

# AGENDA

**Meeting:** Melksham Area Board  
**Place:** The Riverside Centre, Millennium Riverside Walk, Melksham, SN12 6LP  
**Date:** Wednesday 22 May 2024  
**Time:** 7.00 pm

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Including the Parishes of: Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Keevil, Great Hinton and Semington.

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

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

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Please direct any enquiries on this Agenda to Senior Democratic Services Officer - Ben Fielding. Direct line 01225 718224 or email [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

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

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## Wiltshire Councillors

Cllr Jonathon Seed, Melksham Without West & Rural  
Cllr Mike Sankey, Melksham East  
Cllr Phil Alford, Melksham Without North and Shurnhold  
Cllr Nick Holder, Bowerhill  
Cllr Jon Hubbard, Melksham South  
Cllr Jack Oatley, Melksham Forest

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## **Public Participation**

Please see the agenda list on following pages for details of the items for discussion. The Area Boards welcome public participation and the Chairman will try to ensure that everyone has the opportunity to participate where possible. To discuss matters not on the agenda, please contact the officer named on the front page, ahead of the 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](#).

Our privacy policy is found [here](#).

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

## **Area Board Officers**

Strategic Engagement & Partnerships Manager (SEPM) – Richard Rogers,  
[richard.rogers@wiltshire.gov.uk](mailto:richard.rogers@wiltshire.gov.uk)

Area Board Delivery Officer – Caroline LeQuesne, [caroline.lequesne@wiltshire.gov.uk](mailto:caroline.lequesne@wiltshire.gov.uk)

Senior Democratic Services Officer – Ben Fielding, [Benjamin.fielding@wiltshire.gov.uk](mailto:Benjamin.fielding@wiltshire.gov.uk)

	<b>Time</b>
<p>1     <b>Election of the Chairman</b> (<i>Pages 1 - 2</i>)</p> <p>To elect the Chairman of the Melksham Area Board for the forthcoming year.</p>	7.00pm
<p>2     <b>Election of the Vice-Chairman</b></p> <p>To elect the Vice-Chairman of Melksham Area Board for the forthcoming year.</p>	
<p>3     <b>Apologies for Absence</b></p> <p>To receive any apologies for absence.</p>	
<p>4     <b>Minutes</b> (<i>Pages 3 - 16</i>)</p> <p>To confirm the minutes of the meeting held on 6 March 2024.</p>	
<p>5     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6     <b>Chairman's Announcements</b> (<i>Pages 17 - 22</i>)</p> <p>To receive the following briefing notes through the Chairman:</p> <ul style="list-style-type: none"> <li>• Highways Matters Responses – 6 December 2023</li> <li>• Chief Executive of Wiltshire Council</li> </ul>	
<p>7     <b>Partner Updates</b> (<i>Pages 23 - 42</i>)</p> <p>To receive updates from any of the following partner organisations:</p> <ul style="list-style-type: none"> <li>• Community Conversations Team, Forest Melksham</li> <li>• Wiltshire Police</li> <li>• BSW Together (Integrated Care System)</li> <li>• Healthwatch Wiltshire</li> <li>• Community First</li> <li>• Town and Parish Councils</li> </ul>	7.05pm
<p>8     <b>Health in Melksham</b></p> <p>To receive updates relating to Health in Melksham from the following speakers:</p> <ul style="list-style-type: none"> <li>• Health Provision in Melksham</li> <li>• Spa Medical Centre – Roland Teare GP</li> <li>• Giffords Surgery – Dr Abby Burgess</li> </ul>	7.20pm

To receive an update on the new Family Hub Model from Carl Houghton (Spurgeons).

To receive an update from the Melksham Health & Wellbeing Group.

9 **Area Board End of Year Report** (*Pages 43 - 56*)

8.10pm

**Part I – Looking Back**

To receive the Area Board End of Year Report as well as to report on progress made in addressing the Area Board priorities selected for 2023/24:

- Children and young people – Cllr Jon Hubbard
- Community safety and transport – Cllr Mike Sankey
- Economy, environment, and deprivation – Cllr Phil Alford
- Older people; health and wellbeing – Cllr Jack Oatley
- Culture and sport – Cllr Jonathon Seed

**Part II – Looking Forward**

- To receive a summary of JSNA Survey Results.
- To highlight potential priorities for the Area Board to consider for 2024/25.
- To appoint Members as Lead representatives to Outside Bodies, the Melksham Health & Wellbeing Group and LHFIG (listed on Appendix A) and to note the Terms of Reference as set out in Appendix B.

10 **Local Highways and Footpath Improvement Group (LHFIG)**  
(*Pages 57 - 82*)

8.25pm

To note the minutes and consider any recommendations arising from the last LHFIG meeting held on 7 May 2024, as set out below and in the attached report.

**Recommendations:**

**To add the following Issues to the Priority Schemes List with funding (where indicated) Refer to APPENDIX 2**

- **Melksham Town / Melksham without / Semington village**  
- Allocate the sum of £4000.00 for the formal advertisement and implementation of parking controls (Waiting restrictions) at various agreed sites. 3rd Party contribution of 25% (£1,000) to be agreed with town / parish councils.
- **Keevil Kerbing works.** – Allocate sum of £10,010.00 with 25% contribution (£2502.50) from Keevil Parish council.

To discuss the LHFIG Local Contributions Review.

Further information on the LHFIG process can be found [here](#).

11 **Area Board Funding** (Pages 83 - 88)

8.30pm

To note the remaining budgets and to consider any applications for funding, as detailed in the attached report and summarised below:

**Remaining Budgets:**

Community Area Grant	Older & Vulnerable	Young People
£22,309.00	£7,700.00	£18,349.00

**Community Area Grants:**

Ref/Link	Grant Details	Amount Requested
<a href="#">ABG1731</a>	Melksham and District Historical Association - Melksham Historical Association Display Cabinets	£1,000
<a href="#">ABG1760</a>	Great Hinton Heritage Group - Great Hinton Heritage Group Display Materials	£484.52
<a href="#">ABG1764</a>	Bowerhill Baby and Toddler Group - Bowerhill Baby and Toddler group Outdoor Active	£500
<a href="#">ABG1774</a>	Great Hinton Indoor Bowls Club - Great Hinton Indoor Bowls Club	£500

**Older & Vulnerable Grants:**

Ref/Link	Grant Details	Amount Requested
<a href="#">ABG1769</a>	Avon Bowls Club - Avon Bowls Club Access Ramp	£333.99
<a href="#">ABG1788</a>	Our Time Project – Melksham Movement and Theatre Workshops for Elders	£3,000

Further information on the Area Board Grant system can be found [here](#).

12 **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

13 **Close**

To confirm the date of the next meeting of the Melksham Area Board as 4 September 2024.

9.00pm



## Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice chairman of an area board shall remain in post until their successors are appointed.



# MINUTES

**Meeting:** Melksham Area Board  
**Place:** Berryfield Village Hall, Telford Dr, Melksham SN12 6GF  
**Date:** 6 March 2024  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to: Senior Democratic Services Officer - Ben Fielding (Tel): 01225 718224 or (e-mail): [Benjamin.fielding@wiltshire.gov.uk](mailto:Benjamin.fielding@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jonathon Seed, Melksham Without West & Rural (Chairman)  
Cllr Mike Sankey, Melksham East (Vice-Chairman)  
Cllr Phil Alford, Melksham Without North and Shurnhold  
Cllr Nick Holder, Bowerhill  
Cllr Jon Hubbard, Melksham South  
Cllr Jack Oatley, Melksham Forest

### **Wiltshire Council Officers**

Richard Rogers, Strategic Engagement Partnerships Manager  
Caroline LeQuesne, Area Board Delivery Officer  
Dominic Argar, Assistant Multimedia Officer  
Ben Fielding, Senior Democratic Services Officer

### **Partners**

Inspector Andy Lemon, Wiltshire Police  
Sergeant Gemma Rutter, Wiltshire Police

**Total in attendance: 35**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
53	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Bridie Hanraads, (Community Conversations Worker in Melksham Forest).</p> <p>Cllr Nick Holder joined the meeting at a later point in the agenda.</p>
54	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 6 December 2023 were presented for consideration.</p> <p>The Chairman noted that he had been in contact with the Highways Team as the Area Board had not yet received written answers from the questions posed at the Highways Matters themed Area Board, which took place on 6 December.</p> <p>After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign as a true and correct record of the minutes of the meeting held on 6 December 2023.</b></p>
55	<p><u>Declarations of Interest</u></p> <p>The following declarations of disclosable interests were made during the meeting:</p> <ul style="list-style-type: none"> <li>• Cllr Jon Hubbard declared that he was Chair of Trustees of 4Youth so would therefore abstain from voting on the grant application for an Area Board initiative to hold an event at the Skate Park as this would likely be ran by 4Youth.</li> <li>• Cllr Jack Oatley declared that he was a of Trustee of 4Youth so would therefore abstain from voting on the grant application for an Area Board initiative to hold an event at the Skate Park as this would likely be ran by 4Youth.</li> <li>• Cllr Jon Hubbard declared that he was a trustee of the Riverside Centre so would therefore abstain from voting on the grant application submitted by the Riverside Centre.</li> <li>• Cllr Nick Holder declared that he had a family member working for Age UK so would therefore abstain from voting on the grant application submitted by Age UK.</li> </ul>
56	<p><u>Chairman's Announcements</u></p>

	<p>The Chairman drew attention to the following briefing notes within the agenda pack:</p> <ul style="list-style-type: none"> <li>• Local Nature Recovery Strategy Public Engagement</li> <li>• Wiltshire Best Kept Village Competition</li> <li>• Wiltshire Council’s Cultural Strategy 2023-2030</li> </ul> <p>The Chairman also provided the following verbal updates:</p> <ul style="list-style-type: none"> <li>• Melksham Tennis Club Update</li> </ul> <p>After many years of discussion, a new system for booking the use of the courts had been set up and would be centrally ran.</p> <ul style="list-style-type: none"> <li>• Strategic Planning Committee</li> </ul> <p>On 6 March 2024, the Chairman, Cllr Richard Wood (Melksham Without Parish Council) and others argued strongly against a planning application on Semington Road, which it was not felt was required or fit within the neighbourhood plan. The application was successfully rejected.</p>
57	<p><u>Partner Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b></li> </ul> <p>The Area Board noted written updates attached to the agenda. In addition, Inspector Andy Lemon and Sergeant Gemma Rutter provided a verbal update which covered the following points:</p> <ul style="list-style-type: none"> <li>• An overview for the local priorities in Melksham was provided, including the following areas: <ul style="list-style-type: none"> <li>○ Anti-social behaviour in Church Walk, Melksham – Work is being conducted with the local authority regarding a particular individual’s tenancy. Progress is being made, with enforcement patrols carrying on.</li> <li>○ Bail checks, Melksham – There are currently 3 youths on bail for offences in Melksham. Work has been conducted with partner agencies to engage with the youths, but this has been unsuccessful due to a lack of engagement from the youths. The individuals are now subject to being on a tag and will be pursued through the courts.</li> <li>○ Semington Bus Gate, Melksham – Patrols have been stepped up on the bus gate following community complaints. The police have been turning away cars, but this will eventually escalate to enforcement.</li> <li>○ Keevil, Melksham – Patrols have been conducted for fly tipping in the area, with their set to be activity in this area in conjunction with the local authority and trading standards.</li> </ul> </li> </ul>

- Detail was provided relating to year-on-year crime stats for Melksham including the following key points:
  - Violence is down from 2023, improving safer spaces in Melksham.
  - Criminal damage is being kept down.
  - Vehicle crime spiked in February; however this was the result of one incident in Bowerhill where 21 cars were broken into in one night by an individual.
  - Drug offending remains low and theft offending has declined in February 2024.
  - Burglary has shown as increase due to the three regular youth offenders.
- Detail was provided regarding what work is being conducted regarding Melksham Traffic, with the report referencing successful speed enforcement incidents.
- The direction of work for the next three months was outlined, with it noted that there was a new model for community response and that the police now had two new mobile police stations.

After the verbal update, there was time for the following questions and points to be made:

- Cllr Mike Sankey publicly thanked the police team for their work, particularly with the work conducted on the Semington bus gate as traffic survey results had been staggering; therefore, it was important that action had been taken.
- Inspector Lemon and Sergeant Rutter stated that if parish councils desired the police to attend their meetings, they could approach them and ask for their attendance. Cllr Seed expressed that this gives a great feeling of police involvement in the community and is appreciated.
- Sergeant Rutter stated that a plan was being developed that would eventually lead to the creation of a monthly online meeting for parish councils to attend. This meeting would be online to encourage easy access, with invites set to be sent to clerks in due course. The possibility of having a separate meeting for organisations such as the Cricket Club was discussed.
- Inspector Lemon drew attention to a Facebook live event, which took place in January with another set to take place in May as an opportunity for the public to present any concerns. Work has since been conducted from the information provided in January.
- The Chairman thanked the police for their attendance and noted that the service provided had completely changed in a positive way from a year ago.

- **BSW Together (Integrated Care System)**

The Area Board noted a written update attached to the agenda.

- **Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

	<ul style="list-style-type: none"> <li>• <b>Community First</b></li> </ul> <p>The Area Board noted a written update attached to the agenda.</p>
58	<p><u>Melksham House Update</u></p> <p>The Area Board received an update on Melksham House from Cllr Phil Alford (Cabinet Member for Housing, Strategic Assets and Asset Transfer). The update covered the following matters:</p> <ul style="list-style-type: none"> <li>• The Chairman noted that earlier in the evening Members of the Area Board had been provided with a walk around the almost finished Melksham House, with thanks provided to officers involved. It was expressed that an excellent facility had been created in the space.</li> <li>• It was noted that the journey of Melksham House had been a long one, with it noted that as part of the campus programme there had been a requirement to bring back the Grade 2 listed building to a zero-carbon standard.</li> <li>• The use of the building had been undecided for a while; however, it had since been decided that the building would be used as an SEMH (Social, Emotional &amp; Mental Health) school for children.</li> <li>• It was hoped that the school would be up and running in September, with a procurement process now in place to identify an organisation to provide the special education facility.</li> <li>• As part of the agreement, the building would be leased, with it desirable that the hall be made available to the public, out of school hours.</li> <li>• Cllr Alford noted that the building had now moved out of his Cabinet portfolio and into that of procurement and education.</li> </ul>
59	<p><u>What does new data tell us about Melksham Community Area?</u></p> <p>The Area Board received a presentation from Richard Rogers (Strategic Engagement Partnerships Manager). The presentation covered the following matters:</p> <ul style="list-style-type: none"> <li>• Once a year the Area Board renews its local priorities, with this next set to be done in May. One of the ways in which this is done is to consider local data available, to assess what areas are doing well and not so well.</li> <li>• A significant part of this data is the Joint Strategic Needs Assessment (JSNA) and Community Area Joint Strategic Needs Assessment (CAJSNA), which is a collection of data captured from Wiltshire Council services and partner organisations. This data is then formatted so that residents can understand it.</li> <li>• The last JSNA was completed in 2020 and is completed every 4 years. In 2020 Covid heavily affected the data.</li> <li>• An interim health and wellbeing recovery JSNA was completed in 2022 to recognise the affect which Covid had had on people and the economy, with the following three priorities identified from this:</li> </ul>

- Ageing Population
- Mental and emotional wellbeing
- Cost of living
- It was outlined that the data could be accessed via the following website: [Wiltshire Intelligence - Bringing Evidence Together](#)
- It was stressed that data is not always entirely accurate, can go out of date and can be affected by significant events such as Covid.
- Statistics were provided from the following areas including:
  - Young People and Children
  - Environment and Transport
  - Cost of living
- Reference was drawn to a QR code included within the presentation, which was for a survey, in which the results would be brought back to the next Area Board meeting to help decide the priorities.
- It was agreed that paper copies of the survey would be placed in the library.

After the presentation, there was time for a discussion of the following questions:

**Given the data, what do you think are the most important challenges for the Melksham community area?**

- The number of children self-harming and admitted to hospital was higher in Melksham than the Wiltshire average, this should be an area for consideration. Considerations could include what the root causes are and what can be done to help young people.
- One aspect identified within the data was the use of cars, which links into the lack of new employment land within the Melksham area, with all land being converted into housing there is no new employment land, causing people to commute.
- It was noted that Members had spoken to the Leader and Cabinet Members to obtain more employment land for Melksham with there being a number of businesses who would like to work operate in Melksham.
- Cllr Holder noted that this frustration was shared with employers and that there is a level of reliance on council tax to fund Wiltshire Council revenue, with 85% of all revenue spent funded from resident council tax. It was stated that the land south towards the railway line was already under auction for housing development, however Wiltshire Council had significantly invested in the land north of Lackham off of the A350. It was also explained that local landowners and farmers are taking out options for housing, with developers willing to wait on this option for 20-25 years.
- The issue of youth employment was also mentioned, for those struggling in education leaving with base qualifications with very few apprenticeships available.

