receiving help and advice. Details of the practice structure for both clinical and non-clinical staff were shared, along with details of a new telephone system to help streamline the service.</p> <p>The Area Board noted that the Patient Participation Group were looking for new members and to contact the Chair of the Group if interested.</p>
9	<p><u>Partner Updates</u></p> <p>To receive updates from partners listed below:</p> <p>a. Wiltshire Police</p> <p>The Area Board received a written and verbal update from Insp Al Lumley, Wiltshire Police, which included detail about the Community Policing Team, Wiltshire Police performance to December 2021, hate crime overview and local priorities and updates in relation to the Pewsey area.</p> <p>Insp Lumley responded to questions about a recent email sent to the Police and Crime Commissioner, subsequently forwarded to the Assistant Chief Constable about PCSO's in Pewsey that had not received a response. Insp Lumley agreed to seek a response. Other general</p>

questions related to PCSO's non-attendance at Parish Council meetings and a request for their attendance at the annual Parish Council Assembly; The Area Board suggested that the written update from Wiltshire Police could also be circulated to Parish Council's by the Community Engagement Manager for their information.

b. Dorset and Wiltshire Fire and Rescue Service

The Area Board received a written and verbal update from Chris Wood, Station manager from the Fire and Rescue Service, which included detail about the Community Safety Plan, reducing the level of risk and harm from fire, interaction between the Protection Team and Local authorities, on call recruitment and recent news about electric blanket safety, waste site fire near Devizes and motorcycle safety.

The Area Board noted that a performance inspection was currently being undertaken of the Fire and Rescue Service in the Pewsey Community Area, and an update would be provided at a future meeting.

It was noted that Pewsey were likely to lose one of their fire appliances which would result in delays of appliances reaching emergency situations. Cllr Oatway expressed his concern, especially as he was the Vice-Chair of the Fire Authority and was unaware of the matter. Cllr Oatway confirmed that he would investigate this matter further.

c. Health

The written update attached to the agenda pack was noted.

d. Older People's Champion and Health & Wellbeing

The update was provided by Dawn Wilson alongside the PCAP update below.

e. Pewsey Community Area Partnership

Dawn Wilson provided a general update and more specifically on the Health & Wellbeing Group as follows:

- An in-person meeting was held on 8 February 2022 and highlights from that meeting included:
 - i. Lower than expected numbers attending the Carers Café, which is open to all carers,
 - ii. the Great Bedwyn walking group were offering two walks a month and they were also supporting the establishment of other walking groups across the county,
 - iii. the Gateway Club had reopened,
 - iv. Shalbourne Connect was still going strong
 - v. Wiltshire Council discussing the funding of Day Care Centres
 - vi. The Memory Café had restarted following the relaxation of

Covid restrictions

- vii. The funding of older people events during the Jubilee weekend; and
- viii. PCAP continuing to ask questions of Wiltshire Council on matters of mutual interest and on behalf of the Area Board

Colin Gale provided an update on the work of the Transport Group:

- Wiltshire Council were successful in being awarded a grant of £1.2m from the Department for Transport for bus service improvements in Wiltshire, this includes an allocation specifically for Pewsey Rural bus services based on a demand responsive transport system. The proposal was currently with the DfT for review. A Project Manager had successfully been appointed to take the project forward.
- It was noted that Covid and recent storms had negatively impacted rail services and these were starting to return to pre-Covid levels. A Great Western Railway stakeholders meeting was held on 2 February 2022 and discussed smart ticketing, freedom travel passes and special deals for peak fares in April 22.

Susie Brew provided an update in relation to Tourism and raised the following:

- Attended a meeting with GWR with a focus on leisure market . It was noted that GWR had partnered with the Pewsey Vale Tourism Partnership and provided advertising on the GWR website and provided access to their other advertising streams. The Itineraries project was of great interest to GWR who would provide some funding for schemes and help with the App, providing many opportunities for the project.
- Itineraries Project – The Group have completed and launched the Mid Wilts Way route and Kennet and Avon Canal route. The Longer Pewsey Vale Circular Way, a 77 mile long route around the Vale, will be launched in the Spring of 2022.GWR would be attending the launch to talk about the partnership and its benefits.
- Walkers Are Welcome - accreditation has been awarded and is up and running. The Group are looking to set up footpath groups with the support of Parish Councils to oversee and maintain the footpaths.

f. Parish Councils
There were no Parish Council updates

g. Community Engagement Manager
There was no Community Engagement Manager update.

10	<p><u>Community Area Grants</u></p> <p>The Area Board considered six applications for Community Area funding.</p> <p>The Chairman invited a representative of the applicant, where they were in attendance, to give a brief overview of their project to the Area Board.</p> <p><u>Decision</u> That the following grant applications be awarded as follows:</p> <ol style="list-style-type: none"> 1. Pewsey Area Board Initiative - £2,689 towards events to support older people integrate into their community. 2. Pewsey Area Board Initiative - £5,000 towards rural youth outreach project. 3. Pewsey Vale Rugby Football Club Ltd - £662.51 towards public address system. 4. Hilcott Village Hall - £900 towards Hilcott Village Hall Trust Barnard Meadow felling of large conifer tree. 5. The Bouverie Hall - £982.25 towards Bouverie Hall Café. 6. Pewsey Parish Council - £5,000 towards positive activities for young people in Pewsey.
11	<p><u>Community Area Transport Group (CATG) - Update</u></p> <p>The Area Board received the minutes of the Community Area Transport Group for the meeting held on 9 February 2022.</p> <p>Mac McLean, representing North Newnton Parish Council, commented on the events at a recent Parish Council meeting leading to the Parish Council withdrawing their original contribution of £12,800 towards issue 6915 (request for Phase 2 of Footway project – to link phase 1 to a point by the former garage), and instead use S106 funds for the contribution of this phase of the footpath project. Mr McLean indicated that he did not support the decision of the Parish Council to use S106 funds for this project, and along with 3 other Parish Councillors, resigned from the Parish Council over this matter. The Area Board noted that the Parish Council had been successful in a bid for Substantive Highway Schemes funding. Mr McLean reported that local residents had formed a petition in relation to the situation which was being forwarded to the Wiltshire Council’s Head of Legal and Governance, Perry Holmes for further consideration of the matter. Cllr Paul Oatway reported that he could not support the Parish Council’s actions and felt that they were unwise to withdraw their original funding stream. Cllr Oatway would be meeting with the remaining Parish Council Councillors in the coming week to discuss moving the project forward.</p>

	<p>Resolved:</p> <ol style="list-style-type: none"> 1. To close the following Issues: <ol style="list-style-type: none"> a. 91 Rushall Elm Row (phase 1), b. 10-20-7 Burbage Service Station, c. 10-21-3 Manningford direction signs, d. 10-21-5 All Cannings road markings, e. 10-21-1 Little Bedwyn chevron, f. 10-21-7 Hilcott road markings and g. 10-21-10 Chirton The St road markings 2. To move the following Issues (with funding) to the Priority Schemes lists: <ol style="list-style-type: none"> a. 10-22-5 Froxfield The Green (£300) road markings b. 10-22-6 Upavon to N Newton Deer signs (£750) 3. To impose a minimum charge of £100 against all future contributions 4. That North Newton Parish Council provide a contribution of £12,800 from their own funds, as originally offered, towards issue 6915 (request for Phase 2 of Footway project – to link phase 1 to a point by the former garage) as approved by CATG at previous CATG meetings.
12	<p><u>Urgent items</u></p> <p>Cllr Oatway raised an issue in relation to the lack of bus links to Trenchard Lines, Upavon military base. Cllr Oatway reported that he had attended a meeting with residents of the Base and discussed the need for signposts for a footpath into the village and a bus link.</p> <p>The Area Board agreed that this matter should be discussed further at the next Area Board meeting.</p>
13	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Pewsey Area Board was scheduled for 23 May 2022, starting at 7pm.</p>

Take part in the Great British Spring Clean this March and April in Wiltshire

Wiltshire Council is encouraging local groups and organisations to take part in the Great British Spring Clean this year, from 25 March-10 April.

Groups across the county are urged to sign up on the Great British Spring Clean website and join in to help clean up the county from unsightly litter. Though please note that litter picks in the Salisbury area are not encouraged - here, the advice from the UK Health Security Agency (UKHSA) remains 'if you didn't drop it, then don't pick it up'.

Litter picking equipment has been provided by Wiltshire Council to town and parish councils and local community groups across the county, so people should contact their local town or parish council see if they have any equipment to borrow and if they are hosting a clean-up event to support.

Where possible, volunteers should dispose of bagged waste in their usual household black bins or a public litter bin that has sufficient capacity.

For large events that could collect more than 10 bags black bags full of waste, the council can arrange single collection following the event. To arrange this, people should email streetscene@wiltshire.gov.uk a minimum of 10 days before the event with as much information about the event as possible and contact details of the event organiser. Any large items or suspected fly-tips should be left where they are and reported to the council on the MyWilts app.

Cllr Dr Mark McClelland, Cabinet Member for Transport and Waste, said: The Great British Spring Clean is a fantastic opportunity for our communities to get involved in making a difference in their area.

We have provided more than 1,500 litter pickers and 1,500 pairs of gloves to local town and parish councils, so people should go there to borrow the equipment for their event. They can also sign up on the Great British Spring Clean website, so others can join in on the picks in their community.

It would also be great if people shared photos of their events on social media using the hashtag #GBSCWilts - and we'll share the best.

We'd ask that groups in the Salisbury area adhere to the latest UKSHA advice and not take part in litter picks; but people can get involved in every other area of the county to help keep Wiltshire clean.

I hope that community groups from around the county can take part and help to keep Wiltshire beautiful.

For the Salisbury area, a UKHSA spokesperson said: As a precaution, UKHSA continues to advise the public not to pick up any items. The advice remains 'if you didn't drop it, then don't pick it up'.

People can register their event on the Great British Spring Clean website at www.keepbritaintidy.org or find out more at www.wiltshire.gov.uk/community-environment-great-british-spring-clean

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16 March 2022

For immediate release on behalf of the Lord Lieutenant

Her Majesty The Queen's historic Platinum Jubilee

With Her Majesty The Queen's official Jubilee celebrations less than three months away, residents of Wiltshire are being encouraged to get involved in this truly historic occasion. There are many ways to participate ranging from the lighting of Beacons to holding a traditional tea party.

Wiltshire Council is also reminding people to ensure they notify the Council as soon as possible if they need any road closures or other permissions to host community parties if they're planning to mark this special anniversary.

Every county in the United Kingdom is being encouraged to light 70 Jubilee Beacons to represent each of the years of Her Majesty The Queen's reign. In Wiltshire over 30 Beacons have been registered so far right across the county, including those at Westbury White Horse, Martinsell Hill, Amesbury, Swindon and many more. But it would be a real triumph if we could get to the magic number of 70, reflecting the warmth of feeling for The Queen in our local communities.

The Council is asking Town and Parish Councils and community groups who have not come forward so far, to consider lighting a Jubilee Beacon on 2 June, at 9.15pm. All Beacons must be registered beforehand, and guidance and information about getting involved can be found at <https://www.queensjubileebeacons.com/> If you are able to light a Beacon and would like a Wiltshire Lieutenancy representative to attend please email lieutenancy@wiltshire.gov.uk

Many trees have been recently planted in the county for the Queen's Green Canopy. 'Plant a Tree for the Jubilee' has been a huge success with more expected to be planted this autumn. The tree planting season is from October to March each year. More information about planting trees to mark the Jubilee is available at <https://queensgreencanopy.org/>. Please remember to register your tree(s) and pin them on the QGC map at this website.

For local events including community parties, Wiltshire Council has collated useful information and guidance to help people with their arrangements. If anyone is planning an event that needs any involvement or permission from the Council, such as road closures, then relevant applications need to be in at least eight weeks before it's due to take place. There can be a quick turnaround for straightforward applications on Council owned land/green spaces/parks, but due to the timescales required for processes, late applications for road closures and licensable activities will not be considered. For events occurring in the extended Bank Holiday period (2 June – 5 June), applications would need to be with the Council no later than Thursday 7 April. People are also asked to consider what licensing applications they may require too, such as particular entertainment or to sell alcohol, and to submit any required as soon as possible. More information can be found at www.wiltshire.gov.uk/highways-platinum-jubilee-celebrations

There will also be the opportunity to celebrate the Platinum Jubilee by viewing various national events that will take place over the extended Bank Holiday weekend.

Some of the national celebration events include:

- The Queen's Birthday Parade (Trooping the Colour), on Thursday 2 June
- The lighting of Beacons, on Thursday 2 June, evening
- Jubilee Service of Thanksgiving, St Paul's Cathedral, on Friday 3 June
- HM attending Epsom Races to see the Derby, on Saturday 4 June
- Party at the Palace, Buckingham Palace, on Saturday 4 June
- Platinum Jubilee Pageant, Buckingham Palace area, on Sunday 5 June
- The BIG Jubilee Lunch, on Sunday 5 June

HM Lord-Lieutenant of Wiltshire, Mrs Sarah Troughton, said: "It has been my privilege to have known HM The Queen and members of the Royal Family for some years. It has been a real honour to represent Her Majesty as Lord-Lieutenant of Wiltshire for the last 10 years and indeed to welcome Her Majesty and members of the Royal Family to our great county. Leading up to the historic Platinum Jubilee weekend and beyond, many organisations are putting on special events and we have much to celebrate. I hope as many

people as possible can get involved in what will undoubtedly be a very special, historic, and enjoyable occasion. Thank you for joining me in celebrating HM The Queen's unique reign."

Cllr Richard Clewer, Leader of Wiltshire Council, said: "Her Majesty The Queen has had an unparalleled reign as monarch and when we look back at previous celebrations in Wiltshire, such as the fantastic Diamond Jubilee in 2012, we know there are very patriotic communities who will want to celebrate this historic occasion. Lighting a beacon is a simple yet really effective and visually stunning way to mark the occasion and we'd love to see as many places as possible in the county get involved. We are also sure there will be lots of people looking to hold their own celebrations. Our Council webpage has a whole host of useful information which provides all the details people need in one place."

More information about the Platinum Jubilee can be found at <https://platinumjubilee.gov.uk/>.

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8 April 2022

For immediate release

Wiltshire Council is encouraging people to become a taxi driver in Wiltshire

Taxis are an essential part of our transport network providing a valuable service to the local community and in Wiltshire there is a shortage of taxi drivers.

Not only are taxi drivers needed by the community, but Wiltshire Council also needs reliable drivers to fulfil its growing number of SEND (Special Educational Needs and Disabilities) school and social care contracts. These contracts offer regular work and hours. They also help and support some of the most vulnerable people in Wiltshire.

Cllr Dr Mark McClelland, Cabinet Member for Transport said: “The council is committed to delivering contracts across our services which deliver the best value for money. Wiltshire needs a workforce with the right skills to prosper and more taxi drivers would help the council deliver our commitment to ensure young people get the best start in life.

“Being a taxi driver is a flexible job and they can either work for a taxi company or be their own boss, deciding when and where they want to work. Local taxi firms currently have lots of vacancies and we are carrying out a recruitment campaign on behalf of the taxi trade across the county.

“It’s easy to become a licensed taxi driver and once people have become a licensed driver, we hope that they will bid for one of the growing number of SEND school transport and social care contracts that we have available. There are plenty of opportunities and plenty of work available.”

Wiltshire Council has lots of contracts available which start at around £30 a day for short routes, increasing to £250+ a day for longer routes. Drivers are free to combine these contracts with rank work.