	<ul style="list-style-type: none"> <li>• The need to understand the narrative of the data was stressed, with it questioned whether the data might have been skewed, with the significant amount of temporary accommodation in Melksham cited.</li> </ul> <p><b>Where do you think we as the community can make the most difference?</b></p> <ul style="list-style-type: none"> <li>• Obesity was cited as a problem, with it noted that previously the Area Board had funded the Healthy Schools Project, which could be considered again.</li> <li>• It was noted that the Health and Wellbeing Group would look at the data and consider where to focus their effort. Mental Health had been identified as one area, with data for this area being considered regularly. The Area Board would consider the data for their priorities and then decide where to focus efforts to tackle those areas with high statistics.</li> <li>• It was stressed that community groups should look at the data to consider how they might be contributing towards positive action.</li> <li>• Regarding obesity, it was suggested that the Melksham Campus often had limited sessions which were hard to book and whether something could be done with specific health sessions for young people. It was suggested that conversations with the Campus manager would continue.</li> <li>• In April a new children’s service delivery would begin across the county and in Melksham with Spurgeons moving into the Campus, which would have a remit of being a new family and children’s hub. This remit would involve working with children from minus 9 months to 19 years in order to provide a holistic approach.</li> <li>• The investment from Wiltshire Council into Melksham was referenced, with examples of the Campus and Skate Park cited. The football and rugby clubs were also cited as being a long-lasting legacy, with a keen interest in providing for youth teams.</li> <li>• It was suggested that the difficulty of booking sessions at the Campus was indicative of people using and valuing it however if there was a slicker way of operating then this should be considered.</li> </ul>
60	<p><u>Area Board Funding</u></p> <p>The Chairman informed the Area Board of the opening balances for grant funding. The Area Board considered the following applications for funding:</p> <p><b><u>Area Board Initiatives:</u></b></p> <p>Melksham Area Board – £500 towards Skate event at Melksham skate park.</p> <p><b><u>Decision</u></b></p> <p><b>Melksham Area Board was awarded £500 towards Skate event at Melksham skate park.</b></p>

*Cllr Jon Hubbard and Cllr Jack Oatley abstained from voting on this application.*

**Moved – Cllr Phil Alford  
Seconded – Cllr Nick Holder**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

**Community Area Grants:**

Riverside Centre - £3,425 towards Acoustic Sound Project.

**Decision**

**Riverside Centre was awarded £2,925 towards Acoustic Sound Project of with £225 taken from Older and Vulnerable People funding pot.**

*Cllr Jon Hubbard abstained from voting on this application.*

**Moved – Cllr Phil Alford  
Seconded – Cllr Mike Sankey**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

Bowerhill Baby and Toddler Group - £980.49 towards BBTG New Racking Storage System and 2 X Water Trays.

**Decision**

**Bowerhill Baby and Toddler Group was awarded £980.49 towards BBTG New Racking Storage System and 2 X Water Trays.**

**Moved – Cllr Jon Hubbard  
Seconded – Cllr Nick Holder**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

Shaw and Whitley Community Hub - £5,000 towards Whitley Stores Community Shop.

**Decision**

**Shaw and Whitley Community Hub was awarded £4,000 towards Whitley Stores Community Shop.**

**Moved – Cllr Phil Alford  
Seconded – Cllr Mike Sankey**

**Reason** – *The application met the Community Area Grants Criteria 2023/24.*

Melksham Cricket Club - £5,000 towards Extension to outdoor space for spectators and community.

**Decision**

**Melksham Cricket Club was awarded £3,626.99 towards Extension to outdoor space for spectators and community from the Community Area Grants funding pot and £1,373.01 from the Youth Grant funding pot.**

**Moved – Cllr Phil Alford  
Seconded – Cllr Jon Hubbard**

**Reason** – *The application met the Community Area Grants Criteria 2023/24.*

Berryfield Village Hall Trust - £5,000 towards Berryfield Village Hall Air Conditioning.

**Decision**

**Berryfield Village Hall Trust was awarded £3,725.22 towards Berryfield Village Hall Air Conditioning.**

**Moved – Cllr Phil Alford  
Seconded – Cllr Mike Sankey**

**Reason** – *The application met the Community Area Grants Criteria 2023/24.*

Bowerhill Village Hall Trust - £4,000 towards Bowerhill Village Hall replacement kitchen.

**Decision**

**Bowerhill Village Hall Trust was awarded £3,551.12 towards Bowerhill Village Hall replacement kitchen.**

**Moved – Cllr Phil Alford  
Seconded – Cllr Mike Sankey**

**Reason** – *The application met the Community Area Grants Criteria 2023/24.*

**Older & Vulnerable Grants:**

Arts Together - £2,500 towards Arts Together Projects for Isolated and Vulnerable Older People in Melksham.

**Decision**

**Arts Together was awarded £2,500 towards Arts Together Projects for Isolated and Vulnerable Older People in Melksham.**

**Moved – Cllr Jack Oatley  
Seconded – Cllr Jonathon Seed**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

Age UK Wiltshire - £2,500 towards Melksham Information and Advice for Older People.

**Decision**

*Cllr Nick Holder abstained from voting on this application.*

**Age UK Wiltshire was awarded £2,500 towards Melksham Information and Advice for Older People.**

**Moved – Cllr Jack Oatley  
Seconded – Cllr Jon Hubbard**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

**Youth Grants:**

Melksham Cricket Club - £2,170 towards Youth Cricket Equipment.

**Decision**

**Melksham Cricket Club was awarded £2,170 towards Youth Cricket Equipment.**

**Moved – Cllr Jon Hubbard  
Seconded – Cllr Nick Holder**

**Reason – The application met the Community Area Grants Criteria 2023/24.**

Afc Melksham - £500 towards Afc Melksham Disabled youth football coaching.

**Decision**

**Afc Melksham was awarded £500 towards Afc Melksham Disabled youth football coaching.**

**Moved – Cllr Jon Hubbard  
Seconded – Cllr Phil Alford**

	<p><b><u>Reason</u> – The application met the Community Area Grants Criteria 2023/24.</b></p> <p>Saxon Group Riding for the Disabled Association - £1,050 towards Saxon Group RDA Engagement Melksham.</p> <p><b><u>Decision</u></b></p> <p><b>Saxon Group Riding for the Disabled Association was awarded £1,050 towards Saxon Group RDA Engagement Melksham.</b></p> <p><b>Moved – Cllr Phil Alford</b>  <b>Seconded – Cllr Jack Oatley</b></p> <p><b><u>Reason</u> – The application met the Community Area Grants Criteria 2023/24.</b></p> <p>The Steeple Ashton Recreation and Community Development Group - £950.43 towards Steeple Ashton St Marys playing field development Football.</p> <p><b><u>Decision</u></b></p> <p><b>The Steeple Ashton Recreation and Community Development Group was awarded £950.43 towards Steeple Ashton St Marys playing field development Football.</b></p> <p><b>Moved – Cllr Jonathon Seed</b>  <b>Seconded – Cllr Phil Alford</b></p> <p><b><u>Reason</u> – The application met the Community Area Grants Criteria 2023/24.</b></p>
61	<p><b><u>Local Highways and Footways Improvement Group (LHFIG)</u></b></p> <p>Cllr Mike Sankey introduced the minutes and recommendations from the LHFIG meeting held on 8 February 2024. A discussion took place on the following items:</p> <p><b>LHFIG Local Contributions Review</b></p> <p>Cllr Sankey stated that he would like to reaffirm the contribution levels for LHFIG projects on the reasoning that he was happy to use his discretion to a point but would prefer for expected contributions to be in black and white. Cllr Sankey also cited other reasons for the suggestion, including that he represented Melksham East, who came under the jurisdiction of Melksham Town Council, who had to make a larger contribution to projects and that it was difficult to argue that contributions should be equal amongst all parishes.</p> <p>Cllr Seed noted that the LHFIG had been successfully ran for a number of years with it possible for contributions to be moved away if there was a particular reason to do so. Furthermore, that flexibility would enable a greater chance of</p>

getting work done and that it was suggested that the figures be left as they are.

Cllr Hubbard stated that at the last CATG meeting, a Highways Officer had stated that it was the policy of the Melksham Area Board, that if a project was submitted by the Town Council or Melksham Without Parish Council, then they would have to cover 50% of the cost of any project and that any smaller parish would have to pay 33% towards the cost of any project.

It was agreed that the minutes of this meeting would be found for clarity on the issue and brought back to the next Area Board meeting for further discussion.

### **Public and press participation in LHFIG and Health and Wellbeing Groups**

Cllr Sankey stated that it had occurred to him that the LHFIG and Health and Wellbeing Group were meetings of the Area Board and should therefore be advertised as other meetings are as well as being open to the press and public.

The Strategic Engagement Partnerships Manager clarified that the notes and minutes of the meetings are available to the public, however there is a membership agreed to both groups once a year. It is therefore at the discretion of the groups to invite additional attendees along, should they be of assistance to the meetings.

After which, it was;

### **Resolved:**

**The minutes of the Local Highways and Footway Improvement Group meeting held on 18 January 2024 were agreed as a correct record as well as approving the following spending recommendations within:**

**To add the following Issues to the Priority Schemes List with funding (where indicated):**

- **No issue # - Adhoc road markings in Melksham Community Area – (Cost £3500.00, no 3rd party funding)**
- **Issue 9-23-10 - B3353 Corsham Road - Advance Advisory Weight limit signs x 2 on the. (Cost £1,000.00, MWPC 50%)**
- **Issue 9-23-13 – Sandpits Lane Steeple Ashton- Provision of new steps and hardstanding from Kissing gate. (Cost £2,640.00, SAPC 25%)**
- **Issue 9-23-17 – Market Place, Melksham x 2, Mitchell Drive Bowerhill x 1. Provision of new RTP1 units. (No LHFIG funding)**
- **Issue 9-24-01 - Main Street, Great Hinton / Keevil - Provision of single-track toad signs x 2 and temporary signs x 2. (Cost £780.00. Gt Hinton PC)**
- **Issue 9-24-02 – Westbury View / Primrose Drive Footbridge – Provision of high friction surface at footbridge (Cost £4,500.00. Melksham TC 50%)**

	<ul style="list-style-type: none"> <li>• <b>Issue 9-23-4 – Semington Bus gate - Relocation of ANPR camera for enforcement. Set up cost and 1st year maintenance. (Cost £12,500.00. Semington PC 25%, TBC) Note - All costs are to be confirmed before implementation is agreed.</b></li> <li>• <b>Issue 9-24-05 – Keevil Kissing gates x 2. – Provision of 2no. kissing gates supplied and installed by WC Countryside team (Cost £955.00, Keevil PC 25%)</b></li> <li>• <b>No issue # - Provision of retention socket and post for new SID location in Steeple Ashton. (Cost £400, no 3rd Party Contribution)</b></li> </ul>
62	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
63	<p><u>Future Meeting Dates</u></p> <p>The date of the next meeting was confirmed as 22 May 2024.</p>

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**MELKSHAM  
HIGHWAY MATTERS QUESTIONS  
6th December 2023**

**The whole length of the A3102 from Melksham to Junction 16 of the M4 has been identified as a route for safety improvements. Funding has been provided by the Department for Transport to enable works to be undertaken.**

A web page on the Council website is to be added shortly that will provide full details of the scheme.

**What plans are there to re-surface the A365 at the area where it meets the roundabout and junction with Falcon Way. This is a very heavy traffic route, and the surface is badly degraded.**

Features on the 2024/25 program of works

**The TransWilts Community Rail Partnership was founded by community members in Melksham over a decade ago and has been instrumental in helping build passenger journey numbers up from 3,000 to 75,000 per annum, with projections of over 250,000 on an appropriate hourly service which in addition will bring better transport links from Trowbridge and Westbury to Chippenham and Swindon. A huge success story, and a massively important transport artery into the future that's reflected by Wiltshire Council's local plan and the joint Melksham Neighbourhood plan. Thank you to Wiltshire Council and Great Western Railway for being so supportive. However, I am worried about Community Rail and the service into the future. With the passing of the only remaining director based in Melksham, with the departure of the managing director, and with the closure of their Melksham Hub Cafe, the TransWilts Community Rail Partnership has become uncoupled from the communities along the line. There isn't a single director left living in any of our towns or to be seen using the service. With five out of seven TransWilts directors now being past, present or wannabe conservative Wiltshire Councillors, could the Director of Highways and Transport tell us what the council's plans are for the future of the TransWilts Community Rail Partnership? Are you looking to re-invigorate the community element to include the current and future user community?**

The Council is very much aware of the value of the CRP and its achievements, and we continue to offer financial support towards its activities. We will do our best to encourage increased community participation, however we have no current plans to intervene directly.

## **A350**

**What view will Wiltshire Council take for the future of the A350, if it is not supported for funding by the Government? Given the Council's concern about congestion, if it is not funded, will Wiltshire defer housing development in the Melksham Neighbourhood Area until it is?**

The Council's policy is to continue selectively improving the A350, at the same time encouraging the Department for Transport to take forward National Highways' recommendations for improving North South Connectivity. We hope to learn more early in the new year.

**The increased numbers of houses and other development in the area will increase traffic flows on the A350 in coming years. This is clearly stated in the documents accompanying the recent consultation on the Melksham bypass. We already see a number of accidents occurring on the uncontrolled junctions emerging onto the A350 from Ashton Common and Great Hinton; the most recent a major incident involving a minibus full of children. What do Wiltshire Council propose to**

**do to improve the safety of these junctions both for current traffic volumes and especially for the higher volumes in future, and when will this happen?**

Collisions resulting in personal injury are monitored across the whole Wiltshire road network. Collision history forms the basis of the annual safety schemes programme that seeks to design and introduce engineering measure to prevent further collisions from taking place. The junctions mentioned are not yet at a point that intervention is justified but they will continue to be monitored.

**The Local Plan proposes a new Country Park on land at Paxcroft Farm. This will be attractive to residents living in villages on the east side of the A350 (ie Ashton Common, Keevil, Steeple Ashton etc.). The plan as currently described does not indicate any safe pedestrian access to the park from the east, without having to cross the A350. The park could form a good traffic free connection from the villages to Trowbridge and Melksham as it connects to the new Semington cycle route at Hilperton. Would Wiltshire Council consider installing a bridge or underpass on the A350 to provide this connection to the new park?**

There are no plans to build a grade separated crossing over the A350. That said, the allocation is at concept stage - detailed matters relating to access/parking etc will be dealt with at a later stage.

**How will we deal with excess traffic from A350 onto a small road running parallel to A350, being used as a rat run, proving difficult to get a SID, quite off-putting. Existing 30mph speed limit arguably unsafe as is?**

Strategic priority for A350 have been developing an M4-to-South-Coast strategy, moving slowly but does propose investment. Involves significant national investment, bodes well long-term. Disappointing to see BANES' freight management strategy negatively impacting on Wiltshire so much. Important for Wiltshire to understand that A350 will continue to be a freight route and occasional diversions through neighbouring villages necessary, process for speed limit review done through LHFIFG. Metro count usually the first step, SID can have significant impact on bringing slightly-above-limit speeds down, 20mph limit or zone also may be feasible. Cleveland Bridge now open again with 18 tonne weight limit, should help.

### Gullies

**A )Steeple Ashton has a central area prone to flooding after heavy rainfall events. The Council has agreed that the highway drains should be cleared out annually on a priority basis. This was last done in September 2022 and, despite reports of gullies backing up, we have not seen any clear indication of a date for this work to be carried out this year. What does our community have to do to get Wiltshire Council to undertake this preventative maintenance work on an annual basis?**

a) While we do work to a program this can be delayed by extreme weather conditions.

**b) Weeds and gutter blockages are getting worse. Is Wiltshire Council planning to tackle this more? How can the Parish Councils help?**

b) Consideration of possible solutions is currently underway, Mechanical removal via sweepers is an option and or use of herbicide offers benefits.

**During last winter our community lived for many months with disruption and road works on Common Hill due to drainage issues. We now see the lower part of this same drain blocked and surface water is overflowing onto the road. This will turn to ice once the really cold weather hits, creating a serious hazard at the junction with Ashton Road. Once again we are unable to get a**

**commitment from Wiltshire Council highways team as to when this will be further surveyed, let alone actually repaired. what is it that we have to do to get these issues addressed?**

Works were undertaken over the summer to address this issue but additional measures have been identified and our programmed in to be undertaken prior to Christmas.

### **Speed**

**a) There are a number of local villages which have recently adopted 20mph speed limits (Edington and Bratton for instance). What is the criteria for these limits to be considered?**

a) The Council has an adopted Policy on 20mph restrictions. The primary requirement is that existing vehicle speeds must be 24mph or lower. This accords with Department for Transport advice. Requests for a review to establish if a 20mph restriction can be introduced is done through the LHFIFG.

**b) Speed mitigation measures are expensive; what options do Parish Councils have to pay for these when they have very little funds of their own to spare? Match funding only works when you have the funds to match with.**

b) The Parish Council could raise additional funds by raising their precept. Many Council's across the County have done this.

**As a general comment, the highways team do not make enough effort to liaise with local communities to advise them of upcoming works nor pro-actively engage over issues such as those highlighted by questions 3 and 4 above. We seem to be left with having to monitor the works map on One Network to get any indication of what might be about to happen in our community. Each parish has a clerk, is it not possible for the highways team to get in touch when works are planned, our give a monthly update regarding works which are in the pipeline in a given community.**

The Highways teams do not have enough resource to engage with all 253 Parish Councils on a monthly basis. One Network is the platform used to record all road works including works being undertaken by utility companies and other parties and provides a comprehensive overview of planned activities and works taking place.

### **Semington**

**The conversion of Byway [SEMI 9A / HILP 21 / HILP 22] into a 60mph road for cars and vans. Prior to the decision to incorporate this Byway into a new cycle route between Trowbridge and Melksham it was regularly used by villagers on foot, horseback and cycles. The surface of the Byway was so rough that it was safe to use in these ways because no motor traffic, other than farm and telecoms vehicles, could sensibly contemplate doing so. The fact that the national speed limit applied was of no practical consequence. Now, thanks to the extensive 'improvements', the track is perfectly suitable for fast cars, white vans and road bikes, and the 60mph speed limit now has serious implications. Local knowledge reveals that one outcome of this is that the number of villagers using the Byway has been severely reduced. Another is that those who still do use the Byway do so at considerable personal risk. There have been two safety audits. The first has been characterised as a farce, and certainly not all of the concerns raised by villagers were acted on. The outcomes of the second are awaited, and we shall be interested to see what this says, particularly about the potentially very serious crash that took place on the HILP 21 section. Both audits have been characterised by disdain towards the village from the highways team responsible. Despite several offers by the Parish Council to help inform the conversion process, we were rebuffed. It**

**was clearly something that was being done to us, rather than with us. This applied to the safety audits as well. We think that the status quo is completely untenable for two reasons: because of the inherent dangers in what Highways has created, and, ironically enough, because of the harm done to village recreation opportunities. The Parish Council's favoured solution to this problem is to convert the Byway into a Restricted Byway, with vehicle traffic only being allowed for agricultural and telecoms use. We should like to see bollards or barriers erected at the three entrances to the cycleway with permitted users being given access keys or codes. We do not think that this is controversial, but it is clearly not straightforward. As such, we want a senior officer in Wiltshire Council to take responsibility for carrying it out, rather than leaving the two parish councils to navigate the myriad of departments and bureaucratic obstacles that exist. We think that this is the very least you can do seeing what a mess Highways has made of the whole thing.**

A series of independent road safety audits have been undertaken on the Hilperton to Semington cycle route. The most recent being a Stage 4 audit, which is undertaken 12 months after implementation and includes a review of collision data as well as site visits by the audit team. This audit has not raised any concern regarding the surfacing used on the byway or the mixed-use aspect of the route. The audit notes a collision occurred on the byway between Whaddon Lane and the A361 in August 2023, resulting in serious injury. The auditors review finds that the scheme construction was not a contributory factor to this collision. Active Travel England inspectors undertook an audit of the whole route, including the byway section, and outlined their findings in a report to Wiltshire Council. This inspection of the route did not raise any concerns about the mixed-use status of the byway or the surfacing used. The surface treatment used was chosen to adhere to the specification set by the Countryside Agency and Sustrans for mixed use byways such as this that are subject to use by farm vehicles, cyclists, pedestrians, and equestrians. Data collection has shown a slight increase in vehicle movements on the byways between 2022 and 2023 however cycle and pedestrian use has increased following scheme implementation.

#### **Old A350**

##### **a) The failure to prevent motor traffic using the old A350 road as a short-cut**

**When the Semington bypass was constructed a 'bus gate' was erected on the old road adjacent to the police station. The purpose of this was to prevent Semington village being used as a short-cut thereby negating the point of creating a bypass. Although it is Semington village that is mostly affected by the traffic, the gate lies within Melksham Without. Only cycles, buses and emergency vehicles are allowed to transit through the gate along with four named legacy users. There have been unsuccessful attempts to have the gate moved nearer the village. Despite periodic attempts by the Parish Council and the Police to deter usage, there is evidence that, although most people in the village stick to the rules, not all do; and there is evidence also that some local businesses regularly flout the rules. We understand that the police are currently carrying out spot checks on illegal usage, that the ground around it has been re-marked, and that the gate is now routinely closed with a new lock. A metro count check is scheduled for January. The Parish Council would like to see an appropriate solution found to this long-standing problem of misuse and asks that a senior Highways officer takes the lead in ensuring that this is achieved before the end of 2024.**

a) The concern is noted, and the matter remains under review. The Police are of course ideally placed to have firsthand knowledge and be able to respond to any evidence of a significant breach of the restrictions.

##### **b) Parking along the old A350**

The Parish Council is aware of concerns from residents on the old A350 who live on the Melksham Without side of the canal bridge about careless parking near the bridge that restricts access to their properties. We are concerned that a solution to this might be found which merely serves to shift the parking to the Semington side of the bridge whereby affecting even more properties. We do not want this to happen. We want Highways to take all the housing into account when these issues are addressed, and to fully involve all residents and both parish councils before a response is agreed.

The request for consideration of any change to be viewed in the wider context is noted.

**The suitability of narrow side roads within the village for carrying further housing development**

Over the last 10 years, Semington has been subject to persistent speculative (off-plan) housing proposals because of the lack of a 5-year HLS. Some of these have been successful resulting in additional traffic using the village side roads [St George's Road / Pound Lane / Church Street]. One common feature of all these applications is that Highways have never raised any objections. It is fair to say that villagers are puzzled by this as, from their point of view, these side roads are narrow, already busy and usually congested; this is particularly true of Pound Lane which carries daily farm traffic and is the location of the village primary school and the preferred parking place of a number of canal boaters. It is considered by residents to be dangerous. The Parish Council would like to understand the methodology used by Highways in coming to its judgements, and requests that a senior Highways office come to a Parish Council meeting to brief the village. The Council is particularly interested in how many houses might be built along these roads before Highways would object.

Agreed

The deteriorating state of the roads and pavements in the village. In common, no doubt, with many another village in the county, the surfaces of parts of our roads and pavements are in a poor and deteriorating state, and we are concerned that unless remedial action is taken now, the problem will become worse and more expensive to fix. The Parish Council would like Highways to survey the village roads and pavements to assess the state of disrepair and come up with a plan for fixing obvious problems. We appreciate that there may well be a queue for doing this.

The council does have a forward plan of strategic maintenance this can be found on our website: <https://www.wiltshire.gov.uk/highways-asset-management>

Intervention levels for highway defects are found within our Highway Inspection Manual that can be found on our Web Site:

[https://www.wiltshire.gov.uk/media/1360/Highway-inspection-manual/pdf/Wiltshire\\_Highways\\_Safety\\_Inspection\\_Manual\\_September\\_2018.pdf?m=1601049759780](https://www.wiltshire.gov.uk/media/1360/Highway-inspection-manual/pdf/Wiltshire_Highways_Safety_Inspection_Manual_September_2018.pdf?m=1601049759780)

The Council undertakes scheduled inspections on a regular basis to identify defects

### **Parish steward**

Melksham Without Parish Council currently have a Parish Steward 3 days a month and engage fully with the scheme. As we are such a large rural area, the Parish Council ask if we could have a Parish Steward allocated to the parish for more days every month.

The demand for the services of the Parish Steward are high while we will consider the request it needs to be viewed in the context that the Steward is a finite resource.

### **Public transport**

**Public transport situation has improved significantly recently, no longer such an outlier compared to other counties. Bus to train and train to bus links need to improve, connectivity not up to scratch. Encouraged further integration between trains and buses. 271, 272 and 273 all go across the top of Station Approach. In new housing areas, buses do not go to the station. Benham House arguably walking distance.**

hoping for more demand-responsive transport and bus-train integration. Increased frequency of services. LCWIP – live consultation, local knowledge valued. Grant from DEFRA means another demand-responsive transport service seems possible.

applauds sentiment regarding inter-modal transport perhaps too critical though given that several buses stop within minutes of the station, more important to ensure timetables line up rather than getting the buses to stop in the station forecourt.

### **Planning**

**What does it take for Highways to actually object to a planning application? They've not objected to a single application in recent times.**

Highways can only object on policy grounds based on hard evidence.

### **Signage**

**Horse riders around Redstocks and Devizes Road, requested caution signs for horse riders, Royal Society funding agreed, stumbling block at Wiltshire Council end.**

Incident that prompted it involved a fatality, need to wait for coroner's report. Expectation for more widespread measures to be recommended by coroner.

### **Parking**

**National government funding devolved to local authorities to address pavement parking.**

Double yellow parking a Wiltshire Council issue, pavement parking a Wiltshire Police issue. Parking restrictions might help but that's an LHFIF measure. No plans for Wiltshire Council to ban pavement parking, legislation already there, enforcement the problem.



**MELKSHAM NEIGHBOURHOOD TEAM REPORT AREA BOARD REPORT MAY 2024**

Author-SGT 2315 RUTTER

**WILTSHIRE POLICE**

Keeping Wiltshire Safe



# Meet Your Neighbourhood Policing Team

Each Team member looks after the Town areas as well as a number of Villages and rural areas.

**PCs COOMBS and HOLDSWORTH share responsibility for Bowerhill and Berryfield.**



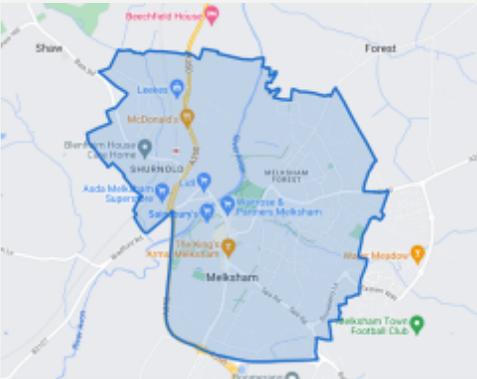
**PC Ben Coombs**

Sandridge  
Redstocks  
Broughton Gifford  
Norrington Common  
Atworth  
Shaw  
Whitley  
Beanacre  
Forrest



**PC Elliott Holdsworth**

Steeple Ashton  
Keevil  
Bulkington  
Poulshot  
Inmarsh  
Seend  
The Stocks  
Semington  
Seend Cleeve



**PCSO  
WALTERS-  
Melksham  
South**



**PCSO  
GRIFFIN-  
Melksham  
Town**



**PCSO  
DYBOWSKA-  
Melksham  
South**



**Inspector Andy Lemon**



**Sergeant Gemma Rutter**

# Melksham NPT in the Community

For the month of April we have carried out:

- 18 community engagements
- 44 school engagements
- 1 Shoplifting day of action
- Priority patrols
- 1 drug warrant
- 1 warrant in the planning stages
- 8 engagements with the mobile police station
- 1 Community Day of action
- 4 new vulnerable person referral
- 1 premises visit with Trading Standards
- 1 court attendance which saw two suspects for stabbing in Melksham sentenced- NPT SGT RUTTER attended and managed initial scene and attended court.
- 68 intelligence reports submitted

**Melksham Police**  
11 Apr · G

Today Police Officers and Police Community Support Officers from the Trowbridge Neighbourhood Team have been out in the mobile Police station. We were in two locations- Hilperton and Melksham to engage with members of the community.

The locations and times are advertised on our pages in advance, so keep a look out for future dates and locations we will be in.



**Melksham Police**  
23 Apr · G

Melksham, Bradford on Avon and Trowbridge NPT are out and about in our mobile police station today- come along and say hello!

Sgt Rutter, PC Dentry and PCSO Piper are currently at The Farmhouse Inn in Southwick until 1230hrs.

The team will then go to Steeple Ashton Village Shop between 1pm and 2pm before heading off to Keevil High Street between 2-30pm and 3-30pm



**Melksham Police**  
10 Apr · G

PC Rolph, PC Holdsworth and PCSO Dybavska had a lovely visit to Seend Playgroup today.

We discussed our role in the community and the children thoroughly enjoyed a tour of the van and our road side equipment, especially the siren and the lights.

If a visit at your school or nursery interests you please email [TrowbridgeAreaCP1@wiltshire.police.uk](mailto:TrowbridgeAreaCP1@wiltshire.police.uk)

#MelkshamNPT #FourForceOutArea



# Crime Data Melksham Jan- March

Crime	2023	2024	Increase/Decrease	% Increase Decrease
Violence	210	190	-20	-9.5%
Burglary	25	30	+5	+20.0%
Criminal Damage	50	54	+4	+8.0%
Robbery	2	0	-2	-100%
Drugs	13	8	-5	-38.4%
Vehicle Crime	28	35	+7	+25.0%
Theft	116	63	-53	-45.6%
Possession of Weapons	6	2	-4	-66.6%
Public Order Offences	27	28	+1	+3.7%
Sexual Offences	12	22	+10	+83.3%
Other	12	11	-1	-8.3%
<b>TOTAL</b>	<b>502</b>	<b>443</b>	<b>-59</b>	<b>-11.7%</b>

## Take away from the crime stats:

- An increase in burglaries- these are retail burglaries and the offenders are all going through the justice system currently. Since the two main offenders have been placed on electronic curfew tag, stats are showing a drop off in burglaries in Melksham.
- An increase in vehicle crime- this is due to the one spate of vehicle crime we had in Bowerhill; no offender identified but reassurance patrols and crime prevention were warmly welcomed. We will be running a vehicle crime prevention Op in Bowerhill at the end of May.
- Sexual offences- The increase here is notable. SGT Rutter has reviewed each occurrence; only two relate to sexual touching by an unknown suspect; one during night time economy. The rest are known suspects and within addresses which lowers the threat/harm/risk concern to the general public. An increase in reporting is also positive as it shows victims are engaging more and willing to report. Moving forwards NPT will be promoting Safer Spaces as a priority alongside Violence Against Women and Girls- what to do if you are a victim; how to deal with suspects and how to report.
- We are extremely proud of the **drop in Robbery (-100%), Theft (-45.6%), Drugs (-38.4%) and Weapon offences (-66.6%).** The team have carried out warrants; plain clothe patrol operations; educational inputs and sought restorative justice options for offending learning. We have also worked alongside Melksham Town Council to implement the new CCTV coverage for the town which we hope we drive further drops in crime.

# Our Priorities

## SAFER SPACES-

- The team will focus on this as a priority for Melksham in the coming weeks. We have identified The Unicorn Inn as an epicentre for ASB in town with rough sleepers seeking shelter and youths breaking in. This is also a building in a dangerous state of disrepair; we will liaise with the owner, Melksham Town Council and Wiltshire Council to seek a solution for this area and ensure the most suitable agency takes the lead in finding a solution.
- We will be carrying out uniformed and plain clothes patrols in areas identified through our Qlicksense system as being ASB hotspots and we will work on Night Time Economy Operations to check licencing conditions are met and people feel safe walking home from a night out in our town.
- School patrols will continue in frequency.

## RETAIL AND BUSINESS CRIME-

- Although Melksham has seen a drop in theft we do not want to see a rise in the summer months. We will be carrying out plain clothes patrols in the stores to proactive seek out shoplifters.
- SGT RUTTER is pulling together a retail meeting to ensure open dialogue is present between the town businesses.
- The mobile police station will be deployed outside hotspot areas to deter theft.

# 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/>
- For information on what crimes and incidents have been reported in the Melksham Community Policing Team area visit <https://www.police.uk/pu/your-area/wiltshire-police/>

• Page 29

**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](http://www.wiltsmessaging.co.uk)**

## **Follow your CPT on social media**

- [Melksham Police Facebook](#)
- Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



## Update for Wiltshire Area Boards

April 2024

### Covid spring booster programme

The Covid-19 booster vaccination programme for those most at risk of serious illness from the virus will begin in April.

The advice for this Spring is to offer the vaccine to those at high risk of serious disease and who are therefore most likely to benefit from vaccination.

The JCVI advises the following groups should be offered a COVID-19 booster vaccine this Spring:

- Adults aged 75 years and over.
- Residents in a care home for older adults.
- Individuals aged 6 months and over who are immunosuppressed.

### Trailblazing health centre

Devizes' state-of-the-art health centre has recently celebrated its first anniversary, with staff at the site proud to have cared for more than 59,000 people during its inaugural 12 months.

The centre, which takes pride of place as the Wiltshire town's flagship location for health and care, had its official opening on 22 February 2023, just a few weeks after the doors first opened to patients.

Since then, the team at Devizes Health Centre, which holds the title of being one of the country's first fully integrated healthcare centres, meaning GP appointments take place alongside many other health and care services, such as outpatient clinics and community care, have carried out a total of 16,834 face-to-face appointments.

When combined with appointments carried out over the phone, the Devizes team cared for 59,457 people during their first year, which equates to approximately 238 patient interactions each day.

Along with being 100 per cent energy efficient – the site uses heat pumps and solar panels to generate its own power – Devizes Health Centre is also a hub for same and next-day care.

Patients of four nearby GP practices are able to be referred directly to the new urgent care service, meaning local people need not travel further afield for quick help and treatment.

Further information about Devizes Health Centre, as well as all other local health and care services, can be found online at [www.bsw.icb.nhs.uk](http://www.bsw.icb.nhs.uk).

## **BSW Care Coordination initiative wins prestigious HSJ award**

Medvivo and BSW ICB have won a prestigious Health Service Journal Award for a project to coordinate health and care services so that patients receive the best possible care to meet their needs, at the right, in the right place and avoids emergency admission.

The project, which has been running across BSW since December 2022, received a Gold Award in the category 'most effective contribution to integrated health and care'.

The Care Coordination Hub see Specialist Paramedics working alongside Advanced Clinical Practitioners and other Health and Care Professionals (in the hub and virtually) to optimise the flow of patients across the region. Working this way reduces the risk of harm and makes the best use of the resources to provide high-quality care.

## **New Partnership announced to support unpaid carers in Wiltshire**

Wiltshire has thousands of people who provide help as unpaid carers to those needing additional support. Wiltshire Council and the BSW ICB have a role to ensure those people are provided with respite, support and opportunities to network with other unpaid carers.

The council has announced that Age UK Wiltshire is working in a consortium with Community First, Alzheimer's Support, Wiltshire Service Users Network, Citizens Advice Wiltshire and Wessex Community Action (and many more charities). As a group they are called 'Carers Together Wiltshire' and will provide respite, and a range of support to adult unpaid carers from the age of 18. This will include training, carer cafes and awareness raising in the community for unpaid carers. They will also work closely with Wiltshire Council to continue conducting carer's assessments.