To become a taxi driver takes around six weeks and costs around £400. To be licensed people need to provide proof and undertake these simple checks:

- Proof of Identity

- Driving Licence held
- Enhanced DBS (Disclosure and Barring Service) check on previous convictions and whether disbarred from working with children
- Right to Work in the UK
- Medical (if applicable)
- Undertake on-line Safeguarding Training
- Take a guidelines test
- Knowledge test (if applying for a hackney carriage licence)

Find out more about becoming a taxi driver, how to licence a vehicle as a taxi, private hire or hackney carriage vehicle, and for an application pack visit www.wiltshire.gov.uk/licences-permits-transport

To find out about our SEND school transport and social care contracts and how to bid for one email Wiltshire Council's Passenger Transport Unit at Passengertransport@wiltshire.gov.uk

**Become a taxi
driver in Wiltshire**

WORK FOR A TAXI COMPANY

OR BE YOUR OWN BOSS

SET YOUR OWN HOURS

HELP YOUR LOCAL

COMMUNITY



Find out more at wiltshire.gov.uk/licences-permits-transport

Wiltshire Council

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Pewsey Area Board

23 May 2022

Appointment of Area Board Lead Councillors

1. Purpose of the Report

- 1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2022/23

2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies or Non-Priority Working Groups. The following guiding principles are in place for Councillors who take a role on an Outside body or Non-Priority Working Group:

- To be the main Area Board point of contact for local Officers within their respective area
- To attend (and often Chair) relevant working groups of the Area Board
- To work collaboratively with relevant local partners and community groups
- To provide regular updates back to the Area Board in relation to their Group/Outside-Body including providing feedback on the success or limitations of previously funded Area Board grants (if applicable)

- 2.2. The Area Board is invited to appoint Councillor Lead representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, and will be reviewed annually, unless the Board determines otherwise.
- 2.3. The Area Board is also invited to reconstitute or create new Non-Priority Working Groups set out in **Appendix B**, with the Terms of Reference (if applicable) set out at **Appendix D**, and to make appointments to these groups.
- 2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2022/23 (if applicable).

3. Main Considerations

- 3.1. Local Highways and Footpath Improvement Group (LHFIG) has replaced Community Area Transport Groups (CATGs), which will continue to operate as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix C** for information.

3.2. Where a Non-Priority Working group is required, the exact purpose should be set out and agreed by the Board.

3.3. A key role within some Health and Wellbeing Group's is that of a local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to Non-Priority working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to AB Non-Priority Working Group(s) as set out in Appendix B; and
- c. To note the Terms of Reference for the LHFIG as set out in Appendix C.

Lisa Alexander, Senior Democratic Services Officer

Appendices:

Appendix A – Appointment to Outside Bodies

Appendix B – Appointment of Members to Non-Priority Working Groups

Appendix C – LHFIG Terms of Reference

Appendix D – Generic Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

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Pewsey Area Board

Appendix A

Appointments of Lead Members to Outside Bodies 2022/23

Outside Body	Councillor Representative
The Vale Health and Wellbeing Centre	Clr Paul Oatway QPM
Pewsey Community Area Partnership	Clr Paul Oatway QPM

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Pewsey Area Board

Appendix B

Appointments of Area Board Councillors

To Non-Priority Working Groups of the Board:

Local Highways & Footway Improvement Group (LHFIG)

Councillor Jerry Kunkler

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Area Board Working Group Terms of Reference

May 2022

1. Purpose

An Area Board working group is an excellent vehicle to drive forward a local priority theme. The Area Board will evaluate each priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group. Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership with such community or group and not create a working group of its own. Where a working group is required, the exact purpose is set out by the Area Board using the table set out in Appendix A.

Some example functions of an Area Board working group are set out below in relation to their respective theme. A group could be asked to:

- Research and review key data, intelligence and information related to the specific priority theme, to develop an in-depth understanding of the issue and opportunities;
- Democratically consider issues, projects and initiatives that could be developed and identify risks;
- Engage with the relevant partners to advance objectives, empowering the wider community to lead where appropriate;
- Provide regular information to the Area Board for review and further guidance; and/or
- Address any conflicts of interest that may arise as part of the local decision-making process.

2. Membership

The membership of a working group will be set by the Area Board but may include representatives as follows:

- City, town and parish councils;
- Voluntary and community sector organisations (regional, countywide and local level);
- Wiltshire Police;
- Dorset and Wiltshire Fire and Rescue Service;
- Ministry of Defence;
- Bath, Swindon and Wiltshire CCG, Healthwatch, Local Health Representatives;
- Local businesses, Chambers of Commerce;
- Schools;
- Housing Associations;
- Residents and resident action groups; or
- Other organisations, agencies and individuals that have a genuine interest in promoting the respective theme issue.

The Area Board should consider whether membership is fully representative of the local community by carefully considering the diversity and inclusion of the group. Consideration must be given where appropriate to the safeguarding procedures that must be followed (set out in Section 4 below)

3. Roles of all members of the Area Board working group

All members will be required to:

- Agree to the terms of reference as set out within this document;
- Take an active part in the development of the working group and its aims;

- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions;
- Take responsibility for sharing information relevant to their organisation/ stakeholders/sector;
- Contribute any information that may have a bearing on positively achieving agreed objectives;
- Be mindful of the needs of the community area as a whole when providing input or making decisions;
- Be open and honest and work collaboratively;
- Work to promote equality and non-discriminatory practices;
- Respect all members of the working group and invited representatives; and
- Work to ensure high quality safeguarding practices are followed where appropriate.

4. Structure and operation

A working group will generally comprise of no more than ten members, to keep conversations and actions focussed. If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda. Additional attendees can be brought in as required when invited by the Chairperson.

The Chair of the group will be agreed locally and could either be the Area Board Councillor lead or another member from within the group. A vote of members can determine the Chair where required. Further Area Board Councillors can be appointed to the group as required and as deemed appropriate by the Area Board.

An assigned Wiltshire Council Officer will support each working group, however their role and involvement will vary. Brief notes with key actions and decisions will be recorded and reported back to the Area Board business meeting. The Area Board Councillor lead or the assigned Officer will provide verbal updates to the Area Board business meeting.

Decisions will usually be reached by consensus, however, if necessary, these can be agreed by a majority vote of all group members. The Chairperson would have the deciding vote in cases of a tie. This may be required if for example, the group is providing a funding recommendation to the Area Board.

Working groups must be culturally and socially considerate when focussing on themes that affect vulnerable or underrepresented groups of people (e.g., older people, young people, LGBTQ+, BAME and those with SEND). Ensuring a diverse and representative working group membership will support the safe and appropriate engagement with the respective groups to ensure voices are clearly heard.

The frequency, location and format of group meetings and activities should be determined locally, however, it is advised that groups do not formally meet more than quarterly and complement the timings of the Area Board business meeting.

5. Safeguarding

The Area Board and its working groups have a key role in ensuring the safeguarding of all residents. Effective safeguarding involves organisations working together to prevent the risks and experience of abuse or neglect, while ensuring that the views and wishes of an individual are at the heart of decisions that affect them, wherever possible.

Effective safeguarding is critical when groups are working towards objectives that support children, young people or vulnerable adults. It is critical that each group minimises all safeguarding risks and is aware of the relevant local agencies to escalate any concern.

If someone is in immediate danger you should contact the appropriate emergency service immediately by calling **999**. If you believe a child or young person is at risk of significant harm, neglect or injury, you should report your concerns to the Wiltshire Multi-Agency Safeguarding Hub (**MASH**) by calling **0300 456 0108** during weekdays or on **0300 456 0100** at evenings or weekends. If you are concerned that an adult is at risk of neglect or abuse, please contact Adult Social Care's Advice and Contact Team by calling **0300 4560111** during weekdays or **0300 456 0100** on evenings and weekends please contact the Emergency Duty Service on **0300 456 0100**.

When entering into agreements with voluntary and private sector organisations, working groups, under the umbrella of the Area Boards, need to be assured that the successful individual/organisation has the following in place:

1. Safer recruitment processes, including DBS checks; induction and supervision;
2. Identified designated lead(s) for safeguarding with appropriate relevant training;
3. Safeguarding policy, allegations management processes and policy, code of conduct policy; and
4. Child protection (where applicable) and Safeguarding training at the level appropriate to posts and roles.

6. Media Relations

Members of the working group may not issue media statements on behalf of the Area Board. Any media statements about the work of the group should be agreed with between the group and Chair of the Area Board.

7. Review

These terms of reference are subject to change and may be reviewed from time to time by the Leader, and at least annually.

Appendix A – Terms of Reference table

This table is to be completed and agreed by the Area Board when establishing/ re-establishing a working group.

Task	Area Board agreed response
Name of working group:	
Priority theme it is linked to: e.g., Environment, social isolation, young people	
Councillor lead(s):	
Assigned Officer lead(s):	
Date of set up:	
Date of review:	
Specific scope and remit for the working group: <ul style="list-style-type: none"> • What are the specific objectives? • Any particular data or intelligence the board would like considered/ investigated? • Any partners, residents or other groups it should specifically link with? • Is the group being asked to review relevant grant funding applications? 	
Proposed membership (up to 10): This does not need to be an exhaustive list. The Cllr lead and local Officer can review as needed.	
Any specific safeguarding guidance? Meeting directly with young people or vulnerable adults?	

Pewsey Area Board

May 2022

Annual Review of Local Priorities

1. Purpose of the Report

- I. To report on progress made in addressing the area board priorities selected for 2021/22
- II. To consider any new evidence or information that will help inform the area board in selecting its priorities for 2022/23
- III. To highlight potential priorities for the area board to consider for 2022/23
- IV. To inform the area board of the broad mechanism for delivering these priorities including where appropriate leads, working groups and allocating funding.

2. Introduction

This report has been written by the Community Engagement Manager in consultation with the area board Councillors. It is provided to help celebrate the success so far and support the area board in setting their priorities for the coming year.

In early 2021, the Community Engagement Manager combined data from the community area “Joint Strategic Needs Assessment” (JSNA) with other sources of data and additional local intelligence. This was used to produce a community area status report that highlighted where further local improvements may be required. In May 2021, this report was shared with local area boards to help inform which priorities it should focus its energy and resources upon.

Given the challenging financial environment both nationally and locally, area boards are encouraged to continue to develop this evidence led approach to its work, so that they can have the greatest impact on those living in our communities. This includes:

- ✓ Selecting priorities and directing resources to where there is the greatest need and where the area board can make a tangible contribution
- ✓ Being clear on what the area board is trying to achieve and the mechanism for doing so
- ✓ Regularly reviewing and communicating progress against the chosen priorities.

3. Progress on 2021/22 area board priorities

The area board working with its partners and the wider community has focussed its attention over the past year on the priority areas below. Appendix A summarises the progress that has been made so far but some of the key achievements include:

- i. *Positive activities for young people:* The rural youth project led by Community First has been established and is working to support activities throughout the area including the Pewsey Parish Council youth team and the youth provision set up by the Area Board in Burbage and Upavon. Working with PCAP, two one-off events were run for young people during the summer and the Pewsey Vale School became part of the Wiltshire Youth Council
- ii. *Climate Change:* There has been good engagement locally with the “Wiltshire Climate Change Strategy” and “Green and Blue Infrastructural Strategy” that have both now been adopted. Work has continued to improve footpaths and support given to establish a new circular route around the community area and to obtain the “Walkers are Welcome” status
- iii. *Health and wellbeing:* Funding provided to support projects aimed at older and vulnerable people in addition to 16 events for the Queen’s Platinum Jubilee with an emphasis upon increasing the confidence of older and vulnerable people to socialise again. Active support has been given to help with the challenges of 2021/22 including COVID-19, changes in provision for older people as well as supporting those coming from Afghanistan and Ukraine.
- iv. *Transport and Access:* Work has begun on improving the bus services in Pewsey Vale using Bus Better Money and Rural Mobility Fund. This promises to be a significant investment for the Pewsey community area

4. **The context for agreeing new area board priorities.**

The selection of area board priorities should be undertaken using both the evidence available to us, as well as the context within which we are operating. Both are continually changing, and the following is provided to help inform the area board’s decision.

- i. The Joint Strategic Needs Analysis was collated 2 years ago in 2020 and although it used the latest information available at the time, some of it is now out of date. This is partly due the significant impact COVID-19 has had on issues such as debt, the economy and mental health as well as the release of more up to date data that was not previously available. Two news sources of data for Wiltshire that have analysed data during COVID and subsequent start of the recovery are available. These are
 - [Wiltshire Citizens Advice Annual Report](#)
 - [Wiltshire Intelligence Bringing Evidence Together \(JSNA Update\)](#)

For the Pewsey Community Area, it should be noted that

- The [Wiltshire Climate Strategy](#) and [Green and Blue Infrastructure Strategy](#) have both now been adopted and Wiltshire Council have committed themselves to being carbon neutral by 2030. The challenge is to consider what local actions we can undertake.
 - Inflation is very high with fuel costs doubling or more in price. This is hitting the poorer families and the elderly / vulnerable the most.
 - Bus Better money and Rural Mobility Funding have both been obtained to improve the on-demand services in the Pewsey Vale
 - Research carried out by Community First who spoke to over 100 young people and their families identified a need to improve youth provision
- ii. The 2021/22 area board priorities were selected whilst in the middle of the COVID-19 pandemic. The demands of this public health crisis demonstrated the importance of partnership working with some services struggling to cope and many of our community groups and organisations unable to operate. The focus of our time and resources has been upon coming together and supporting the vulnerable within our communities. As we now emerge from the pandemic, the focus is shifting away from this reactive response and onto the rebuilding of our communities. In particular, the evidence suggests that
- Some organisations are finding it difficult to find volunteers with some not returning due to anxiety over COVID-19
 - [Pewsey Community Area Partnership](#) have been updating their community plan and are near completion.
 - The demand upon our health services including the number of COVID related cases continues to be high
 - Many people, especially the older and more vulnerable have lost confidence and are reluctant to socialise again.
 - There has been an increase in poor mental health and depression resulting from the pandemic. Some young people have been particularly affected
- iii. The last 2 years has seen a change in the way that people communicate, especially with the shift to more permanent home and remote working. This has allowed a new approach that includes the ability to be more inclusive and a reduction in the need to travel. The area board is encouraged to embrace these opportunities but also mitigate against any local impact upon our communities, especially as it is very rural and there are many who do not have access to transport or/and do not use digital forms of communication

- iv. Wiltshire Council has released its new [business plan](#), outlining its strategy for 2022-2032. It focusses upon the 4 themes of “Empowering People”, “a Resilient Society”, “a Thriving Economy” and “a Sustainable Environment”. In addition, Wiltshire Council on the 1st February 2022, approved both the [Wiltshire Climate Strategy](#) and [Wiltshire’s Natural Environment Plan](#). The area board should be aware of these plans and seek to help deliver them at a local level

5. Agreeing and delivering priorities for 2022/23

The Community Engagement Manager in consultation with the chairman of the area board has provided a list of possible priorities for consideration. These can be found in appendix B. The area board should carefully consider how many priorities it can work on at any one time and ensure that they are meaningful for their local area. As a guide, it is recommended that where an area board has 4 or less councillors, no more than 4 priorities are selected at any one time. Larger boards can select up to 5 if they believe that they have the capacity to deliver on them. Area Boards can at any time select, review or amend their priorities in order that they remain relevant and linked to current needs

As well as being evidence led, priorities should be selected where the area board believes that it can realistically make a positive impact upon them. To aid the delivery of the chosen priorities, the Community Engagement Manager will support the area board councillors including in the creation and management of an action plan. This plan will include clearly defined, manageable and measurable outcomes so that what is trying to be achieved is fully understood and will in turn facilitate the annual review of delivery on local priorities.