Community First has been awarded the contract for younger adult and young carers from ages 5 – 25, focusing on support in primary schools and supporting Wiltshire Council with their work with secondary schools and colleges, understanding their rights and what support is available to them and giving them opportunities to carry on doing the things they enjoy – whilst also teaching them key life skills as they grow up.

Both providers will work together to support carers aged 18 – 25 and family support including parent carers. There is also investment in online support so carers can access training, chats, helpful guides and support at any time.

There will continue to be a Wiltshire Carer Card which will provide unpaid carers with ID as a carer and record emergency contact details. This will be available as a physical card and a digital app for people's smartphone, if preferred. Unpaid carers can continue to use the emergency card they already have while they wait for the new card. The new providers will also continue to work closely with hospitals to ensure unpaid carers are supported. Assessments for unpaid carers will continue as normal.

From 1 April Carer Support Wiltshire will continue to run its services independently of the council including carer cafés, the Hear to Talk service, family support and activities, carer wellbeing workshops, young carer activities, carer grants and their Bereavement Help Points.

The unpaid carers contract is jointly funded by Wiltshire Council and BSW ICB.

## Help improve care for you, your loved ones and your community

Healthwatch Wiltshire is your health and social care champion. As an independent statutory body, we have the power to make sure NHS leaders and other decision makers listen to your feedback and improve standards of care.

You can help improve care for you, your loved ones and your community by sharing your experiences of services with us. Get in touch to tell us what you think.

You can also contact us if you need help finding a local service.

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

**Write to:** Healthwatch Wiltshire, c/o The Vassall Centre, Gill Avenue, Fishponds, Bristol BS16 2QQ.

**Tell us online:** Fill in [our feedback form](#).

### Advice and support when you need it

The Healthwatch Wiltshire website offers [a](#)



[range of advice and information](#) to help you keep up to date with the latest changes in health and care.

The most recent articles include information about the Pharmacy First scheme, explainers on topics such as virtual wards and social prescribing, and details of where to get support if you're part of a military family.

### Volunteer with us

Our volunteers are at the heart of what we do.

They help us reach out to people across Wiltshire to listen to their experiences of health and social care services in the county.

Whether you want to gain valuable work experience, help improve care in your community or learn new skills, there are lots of ways you can join us to make a real difference.

Find out more about volunteering at [healthwatchwiltshire.co.uk/volunteer](https://healthwatchwiltshire.co.uk/volunteer)

## Sign up to our mailing list to stay in touch

We'd love to stay in touch with you following our transfer to our new provider, The Care Forum, in January.

To continue to receive our news and updates, please give your permission by

signing up to our mailing list again. Or if you're yet to join the list, then why not sign up today?

Sign up on our website, or email us at [info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)



**Carers Together Wiltshire - New partnership to support unpaid carers**



Community First is proud to be working in partnership with Age UK Wiltshire and other organisations to offer respite and support to adult unpaid carers as part of a new project called Carers Together Wiltshire. The support offered through the partnership will include training, carers cafes and raising awareness of the role unpaid carers play in the community. Charity partners involved in Carers Together Wiltshire will continue to work closely with hospitals and GP’s to ensure unpaid carers are supported and carry out assessments for unpaid carers

Carers Together Wiltshire is jointly funded by Wiltshire Council and the Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (BSW ICB) and includes a range of local partners including Age UK Wiltshire, Community First, Alzheimer’s Support, Wiltshire Service Users Network, Citizens Advice Wiltshire and Wessex Community Action.

The Carers Together partnership brings together and builds on the strengths of the partner organisations to support carers aged 18+ years. The partnership will help ensure there is no wrong door for Carers when they most need support. It provides support for families, including parent carers. Community First was also delighted to be awarded the young carers and young adult carers service. This will support younger adults and young carers aged 5-25. Support will focus on outreach and engagement in local primary schools, secondary schools and colleges. Community First will help younger adult carers and young carers understand their rights, what support is available for them and offer opportunities for respite and skills development.

It gives an opportunity to bring together the work Community First has been doing for many years to support young carers and make the seamless link between the services and organisations

More information about the service can be found on our website:

<https://www.communityfirst.org.uk/carers-together-wiltshire/>



Funded by



*Continues on next page*

## Forward Carers



Forward Carers provides a range of online resources to assist you in your caring role via their Carer Friendly Wiltshire website. If you're caring for someone in Wiltshire, you can access our Benefits Calculator to see what you may be entitled to, register for a Carers ID Card, access online support groups and self-refer for help from local services.

[www.carerfriendlywiltshire.org.uk](http://www.carerfriendlywiltshire.org.uk)

The Carer ID Card offers a form of verified identification, recognised nationally, it acknowledges your caring role and provides access to various benefits, offers and services. The card, issued by Forward Carers includes your photograph and your In Case of Emergency (ICE) contact details.

<https://carerfriendlywiltshire.org.uk/carers-id-card/>

Please see the blog post for more information:

<https://carerfriendlywiltshire.org.uk/2024/04/08/hello-and-welcome-to-wiltshire-carers/>

## Building Bridges and Inspire Swindon Programmes

The Building Bridges and Inspire Swindon Programmes continues to support people in Wiltshire and Swindon to access personalised support to help them achieve and sustain ongoing employment and education outcomes. The Building Bridges Programme team recently worked with participant Lorraine, please see below for Lorraine's story and a summary of the support she received.

When Lorraine joined the programme, she was experiencing money worries and family problems. Lorraine was seeking help and guidance with employment. Lorraine felt she was not up to date with being able to complete job applications and wanted to access support with this. Lorraine received practical and skills-based support from Building Bridges including:

- Confidence building and strengths self-awareness activities which were support worker-guided
- Employability Toolkit - CV writing, Cover and Spec letter, careers IAG
- Tools for Success course
- Referral to local Food Bank
- Referral to local charity Rucksack45218 for clothing and household essentials
- Support to get free Library membership and digital skills learning at the library
- Household Support Fund money allocated to help with utility bill debts and food
- Multiply Maths life skills learning for time management and learning how to use her mobile phone for planning and reminders in her calendar
- Support with housing environmental health issues and signposting to Wilts Citizens Advice.
- Signposting to Warm & Safe Wilts for housing assistance during the winter period
- Support job searching
- Interview preparation and practice for Q&A

Lorraine said:

*"I felt the support was very valuable and has definitely given me stepping stones to believe in myself and not listen to people that want to bring me down and don't believe in me. I now have a much more*

*positive mindset and refuse to be dragged down by others again. It has been fantastic to have the support and now have a job offer outcome as an MDSA at a local primary school. I would 100% recommend Building Bridges as it is very valuable and brought me out of myself and has had a positive outcome. I hope the programme carries on benefiting and helping others.”*

For more information about The Building Bridges and Inspire Swindon Programme, please visit:

[www.buildingbridgessw.org.uk](http://www.buildingbridgessw.org.uk), call 01380 732821 or email: [hello@buildingbridgessw.org.uk](mailto:hello@buildingbridgessw.org.uk)

## New website for Oxenwood Outdoor Education Centre

Community First is currently developing a new website for Oxenwood Outdoor Education Centre which launched on 22<sup>nd</sup> April 2024. The website highlights our outdoor education offer for schools, clubs, groups and organisations, as well as the facilities on offer at Linkenholt Countryside Adventure Centre.

Oxenwood and Linkenholt Centres offer the perfect location for school and group residentials, day visits and curriculum enrichment days.

[www.oxenwood.org.uk](http://www.oxenwood.org.uk)



## New Services and Clubs at Oxenwood

We will also be offering corporate away days, corporate residentials and exciting offsite adventures including mountain days and climbing days. Stay tuned for more information about our Spring, Summer and Autumn holiday clubs or keep an eye on our website.

## Link Schemes Audit 2023

Each year, Community First gathers data from Link Schemes to prepare the annual Link Schemes Audit. The Link Audit is important because it demonstrates how vital local transport groups are to the health and wellbeing of Wiltshire residents, particularly those who live in rural areas. As well as collecting information about the number of miles travelled, tasks undertaken and volunteer hours given, each Link Scheme also collects data on the type of journeys carried out e.g. trips to local doctors surgeries, community hospitals and dentists. This helps us build up a picture of the important role Link Schemes play in helping people to access healthcare and other services that help them live fulfilling and independent lives, reduce isolation, manage health conditions and keep active.

### Summary of findings:

- There are 1,592 volunteers involved in supporting local Link Schemes in Wiltshire, with an average of 38 volunteers per Link Scheme.
- The number of volunteers for Link Schemes decreased by 2% in 2023.

- In 2023 Link Schemes travelled 743,413 miles, which is an 8% increase from 2022.
- There was an 18% increase in everyday tasks (40,299) completed by Link volunteers in 2023.
- Volunteers for local Link Schemes gave over 100,000 hours of their time in 2023. This is a 7% increase from the previous audit.
- 29,761 health related journeys were completed in 2023, which is a 13% increase from 2022.
- The economic value of Link Schemes is £1,352,232 based on ONS South West Average hourly pay (£12.48 per hour). This is a 7% increase from 2022.

Once again, we hope you will join us in congratulating Link Schemes for their fantastic achievements and their commitment to supporting some of the most vulnerable people in the county.

A PDF copy of the audit is included with this briefing document.

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## MiDAS - Minibus Driver Awareness Training

Community First offers accredited MiDAS (Minibus Driver Awareness) Training for organisations and groups. MiDAS is a membership-based scheme designed to enhance both driving and safety standards for drivers of minibuses. MiDAS is a nationally recognised standard for the assessment and training of minibus drivers. Community First is now taking bookings for MiDAS training for Summer/Autumn 2024.

Community First is now offering the **new national MiDAS training programme**. The big change is that the theory module is now completed individually by drivers prior to undertaking their driving assessments. Upon application drivers will be allocated a 'learner pass' to access the Community Transport Association (CTA) learning portal.

Once this module has been completed our Driver Assessor, will arrange to visit clients to complete a theory follow up followed by the driving assessment. On successful completion of both elements drivers will be able to log on the CTA portal to print off their personal MiDAS certificates.

Pricing is based on a minimum group size of 3 drivers per booking and starts at £165.00 per person (+VAT).

Please contact [mcarter@communityfirst.org.uk](mailto:mcarter@communityfirst.org.uk) for more information and how to book training.

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**Briefing prepared by:**

Ellie Ewing

Marketing and Communications Manager (Community First)

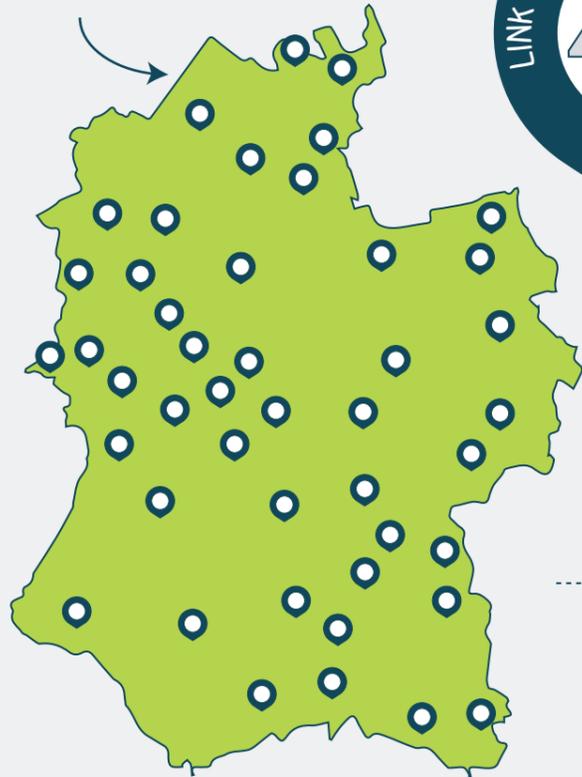
[eeving@communityfirst.org.uk](mailto:eeving@communityfirst.org.uk)



# Link Scheme Audit 2023



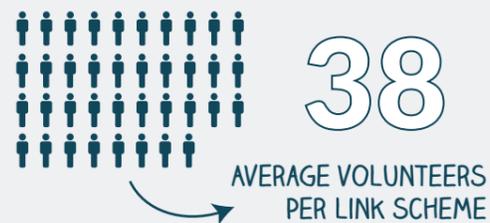
## LINK SCHEME MAP OF WILTSHIRE



LINK GOOD NEIGHBOUR SCHEMES  
**42**

THE NUMBER OF LINK SCHEMES IN WILTSHIRE & SWINDON IS UNCHANGED FROM 2022

**1,592**  
NUMBER OF VOLUNTEERS INVOLVED IN LINK SCHEMES



PERCENTAGE CHANGE IN LINK VOLUNTEERS FROM 2022  
**-2%**

IN 2023 LINK VOLUNTEERS OFFERED:

**108,352**  
Hours

THE NUMBER OF HOURS GIVEN BY VOLUNTEERS INCREASED BY **7%** IN 2023



ECONOMIC VALUE BASED ON HOURLY RATE\*



**£1,352,232**

AVERAGE ADDED ECONOMIC VALUE PER VOLUNTEER HAS INCREASED BY **7%** FROM 2022 LINK SCHEME AUDIT FIGURES

**£849.39**

AVERAGE ADDED ECONOMIC VALUE PER VOLUNTEER IN 2023

\*Based on ONS South West Average hourly pay - gross (£) - For all jobs @ £12.48 per hour

**+8%**

THE NUMBER OF MILES TRAVELLED BY LINK VOLUNTEER DRIVERS INCREASED BY **8%** COMPARED WITH 2022 AUDIT FIGURES

IN 2023 LINK VOLUNTEERS TRAVELLED:

**743,413**  
Miles

IN 2023 EACH LINK VOLUNTEER TRAVELLED AN AVERAGE OF:

**466 Miles**

**17,700 Miles**

IN 2023 EACH LINK SCHEME TRAVELLED AN AVERAGE OF

EVERYDAY TASKS COMPLETED IN 2023\*

**40,299**

THE NUMBER OF 'GOOD NEIGHBOUR' TASKS COMPLETED IN 2022 INCREASED BY **+18%**

\*Some Link schemes offer good neighbour services including small tasks in the home & garden, shopping, prescription collection and befriending.



HEALTH RELATED JOURNEYS IN 2023

**29,761** (+13% INCREASE FROM 2022)

DISTRICT HOSPITALS **11,590** (+20%)

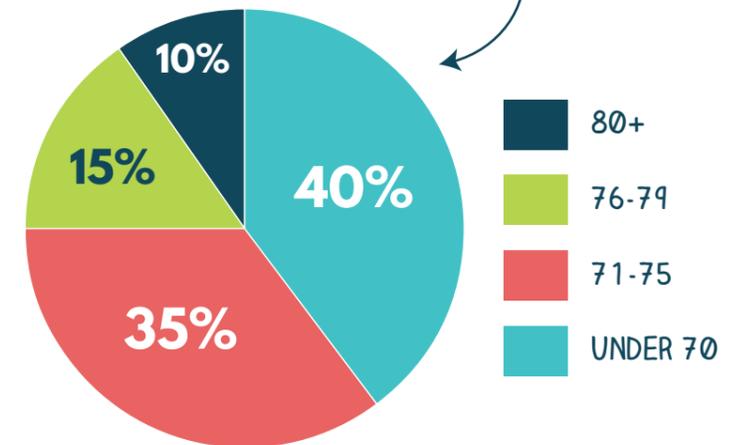
DOCTORS SURGERIES **6,855** (-5%)

OTHER HEALTH & DENTISTS **6,047** (+20%)

OTHER HOSPITALS **2,918** (+20%)

COMMUNITY HOSPITALS **2,351** (+21%)

## LINK SERVICE DRIVERS AGE PROFILE



COMMUNITY FIRST

STATISTICS COMPILED BY WILTSHIRE LINK SCHEMES & COMMUNITY FIRST, REGISTERED CHARITY NO: 288117





# Spring Newsletter

clerk@melkshamwithout-pc.gov.uk

## MELKSHAM WITHOUT PARISH COUNCIL

First Floor, Melksham Community Campus, Market Place, SN12 6ES • 01225 705700



Clerk Teresa Strange & Chair John Glover

## GRANTS

The parish council provide grant funding for a variety of organisations based in the parish, as well as from the wider community that benefit the residents of Melksham Without.

Grants totalling £38,000 were presented at the Annual Parish

meeting last week, the meeting is always interesting as we hear from such a wide range of groups providing activities, support and venues in the parish and the council are always amazed at the sheer volume of volunteers giving up their time to help others locally.

## REAL TIME INFORMATION ON BUS ROUTES



The parish council are delighted that they are finally able to move forward with a project we have been working on for several years, to install Real Time Information in bus shelters.

The first installations will be in Mitchell Drive and Kestrel Court in Bowerhill, with others planned in the

Market Place, as we are joining up with the Town Council to ensure that the service is across the two communities, and then plan to roll out across the wider area of both town and parish.

The pilot installations are jointly funded with Wiltshire Council's Passenger Transport team.

## SHURNHOLD FIELDS

This public open space is a joint project with Melksham Town Council. One of the remaining major tasks to complete is the construction of a small car park and improvements to the entrance.

Unfortunately, there have been some holdups with this project while discussions were taking place between the Environment Agency and the Land Drainage team at Wiltshire Council in respect of flood prevention. Wiltshire Council has been successful in obtaining grant funding from the Environment Agency for a flood alleviation scheme in the area, which includes

bunds being created to help protect the properties in Dunch Lane, which will need to be completed before the car park and entrance improvement project can commence. It is hoped that the flood prevention works will start later this year once land drainage consent has been received.

A new wildflower meadow area is proposed to be planted by Wessex Water as a biodiversity offset for their first-time mains drainage project installed in Beanacre.

Thanks go to the Friends of Shurnhold Fields for their regular working parties to improve the area for the enjoyment of all.

## MELKSHAM NEIGHBOURHOOD PLAN

The Melksham Neighbourhood Plan steering group is made up of representatives from the parish and town council, Wiltshire Council and members of the community.

They are just coming to the end of their review of all the many comments received from the community, developers, landowners and statutory bodies following the consultation at the end of last year, with amendments to the Plan where appropriate. Once complete this will be consulted on again, be examined by a Planning Examiner and go out to you as the public to vote on at a Referendum next year. It's a lot of detailed work, but important as the Plan, alongside Wiltshire Council's



Local Plan, sets out where development will be in the next 15 years, and the infrastructure to support it.

## ASSET MANAGEMENT



The parish council maintain assets ranging from play areas and sports fields to bus shelters, noticeboards and bins.

These all need regular maintenance and a programme of replacement on a rolling basis. These things are often unseen; the grass cutting, cleaning, weed spraying and bin emptying, but would be very noticeable if not done. A big thank you to the volunteers who check the defibrillators and keep the noticeboards up to date every week, whatever the weather.

The parish continues its successful partnership with the town council to fund the Market Place toilets and continues with the deployment of its own Speed Indicator Devices (SID) to deter speeding on our roads.



### REPLACEMENT BUS SHELTER AT BEANACRE

## SUPPORT FOR OLDER PEOPLE

The parish council have jointly funded an Age UK project worker specifically for the Melksham and Melksham Without area for the last year, with some great results in helping members of the community to live a good life in later years.

It has also taken on the legacy of Melksham Community Support which was originally started in covid. The parish council are pleased to continue to support this in the coming year, with the town council and Area Board support. Please get in touch if you know anyone who would benefit from



some targeted support with benefits advice, getting things from the shops or chemist, advice on aids and adaptations at home, or being a bit more active with some support. The service is primarily aimed at those over 60.

## VILLAGE HALLS

The council has facilitated some meetings with representatives from village halls and community centres in the wider area so that ideas and information can be shared.

This has gone well with a WhatsApp group being set up so that information can be shared in one place and provides a framework of support for all the volunteers giving up their time to run these valuable community spaces. Please get in touch if you run a community building in Melksham and the wider area and would like to join the group.

## COUNCILLOR VACANCY

Following the resignation of Cllr Andy Russell for health reasons, there is now a vacancy for the Bowerhill Ward.

Please look out for details of the forthcoming vacancy.

## COUNCIL MEETINGS

Parish council meetings are held in public, and the aim is always to be as transparent as possible.

A recording of the meeting is shared on YouTube the following day, and then removed once the minutes for that meeting have been approved and uploaded to the website. The parish council meetings are held on a Monday evening at their offices on the first floor of the Melksham Community Campus from 7pm. Please check the agendas for more details, these are posted on local noticeboards and are on the website. You can also pop into the office to talk to officers about issues you wish to raise, or if you are seeking information. It's always manned Monday to Thursday 10am - 12 and 2 - 4pm but you will often find officers there outside those times.

### NEXT MEETINGS

**PLANNING COMMITTEE**  
Monday 29th April  
**ANNUAL COUNCIL**  
Monday 13th May  
**PLANNING COMMITTEE**  
Monday 20th May

**FINANCE COMMITTEE**  
Monday 20th May  
**PLANNING COMMITTEE**  
Monday 10th June  
**FULL COUNCIL**  
Monday 17th June

## WHO IS MY COUNCILLOR?

### BERRYFIELD WARD



**Shona Holt**  
shona.holt@melkshamwithout-pc.gov.uk



**Richard Wood**  
richard.wood@melkshamwithout-pc.gov.uk

### BEANACRE, SHAW, WHITLEY AND BLACKMORE WARD



**Terry Chivers**  
terry.chivers@melkshamwithout-pc.gov.uk



**John Doel**  
john.doel@melkshamwithout-pc.gov.uk



**Peter Richardson**  
peter.richardson@melkshamwithout-pc.gov.uk



**Martin Franks**  
martin.franks@melkshamwithout-pc.gov.uk

### BOWERHILL WARD



**Alan Baines**  
alan.baines@melkshamwithout-pc.gov.uk



**John Glover (Council Chair)**  
john.glover@melkshamwithout-pc.gov.uk



**Mark Harris**  
mark.harris@melkshamwithout-pc.gov.uk



**Nathan Keates**  
nathan.keates@melkshamwithout-pc.gov.uk



**David Pafford (Council Vice Chair)**  
david.pafford@melkshamwithout-pc.gov.uk



**Robert Shea-Simonds**  
robert.shea-simonds@melkshamwithout-pc.gov.uk



**COUNCILLOR VACANCY**

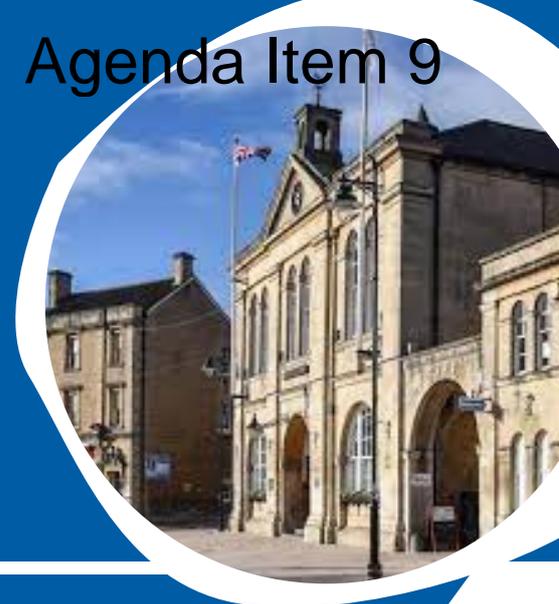
WANT TO KEEP IN TOUCH?

on twitter @melkshamwithout  
on Instagram melkshamwithoutpc  
on Facebook Melksham Without Parish Council

or visit our website  
www.melkshamwithout-pc.gov.uk



# Melksham Area Board



## End of Year Report April 2023 - March 2024

### Area Board Investment

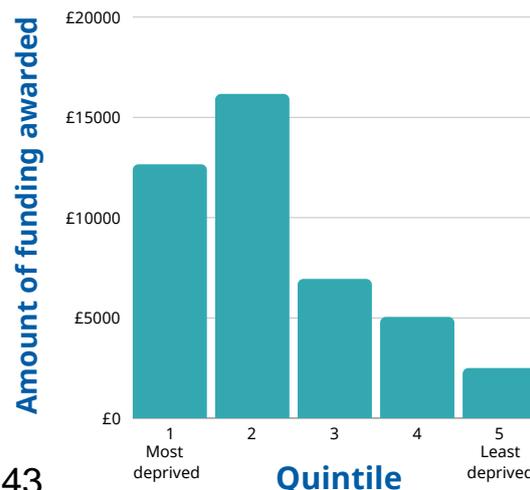
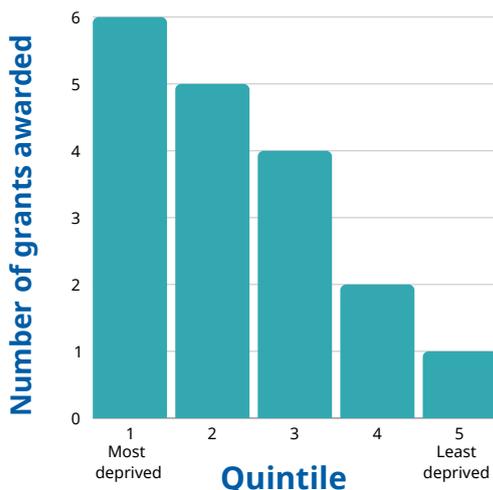
The Area Board invests in local community projects and initiatives that meet local priorities and deliver exceptional outcomes for residents. The Area Board aims to work in partnership to achieve maximum value for its investment.

#### Total Area Board Investment



The total amount invested in projects through additional community contribution, from fundraising, grants, services in kind or volunteering

### Investment by deprivation quintile



# Local Priorities

The Melksham Area Board reviewed available local data and evidence and integrated this with local knowledge and community conversation to agree the following local priority themes. The Area Board has undertaken a series of more specific local actions to positively address them, including the key achievements below:

## Improving opportunities for all children and young people



We have established detached youth work in Melksham as well surrounding villages. A survey has now been completed to inform future actions. The Area Board has worked with partners to support a number of initiatives including providing positive activities for those with special needs, a skate park event, a self-harm support program and activities for those who have disabilities.

## Strengthen local economy, protect the environment and tackle deprivation

We have supported the Wiltshire Council Woodland Officers to plant new trees and hedges to enhance our natural environment. We have focussed on supporting those on low income including cookery classes and supporting the foodbank to meet increased demand and to offer additional vouchers and cooking equipment.



## Create safer communities and improve transport



The Local Highways and Footpath Infrastructure Group has met regularly over the past year to find solutions to problems and lead on improvements. We organised for the cabinet member and senior officers of the highways team to come and take any questions you had.

## Support older and vulnerable people

We have worked with the NHS and local surgeries to establish a clearer understanding of the estate required and future primary and secondary care. We have worked to offer more support for carers and young carers including running activities for them. We have helped establish a neighbourhood collaborative to focus upon falls prevention. We have worked with Age UK to offer more support to the most vulnerable offering a monthly drop-in support session and supported Celebrating Age.



## Shape our community area whilst preserving and maximising heritage and environment



Following a special heritage meeting and well attended heritage walk, we have added Melksham to the Explore Wiltshire Heritage App and established group to take it forward. We have supported Great Hinton to explore and record their heritage and are looking to put display cabinets into the campus and Town Council.

# Engagements

The Melksham Area Board works alongside other organisations to make things happen in the local community. These groups include the city council, voluntary and community groups, youth organisations, sports clubs and local charities.

The Area Board wouldn't be able to achieve what they do without these partners working on the ground with them. The Area Board hosts regular business meetings, engagement activities, events, surveys and working groups to stimulate and support local community action.

Area Board  
Business meetings

4



Attendances

1 4 1

Area Board  
working groups

2



Attendances

3 5

Engagements/  
events/ activities

2 4



Attendances

2 4 4

# Local Highways and Footpath Infrastructure group

The LHFIG is a sub group of the Melksham Area Board, which deals specifically with highway issues. They aim to find solutions for local transport issues, such as road repairs, traffic problems, road layouts and parking. The amount allocated is dependent on the geographical size and population for the community area and the funding allocation is for capital expenditure and can be used to provide new and improved highway infrastructure.

LHFIG meetings

4



Attendances

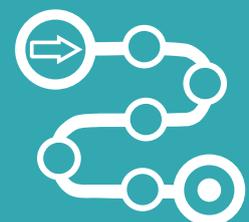
3 6



£60,565  
Investment

LHFIG projects  
completed

1 3





## Melksham Area Board 22 May 2024

### Appointments of Representatives 2024/25

#### 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 any Non-Priority Working Groups and the LHFIG for the year 2024/25.

#### 2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies, Non-Priority Working Groups and the LHFIG. The following guiding principles are in place for Councillors when taking on one of these roles:
  - 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 representatives to the Outside Bodies or Non-Priority Groups (which do not fall under one of the Area Board Priority areas) 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.

#### 3. Main Considerations

- 3.1. The Local Highways and Footpath Improvement Group ([LHFIG](#)) operates as an informal working group making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix B** for information. The Area Board are invited to appoint a Lead Councillor on an annual basis.
- 3.2. Any amendments to the currently appointed Representatives on Non-Priority Working Groups can be agreed by the Area Board here or at any future scheduled business meeting.
- 3.3. If a new Non-Priority Working group is required, the Strategic Engagement & Partnerships Manager will work with the Board to set out the exact purpose and Membership, which would then be agreed by the Area Board at its next scheduled business meeting.

## **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, any Non-Priority Working Groups and to the LHFIG, as set out at Appendix A;
- b. Note the Terms of Reference as set out in Appendix B.

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**Lisa Alexander, Senior Democratic Services Officer**

**Appendices:**

Appendix A – Appointments to Outside Bodies, Non-Priority Working Groups and the LHFIG  
Appendix B –LHFIG Terms of Reference

**Unpublished background documents relied upon in the preparation of this report**

None.



## Appendix A

### Representative Appointments 2024/25

Appointments on Outside Bodies and Non-Priority Working Groups will continue for the duration of Councillors' terms of office, and will be reviewed annually, unless the Board determines otherwise.

Outside Body	Councillor Representative

Non-Priority Working Group	Councillor Representative
Melksham Health and Wellbeing Group	Cllr Jack Oatley
Melksham Joint Neighbourhood Plan Steering Group	Cllr Mike Sankey
CCTV and Community Safety Working Group	Cllr Mike Sankey
Environment and Climate Working Group	Cllr Phil Alford

<b>LHFIG Councillor Representative</b> Note: This position is appointed annually	<b>Cllr Mike Sankey</b>
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## **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](mailto: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 1:

Examples of projects the LHFIGs can and cannot fund are set out in Appendix 2:

**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 LHFIG's 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 2** – 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.*

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	Item	Update	Actions and recommendations	Who
	<b>Melksham LHFIG – Meeting Notes for Tuesday 7<sup>th</sup> May at 18:00 hrs (Via MS Teams)</b>			
1.	<b>Attendees and apologies</b>			
	Attendees:	Cllr Mike Sankey (Chair) Cllr Jon Hubbard, Cllr Nick Holder Cllr Phil Alford, Malcolm Jones – Steeple Ashton PC Colin Wade – Semington PC, Pat Aves - Melksham TC Pat Tucker - Keevil PC Alan Baines – Melksham Without PC, Mary Winterburn - Great Hinton PC, Dean Baker – Area Highway Engineer, Martin Rose – Principal Traffic Engineer	To note	AB
	Apologies:	Cllr Nick Holder Cllr Jonathan Seed Jonathan Tapper (Steeple Ashton PC) Sarah Dow – Clerk to Keevil PC		
2.	<b>Notes of last meeting</b>			
		The notes and recommendations of the previous LHFIG meeting held on 08/02/24 were presented to the Area Board at its 06/03/24 meeting and agreed.	To note.	All

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The meeting minutes can be found:  
<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=166&MId=14926&Ver=4>

3. Financial Position

The closing balance for 2023/24 is now confirmed at **£53,247.47** (see Appendix 1 -End of Year Account). This surplus is carried forward to this financial year.

**Note:** The closing balance for 23/24 includes a number of committed schemes totalling **£49,263.69**, less agreed 3<sup>rd</sup> party contributions of **£17,073.57**. These have been carried over to 24/25.

The current balance for 24/25 is **£45,395.35**.

Below is an extract from the latest financial summary prepared for 7<sup>th</sup> May 24 meeting:

FINANCIAL SUMMARY (as of 12/04/24)			
LHFIG Budget 24/25	£24,338.00		
Carry F/wd from 23/24	£53,247.47		
	<b>£77,585.47</b>	<b>A</b>	
Current Projected Spend 24/25	£49,263.69	<b>B</b>	
Balance	£28,321.78	<b>C (A-B)</b>	
3rd Party Contributions (Details below)	£17,073.57	<b>D</b>	
Current Balance	<b>£45,395.35</b>	<b>E (C+D)</b>	

Refer to **APPENDIX 2** for 2024/25 for latest finance sheet.