The key mechanism for delivery is to support the local community to use their own experiences, abilities and passions so that they are empowered to shape and deliver positive change. To achieve this the area board may wish to consider allocating funding where money is required to help deliver the required aims. The area board may also look to set up a local working group to lead on the delivery of a priority, especially where no suitable group already exists.

It is recommended that for each priority selected, an area board councillor takes responsibility for overseeing its delivery and reporting back to the area board on progress. The Community Engagement Manager will support the area board councillors in undertaking this work.

It is also acknowledged that as priorities were selected less than a year ago, progress on some will be limited and the area board may decide it wishes to continue to focus upon them rather than select new ones.

6. Area Board Lead Councillor Role Description

Area Boards are invited to appoint lead Councillor(s) representatives for each of the priority themes that they have selected. The following guiding principles are in place for Councillors who take a role as an Area Board lead for a priority theme:

- To be the main Area Board point of contact for local officers, councillors and residents within their respective lead area
- To attend (and usually take the role as chair) relevant working groups of the area board
- To work collaboratively and cooperatively with relevant local partners, community groups, volunteers and outside bodies
- To provide regular updates back to the area board in relation to their lead area, including providing feedback on the success or limitations of previously funded Area Board grants
- To diligently and democratically consider any funding applications, ensuring due process is undertaken.
- To in consultation with the local Councillor, monitor feedback for those grant applications that relate to the local priority the lead Councillor has responsibility for, ensuring that relevant feedback on progress and outcomes is provided to the Area Board

7. Recommendations

- I. The area board is asked to acknowledge the progress update from the 2021/22 local priorities work.
- II. The area board is asked to consider this report along with its appendices and decide upon the priorities it wishes to focus on in the coming year.
- III. The area board is asked to appoint a councillor lead for each of the selected priorities.
- IV. The area board is asked to appoint any required working groups in relation to each priority where a suitable existing externally operated groups is not already in place.

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APPENDIX A - Summary of progress made against priorities for 2021/22

1. Positive Activities for Young People

Actions:

- I. Re-established virtual network for supporting young people resulting in improved joined up working
- II. Summer activity days run in Aug 2021 provided positive activities for young people in Pewsey
- III. Pewsey Vale School supported to become part of Wiltshire Youth Council allowing them to share local need and influence where local resources are targeted.
- IV. Wiltshire Youth Survey promoted resulting in approximates 120 responses and providing useful information on what support young people require.
- V. Rural Youth Project established and phase 1 completed in conjunction with 4 other area boards. This included talking to over 120 young people and families, referring young people to activities such as SPLASH and providing support for youth projects.
- VI. Rural Youth Project engagement event held which helped inform stakeholders of the project and encourage support for further years
- VII. Re-establish Blue Bus in Burbage and Upavon including Trenchard Lines. The bus was funded to provide an additional 6 months of support and the Area Board have paid for Community First to start working with these areas to see if a longer-term provision can be set up.
- VIII. Visited Trenchard Lines to offer support for AWS and families living there. This has established relationships and resulted in several pieces of work taking place.

Related funding:

Who	What	How Much	Feedback
Pewsey Vale Youth Football Club	Car Park works	£733.25	
Easton Royal Playground	New equipment	£470	All completed and launch event held
Easton Royal Playground	Basketball court	£2,400	All work completed
Pewsey Vale School	Mental health triage	£5,000	
Area Board Initiative	Rural Youth Outreach Project year 1	£5,000	Undertaken phase 1 and event for stakeholders completed
Area Board Initiative	Rural Youth Outreach Project year 2	£5,000	To start in Sep 2022
Open Blue	To provide provision for further 6 months in Upavon and Burbage	£3,400	Provision near completion with Community First now assisting to establish sustainable offer
Pewsey Parish Council	To provide positive activities for young people in Pewsey	£5,000	Just started project

2. Climate Change

Actions:

- I. Promoted the draft Climate Change Strategy and Blue Infrastructure Strategy and encouraged local involvement and feedback
- II. Assisted in running Wiltshire Climate Change meeting for Parish Councils and other stakeholders to raise awareness of what the issues are and how we can work in co-production together.
- III. Identified some key stakeholders and the next step is to bring likeminded people together and support some local actions

Related funding:

Who	What	How Much	Feedback
Pewsey Library	Shed, hose and tools for garden	£303.31	Completed but new volunteers required
Upavon Allotments	extension of water supply for teenage plots	£731	Completed

3. Health and Wellbeing

Actions:

- I. Actively encouraged and supported older and vulnerable people to get out again into their communities through events and regular activities resulting in an improvement of mental health
- II. Established agreement with new library manager to link together more and utilise the library facilities so that it becomes an even greater community asset
- III. Provided support for those in sheltered housing schemes to find suitable activities in their communities so that they do not feel isolated when the previous support ended.
- IV. Assisted in the continuation of activities in the Pewsey area such as arts groups and Alzheimer's support in order that those who are vulnerable, or elderly are fully supported

Related funding:

Who	What	How Much	Feedback
Pewsey Zixex Club	Pewsey Christmas Lunch	£300	Very successful event for older and lonely people
Alzheimer's Support	Pewsey Arts Project	£2,500	This has allowed them to continue offering these important sessions
Bouverie Hall Community Cafe	Provision of equipment to run elderly tea and talk sessions	£982.25	Recent grant but event planned in June that will use new equipment
Area Board initiative	Support running of Queen's jubilee events aimed at	£2,689.81	14 events planned in May/June

	lonely, older and isolated people		
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4. Transport and access

Actions:

- I. Started to improve bus services in Pewsey Vale using Bus Better Money and Rural Mobility Fund through bringing together community, councillors and local officers. This investment should provide some of the improvements that have been asked for from bus provision.
- II. Offered support to help establish broadband in village facilities to connect our communities with Alton Barnes Coronation Hall now on-line
- III. Promoted the need for more link drivers due to increase in demand and fewer returning after COVID. They provide a crucial service in transporting people to hospital and other important appointments
- IV. Established safe walking route from Trenchard Lines to Upavon in order that those on the camp who do not have their own transport are not isolated.
- V. Support the improvement of rights of way and promoted walking to both attract tourists as well as increasing physical activity

Related funding:

Who	What	How Much	Feedback
Pewsey Vale Tourism Partnership	Waymarking for new circular route	£2,500	All completed, route opened and launch of it completed.
Pewsey Area Board	To support walking and cycling	£958.94	Ongoing

APPENDIX B – Suggested priorities for 2022/23

The following are some possible priorities for the area board to consider for the coming year

Potential Priority	Key objectives	Possible councillor lead and delivery working group
Support the provision of positive activities for young people	<ul style="list-style-type: none"> • Develop a youth offer in Pewsey • Ensure equal access to positive activities 	Jerry Kunkler Youth Network
Protect the environment and reduce carbon footprint	<ul style="list-style-type: none"> • To support and link existing groups and individuals together • To support local initiatives 	Jerry Kunkler
To improve bus services and access to services	<ul style="list-style-type: none"> • Improve the demand responsive bus services in the Pewsey Vale • Further develop and promote the rights of way 	Paul Oatway Steering group for bus improvements
Health and wellbeing	<ul style="list-style-type: none"> • To help address loneliness and isolation • To address some of the causes of poor mental health in the area 	Stuart Wheeler Health and wellbeing group

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Pewsey Area Board

May 2022

Rural Youth Project – Year 1 report

1. Purpose of the Report

- I. To update the area board on progress made with the project since July 2021
- II. To propose where the focus should be for year 2 of the project
- III. To consider how the project may be funded and developed

2. Introduction

A community led model that works with our local communities and organisations to develop locally developed and delivered youth provision for 13 – 19 years (up to 25 for SEND) has been in place since 2014. Whilst it is the responsibility of Area Boards to fund and support this work, Pewsey, Southern, Stonehenge, Tidworth and Warminster recognised that the model operating in many parts of Wiltshire was not working in more rural locations.

It was decided to work together and pilot a new model that would look to support young people in accessing positive activities, whilst recognising the unique barriers and challenges that are faced in rural communities, including the deficit of youth providers.

In July 2021, Community First were appointed as the lead organisation on an initial 1-year contract. The agreed desired outcomes for the project were:

- Improved level of engagement with young people and their families in rural areas
- Increase the availability and access to positive activities
- Reduce the isolation and loneliness of young people in the rural areas.
- Ensure that those who are from minority groups, young people with mental health, educational or physical health challenges are included
- Develop a sustainable model in collaboration with local stakeholders

Community First were asked to deliver their work in 2 parts. Phase 1 being a limited period of consultation and research to ensure that the programme complements and strengthens what already exists, has local ownership and makes a difference. Phase 2 is to start delivering change by working alongside local partners, clubs and organisations in order to design and execute a programme of activities in each community area

It is recognised that it will take longer than 12 months to achieve these outcomes and it has always been envisaged that the project should ideally run for a much longer period. However, as it is a new approach, it was decided to start the project, evaluate it after a year and then decide how best to move it forward in the longer term. This report summarises the progress made so far, and the recommended way forward.

3. Phase 1 – Consultation and research

All Area Boards involved in this work share the common goal of wanting to see projects delivered and the lives of young people improved. To achieve this, it was acknowledged that this preliminary phase was essential to ensure what is subsequently delivered meets what is required and wanted. Community First undertook began work in August 2021 undertaking outreach and door knocking backed up with additional meetings and desk research.

The findings for Pewsey community area can be found in Appendix A. These were shared and discussed at a project event held on March 24th attended by about 80 people. In the 5 community areas, Community First had by Feb 2022

- Engaged directly with approximately 700 people
- Referred 25 young people to Splash
- Referred 7 young people to Building Bridges

4. Phase 2 - Delivery

The consultation and research phase identified the main gaps in provision in each area. Since the start of 2022, Community First have been working with the Community Engagement Manager and local partners to begin to address them. The work has included drop in events, identifying and training of leaders and volunteers, helping establish new groups and networking stakeholders

The focus for Community First's remaining time up until July 2022 in the Pewsey community area is:

- Promotion, recruitment and support for youth group setup in Pewsey
- Work with Open Blue as well as stakeholders in Burbage and Upavon to explore if an offer can be provided now that the Blue Bus is stopping

5. Where should the focus be in year 2?

It is essential that as the project evolves, there should be increasing emphasis upon delivering tangible outcomes. Three areas of work have been identified:

- I. To finish addressing already identified lack of key provision in each community area.
- II. To work with existing organisations, clubs and providers of positive activities to support them to provide a greater and more inclusive offer for young people.
- III. To work with other Area Boards on common concerns where this would be advantageous. One of the key parts of this project was to work collaboratively across community areas

An important element for all the work is to ensure that provision is open and accessible to all. Special attention should be given to understand and address the needs of minority groups and those who have barriers to provision.

6. Future Funding and ensuring sustainability

The Rural Youth Project was always envisaged as needing to be run for more than 1 year to make the difference we all hope for. Year 1 was financed by each Area Board awarding £5k to the project and this will end in July 2022.

For year 2, Area Boards are invited to again award £5k each and to agree what they wish to be delivered in return for the funding. Pewsey area board have already awarded funding for year 2 but the area boards is asked to agree what outcomes they would like to see. The CEM's recommendations are:

- To support the new outback venue (rear of school) as it moves forward to ensure it is safe and sustainable
- To explore alternatives to Open Blue in Burbage and Upavon so that provision is set up for the young people who have been attending the Blue Bus
- To work on joint projects with other community areas including pop up events and publicity so that we can maximise our resources locally
- To continue to support the Parish Council to develop their offer in Pewsey with the goal of creating a sustainable and regular youth provision and a place where young people can simply be.
- To build up the network of local providers and stakeholders in order that we work closer together and support one another
- To recruit and train volunteers and young leaders who can help run the provision
- To work with existing organisations and providers of positive activities to increase their offer to all young people and start to develop a referral process

Now that the project has been established, it is the intention to apply to external funders to bring in additional money. This will make the project less reliant upon the area boards as well as increase the scope of work that can be undertaken.

The ultimate aim is to build up the youth offer so that it can be sustained once the project ends without the need for continued funding from the Area Boards. To achieve this,

volunteers and young leaders will continue to be identified and trained, existing providers strengthened to extend their offer, and funding identified to resource the work.

7. Recommendations

- I. That the Area Board acknowledges this report
 - II. That the area board agrees to the deliverables identified in Paragraph 6 to be the basis of Community First's work if funding is agreed.
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APPENDIX A – Findings from Phase 1

Pewsey Area

Young People engaged with	60
Total people engaged with	135
Number of Areas/locations	10
Referrals to Splash	4
Referrals to Building Bridges	3
Potential volunteers	4

Pewsey- near school	Young people here would love somewhere they could hang out, they don't even need 'activities' put on if they can't be, but they don't want to go home straight from school, as they like hanging around together – they would go into a café, but they know (think) they wouldn't be welcome. They suggested a 'Youth Café'. If activities were available, they would like a pool table or tennis table. They think that Pop up activity days would be a great idea through the summer as it is such a long time off and with not much to do. They suggested Archery, trampolining and bubble football days.
Pewsey Vale Leisure Centre	It was clear here that young people here would like somewhere to hang out and somewhere that's warm and dry in the winter. The boys also like playing football, riding their mountain bikes, and going on scooters. They think pop up days would be a good idea in any school holidays and would like anything active.
Bus stops around the area	The common theme was for somewhere they can hang out and relax without people moaning at them not to 'gather' and cause trouble (even though they don't!) some said how much they would like like an art/crafts club/space, with the freedom express yourself or to create something would be good.
Pewsey football pitches x2	Youths were engaged with that were chilling on the bank but said that people do not like them hanging out there. These youths just want somewhere that is out of the way to hang and not be bothered, also some place they will not be asked to move on.