To note

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4.	<b>Live Priority schemes</b>			
a)	<p><b>Issue 9-20-9</b> Melksham Sandridge Road – request to improve footway link to Maple Close</p>	<p>The Legal Team report that the final document was issued to the Landowner via his solicitor for sign-off at the end of May, but this has yet to be returned. The Town Clerk has since advised that the landowner has passed away, but his partner will now oversee matters. For legal reasons, it is likely to further delay this project.</p> <p>Once the legal process has been completed, Highways will instruct the arborist team to remove the hedgerow and root system and erect Haras fencing to maintain a boundary between the highway and private property. This work is anticipated to take place in November. Once completed, the Town Council can mobilise their builder to construct the new boundary wall.</p> <p>Work to widen the path is programmed to commence on 2<sup>nd</sup> January next year and should be completed within 10 days, although the programme might be affected should the legal process stall. <a href="https://www.google.com/maps">https://www.google.com/maps</a></p>	<p>Town Council to continue to liaise with the landowner’s legal team to move this matter forward.</p> <p>Works on hold whilst Legal issues (probate) relating to free dedication with new owners is resolved. Completion unlikely in 23/24.</p> <p><b>07/05/24</b> - No progress update to report from Feb meeting. Probate issues ongoing. Legal team pressed. LHFIF agreed that Commitment of £20k will be carried over into 24/25. (Line 1 Finance sheet)</p>	
b)	<p><b>Issue 9-22-17</b> – Melksham Without (various roads) Request for Parking Control Measures</p>	<p>Issue Submitted by Melksham Without Parish Council</p> <p>Request for a Parking Review at the following locations:</p> <ul style="list-style-type: none"> <li>• Semington Canal Bridge</li> <li>• Lancaster Road Bowerhill</li> <li>• Avro Way Bowerhill</li> <li>• Merlin Way Bowerhill</li> </ul>	<p><b>07/05/24</b> Initial review for sites completed (17 no.) Draft consultation documents issued to town and parish councils on 4/4/24. Deadline for response 7<sup>th</sup> May. Mark Stansby has met with MWPC to discuss proposals. MJR to send copy of Semington proposal to Colin Wade</p> <p><b>Agreed</b> - TRO / Implementation costs at a cost of</p>	MS

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	<p>To also include Issues 9-23-3 Beanacre, 9-23-5 Bowerhill and 9-23-7 Melksham</p>	<ul style="list-style-type: none"> <li>Mitchell Drive Bowerhill</li> </ul> <p>It was noted that the canal forms the boundary between Melksham Without and Semington Parishes and that measures would be needed on both sides of the bridge.</p> <p>Semington Parish confirmed that they are content for measures to be included on their side of the bridge, but no other sites have been identified for review within their Parish.</p> <p>Mark S has commenced review. Update to be provided at next meeting.</p>	<p><b>£4,000.00.</b> 3<sup>rd</sup> party contribution of 25% for TRO costs to be split evenly across Melksham TC, MWPC and Semington PC. 25% of Implementation costs to be allocated according to number of sites.</p>	
c)	<p><b>Issue 9-22-11</b> A350 Beanacre - request for measures to control entry speed at north end of village</p>	<p>Issue submitted by Melksham Without Parish Council</p> <p>Design work now underway. Proposals and an estimate will be issued to the Parish in advance of the next meeting.</p> <p><a href="https://www.google.com/maps">https://www.google.com/maps</a> Plans submitted to Melksham Without for consideration. Projected cost of both road markings / Gates, Signs is £13,300.</p> <p>Alternate option to omit Central Hatching / road Studs and only install gates, signs, yellow transverse base at a cost of £6600. Remaining work to be picked up as part of future MM.</p> <p>MWPC have confirmed their preference for this option and member agreed for this to progress to implementation. MWPC 50% contribution.</p>	<p><b>07/05/24</b> Works Ordered on 08/01/24 with target completion date of 15/02/24. This has slipped due to Milestone resource issues and will likely take place in May. Update at next meeting.</p> <p>Order Value £4,267.36, HIAMS M00751.</p>	MS
d)	<p><b>Issue 9-23-3</b> – Beanacre Westlands Lane – request to prohibit parking at the access to</p>	<p>Issue submitted by Melksham Without Parish Council</p> <p>Parking would need to be restricted on both sides of the lane, from the A350 to the new access.</p>	<p><b>07/05/24</b> MJR - Mark Stansby has included this location as part of parking review under Issue 9-23-5.</p> <p>See comments for Issue 9-22-17 above. Update at next meeting</p>	MS

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	the new water pumping station.	Refer to Item 4i of the agenda. <a href="https://www.google.com/maps">https://www.google.com/maps</a>		
e)	<b>Issue 9-23-4</b> Bus Gate at Semington Road – request for Camera Enforcement.	<p>Mobile Site has been put forward for possible mobile enforcement by ANPR camera, however approval for the necessary powers from the DfT not expected until spring 24. (site would require local consultation)</p> <p>Fixed ANPR camera will require costs to relocate existing camera (Salisbury) approx. £10,000 and annual running costs £10,000. Cost would have to be borne by LHFIFG less any fine revenue.</p> <p>Member agreed that given the commitment from the police to undertake enforcement, the forthcoming Jan 24 metro count and imminent removal of the Staverton Road closure to review the situation at the Feb 24 meeting. <a href="https://www.google.com/maps/">https://www.google.com/maps/</a> Summary Results of metro count 7th -13th Dec 2023:</p> <p>Total number of vehicles (both directions) 1198 Southbound – 520 Northbound - 678</p> <p>5 Day Average Combined – 201 7 Day Average Combined - 171</p> <p>Breakdown by Class of vehicles 2 Axle Rigid HGV – 23.96% 3 Axle Rigid HGV – 0.42% 4 Axle Rigid HGV – 0.17% 3 Axle Artic – 0.33% 5+Axle - 0.17% Bus – 1.34%</p>	<p><b>07/05/24</b> - Costing for ANPR camera are as follows:</p> <ol style="list-style-type: none"> <li>1. ANPR Camera Set up costs (including discount for 1x RDS, 1 x POE4 and 1 4G Data Sim) = <b>£11,071.00</b> Agreed 3<sup>rd</sup> party contribution from Semington PC = <b>£2,767.75</b></li> <li>2. Annual re-occurring cost Year 2+ <b>£5,321.00</b>. Note Semington PC and MWPC have agreed to contribute £1,000 each. WC to fund remainder of annual cost (£3,321). To be reviewed at end of Yr2</li> <li>3. Sign costs = <b>£771.31</b> (M2/0015)</li> </ol> <p>Parking services have placed the order with 'Videalert' (Marston Holdings) Awaiting Install date. Est May / June 24.</p> <p>Draft press release prepared by communications team.</p>	MR

## Melksham Local Highways & Footway Improvement Group

		<p>Cycle – 13.77%            Car – 37.56%            LGV – 13.36%            2 wheeled MV - 8.93%</p> <p>Members discussed the ongoing concern with the high level of non-compliance and the need for direct enforcement action.</p> <p>It was provisionally agreed to carry out further work on the provision of ANPR enforcement at the site, subject to confirmation of costs. Semington PC have agreed to contribution to the overall cost. (% TBC)</p> <p>MR to undertake further work re. set up and ongoing maintenance costs and report back to group.</p>		
f)	<p><b>Issue 9-23-5</b> –            Bowerhill various sites –            request for Parking            Review</p>	<p>Issue submitted by Melksham Without Parish Council.</p> <p>Parking concerns have been raised at the following sites at Bowerhill:</p> <ol style="list-style-type: none"> <li>1. Pathfinder Way</li> <li>2. Westinghouse Way</li> <li>3. Lancaster Road</li> </ol> <p>Refer to Item 4i of the agenda.            Mark S has commenced review. Update to be provided at next meeting.</p>	<p><b>07/05/24</b> - See comments for Issue 9-22-17 above.            Update at next meeting</p>	MS
g)	<p><b>Issue 9-23-7</b> –            Melksham various roads            – request for Parking            Review</p>	<p>Issue submitted by Melksham Town Council</p> <p>Parking concerns have been raised at the following locations:</p>	<p><b>07/05/24</b> - See comments for Issue 9-22-17 above.            Update at next meeting.</p>	MS

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		<ol style="list-style-type: none"> <li>1. Union Street – could parking be permitted to create chicanes?</li> <li>2. Cranesbill Road – issue at school times</li> <li>3. Skylark – no details submitted.</li> </ol> <p>Highways to request further details of these issues from Town Council, prior to the review.</p> <p>Highways to write to Town Clerk. 2. The City / Alms Houses request for residents parking scheme to be removed from list.</p> <p>Mark S has commenced review. Update to be provided at next meeting.</p> <p>Request made that the review be extended to include area on Woodrow Road (opposite Littlejohn Avenue) MR to speak to Mark Stansby</p> <p>It was noted by Dean Baker that the junction n of Skylark / A3102 Sandridge Common (Western End) is currently unadopted and the developer is seeking to include 'No waiting at any time' prior to adoption. MS commented the other junction onto Eastern way and junctions in between will need to be included in the review.</p>		
h)	<p><b>Issue 9-23-9</b> Speeding traffic on A365 Shaw and Whitley Corsham Road – request for SLOW road markings</p>	<p>New issue submitted by Melksham Without Parish Council</p> <p>Request is for SLOWs to be painted at.</p> <ul style="list-style-type: none"> <li>• Folly Lane, Shaw nr Beltane Place (inbound)</li> <li>• Shaw Hill just after signals (outbound)</li> <li>• Whitley Corsham Road near Malvern House</li> </ul>	<p><b>07/05/24</b> Works Complete (M00819). Note increase in costs from £985.09 to <b>£1,393.38</b> due to increased TM costs. Remove from next tracker</p>	To note

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		<p>Following a discussion, it was agreed that Highways should investigate and formulate a proposal with ballpark costings, ahead of the next meeting.</p> <p>Speeding concerns.30mph roundels not possible. Amended request for 3no. SLOW markings at locations indicated.</p> <p>Group agreed to move to progress sites without need for 3rd party contribution. Agreed to combine with other LHFIG sites required lining work to reduce establishment costs.</p> <p>MR – Order issued which includes other ad hoc road marking sites at Halifax Road (H bars), Sandpits Lane (SLOW). Combined Order Value £985.09. No 3rd party contribution</p> <p>Agreed - Discussion by members re. road markings and decision taken to allocate £3500.00 for adhoc markings in 2024/25</p>		
<p>i)</p>	<p><b>Issue 9-23-10</b> – A350 Beanacre – request to review the signs which indicate the weight limit on Westlands Lane</p>	<p>New issue submitted by Melksham Without Parish Council</p> <p>Request for signing review.</p> <p>Following a discussion, it was agreed that Highways should investigate both ends of the lane, and formulate a proposal with ballpark costings, ahead of the next meeting.  <a href="https://www.google.com/maps/A350">https://www.google.com/maps/A350</a>  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Proposal presented to group.          Estimated cost including 20% contingency.          £3134.00 (western end only)          Advance signing already in place at Corsham Road end of Westlands Lane.</p>	<p><b>07/05/24</b> - B3353 Corsham Road advance HGV signs has been agreed by MWPC. This is chargeable to LHFIG (less 50% MWPC contribution).</p> <p>Order issued 12/04/24 M2/00178, £1,036.73. (MWPC 50%) Awaiting implementation.</p> <p>Main A350 works undertaken via routine sign maintenance</p>	<p>MR</p>

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		<p>Additional advance signs B3353 on likely to cost an additional £800-£1,000.</p> <p>After discussion with MWPC / Mark S it was agreed to proceed with A350 Westland Lane sign work via routine budget. This will be issued as a separate order with no cost to LHFIG.</p>		
j)	<p><b>Issue 9-23-12</b> Steeple Ashton, Sandpits Lane – request for signing measures and SLOW marking</p>	<p>New issue submitted by Steeple Ashton Parish Council</p> <p>Concerns over speed of vehicles in the vicinity of access into playing field, which is also a ROW. The speed limit at this point is National Limit.</p> <p>Following a discussion, it was agreed that Highways should investigate and formulate a proposal with ballpark costings, ahead of the next meeting.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Request for Village gateway sign, SLOW markings, pedestrians in road signs. Refer to proposal.</p> <p>Cost Estimate including 20% contingency = £1077.14.</p> <p>Group agreed to move to ‘Live priority schemes’ subject. SLOW marking to be picked up alongside Issue 9-23-9 to reduce establishment cost.</p> <p>Works ordered on 19/12/23 with target date of 16/02/24. More likely to be done towards end of February. Estimated value = £450.33, HIAMS M00750</p>	<p><b>07/05/24</b> – Works complete. Awaiting billing. Remove from next tracker</p> <p>Note- ‘SLOW’ marking picked up alongside Issue 9-23-9 and Issue 9-23-15 under Melksham LHFIG adhoc Road Markings</p>	

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<p>k)</p>	<p><b>Issue 9-23-15</b> Halifax Road Bowerhill  'H' Bar Marking request.</p>	<p>New issue submitted by MWPC. Following a request via LHFIG, dropped kerbs have recently been installed on Halifax Road to enable those with wheelchairs/mobility scooters to access facilities on Bowerhill, such as Tesco and the Pub. However, vehicles are regularly parking in front of the dropped kerb and therefore stopping anyone with mobility issues crossing the road at this point. <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Group agreed to move to live priority schemes with no requirement for 3rd party contribution.</p> <p>H bars x 3 to be picked up alongside Issue 9-23-9 and 9-23-12 to reduce establishment cost</p>	<p><b>07/05/24</b> - Works Complete (M00819) alongside issue 9-23-9. Remove from next tracker</p>	
<p>l)</p>	<p><b>Issue 9-23-13</b> Steeple Ashton Sandpits Lane – request to improve access / egress into the playing field</p>	<p>Request for hard standing and footpath surface improvements into playing field access. <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Refer to proposal Plan - New steps constructed using timber, stakes, type 1 subbase and compacted road plannings. Non-scheduled work so standalone price will be required - Wessex Tree Care Estimate £2.5k - £3.5k</p> <p>NOTE: Investigate option to create new entrance in playing field via existing footway east of current entrance.</p> <p>Steeple Ashton PC to consider option including new entrance into field and report back,</p> <p>Wiltshire RoW team have no objection to new access into field however SASH2 will still need to have its exit onto Sandpits Lane as this is recorded on the definitive map and statement. It would cost in the region of £3,000 to stop up the</p>	<p><b>07/05/24</b> - Order raised to Wessex Tree Care (PD300010592) on 14/04/24. Site meeting undertaken on 07/05/24. Estimated start date from contractor is the end of May. Approx 2-3 days' work</p>	

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		<p>section parallel with Sandpit Lane and would be open to public consultation and possible objections.</p> <p>Wessex Tree care have quoted to Install curb, concrete hardstanding and steps. £2,200.00 + VAT. (£2,640.00)                  Steeple Ashton have agreed their 25% contribution.                  Agreed – Proceed with proposed scheme at existing access a cost of £2,640.00 (SAPC 25%).                  Note: to be progressed as 2024/25 scheme</p>		
m)	<p><b>Issue 9-23-14</b>                  Steeple Ashton Common Hill / Newleaze – request for pedestrian barrier at exit of children’s play area</p>	<p>The play area is a thoroughfare for residents accessing Common Hill and a barrier would give protection for children who are witnessed running from this area towards th main road.</p> <p><a href="https://www.google.com/maps">https://www.google.com/maps</a></p> <p>Existing path from play area 1.0m wide. Width insufficient for provision of pedestrian barrier. Main footway only 1.2m wide which is insufficient to accommodate barrier at 450mm offset.</p> <p>Option 1 - Provide splay at end of existing footpath to maintain through width and install single pedestrian railing 1.0m wide on existing footway. Cost approx. £1800. Group agreed to move to live priority schemes subject to confirmation from Steeple Ashton PC</p>	<p><b>07/05/24</b> - Delay to works due to programming issues with Milestone. Order to be issued in early May. Works likely May / June 24.</p>	

## Melksham Local Highways & Footway Improvement Group

n)	<p><b>Issue 9-23-16</b> Magister Road, Bowerhill</p> <p>Request for 'Children at play sign'</p>	<p>Residents had previously sought a change in the grass-cutting regime from wildflower cut on the green at the bottom of Magister Road, in order to create a play area at the front part of the green for children to play and kick a ball etc. Subsequently residents had contacted Wiltshire Councillor Nick Holder with concerns that drivers were not necessarily aware that children may be playing on the green and therefore not aware of the potential for children to run out into the road, chasing a ball for instance.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Group agreed to move to 'Live priority schemes' Estimated Cost £100.00</p>	<p><b>07/05/24</b> - Order issued 24/01/25. Awaiting works start. Order M2/00221 (previously M00832) Milestone chased for install date.</p>	
o)	<p><b>Issue 9-23-17</b> Mitchell DR, Bowerhill Estate, Market Place Melksham</p>	<p>The installation of Realtime Information (RTI) on Mitchell Drive, Bowerhill and Market Place x 2 bus shelters.</p> <p><a href="https://www.google.com/maps/Mitchell Drive">https://www.google.com/maps/Mitchell Drive</a> <a href="https://www.google.com/maps/Market Place">https://www.google.com/maps/Market Place</a></p> <p>Approx cost per site £6000.</p> <p>Group agreed to move to 'Live priority schemes' for RTPI at 3 sites, Market Place Street, Melksham x2, Mitchell Drive, Bowerhill with match funding (50%) where necessary.</p> <p>R2P have assessed the sites at Mitchell Drive and Market Place x 2. Mitchell Drive - Mains power available and Shelter RTPI ready.</p> <p>Market Place – No readily available mains supply to shelter. Battery option available.</p>	<p><b>07/05/24</b> Orders raised by R2P by PTU for RTPI at the following locations:</p> <p><b>Market Place</b> x 2 (Papercast 23") £7,076.00 each</p> <p><b>Mitchell Drive</b> x1 (3-line LED) £5,736.67</p> <p><b>Kestrell Court</b> x 2 (3-line LED) £11,473.34</p> <p>Awaiting date for installation.</p> <p>Melksham TC and Melksham Without PC have been invoiced for their 50% contribution.</p> <p>No financial contribution from LHFIG.</p>	MR

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		<p>Meeting took place 23/01/24 with R2P, WC, MWPC and MTC to look at Market Place sites and examine options for Battery Powered RTPI Paper Cast <a href="https://www.papercast.com/">https://www.papercast.com/</a></p> <p>Papercast units £7,076.00 (the 23" E-Paper battery display including audio)</p> <p>LED 3-line Bus Shelter display (Mains Powered) £6,806.33.</p> <p>Agreed to progress with sites at Market Place x 2 (Papercast) and Mitchell Drive x 1.(3-line LED)</p> <p>Consideration to be given to installing papercast at Michell drive instead of 3-line LED. MR to raise issue with PTU.</p> <p>Further request for sites at Kestrell Court, Bowerhill, subject to confirmation by MWPC.</p> <p>Note- Cost agreed of 50% PTU and 50% by town / parish council) No funding requirement from LHFIG.</p> <p>Agreed - Proceed with RTPI at Market Place Melksham x 2 and Mitchell Drive (type TBC) as indicated above.</p>		
p)	<p>No issue number</p> <p>Ad-hoc road markings Melksham community Area</p>	<p>Allocation of <b>£3,500 agreed</b> at Feb meeting to cover ad-hoc road marking requests. Sites to be collated and orders issue 1 or 2 times per year depending on numbers. <b>Note</b> this should not be used for routine road marking maintenance.</p>	<p><b>07/05/24</b> - Awaiting further submission of sites from town / parish councils. Current Sites agreed at Feb meeting listed below:</p> <ol style="list-style-type: none"> <li>1. <b>Issue 9/24/04</b> Semington Road, Melksham (near Mobile Home Park), Berryfield Cycle Ln</li> <li>2. <b>Issue 9/24/03</b> - Give way markings Berryfield Lane and Winston Rod / Padfield Gardens</li> </ol>	

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<p>q)</p>	<p><b>Issue 9-23-8</b> Melksham Bank Street – request for railings and / or other measures to improve safety</p>	<p>Issue submitted to Melksham Town Council</p> <p>The unprotected high pavement offers a risk of falling, particularly for those who are visually impaired. Suggestion is for railings and / or tactile paving.</p> <p>This has been explored before and it was requested that Highways circulate previous information concerning this, for further discussion. Please refer to Appendices 4 and 5 for background information. Appendix 6 indicates work previously undertaken on behalf of this group in 2014.</p> <p>Whilst noting the previous actions and reports, the Town Council asked that this matter be given further consideration. Highways suggested that this be passed to their consultants who are considering various measures as part of the A3102 Road Safety Study, and that no costs would be incurred by the LHFIG.</p> <p>The LHFIG were content to follow this suggestion. Request made to Atkins to include Bank Street for feasibility work as part of A3102 Safer Roads Study. Cllr Sankey has asked that ideas for improvement are considered away from Safer Roads study. MR to examine options and report back to Feb 24 meeting.</p> <p><u>Feb 24</u> - Discussion by group on merits of trialling a free-standing barrier but discounted over safety concerns. Plastic blister paving resin bounded fixed to warn of edge of pavement also suggested. MR to investigate and report back to group.</p>	<p><b>07/05/24</b> – Bank Street is included in the A3102 safer roads route study proposal. Package 8. Likely summer / autumn 24.</p> <p>Meeting held on site with Cllr Hubbard on 26/03/24 to look at the issue at Bank Street.</p> <p>Suggestion made to install surface mounted ‘Manchester style’ bollards with metal chain link between (Bollards to match existing bollards on east side). Bollards to act as visual deterrent rather than provide physical barrier.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p><a href="https://www.heritagestreetfurniture.co.uk/bollards/steel-bollards/bollard-chains-for-steel-decorative-bollards/">https://www.heritagestreetfurniture.co.uk/bollards/steel-bollards/bollard-chains-for-steel-decorative-bollards/</a></p> <p>Bollards spaced at approx. 2.5m centres with chain link in between.</p> <p>Bollards with eyelets = £380.00 Metal Link Chain approx. £150.00</p> <p>Approx ‘34’ bollards and 17 lengths of chain required. = £15,470.00.</p> <p>Install cost per bollard £150 x 34 = £5,100.00</p> <p>Total <b>£20,570.00.</b></p> <p>Note - Safety Audit would be required (£1,390)</p> <p>The group agreed that whilst no accidents have been recorded, the high pavement continues to cause some</p>
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## Melksham Local Highways & Footway Improvement Group

			local concern. Group agreed that £20,570.00 represented significant cost to group / MTC and as such it would be prudent to waiting until the outcome of the A3103 Safer Roads study before agreeing to further action by the LHFIFG.	
r)	<p><b>Issue 9/24/01</b> Main Street, Keevil / Great Hinton</p> <p>Joint request from Keevil PC and Great Hinton PC</p>	<p>Joint request from Keevil PC and Great Hinton PC for additional Single Track Road signs to be placed on the Main Street. "The reason for this request is due to recent road closures and increase in traffic issues which highlighted that the village was being used as a regular cut through"</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Existing 'road narrows sign' at Great Hinton (south) north of crossroads. No sign at northern end (Keevil)</p> <p>TSRGD will not permit '<i>unsuitable for diverted traffic</i>' supplementary plate. Suggest '<i>Single track road</i>' for 1 mile as best option. MOD signs to be replaced at same time.</p> <p>2no. signs in temporary 'A' frames to be provided to PCs to be used when local closure is in operation.</p> <p><b>Agreed</b> - proceed with scheme at approx. cost £780.00 (25% to be paid by Great Hinton PC)</p>	<p><b>07/05/24</b> - Order issued for permanent single track road signs x 2 at Great Hinton M2/000135 Value £636.59. Awaiting install</p> <p>Order for temporary signs x (unsuitable for diverted traffic) M2/00212, £118.23 Order held pending further discussion with PC re. storage of signs and placement / removal with PC.</p> <p>Dean Baker will speak to major maintenance team re. closure of C233 Keevil on 10<sup>th</sup> June (5 Days) for Verge Overrun works to see if '<i>unsuitable for diverted traffic</i>' signs can be erected to discourage traffic from using Great Hinton as a short cut.</p>	
s)	<p><b>Issue 9/24/02</b> Footbridge between Westbury View and Primrose Drive</p>	<p>The issue concerns a footbridge which crosses Clackers brook. "<i>The surface is often slippery, even when cleared of wet leaves. In freezing conditions, the surface is very slippery and treacherous with a number of residents reporting slips and falls recently. This even though the bridge deck has recently been cleaned and cleared of wet leaves</i>".</p>	<p><b>07/05/24</b> – Site inspection undertaken, and plan prepared. Low spot on bridge needs to be addressed with a scratch coat. Work to take place Summer 24 MJR speaking to Structures team to see if they can take this project forward.</p>	

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		<p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Bridge deck 15m x 3.5m</p> <p>Option 1 - overlay with HFS material in grey or buff (with Temp bridge closure) Est cost £4,500.00</p> <p>Option 2 - Overlay existing bridge surface with new tarmac surface laid an increased crossfall to better disperse surface water Est. cost £4,850.00</p> <p>Issue raised over ownership of bridge deck – MR to check. Agreed – Allocate £4,500 for HFS across bridge deck (Option 1) with 50% contribution from Melksham TC. (TBC)</p>		
t)	<p><b>No issue number</b></p> <p>Ashton Common Steeple Ashton</p>	<p>A Verbal request from Steeple Ashton PC for additional SID retention socket in the village. Formal submission to follow, but PC have asked if this issue can be considered as part of the Feb 24 meeting.</p> <p><b>Agreed</b> - Proceed with implementation of NAL retention socket and new 4m post at a cost of £450.00. (No 3<sup>rd</sup> party contribution as under £500 threshold)</p>	<p><b>07/05/24</b> – Exact location to be agreed on site with Steeple Ashton PC before order is placed.</p>	
u)	<p><b>Issue 9-24-05</b></p> <p>Kissing gates x 2 at Keevil</p>	<p><i>“Installation of two Kissing Gates, both on public footpaths. One on the White Horse Trail at the end of Towmead Lane, Keevil, the other to a field that has livestock on it in the summer.</i></p> <p><i>The first one has caused many safety issues with walkers leaving the gate open, and the risk of livestock misusing the field. the second , the stile is very unsteady and beyond repair”</i></p>	<p><b>07/05/24</b> - 1 no. gate has been installed. Remaining gate will take longer as work required first on adjacent drainage ditch. Discussion with drainage team ongoing.</p>	

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		<p>Alison Rasey (Countryside Access Officer) has agreed the installation. Cost for 2no. gates is £855.00 including delivery. Countryside team will arrange installation but have asked for an extra £100 to cover concrete. Total £955.00</p> <p>Agreed – Proceed with Kissing gates x 2 at a cost of £955.00 (Keevil PC 25% TBC) MR to speak to Alison Rasey to expedite work in current financial year.</p>		
<b>5.</b>	<b>Non LHFIFG Funded Schemes (Section 106, Active Travel etc)</b>			
	Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development	<p>Consultation on full closure over rail bridge or one way operation from east to west and new parking controls to be carried out by the Town Council.</p> <p>Town Council to undertake consultation in the New Year (2023). Section 106 monies Expires 1/11/2026 Ongoing discussion re. consultation for Dunch Lane to be held with Melksham Town council. Consultation on options for Dunch Lane anticipated during Spring 24</p>	<b>07/05/24</b> - Further discussion to be held with town council re. options and local consultation once resource permits	
	Active Travel Scheme - Signing to promote use of shared use cycle routes in town	<p>Scheme to be funded from a third tranche of Section 106 money from the George Ward Gardens development. There are funds remaining (£13,034.35) specifically to improve cycleway signing within the town.</p> <p>Town Council to submit a list of locations for signing improvements.</p> <p>MR to work with Melksham TC to look at sites within the town for cycle signing improvements. Likely early 2024.</p>	<b>07/05/24</b> - MJR to undertake initial design work summer / Autumn 24 and report back to Melksham Town council for comments. No further action at this stage	MR

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6.	<b>New Requests and ongoing Issues</b>			
a)	<p><b>Issue 09/23/21</b></p> <p>Main Street Keevil adjacent to 18a</p> <p>Road edge Erosion.</p>	<p>Road adjacent to 18a main street Keevil.</p> <p><i>“Erosion of tarmac and subsequent reduction of grass verge. Parked cars cannot open nearside doors because of the steep angle of verge. Children are being moved in and out on the ROADSIDE. This is very dangerous at busy times, when road is restricted with buses, coach and many cars”.</i></p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Typical road width =5.22m. Kerbing Section 1 – 27m (to steps to #19) Kerbing Section 2 – 26m (steps to Blagdon House) Section 1 is worst due to parked vehicles.</p> <p>Note: Temp road closure may be required due to restricted road width.</p> <p>Est Cost with road closure = £9100.00 (+10% contingency) = £,10,010.00.</p> <p>Keevil PC to discuss options at their next meeting and report back to group</p>	<p><b>07/05/24</b> - Keevil PC have now agreed their preferred option. Works require temp road closure for approx. 1 week and must be moved to school holidays to reduce disruption. MJR to speak to programming officer to see if Oct ½ term is available for construction</p> <p><b>Agreed</b> – Allocate £10,010.00 for works with 25% contribution from Keevil PC</p>	MR
b)	<p><b>9-24-06</b></p> <p>Roundponds, Southbrook Road, Addison Road and Dunch Lane</p>	<p>Request for 20mph limit to cover the estate listed.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p>	<p><b>07/05/24</b> - Speed limit assessment would first be required to check if site meets the necessary criteria for 20mph limits (mean speed 24-25 mph). MJR to look at sites across the estate to agree speed survey locations and agree with Cllr Alford.</p> <p>Cllr John Hubbard suggested that other sites in the town could be considered for 20mph limits and will</p>	MR

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			submit locations in due course.	
			Mary Winterburn has asked that if 20mph sites go ahead in Melksham area that Great Hinton be considered to combine legal process and reduce overall costs to LHFIG / Town Council / Parish Councils	
c)	<b>9-24-07</b>  Top Lane, Westhill, Whitley & Purlpit	Request for pedestrian improvement measures, incl possible footway, warning signs, 30mph repeater signs, reduction of speed limit (currently national speed limit).  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a>  <a href="https://www.google.com/maps">https://www.google.com/maps</a> Parish council would like to request the following:  1. Pedestrians in Road' signage on Top Lane, beyond the First Lane junction with Top Lane for cars heading towards to West Hill/Purlpit; and in the opposite direction for those vehicles coming up from Purlpit towards West Hill in the other direction, where there is no footway.  2. Welcome to Whitley 'Please Drive Carefully' signage to be added to the Whitley Village gateway signage coming from Westhill/Purlpit on the right-hand side.  3. Councillor Richardson explained that Daisy Chain Nursery often walked young children along this road and that the speed limit changed to 60mph once reaching the village gates at Purlpit, the road became narrow at this point and queried if the speed limit here could be reviewed.	<b>07/05/24</b> - Some footway works have taken place previously along the length in question but could not continue due to contentious land ownership issues.  MJR to look at proposal for 'pedestrians in road' signs and additional <i>Whitley 'Please Drive Carefully'</i> sign missing from village gate on West Hill and report back to next meeting with plan/ costs.	MR

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<b>6.</b>	<b>Other items</b>			
a)	<b>Pavement and Footway Improvement Schemes (pre-LHFIG)</b>	Update on upcoming footway maintenance schemes from Local highway engineer	Dean Baker discussed issues relating to Georg George V footway and confirmed that discussions were taking place with structures team to see if they can this project forward.	AB to note
b)	<b>Deadline for submitting LHFIG Requests</b>	All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be deferred until the following meeting.  Requests to be sent to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a>  The deadline for our next meeting is <b>18<sup>th</sup> July 2024</b>		To note
c)	<b>For information Email address to submit requests to the LHFIG.</b>	Wiltshire Council has a specific email address for submitting requests. Effective immediately, please submit requests to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a> .  Requests for Traffic Surveys should continue to be sent to <a href="mailto:trafficsurveys@wiltshire.gov.uk">trafficsurveys@wiltshire.gov.uk</a>  Please forward this information to all who submit requests on behalf of your Council.		To note
<b>7.</b>	<b>Any other business</b>			

Melksham Local Highways & Footway Improvement Group

Recap of Issues from Feb meeting

- 1. King George V playing field footpath – Concern was raised about the deteriorating condition of the path and the impact on public safety. Dean Baker to look on site and report back to next meeting. Possible substantive scheme for 2024/25 was also mentioned. See above under ‘*Pavement and Footway Improvement Schemes (pre-LHFIG)*’
- 2. Level of TC/ PC funding - Cllr Hubbard raised concerns about the current level of 3<sup>rd</sup> party funding for Melksham Town Council / Melksham without Parish council, which is currently set at 50%, compared to 25% for other Parish Councils. It was agreed to raise this matter as an agenda item for discussion at the next Area Board meeting.

Dates of future meetings:

15<sup>th</sup> August 2024.

Meetings to commence at 18:00 hrs and will be held on-line until further notice.

Melksham Local Highways & Footway Improvement Group

Highways Traffic Officer – Martin Rose

Area Highway Engineer – Dean Baker

**1. Environmental & Community Implications**

1.1. Environmental and community implications were considered by the LHFIG 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 Melksham Area Board.

## Melksham Local Highways & Footway Improvement Group

**2.2.** If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of: **£34,887.85. Refer to APPENDIX 2**

### **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 and accessibility for all users of the highway.

### **6. Safeguarding implications**

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

### **7. Recommendations to Melksham Area Board**

7.1 To add the following Issues to the Priority Schemes List with funding (where indicated) Refer to APPENDIX 2

- Melksham Town / Melksham without / Semington village - Allocate the sum of **£4000.00** for the formal advertisement and implementation of parking controls (Waiting restrictions) at various agreed sites. 3<sup>rd</sup> Party contribution of 25% (£1,000) to be agreed with town / parish councils.
- Keevil Kerbing works. – Allocate sum of £10,010.00 with 25% contribution (£2502.50) from Keevil Parish council.