<p>Woods next to tennis courts</p>	<p>Many people spoke about the woods where some young people were hanging out- this was also mentioned in a couple of other areas in Pewsey. When Community Organisers visited the woods, they were unable to engage with any young people at the time.</p>
<p>Housing estate by Bouvier Hall</p>	<p>Lots of people had children at the age of the project range and below. There were lots of young people that had heard about the shack when it was running and wished they had something like that now. There was also an appetite for a mixture of activities. Young people talked about things ranging from sports, outdoor activities such as archery and climbing and</p>
	<p>cookery. Really the thirst was to have somewhere to go that was safe and interesting. Parents here also spoke fondly of the previous youth club and did say if something like that was around, they would like a further discussion around them potentially volunteering.</p>
<p>Town Centre</p>	<p>Some young people said that transport was an issue and that they needed better ways of getting out to socialise outside of Pewsey. Some felt 11year olds were missed out. Several adults wanted the anti-social behaviour tackled and young people would like somewhere just to hang out and be safe and dry.</p>
<p>Little lunch box cafe</p>	<p>Parish councillors were engaged with in the café and were able to extend that engagement to speak to a handful of young people there too who happily answered the questions. Some felt that it would be nice to have the youth club back in the area. Some felt that young people were all viewed as having the same reputation as some of the ones who were considered troublemakers. This made them step back from getting involved. Two young people supported the engagement team by volunteering to ask other young people in the area what they wanted. Mental health focus activities came up as a high priority. Another thing mentioned was they wanted to be sure that there were groups of more than one age group available.</p>
<p>Youth Football club area and surrounding streets</p>	<p>This was a divided area; some adults were frustrated by the cars and noise that the green space attracted and felt that young people would bring antisocial behaviour. Others felt that young people in the area needed nurturing and support having grown up their themselves and experienced a lot of barriers for not being considered a local person. One of these people said that they would consider volunteering.</p>

<p>Pewsey- Other</p>	<p>When door knocking the Organisers met with one of the Parish Councillors and spent time talking about the dispute over the skatepark. The Shack being closed was a real disappointment and it felt there is a need for somewhere for the teenagers to hangout. The Pewsey Carnival got mentioned and what a big event it is and how great it would be to enlist the involvement of some of Pewsey's Teenagers. Swimming facilities catered for young people with disabilities, but wheelchair basketball had been stopped at Tidworth Leisure centre and this was really missed.</p>

There was a definite need for something for young people in this area; with the local council also fully supportive and taking action. It is important to mention that young people did not want it to be called a youth club and would prefer the term 'Youth Café'. The overall desire is to have somewhere to hang out safely, warmly, and securely without so much emphasis on activities. If there were activities young people would like to be separate age groups and would enjoy cookery, pool, and darts. Young people said they are happy to travel from surrounding areas of Pewsey to go to café. Funding has been agreed for a skate park but there is an ongoing battle around location. Support with this could link up with supporting safe spaces for young people to hang out

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Pewsey CPT Area Board Update



Page 1

Agenda Item 1

May 2022



Your CPT - Pewsey

Inspector: Al Lumley

Neighbourhood Sergeant: Sgt Gareth Cole

Neighbourhood Officers:

PC Eleanor Porter

PC Sarah Hardwidge

PCSOs:

Amy Jones, Andrew Maclachlan, Paula Yarranton, Kelly Watts (Devizes)

Emily Johnson, Jonathan Mills (Pewsey)

Mark Braithwaite, Melissa Camilleri, Emily Johnson (Marlborough)



Performance – 12 months to March 2022

Force

- Wiltshire Police recorded crime reports a YoY increase of 13.1% in the 12 months to March 2022 and continues to have one of the lowest crime rates in the country per 1,000 population. The 13.1% increase is attributed to a return to pre covid volumes and an extended Summer high experienced as restrictions were removed.
- Our service delivery remains consistently good.
- In March 2022, we received:
 - 8,911 '999' calls, which we answered within 10 seconds on average;
 - 10,814 '101' calls, which we answered within 8 seconds on average;
 - 11,417 CRIB calls, which we answered within 1 minute and 32 seconds on average.
- In March 2022, we also attended 1,635 emergency incidents within 9 minutes and 49 seconds on average.

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Crime Type	Crime Volume	% of Crime
Totals	41,400	100.0
Violence without injury	7,292	17.6
Violence with injury	6,172	14.9
Criminal damage	5,207	12.6
Stalking and harassment	4,074	9.8
Public order offences	3,930	9.5
Other crime type	14,725	35.5

Devizes CPT

Crime Type	Crime Volume	% of Crime
Totals	3,161	100.0
Violence without injury	524	16.6
Violence with injury	448	14.2
Criminal damage	383	12.1
Stalking and harassment	318	10.1
Public order offences	279	8.8
Other crime type	1,209	38.2

Stop and Search information for Devizes CPT

During the 12 months leading to February 2022, 113 stop and searches were conducted in the Devizes area of which 69% related to a search for controlled drugs.

During 72.2% of these searches, no object was found. In 27.8% of cases, an object was found. Of these cases 76.7% resulted in a no further action disposal; 23.3% resulted in police action being taken; 9.8% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 111 stop and searches.
- Black or Black British – 8 stop and searches
- Asian or Asian British – 4 stop and searches
- Mixed – 3 stop and searches

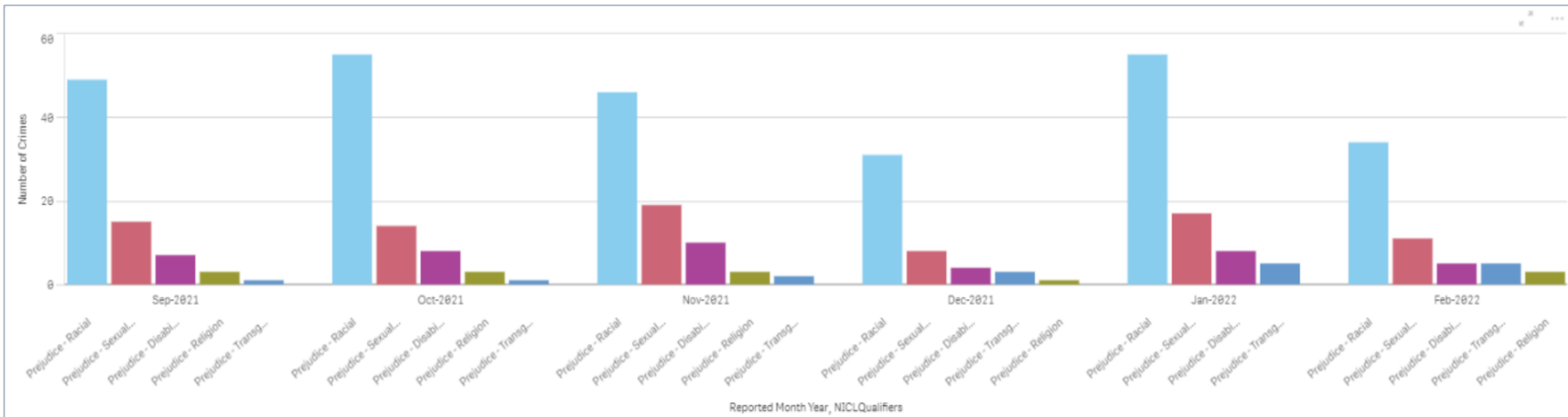
Performance – Hate Crime overview

Force

- Hate Crime volumes are within normal bounds. Summer highs have been slightly more extended which has resulted in year-on-year increases (133 crimes, +17.5%), largely within Sexual Orientation and Racial crimes. This extended summer high is reflective of the trend seen within overall crime volumes, but is now showing signs of returning to the norm.
- Formal Action Taken (previously "detection") rate is at 13.5%, down by 7.2% from the previous year. Whilst rates have remained stable across Sexual, religious, transgender or disability related hate crimes (<1% variance), Racially motivated crimes relating to public order are driving the loss in detection rate.

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Force Hate Crime (6 months to March 2022)



Devizes CPT

	Number of Crimes	Change (number)	Change (%)
Total	56	1	1.8%
Prejudice – Racial	38	-1	-2.6%
Prejudice – Sexual orientation	8	-2	-20.0%
Prejudice - Disability	8	5	125.0%
Prejudice - Religion	1	-1	-50.0%
Prejudice - Transgender	0	0	0.0%

Year on year comparison April 2021 to March 2022 (note: an individual crime can be tagged with more than one prejudice type e.g. sexual orientation & transgender)



Local Priorities & Updates - Pewsey

Priority	Update
Drink/Drug Driving	<p>Within the past 3 months in the Pewsey area alone, 47% of all arrests (9 of 19) have been for driving whilst under the influence of drink or drugs. This is a significant amount for such a small area. 3 of these arrests were following significant road traffic collisions where the risk to the public has been significant. We shouldn't need to remind people that drinking and driving is illegal for a reason – it is extremely dangerous and irresponsible. If you think someone is drinking and driving please call it in. Don't be the reason that a preventable death still happened. We will be focusing on this area for the foreseeable in a bid to catch those that continue to drive under the influence.</p>
Speeding Page 57	<p>Using data supplied by the Community Speedwatch Team in Oare we have been focusing on enforcement action in the area. Roughly 1 in 6 vehicles were found to be speeding through the location which is a higher rate than anywhere else in the sector and so rightfully takes priority focus. Staff have been visiting the area and setting up speed checks when able, or simply remaining visible as a deterrent whilst conducting paperwork etc. Unfortunately when some local drivers were given words of advice about their speeding they surprisingly expressed their annoyance at having to abide by the speed limit. We will continue to educate local and non-local drivers alike, that the speed limit is there for everyone's safety and that the public have specifically asked for this to be a focus for their local police service.</p>
Co-op Burglary	<p>A high-value burglary occurred at the Co-op in Pewsey on the 8th May. The investigation is in its early stages but is providing some hopeful leads. We know that the team of criminals responsible appeared well versed in this type of offence. Whilst we keep an open mind, their MO does fit with a number of other offences that have occurred in neighbouring force areas so we are working with our adjoining colleagues to establish if a link exists and identify the culprits. Please be reassured that to date this team have only targeted closed and empty Co-op stores so although very costly, the risk to the public is minimal. Thank you to the witnesses that called this incident in and are assisting our enquiries with statements and CCTV etc. If you do witness something like this happening, please call 999 and do not put yourself in harm's way.</p>

Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Devizes Community Policing Team area, visit <https://www.police.uk/pu/your-area/wiltshire-police/devizes/> to view a crime and incident map and find links to more detailed data

Get Involved

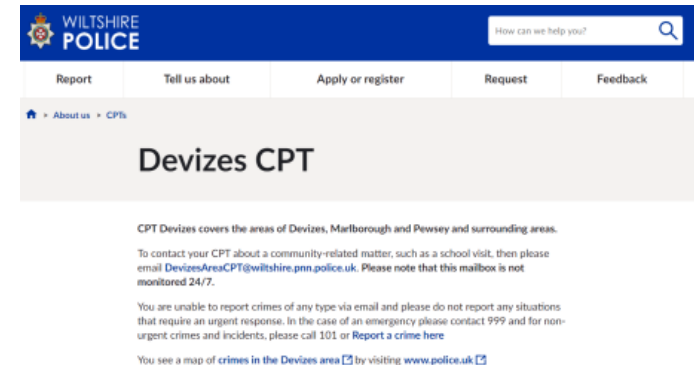
Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – www.wiltsmessaging.co.uk



Follow your CPT on social media

- [Devizes Police Facebook](#)
- [Devizes Police Twitter](#)
- [Marlborough Police Facebook](#)
- [Marlborough Police Twitter](#)
- [Pewsey Police Facebook](#)
- [Pewsey Police Twitter](#)

Find out more information on your CPT area at: www.wiltshire.police.uk and here www.wiltshire-pcc.gov.uk



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Report highlights lack of support services for young LGBTQ+ community

Young people who identify as LGBTQ+ say there are few health and care services in Wiltshire to support them, and a lack of understanding from healthcare professionals has left them feeling unheard and disrespected.

These are the key findings of a project carried out by our Young Healthwatch Wiltshire volunteers, focusing on what young LGBTQ+ people aged 11-25 thought of the support they had received, and the support they would like to see in their schools, colleges, workplaces, and local communities.

More LGBTQ+ education in schools and better access to advice and information were seen as vital ways to help close the current gap in LGBTQ+ support for both young people and adults in the county.

What young people told us

- There is a need for LGBTQ+ support in Wiltshire and there is currently a gap in services.
- Education was seen as key in addressing the lack of understanding and discrimination faced by the LGBTQ+ community. This included changes in language and normalising the use of pronouns.
- Advice and information was seen as an important area where young people could make informed decisions about the support they needed, but finding support was difficult.
- Sex education was identified as a support need and for sexual health services to be LGBTQ+ inclusive.

- Transgender healthcare was raised as an issue with long waiting lists for HRT (Hormone Replacement Therapy) and a lack of gender reassignment surgeries.

Young Healthwatch Wiltshire volunteer **Robyn** said: "It was great to be involved in this project and hear directly from LGBTQ+ young people, particularly those in more rural areas where young people are often more isolated and even less visible. As a member of the LGBTQ+ community who grew up in Wiltshire, it was also important to me personally, and the feedback really resonated with me.

"I'd like to see far more awareness of and support for non-binary and transgender young people, especially in healthcare and mental health provision. I'm also looking forward to seeing the impacts from the new relationships and sex education legislation on the information and support available to all young people."

Stacey Sims, Healthwatch Wiltshire Manager, said: "We're grateful to the young people of Wiltshire's LGBTQ+ community for sharing their experiences and ideas with us and to our young volunteers for producing this report. It is clear from our survey that there is a need for LGBTQ+ support - for both young people and adults - in Wiltshire and that there is currently a gap in services. We look forward to working with the commissioners of local services to see how support for the LGBTQ+ community can be improved."

[Read the report on our website.](#)

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Update for Wiltshire Area Boards

April 2022

Covid-19 update

In the last few weeks, the number of people in our region testing positive for Covid-19 has increased dramatically.

At the beginning of March, daily positive test results stood at around 560, but that has now risen to more than 1,100.

In light of these concerning statistics, staff at BSW CCG have been reminding people of the important behavioural changes everyone has made over the past two year: staying home and away from others when showing Covid-19 symptoms wearing a face-covering in enclosed public spaces and maintaining social distancing when out and about.

People aged 75 and over, as well as those residing in a care home, are now able to have their Covid-19 immunity topped up with a second booster vaccine.

Those coming forward for this new jab, which for many people is their fourth vaccination, will need to have had their first booster dose at least three months ago.

However, while this additional top-up dose can be given 12 weeks after the first, experts suggest it is best for people to receive the second booster after a period of six months.

Ongoing pressures on local health and care system

Health and care services in Wiltshire have continued to experience pressures over the past few weeks as hospitals and surgeries struggle with high numbers of patients with Covid, covid-related staff absence and patients affected by usual winter pressures.

Appeals to the public to support services during this difficult time are ongoing. The main messages being for people to use our health services appropriately, support hospitals by collecting loved ones as soon as they are ready to go home, using our pharmacies for help and support wherever possible and using the online 111 service in the first instance.

To help address these pressures in Wiltshire and help the flow of patients from the Salisbury Foundation Hospital, a number of schemes were put in place including the opening beds in South Newton Hospital and the provision of a discharge grant to support patients being discharged to home.

Schemes such as this were only ever intended as temporary measures to help alleviate system pressures and BSW CCG will be assessing how effective the schemes have been so we can take forward learnings for periods of sustained pressure on services in the future.

BSW ICS update

Following the appointment of Sue Harriman as Executive Designate of the BSW Integrated Care Board and four Non-Executive Directors to oversee Audit, Public and Community Engagement, Remuneration and People and Quality & Performance, the recruitment process at the BSW ICS is continuing.

Recruitment is currently underway for Director positions for Medical, Planning & Performance, Strategy & Transformation, Chief Nurse and Director of Place roles and announcements on successful applicants for these positions will be made shortly.

As part of its ongoing work to address inequalities the BSW Partnership is developing a new strategy to make sure that tackling inequalities is everybody's business and that there is a long-term commitment to tackling these issues across BSW. Inequalities are unfair and avoidable differences that can impact on the health across different communities driven by factors such as education, housing, employment, ethnicity and access to health services and programmes.

Steve Maddern, Director of Public Health at Swindon Borough Council has been appointed as Senior Responsible Officer for Inequalities and is being supported by a Health Inequalities Project Manager.

The BSW Academy launched on 28th February and is now available for all health and care staff working in BSW.

The BSW Academy is a new initiative, enabling collaboration across health and care services for the benefit of the people working with us and those in our local communities. The BSW Academy brings together teams from across all of our health and care providers as part of a network and mobilised through the core five pillars of: Leadership, Learning, Inclusion, Innovation, and Improvement.

The Wiltshire Integrated Care Alliance also held a strategy session this month to discuss items including principles and priorities for 2022/23. The session was attended by health and care organisations from across Wiltshire.

Report To	Pewsey Area Board
Date of Meeting	Monday, 23 May 2022
Title of Report	Pewsey Area Grant Report

Purpose of the Report

- To provide detail of the grant applications made to the Pewsey Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
Opening Balance For <u>2022/2023</u>	£ 16,744.00	£ 14,135.00	£ 7,700.00
Awarded To Date	£ 0.00	£ 0.00	£ 0.00
Current Balance	£ 16,744.00	£ 14,135.00	£ 7,700.00
Balance if all grants are agreed based on recommendations	£ 13,394.00	£ 11,942.95	£ 7,700.00

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG588	Community Area Grant	Stanton St Bernard Millennium Committee	Stanton St Bernard Exhibition Stands	£850.00	£850.00

Project Summary:

Stanton St Bernard has very active community interest groups who arrange exhibitions of village and regional artefacts and information displays about the local history and the environment. These events are usually set-up in the Village Hall and are attended by village residents as well as guests from other local villages. The village has hired display stands but they have been extremely heavy and cumbersome, and expensive to hire and transport. We wish to purchase and store a set of displays stands to be used at village events. As a result of a number of previous village exhibitions, we have built quite a significant archive of materials – old photographs, maps in particular, as well as a large village historical timeline . Having our own display stands would enable us to make these exhibitions more available to residents. This year, for the jubilee, we are planning an exhibition of photographs relating to what villagers did during the pandemic.

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG609	Community Area Grant	Chirton and Conock Parish Council	Defibrillator for the village of Concock	£1539.00	£500.00

Project Summary:

Supply of a Defibrillator in Chirton. Severn or so years ago the PC together with grants and funds raised, installed a defibrillator for the residence of Chirton. To access the Chirton defibrillator the residence of Conock would need to travel by road 1 mile taking by car about 3 minutes, one way, that's a round trip of 2 miles, a minimum of travel time of 6 to 7 minutes at best. If defibrillation occurs within five minutes of cardiac arrest, the person has a survival chance of 50-70%. This decreases by 10% for every minute they are in cardiac arrest.

ABG638	Community Area Grant	Woodborough Parish Rooms Management Committee	Woodborough Parish Rooms Maintenance Project	£4000.00	£2000.00
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Project Summary:

The Woodborough Parish Room is an old village hall having been built in the 19th Century. It is the focal point for many village activities but is slowly falling into disrepair. The Management Committee, which is made from local volunteers, would like to address the maintenance issues before they become too bad and the building becomes unsafe to use. There are repairs to the building itself, roof, guttering, inside decorating for example and also the committee would like to give the garden a new lease of life and make it a useable area. Currently it is a jungle!

ABG506	Youth Grant	Youth Adventure Trust	Supporting disadvantaged young people in Pewsey	£9736.47	£2192.05
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Project Summary:

We would like your support to help fund the programme costs of the 7 young people from Pewsey currently on Years 2 and 3 of the programme, but specifically helpful would be the Youth Support Worker salary costs associated with the support of these 7 young people. Our specially designed three-school-year Youth Adventure Programme includes three residential camps (Mountain, Coastal and Forest) , an Explore Day, 3 Activity Days and 4 Pathway Days, all supplemented with the ongoing support, mentoring and guidance of our skilled programme team, who are in constant contact with the young people throughout, offering them support in between camps and activity days. The main programme is followed by a Mentoring and Bursary Scheme to ensure all of the young people have the best chance of getting the maximum benefit from our long-term intervention. Our service is completely free and over the past 29 years we have helped over 4,000 vulnerable young people, providing more than 27,000 activity days. We are the only organisation in the area to provide such a comprehensive intervention for this typically hard-to-reach group of vulnerable young people at such a young age. Our Programme is not about removing the young people's challenges, it's about equipping them with the resilience to overcome them and helping them reach their full potential. "Without the Youth Adventure Trust, I would have lost my shine. When I started the programme I wasn't in the best place mentally. Yet going away and having the experiences I had really put the light back into my life. It made me realise that bad days are just that, bad days. And without them, good days wouldn't be as good." (Bradley, age 14) The COVID pandemic has resulted in increasing young people presenting with greater anxiety and lower levels of confidence. They see an uncertain future and need our support and the tools to cope. Support services are more overstretched and short-staffed, while many schools have reduced pastoral support. Time for interaction and an outlet outside the family is especially important. Families are under chronic financial pressure; as the stress at home increases so does harm, neglect, mental health issues, substance misuse and poverty. The impact is very evident, and we have provided increasing amounts of support directly to families, alongside the increased one-to-one support we are offering our young people. Through more interaction and working with young people over a longer timeframe, we have built up a high level of trust; not letting them down continues to be a key value of the charity. Our referral agencies have regularly told us they could easily fill more than double the programme places we offer them; that is true now more than ever. Your support will enable us to continue the work we do with some of the most vulnerable in society. The Youth Workers are the beating heart of our charity, who support the young people throughout the programme, helping them set objectives, supporting them on every camp and activity day and giving them continuous 1:1 support and mentoring. The Youth Workers ensure that each child gets the very most out of the programme. They go the extra mile with each and every one of them, focusing on their individual problems and working hard to overcome their issues and challenges, as well as being positive role models. They give of themselves personally and the children respect them and are emotionally connected to them as a result. They provided invaluable online mentoring sessions to our most vulnerable young people during the lockdowns, which involved having an hour-long video call with the young person each week and continuous support by phone and email. Since Summer 2021 the young people have been back on the main programme and your funding would support 4 Pewsey young people in year 2, where they attend 2 Activity days, a 3-day Coastal Camp, a 6-day Forest camp and an October Pathway Day. In Year 3 there are 3 Pewsey young people (slightly reduced intake in 2021 due to covid and reduced charity income) who will attend their 3 final Pathway Days, ready to move onto either our Mentoring Scheme or other youth organisations in the county.

1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website. Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

3. Environmental & Community Implications

Grant 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

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

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

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

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

Report Author

Richard Rogers, Community Engagement Manager, Richard.Rogers@wiltshire.gov.uk

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Pewsey Local Highways & Footway Improvement Group

	Item	Update	Actions and recommendations	Who
	Pewsey LH & FIG – Notes of virtual meeting held on 4th May 2022 at 14:00 hrs			
1.	Attendees and apologies			
		<p>Attendees:</p> <ul style="list-style-type: none"> Cllr Jerry Kunkler (Chair) Cllr Paul Oatway Margaret Holding (Easton Royal PC) Andrew Flack (Upavon PC) Dawn Wilson (Wilcot Huish & Oare PC) Colin Gale (Rushall PC) John Brewin (Woodborough PC) Christopher Chapman (Chirton & Conock PC) Tom Ellen (North Newnton PC) Ed Nelson (Grafton PC) Vanya Body (Froxfield PC) Matt Perrott (Area Highway Engineer) Phil Rushmere (Traffic Engineer) Mark Stansby Snr Traffic Engineer) 	Area Board to note.	AB
		<p>Apologies:</p> <ul style="list-style-type: none"> Richard Netherclift (Manningford PC) Mike Lockhart (Shalbourne PC) Dianah Shaw (Shalbourne PC) Steve Colling (Burbage PC) Clair Wilkinson (Great Bedwyn PC) Cindy Creasy (Wootton Rivers PC) 		

Pewsey Local Highways & Footway Improvement Group

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2.	Notes of last meeting			
		The notes of the previous CATG meeting held on 9 th February 2022 were presented to the Area Board on 28 th February 2022, passing all recommendations.	LH&FIG to note.	All
3.	Proposed change from CATGs to Local Highways & Footway Improvement Groups			
		The proposed changes were approved by Cabinet on 26 th April. The new Terms of Reference and Guidance Notes were summarised at the meeting. Full details are included as Appendix 5.	Area Board to note	AB
4.	Financial Position			
		The current balance for 2021/22, less previous commitments, stands at £17,533.75 (see Appendix 1). The opening balance for 2022/23, less previous commitments stands at £30,045.75 (see Appendix 2).	Area Board to note	AB
5.	Priority schemes			
a)	Issue 6915 North Newnton – request for Phase 2 of Footway project – to link phase 1 to a point by the former garage	Issue submitted 02/01/19 Confirmation that this project is to be constructed using the following funding streams: <ul style="list-style-type: none"> • CATG / LH&FIG £5,000 • Section 106 £12,800 • Substantive Highways Schemes Fund £47,200 	Area Board to note	Cllr Kunkler

Pewsey Local Highways & Footway Improvement Group

		<p>Construction programmed to commence on 24/01/23 for a duration of 25 days under a road closure.</p> <p>Parish Council are disappointed by this timescale, which is influenced by availability of the Contractor, booking of road space and timing of the road closure.</p>		
b)	<p>Issue 10-20-3</p> <p>Rushall Elm Row Phase 2 – Bus Shelter to Manor Cottage continuation of footway.</p>	<p>Issue submitted by Rushall Parish Council on 30/01/20</p> <p>The site will first need to be cleared of vegetation and shrubbery to enable a topo survey to take place.</p> <p>The estimates are:</p> <ul style="list-style-type: none"> • Site clearance - £3550 • Topo Survey - £2,000 <p>It was noted that the LHFIG had already committed £5,000 towards this project and the Parish would contribute up to £2,000 to enable this preliminary work to be done.</p>	Highways to arrange to enable completion of design.	Highways
c)	<p>Issue 10-20-9</p> <p>Chirton – request for 20 mph speed limit assessment</p>	<p>Issue submitted by Chirton Parish Council on 24/11/20</p> <p>Area of concern excludes A342. Speed Limit assessments are charged at £2,500 and would include all side roads within the village.</p> <p>Parish Council have requested Traffic Surveys to establish current speeds and are awaiting the results.</p>	Area Board to note	Cllr Kunkler
d)	<p>Issues 5998 & 10-20-4</p> <p>C351 Rushall Pewsey Road – request to consider traffic calming measures</p>	<p>Issues submitted on 11/01/18 and 07/07/20</p> <p>Wiltshire’s Freight Management Policy review has been placed on hold whilst National Highways considers their own Policy on the trunk road network for the Southwest.</p>	Area Board to note	Cllr Kunkler

Pewsey Local Highways & Footway Improvement Group

e)	<p>Issue 10-21-2</p> <p>Woodborough C261 (West End of village) – request to extend kerbing and / or footway</p>	<p>Issue submitted by Woodborough PC on 20/01/21</p> <p>An estimate (obtained in 2021) from Scottish & Southern to relocate an electricity support pole and to provide new cable spans amounted to £19,400 which was discounted as not offering value for money. A request to relocate the stay wire to this pole has also been refused by Scottish and Southern as not feasible. Highways have explored a third option, to leave a short gap within the proposed footway and to provide drop kerbs to allow pedestrians to step into the carriageway to walk around the pole.</p> <p>However, following a safety appraisal of this third option, Highways have concluded that the only way to move this project forward is to relocate the pole, and suggested that this project is split into two phases, to spread costs over a longer period.</p> <p>The Parish has accepted this suggestion and the group were content to support this and agreed to undertake a topo survey estimated at £2,000. Parish were content to offer 20% towards this cost.</p>	<p>To recommend to the Area Board an allocation of £1,600.</p> <p>Highways to order a Topo Survey</p>	<p>Cllr Kunkler</p> <p>Highways</p>
f)	<p>Issue 10-21-4</p> <p>B3087 Easton Royal – speeding through 30 mph limit – request for village gates</p>	<p>Issue submitted by Easton Royal Parish Council on 10/03/21</p> <p>A drawing of the scheme is shown as Appendix 3 for information.</p> <p>The construction pack is being prepared and will be issued to the contractor shortly. Installation is anticipated by the end of July.</p> <p>The estimate is £3,157.34 inclusive of a 20% contingency</p>	<p>Area Board to note.</p>	<p>Cllr Kunkler</p>

Pewsey Local Highways & Footway Improvement Group

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g)	<p>Issue 10-21-11</p> <p>A342 Manor Farm Conock and A342 bridleways CHIR 15 and 11 – Request for horse and rider warning signs</p>	<p>Issue submitted by Chirton & Conock Parish Council on 25/08/21</p> <p>The signs have been installed and have been welcomed by the local horse riding community.</p> <p>Regrettably, one sign has caused some upset with a local householder and following a site meeting, Highways have agreed to relocate it and arrangements are in hand to address this.</p>	Area Board to note.	Cllr Kunkler
h)	<p>Issue 10-22-5</p> <p>Froxfield Church Lane – request for access protection markings</p>	<p>Issue submitted by Froxfield Parish Council on 25/01/22</p> <p>Highways to arrange for access protection markings to be painted at each end of the green, as part of their next round of ad hoc road marking work.</p>	Area Board to note.	Cllr Kunkler
i)	<p>Issue 10-22-6</p> <p>A345 Upavon to North Newton – request for Deer Warning Signs</p>	<p>Issue submitted by Upavon Parish Council on 27/01/22</p> <p>An order has been placed to install 2 x deer warning signs. Installation is anticipated by the end of June.</p>	Area Board to note.	Cllr Kunkler
<p>6. New Requests and ongoing Issues</p>				
a)	<p>Issue 5999</p> <p>C351 Rushall Pewsey Road – request for study into volume of traffic using this route.</p>	<p>Issue submitted on 11/01/18</p> <p>Issue has been on hold in anticipation of a new Freight Management Policy.</p> <p>Under the new Terms of Reference, groups can no longer fund freight assessments.</p>	To recommend to the Area Board that this Issue is closed.	Cllr Kunkler

Pewsey Local Highways & Footway Improvement Group

b)	<p>Issue 6374 & 6541</p> <p>Upavon – repositioning of No Entry Signs</p>	<p>Issues submitted on 08/06/18 & 31/07/18</p> <p>A Briefing Note has been prepared and is included as Appendix 4.</p> <p>The Parish representative asked for this issue to be deferred to allow the Parish more time to consider matters.</p>	<p>Area Board to note.</p> <p>Parish to consider</p>	<p>Cllr Kunkler</p> <p>PC</p>
c)	<p>Issue 10-21-6</p> <p>North Newnton Park Road junction with Rushall Road – sight line issue</p>	<p>Issue submitted by North Newnton Parish Council on 25/05/21</p> <p>Development of the former garage site is nearing completion. Area Highway Engineer has agreed to refresh the SLOW markings on approach to the junction.</p> <p>Issue to remain on the agenda until the markings have been painted.</p>	<p>Highways to refresh markings</p>	<p>Highways</p>
d)	<p>Issue 10-21-9</p> <p>A354 Pewsey Fordbrook Bus Stop – request for Bus Shelter</p>	<p>Issue submitted by Pewsey Parish Council</p> <p>The Parish are to update the LHFIG on the type of shelter they wish to see installed. Issue was deferred until the next meeting.</p>	<p>Area Board to note.</p> <p>Parish to consider</p>	<p>Cllr Kunkler</p> <p>PC</p>
e)	<p>Issue 10-21-12</p> <p>C52 Safety and Speed between Manningford and Wilcot</p>	<p>Issue Submitted by Manningford Parish Council on 26/10/21</p> <p>Parish have highlighted incidents at the two cross roads, Cross Hayes and Little Abbots, and have concerns about the whole route.</p> <p>Cllr Oatway to arrange a meeting involving Parish representatives, Mark McClelland (Cabinet Member) and Highway Officers to discuss improvement options now that internal restrictions are lifted on holding face to face meetings.</p>	<p>Meeting to be arranged</p>	<p>Cllr Oatway</p>

Pewsey Local Highways & Footway Improvement Group

f)	<p>Issue 10-22-1</p> <p>A338 East Grafton (western approach to village) – Speeding concerns</p>	<p>Issue submitted by Grafton Parish Council on 12/01/22</p> <p>Data obtained by the Parish’s SID indicate that there is a speeding issue. Parish have suggested Speed limit Countdown signs on approach to the 30 mph limit. Highways advised that countdown markers, which are used by some Highway Authorities, are not prescribed for use and Wiltshire will not consider these as an option.</p> <p>Highways reminded the group of the “recent” projects undertaken within the village on behalf of the CATG and Parish which included a review of speed limit repeater signs, introduction of carriageway roundels and installation of white gates, all aimed at reducing speed within the village.</p> <p>Parish representative confirmed that a survey had been requested and we await the results.</p>	Area Board to note.	Cllr Kunkler
g)	<p>Issue 10-22-2</p> <p>Great Bedwyn The Knapp – Parking concerns</p>	<p>Issue submitted by Great Bedwyn Parish Council on 20/01/22</p> <p>Parish request the extension of white access protection markings on the bend prior to the rail station. Highways advised that these have been deployed extensively in the area already and have been extended beyond their intended purpose. Highways suggested that formal parking controls (double yellow lines) be considered to address these issues.</p> <p>Highways confirmed that ongoing monitoring shows that the number of rail users has yet to return to 2019 levels and that there are no current proposals to extend off-road parking facilities for the station.</p> <p>LHFIG to await Parish reaction.</p>	Area Board to note. Parish to consider	Cllr Kunkler PC

Pewsey Local Highways & Footway Improvement Group

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h)	<p>Issue 10-22-3</p> <p>A346 Leigh Hill – Request for Calming Measures</p>	<p>Issue submitted by Burbage Parish Council on 23/01/22</p> <p>Safety concerns at junction of Three Oak Hill Drive</p> <p>It was noted that the side road is in private ownership and therefore the owners could display a sign to promote a right turn ban onto the main road, although this would not be mandatory.</p> <p>Highways to undertake a site visit with the Parish representative to consider signing options on the main road.</p>	<p>Area Board to Note</p> <p>Highways to arrange site meeting, delayed due to tree felling work in this area.</p>	<p>Cllr Kunkler</p> <p>Highways</p>
i)	<p>Issue 10-22-4</p> <p>Burbage (4 locations) – request for Horse Warning Signs</p>	<p>Issue submitted by Burbage Parish Council on 23/01/22</p> <p>A site meeting has been held with the Parish and local Rider representing several stables.</p> <p>It was agreed that the main concern is at a crossing point on the A346, close to the Service Station. Other access issues to be investigated by the Parish.</p> <p>Warning signs could be installed here for a ball park estimate of £500 each, inclusive of temporary traffic management. The Parish has offered up to £500 as a contribution.</p> <p>Group content to proceed with the signs, noting the Parish offer of 50% contribution.</p>	<p>To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate £500.</p> <p>Highways to proceed with installation.</p>	<p>Cllr Kunkler</p> <p>Highways</p>
j)	<p>Issue 10-22-7</p> <p>Chirton The Street – request for raised curbs to combat verge erosion to land in front of church</p>	<p>New Issue submitted by Chirton & Conock Parish Council on 07/03/22.</p> <p>Request for approximately 57 metres of curbing to improve conditions by the church. Issue particularly bad during wet weather conditions.</p>	<p>Area Board to note</p> <p>Highways to arrange site meeting</p>	<p>Cllr Kunkler</p> <p>Highways</p>

Pewsey Local Highways & Footway Improvement Group

		Following a discussion it was agreed that Highways would meet with the Parish to establish full requirements in order to prepare a ball park estimate.		
7.	Other items			
a)	Pavement and Footway Improvement Schemes	Matt Perrott, Area Highway Engineer, has met with Parish representatives and is now awaiting confirmation of funding.	Area Board to note	Cllr Kunkler
b)	Deadline for submitting LHFIG Requests.	All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting. The deadline for our next meeting is therefore 6 th July 2022.	To note	All
8.	Dates of future meetings: 20th July, 26th October and 25th January 2023, commencing at 14:00 hrs. The July meeting to be held on-line.			

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Pewsey Local Highways & Footway Improvement Group

Highways Traffic Officer – Mark Stansby

Area Highway Engineer – Matt Perrott

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LH & FIG 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 Pewsey Area Board.

Pewsey Local Highways & Footway Improvement Group

2.2. If funding is allocated in line with LH&FIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Pewsey Area Board will have a remaining Highways funding balance of **£30,395.75**

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

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

6. Safeguarding implications

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

7. Recommendations to Pewsey Area Board

7.1 To close the following Issues: 5999, Rushall Pewsey Road Freight Study

7.2 To add the following Issues (with funding) to the Priority Schemes List: 10-22-4 Burbage Horse Warning Signs, £500

7.3 To allocate funding to Issues on the Priority Schemes List: 10-21-2 Woodborough Footway, £1,600

Pewsey CATG expenditure 2021 / 22 as of 22/04/22

Budget £13,356 + £17,559.63 c/fwd = £30,915.63

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Rushall Elm Row	£55,000.00	£5,000.00	£54,373.31 Final	£54,373.31
Chirton Footpath	£23,500.00	£4,500.00	£23,242.80 Final	£23,242.80
Manningford – HGV Direction Signs	£1,145.25	£500.00	£725.34 Final	£725.34
Burbage High St / Services - Pedestrian access	£14,000.00	£2,000.00	£9,206.77 Final	£9,206.77
All Cannings Road Markings	£600.00	£500.00	£600.00 Final	£600.00
Little Bedwyn Chevron	£600.00	£450.00	£306.88 Final	£306.88
Hilcott Carriageway Roundels and SLOWs	£600.00	£300.00	£600.00 Final	£600.00
Chirton The Street – access protection marking	£50.00	£50.00	£50.00 Final	£50.00
Chirton Horse Warning signs	£900.00 (ball park)	£300.00	£575.12 Interim	£900.00
Totals	£96,395.25	£13,600.00	£89,680.22	£90,005.10

Budget £30,915.63

Projected Spend £90,005.10

Balance -£59,089.47

Plus contributions (details below) £76,623.22

Overall Balance £17,533.75

Contributions

Rushall Elm Row	£5,000.00	Rushall Parish Council – invoice issued
Rushall Elm Row	£44,373.31	Substantive Highways Fund
Chirton Footpath	£4,500.00	Chirton Parish Council – invoice issued
Chirton Footpath	£14,242.80	Substantive Highways Fund
Manningford HGV signs	£225.34	Manningford Parish Council – invoice issued
Burbage High St / Service station	£6,766.00	Pewsey Area Board Grant
Burbage High St / Service Station	£440.77	Burbage Parish Council – invoice issued
All Cannings Road Markings	£100.00	All Cannings Parish Council – invoice issued
Little Bedwyn Chevron	£75.00	Little Bedwyn Parish Council – invoice issued
Hilcott road markings	£300.00	North Newnton Parish Council – invoice issued
Chirton Horse Warning signs	£600.00	Chirton Parish Council – to be invoiced upon completion
Total	£76,623.22	

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Pewsey LH&FIG expenditure 2022 / 23 as of 28/04/22

Budget £26,712 + £17,533.75 provisionally c/fwd = £44,245.75

Scheme	Estimate	LH&FIG Commitment	Expenditure	Projected Spend
North Newnton Footway Phase 2	£65,000.00	£5,000.00	£2,500.00 interim	£65,000.00
Rushall Elm Row Phase 2	£to be reviewed	£5,000.00 (prov)	£0,000.00	£5,000.00
Easton Royal village gates	£4,200.00 (ball park)	£3,150.00	£0,000.00	£4,200.00
Froxfield The Green – access protection markings	£400.00	£300.00	£0,000.00	£400.00
A345 Upavon to N Newnton – deer warning signs	£1,000.00	£750.00	£0,000.00	£1,000.00
Totals	£70,600.00	£14,200.00	£2,500.00	£75,600.00

Budget £44,245.75

Projected Spend £75,600.00

Balance -£31,354.25

Plus contributions (details below) £61,400.00

Overall Balance £30,045.75

Contributions

North Newnton Footway Phase 2	£12,800.00
North Newnton Footway Phase 2	£47,200.00
Easton Royal Gates	£1050.00
Froxfield The Green – access protection	£100.00
A345 Upavon / N Newnton Deer signs	£250.00
Total	£61,400.00

Section 106 Fund

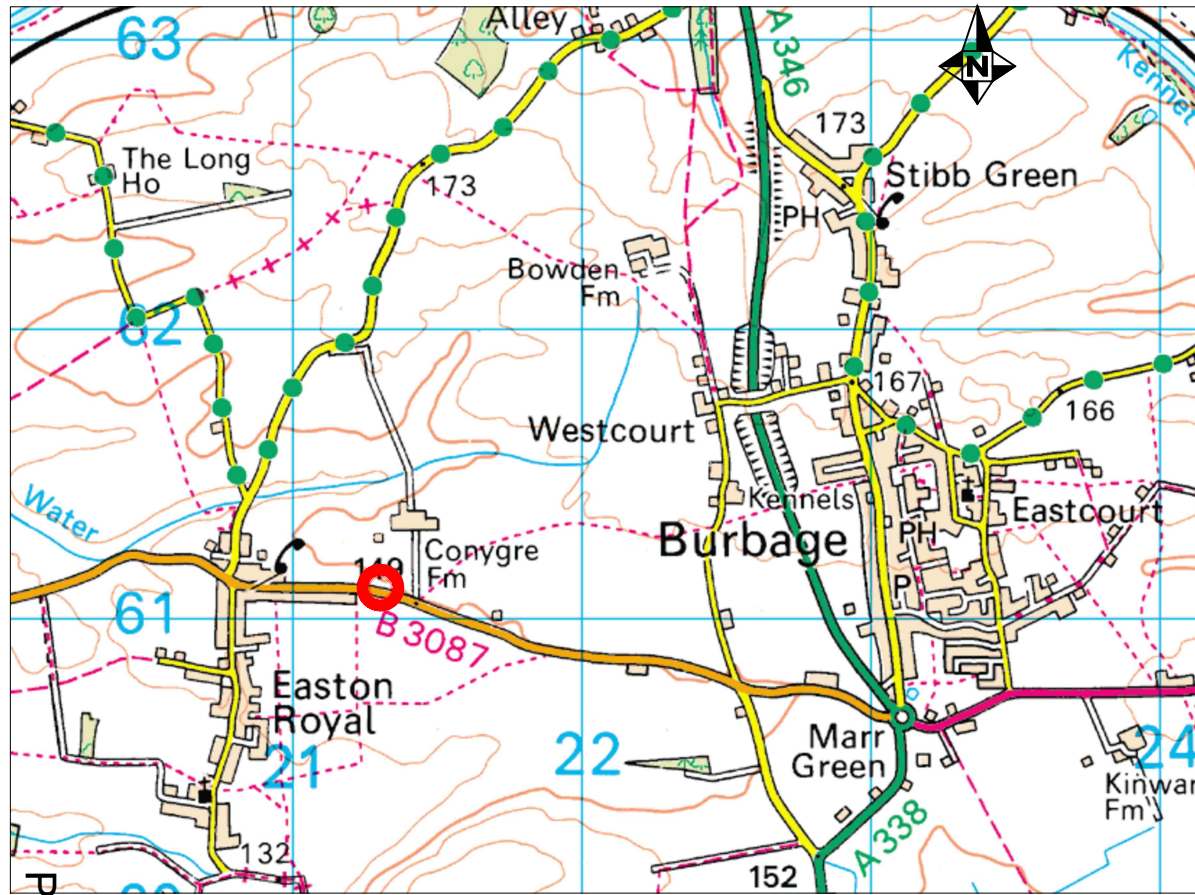
Substantive Highways Fund

Easton Royal Parish Council – to be invoiced upon completion

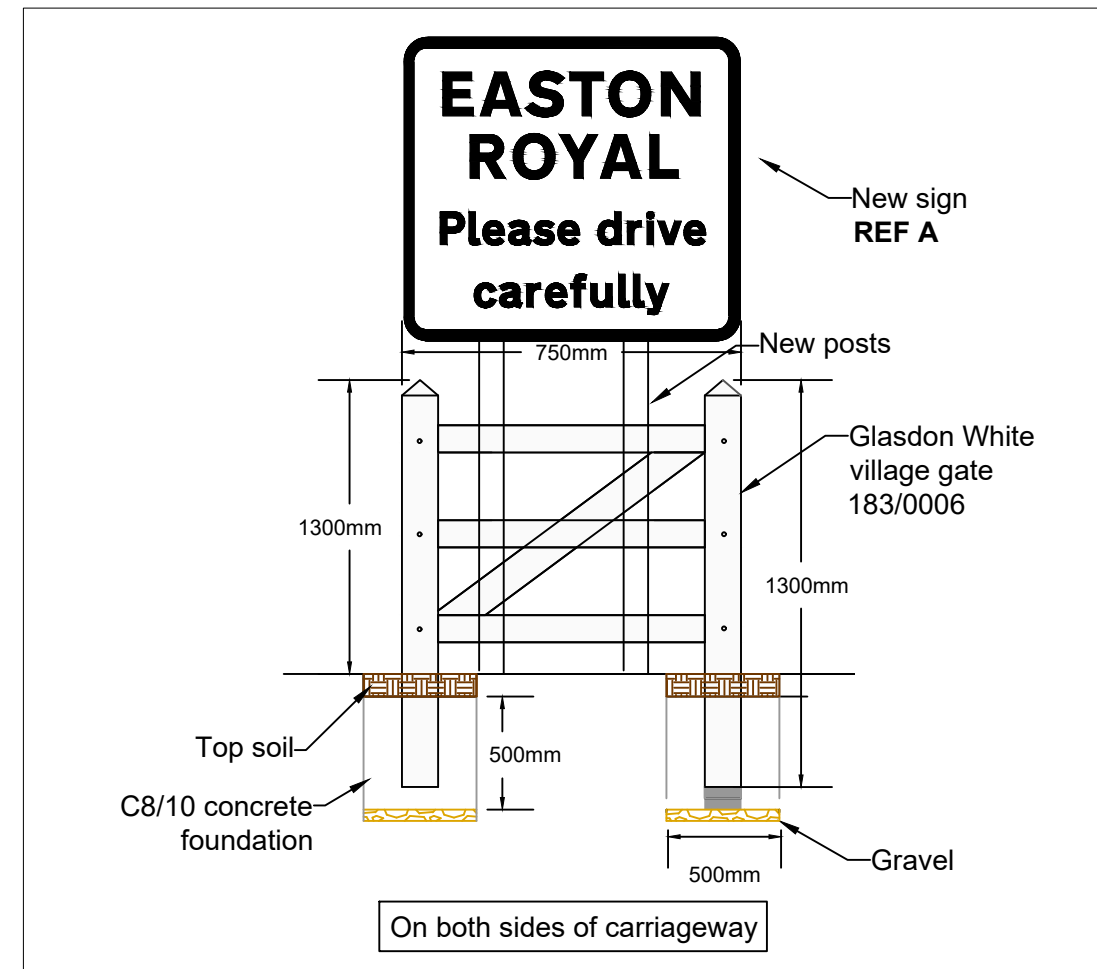
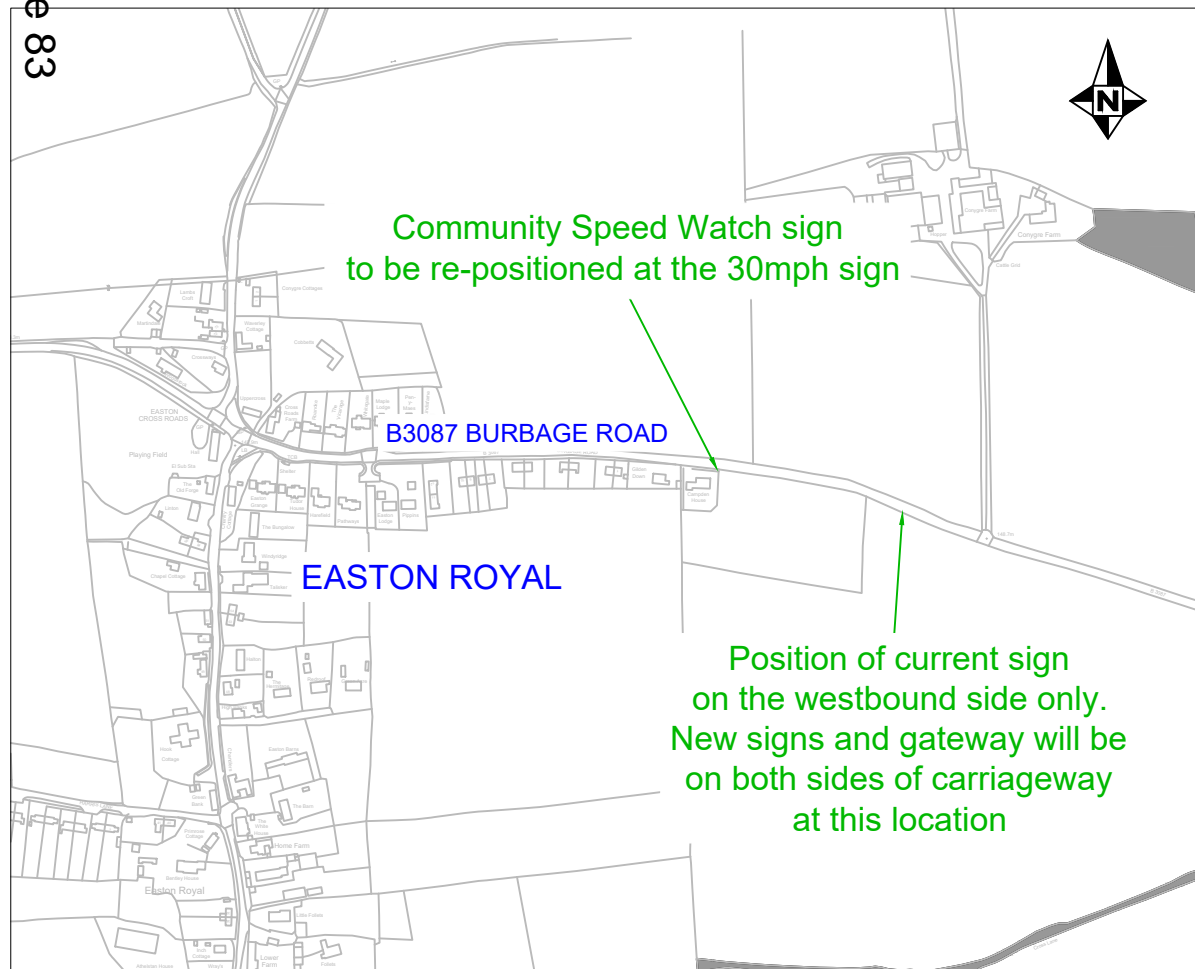
Froxfield Parish Council – to be invoiced upon completion

Upavon Parish Council – to be invoiced upon completion

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NOTES:

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Wiltshire Council (100049050) 2020



Traffic & Network Management

County Hall, Bythesea Road, Trowbridge
Wiltshire, BA14 8JD

Tel: 0300 4560100
Website: www.wiltshire.gov.uk

F					
E					
D					
C					
B					
A					
O	MAR 22	JGM	MJS	***	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION

DRAWING PURPOSE:

PRELIM

PROJECT:

EASTON ROYAL
VILLAGE GATEWAY

DRAWING TITLE:

VILLAGE GATEWAY PROPOSAL

SCALES:	NOT TO SCALE	SHEET SIZE:	A3
DRAWING No.:	2021-177/PEW/EROYALD-001	REVISION:	0
FILE REF:	CATG/PEWSEY/2021-117		

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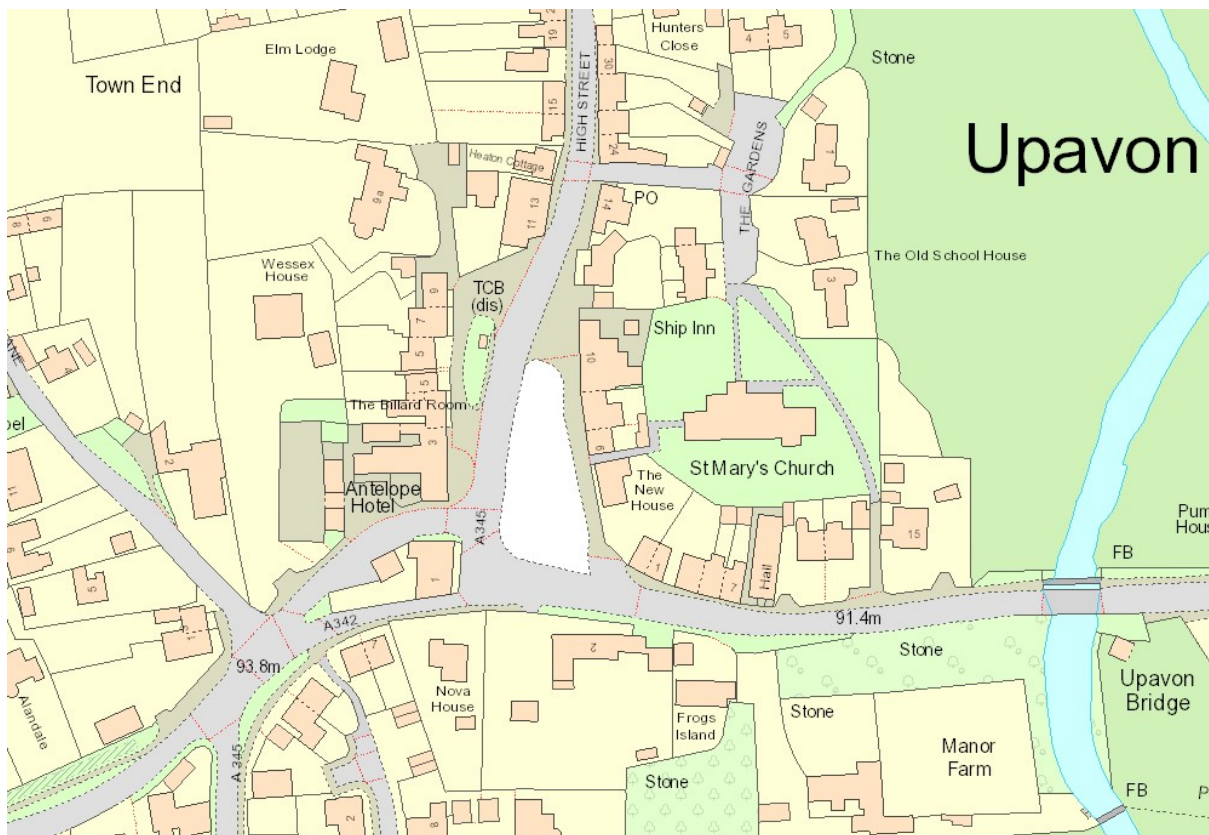
Briefing Note for Pewsey CATG / LH&FIG

Area Board Issues 6374 and 6541 – The Triangle, Upavon Junction of A345 and A342 – Road Safety Concerns

Background

Concerns have been raised by the Parish Council about safety at this junction, which is situated within a conservation area in the centre of the village, with the following issues being reported:

- Vehicles approaching on Andover Road failing to Stop (Give Way).
- Vehicles contravening the No Entry signs and passing the wrong way alongside The Antelope public house.



Since raising these concerns the Parish has forwarded a list of requests for Highways to consider which include:

- A review of the Give Way signs and No Entry signs.
- Provision of advance notice of the No Entry for Southbound drivers on the A345.
- Review of road marking provisions
- Consideration of additional street lighting and LED lighting above signs.

Following submission of this list, the road markings have been refreshed at this junction.

Current Situation

The junction and all approach roads are subject to a 30 mph speed limit, by virtue of street lighting. There are directional signs posted, along with regulatory signs to indicate Give Ways and No Entry restrictions.

An examination of the collision database shows there have been no personal injury collisions recorded here within the most recent 6 year period available (up to the end of August 2021).

A345 Southbound approach (google image July 21)



A342 Westbound approach Andover Road (google image July 21)

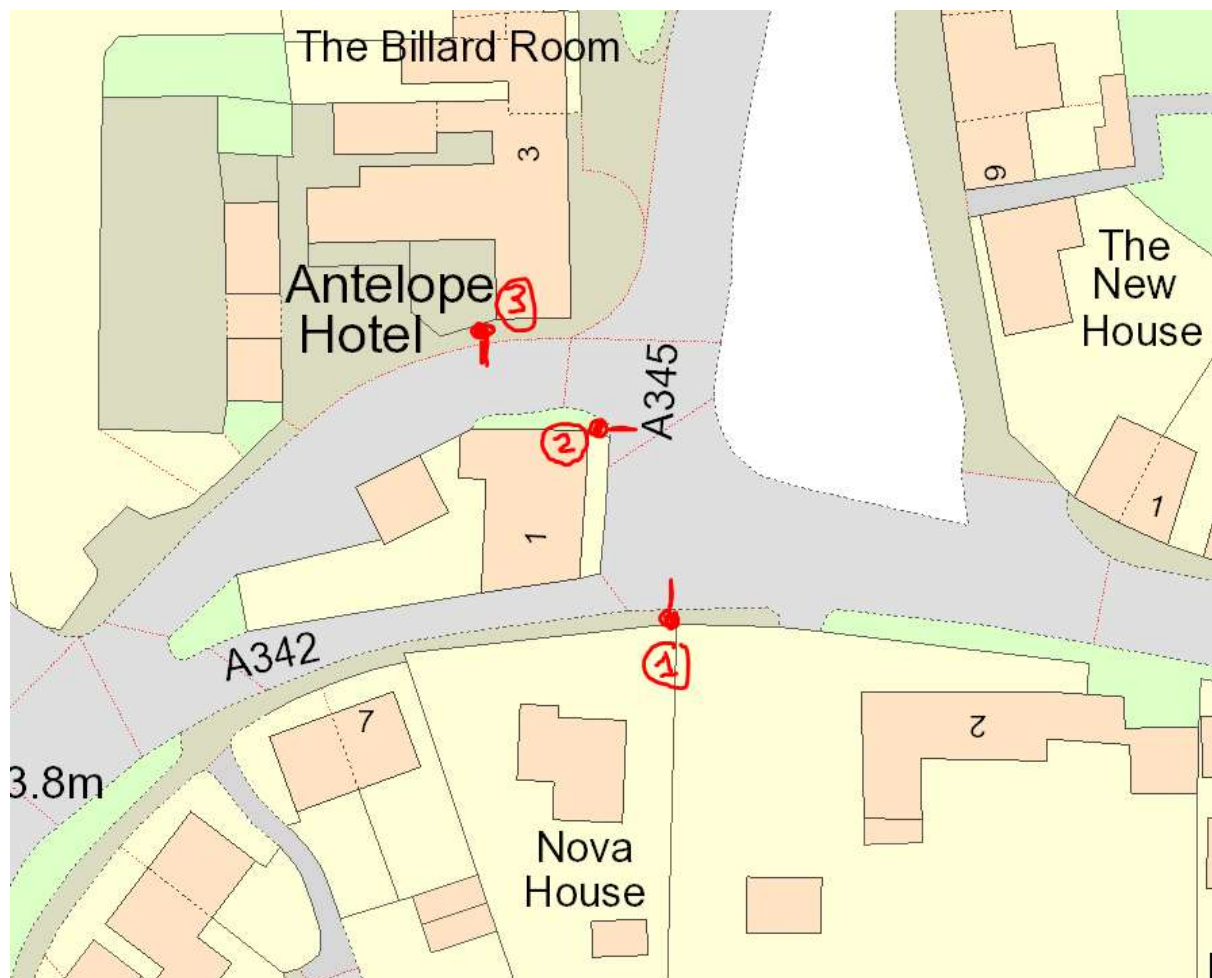


Review of Street Lighting Provision, including Sign Illumination

Highways have commissioned their Term Lighting Consultants, Atkins to investigate the following:

- Effectiveness of street lighting at the junction.
- The performance of lighting for the give way sign and no entry signs with a view to upgrading to LED.
- That the sign light for the advance give way sign is functioning correctly.

Atkins have responded with the following recommendations:



1. Provide additional lighting column avoiding tree canopy
2. Replace illuminated No Entry signpost with new lighting column and attach No Entry sign to lighting column. Sign light to be attached to column.
3. Replace illuminated Give Way signpost with new lighting column and attach Give Way sign and sign light to lighting column. Column to be placed approximately 3m west of current signpost to avoid overhanging roof.

A ball park estimate to undertake this work excluding temporary traffic management is in the region of £4,000 to £5,000. (See summary of costs at the end of this note).

There is an option to do all, or some, of the above.

Atkins also confirmed that there is power to the light unit above the advance give way sign on Andover Road, but a fault in this unit had been detected. This will be repaired as part of the routine maintenance programme.

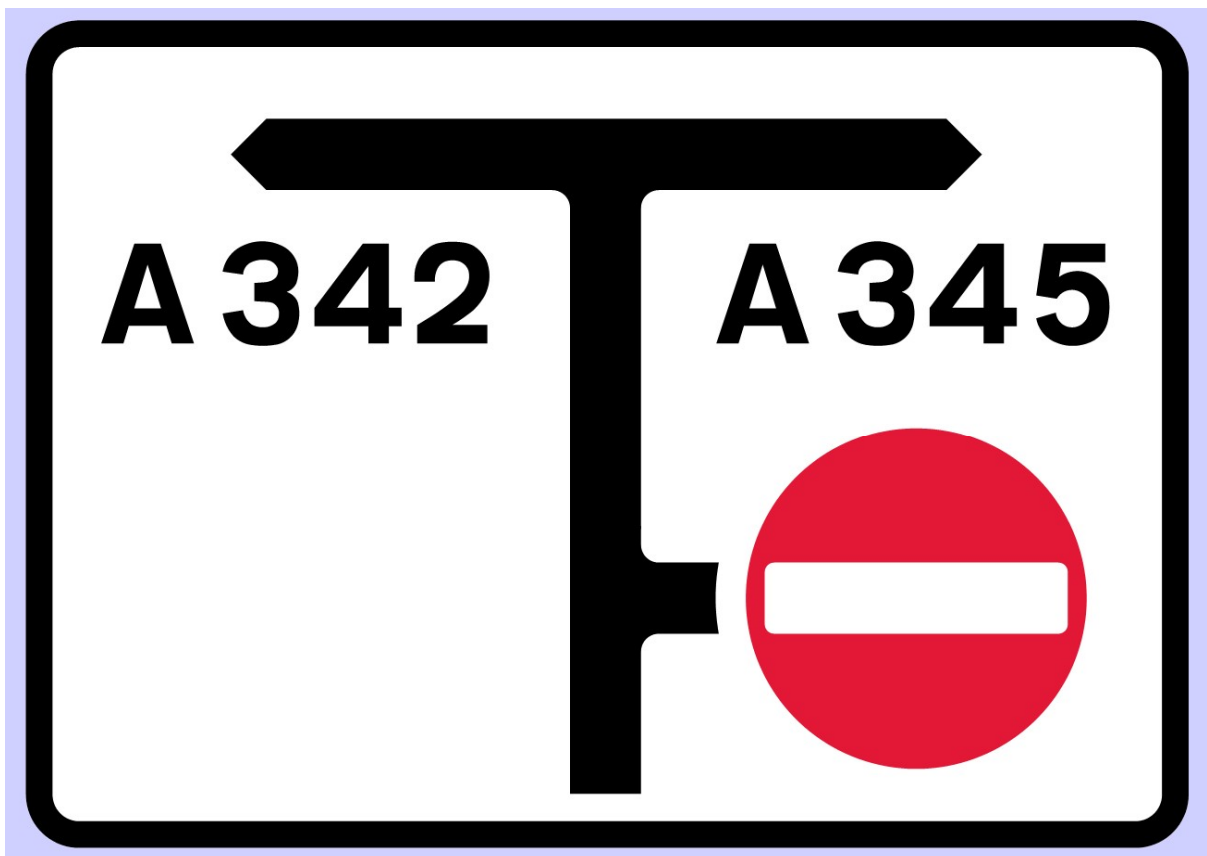
Review of Signing Provisions

Whilst the existing signs are considered to be in a serviceable condition, the Parish have requested that the Give Way sign on the approach from Andover Road be replaced with a larger version, and to mount this on a yellow backing board. Whilst the use of yellow backing boards in Conservation Areas is not considered appropriate, a larger sign, would be acceptable, and we propose raising the height of the warning triangle from 600mm to 900mm. To put this into context, a 900mm triangle is considered appropriate for approach speeds of between 40 to 60 mph, and therefore this would be a significant upgrade.

The No Entry signs could also be replaced, along with the Give Way sign on the approach by The Antelope. The cost of these upgrades would be in the region of £300.

The Parish has also requested a sign to give advance notice of the No Entry on the southbound approach to the junction. Whilst siting opportunities are limited here, an example of a sign which could be installed is shown below.

Dimensions = 800 x 600 mm approx.



The cost to supply and install this sign would be in the region of £300.

Summary of Ball Park Costs

Item	Cost
Lighting / Electrical	£5000
Signing	£600
Traffic Management	£550
Sub total	£6,150
Contingency 10%	£615.00
Ball Park Estimate	£6,765.00

This proposal will be discussed at the next CATG meeting and a robust estimate will be produced once the extent of the project has been agreed.

Mark Stansby
07/04/22

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Appendix 1

LOCAL HIGHWAY & FOOTWAY IMPROVEMENT GROUPS (LHFIG)

TERMS OF REFERENCE

Membership of the LHFIG

The LHFIG will normally be made up of:

- Members of the Area Board
- Town and Parish Council representatives
- Community / Stakeholder representatives

It is recommended that the groups do not normally consist of more than 10 representatives, but for larger community areas this may not always be feasible.

Representatives should act as a conduit between their organisations and the LHFIGs by putting forward the views of the body they represent and providing feedback to its members regarding the work of the LHFIGs. The group members will also need to be mindful of the needs of the community area when making their recommendations, as not all councils and groups may be represented on the LHFIGs.

Recommendations to the Area Board will usually be reached by consensus, but if necessary, these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire councillor. Membership of the LHFIGs will cease when a member ceases to hold the stated office as first appointed, or when a parish/town council or group choose to nominate an alternative representative.

The LHFIGs may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of LHFIGs members

Appointment of Wiltshire Council members to the LHFIGs will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

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

Media relations

Members of the LHFIGs must not issue press statements on behalf of the Area Board.

Any press statements about the work of the LHFIGs should be agreed between the Chairman of the LHFIGs and the Chairman of the Area Board, and in consultation with

Wiltshire council's communications team. You can contact the communications team at communications@wiltshire.gov.uk.

Meetings

It is recommended that the LHFIGs meet four times a year. Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings. Meetings are intended to be limited to the membership set out above and is open to other members of the Area Board who wish to attend. It can be open to public if the LHFIG chair wishes, and by invitation. It should be noted that LHFIGs are advisory bodies and do not exercise delegated decision-making powers. All decisions are to be ratified by the Area Board.

Officer support

Meetings will be attended by relevant officers from Wiltshire Council, including a Senior Transport Planner, a Senior Traffic Engineer, Local Highway Maintenance Engineer and the local Community Engagement Manager. Attendance by officers of other expert knowledge may be arranged when necessary.

Additional support will be provided outside of the meeting by the Corporate Office Business Support unit as currently for Area Boards, for the purpose of arranging meetings, venues, and the production of meeting action notes.

Terms of reference

The LHFIGs have no formal decision-making authority on operational matters or budget expenditure but act as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full LHFIG meeting before being brought to the next Area Board for approval.

The LHFIGs terms of reference are set out at Appendix A:

Examples of projects the LHFIGs can and cannot fund are set out in Appendix B:

Terms of Reference

1. Small-scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small-scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Transport, Waste, Street Scene and Flooding. The funding allocation is a mixture of highways and council capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services.

A list of schemes which the groups can fund in contained in Appendix B

Schemes considered by the LHFIGs must have first been raised through the highway improvement request system and endorsed by the relevant town or parish council.

The LHFIGs can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when an issue is raised for which other centrally held resource does not exist.

In choosing their local transport schemes, Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is more than the total discretionary amount available as part of the group's annual allocation.

Appendix B – Example of projects which can and cannot be funded by LHFIGs

LHFIGs can fund the following:

Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).

Cycle improvements: new cycle paths, cycle parking / storage.

Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.

Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.

New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: styles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

LHFIGs cannot fund:

Routine maintenance: such as gully emptying, ditch clearing, hedgerow cutting, pot hole repairs.

Service subsidy: bus services

Promotional campaigns

SID equipment

Improvements for individuals and properties

As a general rule, activities that repair, clean, tidy or remove something that is already present are likely to be considered routine maintenance and cannot be funded by LHFIGs.

Guidance notes for Local Highway & Footway Improvement Groups (LHFIGs)

Attendance

To enable meetings to be conducted efficiently, it is encouraged that participants are limited to those who need to attend and ideally below 10. It is however recognised that in certain community areas this is difficult to achieve due to their geographical size. In these circumstances, multiple attendees from groups or councils are discouraged.

All meetings will be supported by Wiltshire Council officers, with attendance from the relevant Community Engagement Manager, and from the council's Highway service; Traffic Engineering, Area Highway Maintenance, and Sustainable Transport teams. Other service areas may attend depending on the issues raised, including (but not limited to) Passenger Transport and Rights of Way.

Several specific community groups exist with special interest in particular topics such as cycling and walking. At the discretion of each LHFIG chair these groups could be represented at LHFIG meetings, as they may provide access to potential funding opportunities that do not exist elsewhere.

The meetings are not open to members of the public, but where an issue may benefit from further information, the public may be asked to attend by invitation and agreement of the Chair. This should be communicated to the wider group beforehand.

Decision making

The LHFIGs do not have decision-making powers but make recommendations to the relevant Area Board to ratify the decisions taken at the meetings.

Meeting dates and programme

Meetings should ideally take place in the following periods with the intended meeting purpose, as set out below: Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings.

April: Budget confirmation and budget allocation to projects.

July: Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).

October: Progress meeting. Agree projects to be put forward for funding from Substantive bid, ahead of end of November submission deadline. Small scale and low-cost projects at this meeting may be delivered before end of year deadline.

January: Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting will not be delivered within this financial year.

Meetings can be held in either in person or online.

The above programme is indicative, and it will be up to individual groups to determine how and when priorities are identified. It should be noted there remains an increased risk to groups who identify schemes later than suggested. Early identification will provide the maximum timescales for delivery and reduce the risk of funds being unspent.

Early identification of projects will help enable officers to allocate resource, particularly those with a Civil Engineering element. Lower cost, smaller scale projects such as simple road

signing and markings may be prioritised throughout the year, however it needs to be recognised there remains a risk that completion by the end of a year may not be achieved.

Submission of Issues

Issues must be submitted via the Highway Improvement Request Form to the relevant parish/town council, which must give its support. For issues to be given consideration at the relevant meeting, parish/town councils must submit to Wiltshire Council no later than 14 days in advance of the advertised meeting date and must attend the meeting.

Previous guidance for CATGs encouraged a maximum of five active projects at any one time. This is no longer the case, as the LHFIG's priorities will be identified at the April meeting to allow the maximum delivery time.

The LHFIGs can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when a highways issue is raised with the Council for which other centrally held resource does not exist.

Funding

The funding allocation for each group is set out in the following table:

Area Board Name	2021/22 CATG Allocation (£'s)	2022/23 Highway Allocation (£'s)	2022/23 Wiltshire Council Allocation (£'s)	2022/23 LHFIG Allocation Total (£'s)
Bradford on Avon	10,382	10,382	10,382	20,764
Calne	12,396	12,396	12,396	24,792
Chippenham	17,403	17,403	17,403	34,806
Corsham	10,819	10,819	10,819	21,638
Devizes	15,984	15,984	15,984	31,968
Malmesbury	13,255	13,255	13,255	26,510
Marlborough	12,623	12,623	12,623	25,246
Melksham	12,169	12,169	12,169	24,338
Pewsey	13,356	13,356	13,356	26,712
RWB & Cricklade	15,093	15,093	15,093	30,186
Salisbury	14,180	14,180	14,180	28,360
South West Wilts	17,291	17,291	17,291	34,582
Southern Wilts	16,172	16,172	16,172	32,344
Stonehenge	16,803	16,803	16,803	33,606
Tidworth	11,085	11,085	11,085	22,170
Trowbridge	15,629	15,629	15,629	31,258
Warminster	14,905	14,905	14,905	29,812
Westbury	10,455	10,455	10,455	20,910
Total	250,000	250,000	250,000	500,000

At the end of the financial year uncommitted (where no commitment has been placed with a contractor for delivery) Integrated Transport Block (ITB) funding will be removed from the Groups and reallocated within the overall ITB budget. The table below provides an example of this.

Note: Allocations to projects which will take place in a subsequent financial year will only be acceptable where external circumstances do not permit delivery i.e., unable to obtain road space booking, or materials. Final decision on this will remain with the Cabinet Member.

Example

Area Board Name	2022/23 LHFIG Allocation Total (£'s)	2022/23 Expended (£'s)	To be reallocated 2023/24 (£'s)
Group A	20,124	19,675	449
Group B	24,930	21,589	3,341
Group C	36,174	35,666	508
Group D	21,902	21,852	50
Group E	31,502	24,697	6,804
Group F	26,720	25,157	1,563
Group G	27,230	22,587	4,643
Group H	26,450	24,699	1,751
Group I	24,674	18,621	6,053
Group J	28,410	27,958	452
Group K	29,516	27,234	2,282

Group L	34,158	33,201	957
Group M	27,352	26,547	805
Group N	35,462	34,308	1,154
Group O	23,514	25,685	-2,171
Group P	30,708	29,567	1,141
Group Q	30,452	24,685	5,767
Group R	20,640	19,819	821
Total	500,000	463,574	38,541

Commentary on example;

In this scenario, £38,541 would be included in the 2023/24 Integrated Transport Block.

Where a particular group exceed their budget allocation for a year, these funds will not be recouped from underspends from other groups, but the allocation the receive in a future will be deducted. In the example above Group O exceeded its allocation by £2,171 in 2022/23. In 2023/24 its allocation £23,514 would be reduced to £21,343.

Other points to note

There are many reasons why costs exceed the estimated value, including the consequences of weather conditions, additional traffic management and uncharted services and contractual price indices uplifts.

Groups are encouraged to continue to seek additional contributions from third parties towards schemes. Full discretion is given to the LHFIGs in terms of the level of third party funding, but it is suggested this is set at a minimum of 20%.

As the funding is classified as capital expenditure, it must be spent on items which result in a new asset to the Council i.e. something exists upon completion of the work. It *cannot* be used to fund activities which are routine, provide betterment to an individual / group or property, or provide a subsidy.

Responsibilities & Types of projects

The following table sets out the types of projects that can be funded through the groups, along with responsibilities of the various attendees to enable the meetings to function and priorities to be delivered. The list is not exhaustive and intended to be a guide, in addition are examples of projects which will not be considered for funding by the group.

Traffic Engineering Team	
Pedestrian Improvements	Substantive Improvements and New Footways Pedestrian Crossing Assessments and Crossing Installation
Cycle Improvements	New Cycle facilities Cycle Parking / storage Cycle Signing
Bus Infrastructure	New Shelters* Bus Boarder Kerbs Bus Stop Road Markings
Traffic Signing	New Traffic Signs Village Gateways
Road Markings	New Road Markings
Speed Limits	Assessments Implementation
Waiting / Parking restrictions	Assessments Implementation
Street Lighting	New installations
Traffic Management	General Traffic Management measures
Local Highways	
Pedestrian Improvements	Dropped Kerbs Improvement to existing footways
Bus Infrastructure	Replacement Shelters*
Traffic Signing	Replacement signs (inc posts) Street Name Plates Sockets & Posts for SID Equipment
Road Markings	Replacement & Minor alterations of existing markings
Rights of Way	
Footpaths	Stiles / Gates Surface Improvements (Council Maintainable paths only)
Drainage	
	Minor Improvements New Gullies
Community Engagement	
	Meeting Booking Venue Action Note recording
Sustainable Transport	
	Advice on Council Policies Local Cycling & Walking infrastructure Plan Highway Developments

*(Subject to agreement on future maintenance liability)

Note;

Footways (commonly referred to as pavements) abut the Highway (road)

Footpaths are routes which are defined as Public Rights of Way and cross land not classified as highway

Example of projects which cannot be funded include;

Routine Maintenance – Gully emptying, Ditch Clearing, Hedgerow cutting, pot hole repairs.

Service subsidy – Bus Services

Promotional Campaigns

SID Equipment

Improvements for Individuals and Properties

Weight Limit (Freight) assessments

Substantive bids

Some of the priorities identified by the groups will exceed their annual financial allocation.

To assist groups in delivering these types of projects, a dedicated, centrally allocated fund will continue to be available to help bridge the funding gap. This will be set at £250,000 for the year 2022/23. As outlined in the funding section, this may also be supplemented in future years by utilising any unspent allocation from across the 18 community areas. For example, if each group underspends by £1,000 in 2022/23, then the substantive allocation for 2023/24 could be £268,000 (£250k + (18 x £1,000)).

The rules associated with applying for funding will remain the same as in previous years i.e. that the cost of the project must exceed the annual allocation for the community area in which the bid is submitted. In addition to this criteria, groups submit a minimum contribution to the application equivalent to a third of their annual allocation.

The substantive bid submission deadline is the end of November each year. This will enable projects to be developed throughout the year and ensure accuracy of submissions (e.g. designs, costs etc), rather than speculative applications where minimal design activities have been undertaken. All applications will be assessed and ranked in accordance with the agreed protocol during the January to March period. Successful bids will then be allocated funding for the following April, to match the level of substantive budget. The outcome of the bid process will be subject to a Cabinet Member decision.

Substantive projects will then be delivered in the April to March period of the following year, so bids submitted by November 2022 and identified as successful will receive funding from the 2022/23 allocation, with delivery anticipated in 2023/24.

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