## FINANCIAL SUMMARY (as of 12/02/24)

LHFIF Budget 23/24	£24,338.00	
Carry F/wd 22/23	£51,247.70	
	<b>£75,585.70</b>	<b>A</b>
Projected Spend 23/24	<b>£81,623.69</b>	<b>B</b>
Balance	<b>-£6,037.99</b>	<b>C (A-B)</b>
3rd Party Contributions (Details below)	<b>£59,285.46</b>	<b>D</b>
<b>Current Balance</b>	<b>£53,247.47</b>	<b>E (C+D)</b>

SCHEME	ORIGINAL ESTIMATE	LHFIF COMMITMENT	EXPENDITURE TO DATE 23/24	FINAL SPEND 23/24
1 Broughton Gifford Traffic Calming – bollards	£1,060.00	£1,060.00	£1,181.96	£1,181.96
2 A365 Shaw / Dunch Lane Footway imp	£29,177.93	£0.00	£25,249.91	£25,249.91
3 Melksham Sandridge Rd / Maple Cl Footway	£20,000.00	£1,000.00	£0.00	£0.00
4 Bowerhill Halifax Road – drop kerbs / Footway Imp	£6,000.00	£6,000.00	£6,452.73	£6,452.73
5 Bowerhill Portal Road – Village Gateway	£3,000.00	£1,500.00	£0.00	£1,710.79
6 Melksham The Crays – drop kerb	£2,500.00	£1,250.00	£2,388.78	£2,388.78
7 A350 Beanacre – Gateway treatment	£10,000.00	£5,000.00	£0.00	£6,600.00
8 Keevil Martins Road Footpath improvements	£10,650.00	£7,987.50	£1,752.77	£14,000.00
9 Shaw Corsham Road – Traffic Signal Louvres	£750.00	£757.18	£757.18	£757.18
10 Great Hinton - ROW Kissing Gate	£500.00	£500.00	£0.00	£500.00
11 Berryfield Semington Road – 2 x Bus Shelters	£20,000.00	£0.00	£20,383.06	£20,383.06
12 Melksham Snarlton Lane Crossing Point	£2,909.15	£1,454.58	£1,005.90	£1,005.90
13 Sandpits Lane Signing and Lining	£1,077.14	£1,077.14	£0.00	£0.00
14 Ashton Common Hill/ Newleaze pedestrian barrier	£1,800.00	£1,800.00	£0.00	£0.00
15 H bar markings Halifax Road Bowerhill (see line 21)			£0.00	
16 Magister Road Children warning sign	£100.00	£100.00	£0.00	£0.00
17 A365 Shaw / Corsham Road SLOWs x 3 (see line 21)				
18 RTPI Sites Melksham / Melksham without (No LHFIF funding)	£0.00	£0.00	£0.00	£0.00
19 Westlands Lane / Corsham Road B3353 Advance Advisory HGV signs x 2	£1,000.00	£1,000.00	£0.00	£0.00
20 Sandpits Lane Steps / Hardstanding at Kissing gate	£2,640.00	£2,640.00	£0.00	£0.00
21 Melksham LHFIF Adhoc road markings (Cover items 13, 15 & 17)	£985.09	£985.09	£1,393.38	£1,393.38
22 High Street Semington Bus Gate ANPR camera relocation (to include 1st year set up and maintenance cost) & new Signs	£12,500.00	TBC	£0.00	£0.00
23 Melksham LHFIF Adhoc road markings 2024-25	£3,500.00	£3,500.00	£0.00	£0.00
24 Great Hinton / Keevil Single track Road signs x 2 (includes temp signs unsuitable for diversionary traffic)	£780.00	£780.00	£0.00	£0.00
25 Footbridge between Westbury View and Primrose Drive. High Friction Surface.	£4,500.00	£4,500.00	£0.00	£0.00
26 Kissing Gates x 2 at Keevil (Countryside team to supply and install)	£955.00	£955.00	£0.00	£0.00
27 SID retention socket and post for Steeple Ashton PC	£400.00	£400.00	£0.00	£0.00
	<b>£136,784.31</b>	<b>£44,246.49</b>	<b>£60,565.67</b>	<b>£81,623.69</b>

3rd party Contributions	Contribution	Notes	Invoice request raised
A365 Shaw / Dunch Lane footway	£20,077.54	Section 106 funded	N/A
A365 Shaw / Dunch Lane footway	£7,000.00	Melksham AB contribution	N/A
Melksham Sandridge Rd / Maple Cl Footway	£0.00	Melksham TC (50% subject to confirmation)	
Bowerhill Halifax Road Drop kerbs / Footway Imp	£3,226.37	Melksham without (50% invoice upon completion)	30/10/23
Bowerhill Portal Road Gateway	£855.40	Melksham without (50% invoice upon completion)	15/11/23
Melksham The Crays Drop kerb	£1,194.39	Melksham TC (50% invoice upon completion)	01/11/23
A350 Beanacre Gateway Treatment	£3,300.00	Melksham without (50% invoice upon completion)	
Keevil Martins Road Footpath /Barrier	£2,750.23	Keevil PC (invoice upon completion)	29/01/24
Shaw Corsham Rd Signal Louvres	£378.59	Melksham Without TC (50% invoice upon completion)	24/01/24
Berryfield Semington Road – 2 x Bus Shelters	£20,000.00	Section 106 funded LHFIF to be reimbursed upon completion	
Melksham Snarlton Lane Crossing Point	£502.95	Melksham TC (50% invoice upon completion)	19/02/24
Sandpits Lane Signing and Lining	£0.00		
Ashton Common Hill/ Newleaze pedestrian barrier	£0.00	Steeple Ashton (25% invoice upon completion)	
Westlands Lane / Cosham Rd – B3353 Weight limit advance signs x 2	£0.00	2024/25 scheme Melksham without (50% invoice upon completion TBC)	
Sandpits Lane Steps / Hardstanding at Kissing gate	£0.00	2024/25 scheme Steeple Ashton PC (25% invoice upon completion TBC)	
Semington Bus Gate ANPR	£0.00	2024/25 scheme Semington PC (25% Confirmed)	
Great Hinton / Keevil Single track road signs x 2	£0.00	2024/25 scheme Keevil / Great Hinton PC (25% invoice upon completion TBC)	
Footbridge between Westbury View and Primrose Drive	£0.00	2024/25 scheme - Melksham TC (50% TBC)	
Kissing Gates x 2 at Keevil	£0.00	2024/25 scheme - Keevil PC (25% TBC)	
SID retention socket and post for Steeple Ashton PC	£0.00		
	<b>£59,285.46</b>		

NOTE- Scheme to be carried over &amp; implemented in 24/25



# Melksham LHFIF EXPENDITURE 2024 / 25

# APPENDIX 2

## FINANCIAL SUMMARY (as of 08/05/24)

LHFIF Budget 24/25	£24,338.00	
Carry F/wd from 23/24	£53,247.47	
	<b>£77,585.47</b>	<b>A</b>
Current Projected Spend 24/25	<b>£63,273.69</b>	<b>B</b>
Balance	<b>£14,311.78</b>	<b>C (A-B)</b>
3rd Party Contributions (Details below)	<b>£20,576.07</b>	<b>D</b>
<b>Current Balance</b>	<b>£34,887.85</b>	<b>E (C+D)</b>

SCHEME (Carryover from 23/24)	ORIGINAL ESTIMATE	LHFIF COMMITMENT	EXPENDITURE TO DATE 24/25	PROJECTED FINAL SPEND 24/25
<b>1 Melksham Sandridge Rd / Maple CI Footway</b>	£20,000.00	£20,000.00	£0.00	£20,000.00
<b>2 Sandpits Lane Signing and Lining</b>	£1,077.14	£1,077.14	£0.00	£1,077.14
<b>3 Ashton Common Hill/ Newleaze pedestrian barrier RTPI Sites Melksham / Melksham without (No LHFIF funding)</b>	£1,800.00	£1,800.00	£0.00	£1,800.00
<b>4</b>	£0.00	£0.00	£0.00	£0.00
<b>5 Magister Road Children / Playground sign Westlands Lane / Corsham Road B3353 Advance</b>	£100.00	£100.00	£0.00	£100.00
<b>6 Advisory HGV signs x 2</b>	£1,000.00	£1,036.73		£1,036.73
<b>7 Sandpits Lane Steps / Hardstanding at Kissing gate High Street Semington Bus Gate ANPR camera relocation (to include 1st year set up and maintenance cost) &amp; new</b>	£2,640.00	£2,640.00		£2,640.00
<b>8 Signs</b>	£12,500.00	£12,500.00		£12,500.00
<b>9 Melksham LHFIF Adhoc road markings 2024-25</b>	£3,500.00	£3,500.00	£0.00	£3,500.00
<b>10 Great Hinton / Keevil Single track Road signs x 2 (includes temp signs unsuitable for diversionary traffic )</b>	£780.00	£780.00		£754.82
<b>11 Footbridge between Westbury View and Primrose Drive. High Friction Surface.</b>	£4,500.00	£4,500.00	£0.00	£4,500.00
<b>12 Kissing Gates x 2 at Keevil (Countryside team to supply and install)</b>	£955.00	£955.00	£0.00	£955.00
<b>13 SID retention socket and post for Steeple Ashton PC</b>	£400.00	£400.00	£0.00	£400.00
<b>14 Waiting restrictions Melksham Town, Melksham without &amp; Semington - Legal + Implementation costs</b>	£4,000.00	£4,000.00		£4,000.00
<b>15 High Street Keevil Kerbing works</b>	£10,010.00	£10,010.00		£10,010.00
	<b>£63,262.14</b>	<b>£63,298.87</b>	<b>£0.00</b>	<b>£63,273.69</b>

### 3rd party Contributions

Contribution	Notes
Melksham Sandridge Rd / Maple CI Footway	£10,000.00 Melksham TC (50% subject to confirmation)
Sandpits Lane Signing and Lining	£0.00 No contribution
Ashton Common Hill/ Newleaze pedestrian barrier	£450.00 Steeple Ashton (25% invoice upon completion)
Westlands Lane / Cosham Rd – B3353 W limit signs x 2	£518.37 2024/25 scheme Melksham without (50% invoice upon completion TBC )
Sandpits Lane Steps / Hardstanding at Kissing gate	£660.00 2024/25 scheme Steeple Ashton PC (25% invoice upon completion TBC )
Semington Bus Gate ANPR	£2,767.75 2024/25 scheme Semington PC (25% Confirmed)
Great Hinton / Keevil Single track road signs x 2	£188.71 2024/25 scheme Keevil / Great Hinton PC (25% invoice upon completion TBC )
Footbridge between Westbury View and Primrose Drive	£2,250.00 2024/25 scheme - Melksham TC (50% TBC)
Kissing Gates x 2 at Keevil	£238.75 2024/25 scheme - Keevil PC (25% TBC)
SID retention socket and post for Steeple Ashton PC	£0.00 No contribution
Waiting Restrictions - Various sites Melksham Area	£1,000.00 implementation costs to be split between 3rd parties according to number of sites
High Street Keevil Kerbing works	£2,502.50 Keevil PC

**£20,576.07** **D**

**NOTE- Schemes carried over from 23/24**



### Melksham Area Grant Report

#### Purpose of the Report

1. To provide details of the grant applications made to the Melksham Area Board. These could include:
  - community area grants
  - youth grants
  - older and vulnerable people grants
  - area board initiatives
2. To document any recommendations provided through sub groups.

#### Area Board Current Financial Position

	Community Area Grants	Youth Grants	Older and Vulnerable People Grants
Opening Balance For 2024/25	£ 22,309.00	£ 18,349.00	£ 7,700.00
Awarded To Date	£ 0.00	£ 0.00	£ 0.00
Current Balance	£ 22,309.00	£ 18,349.00	£ 7,700.00
Balance if all grants are agreed based on recommendations	£ 19,824.48	£ 18,349.00	£ 4,366.01

#### Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG1731</a>	Community Area Grant	Melksham and District Historical Association	Melksham Historical Association Display Cabinets	£2000.00	£1000.00
<p><b>Project Summary:</b>                      As an initial step towards a long term goal of a Melksham Museum, we are looking to half fund two display cabinets with a view to showcasing items the Association has collected over the past 62 years. The Town Council has agreed to allow the use of their foyer as a venue.</p>					
<a href="#">ABG1760</a>	Community Area Grant	Great Hinton Heritage Group	Great Hinton Heritage Group Display Materials	£484.52	£484.52

**Project Summary:**

The group was founded in December 2023 with the assistance of an Older and Vulnerable Adults grant submitted to the Melksham Area Board by the Great Hinton Community Committee. Our meetings and walking tour have reached out to the target demographic, building opportunities for social interaction after the isolating effects of the Covid period. A wealth of information has already been gathered and the group would like to share this with the village by having a Heritage Event in the Village Hall. It has also become apparent during the meetings that it would be helpful to be able to project materials such as maps to support participative discussion. Also, the need for magnifiers has been identified. We believe we have sourced the loan of main display boards from Steeple Ashton to present exhibition material at the Heritage Event, but we would benefit from two table top boards to present topical theme materials and prompt curiosity when using source material at the meetings.

[ABG1764](#)

Community Area Grant

Bowerhill Baby and Toddler Group

Bowerhill Baby and Toddler group Outdoor Active

£642.40

£500.00

**Project Summary:**

Bowerhill Baby and Toddler Group has been running for around 20 years. In June of 2023 a group of Mums living in Bowerhill, decided to take on the running of the group rather than loose such a fabulous facility. The group operates every Monday 10am-11:30 (apart from Bank Holidays). We offer a different theme each week such as "under the sea" with sea creature toys, water and sea themed crafts. We have been very fortunate to receive funding to replace our indoor, broken toys and equipment. This has been extremely welcomed and resulted in an increase in the popularity of our playgroup. However, we would now like to request funds to invest in some outdoor equipment for our children. Currently, we have an outside, grassy area however we do not utilise this space as we lack of appropriate toys and equipment. Encouraging our children to play outside is important as this develops physical fitness and helps to aid critical development such as stability and bone density. Time spent outdoors helps to relieve stress and anxiety and has significant, positive impacts on mental health and wellbeing. Given that the children who attend playgroup have been significantly impacted by COVID-19 and the disease containment measures followed i.e., subsequent lockdowns, it is important to help children thrive as much as possible. Therefore, providing access to an outdoor space with fun and engaging toys and equipment for them to use, is an excellent way to support the development of our children.

[ABG1774](#)

Community Area Grant

Great Hinton Indoor Bowls Club

Great Hinton Indoor Bowls Club

£500.00

£500.00

**Project Summary:**

The project is to purchase a set of new carpet bowls. The Great Hinton Indoor Bowls Club was established in 2009. All of the start up equipment was second hand. A set of bowls should last 15-20years and at first they were satisfactory, but over time there has been a gradual change in the bias. There is inconsistency in performance, some bowls reacting more than other. A replacement set of bowls will enhance the enjoyment for both current and future players.

**Application Reference****Grant Type****Applicant****Project****Total Cost****Requested**[ABG1769](#)

Older and Vulnerable Adults Funding

Avon Bowls Club

Avon Bowls Club Access Ramp

£333.99

£333.99

**Project Summary:**

At present, one has to go up two steps to enter the Bowls Club grounds. Those in a wheelchair need to have able-bodied assistance to be pulled up the steps. A difficult manoeuvre. To access the Green, one has to use portable steps, which currently presents an insurmountable challenge to both wheelchair users and those with significant mobility issues, The provision of a moveable ramp will provide easier access to the club grounds for all those with mobility issues, including wheelchair users and the same ramp can also provide similar access to the Green.

<a href="#">ABG1788</a>	Older and Vulnerable Adults Funding	OUR TIME PROJECT	MELKSHAM MOVEMENT AND THEATRE WORKSHOPS FOR ELDERS	£6000.00	£3000.00
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**Project Summary:**

**TO PRODUCE AND DELIVER A SERIES OF HIGH QUALITY INSPIRING THEATRE AND MOVEMENT WORKSHOPS WITH ELDERLY COMMUNITIES IN MELKSHAM : CREATING JOYFUL, LIFE - ENHANCING EXPERIENCES, UNDER THE GUIDANCE AND THE EXPERTISE OF THE OUR TIME PROJECT COMPANY. INVOLVING ACTIVE ELDERS, VERY FRAIL, THOSE WHO HAVE HAD STROKES, AND THOSE WITH DEMENTIA .ULTIMATELY ENCOURAGING PERSONAL DISCOVERY AND A SHARED AND ENLIGHTENING COLLECTIVE EXPERIENCE WHICH WILL HAVE POSITIVE REPERCUSSIONS IN THE WIDER COMMUNITY.** The workshops will improve the health and well-being of participants at The Brookside Home Melksham OSJCT and the Rainbow Day Centre Melksham encouraging mental and physical stimulation as well as being a joyful creative collective experience for both elders and carers. [www.ourtimeproject.com](http://www.ourtimeproject.com) <https://www.youtube.com/@ourtimeproject> Tailor- made to the needs of each group whether very frail, active elders or those with dementia or who have had strokes, the OUR TIME PROJECT inspires through the use of movement and theatrical play, drawing from the life experience of participants, guiding with delicate expertise and taking ideas onto a theatrical level, allowing and encouraging the participants to see each other in new ways, and encouraging a fantastic shared experience which has an impact inside the prospective homes and groups as well as having ripples into the wider communities through the carers and families ; Carers are encouraged to participate and sometimes family members who are visiting. In Melksham Brookside Home and the Rainbow Day centre have been highlighted as having a clear need and a keen interest in having OUR TIME PROJECT delivering this work for the beneficiaries of elders. Each residency workshop is a unique experience in itself and is tailor made to the needs and requirements of each group whether very frail active elders those with dementia or physically disabled. These workshops draw from the distinctive experience of the Company and the experience of the Director who has created pioneering theatre and movement work with the elderly over the past 14 years . It is a pre- requisite of the company's ethos to have an innovative creative and life enhancing approach to interactive workshops with the elderly. Drawing from training at the Lecoq International school 1992 -1994 and over 20 years' experience as a Director of theatre Sue Lee B.A Hons Diploma Ecole Lecoq Director coordinates the OUR TIME PROJECT and encourages a direct and stimulating environment with the Our Time expert practitioners where wonderful experiences and great discoveries happen with much laughter under the care and collaboration with care workers within each workshop setting. The workshops aim to inspire and bring out the undiscovered in each participant drawing on the creativity that stems from each individual's life experience and celebrate this in a joyous way. Movement is at the core and each workshop begins with simple movements which will have a great physical benefit then leading to simple improvisation creating a unique vibrant and life enhancing experience that bonds the collective and rejoices the individuals uniqueness. The workshops are delicate drawing out the creative potential in each person in a sensitive way as well as encouraging a group shared experience. The workshops aim to stimulate physical activity as well as spiritually bind the group encouraging well-being and improved quality of health. Some feedback from the previous set of workshops in the area Rebecca Brown leader from Forum Stroke Club "I think the members really enjoyed it they were smiling and laughing ..... it is wonderful for their imagination and memory. It is good for them to interact as a group. They gain confidence I could really see this programme happening again as it was great fun.' Chris brown day centre participant Mrs Alison Meer's .'It took me out of my shy comfort zone.... Making a fool of oneself isn't a bad thing from time to time... I wish I had started being so fluid in movements earlier'.

3. 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.
4. 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)
  - Youth Grants (revenue)
  - Older and Vulnerable People Grants (revenue)
- 5.

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

### **Main Considerations**

6. 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.
7. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
8. Councillors need to consider any recommendations made by sub groups of the Area Boards.

### **Safeguarding Implications**

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

### **Public Health Implications**

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

### **Environmental & Climate Change Implications**

11. 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.

### **Financial Implications**

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

### **Legal Implications**

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

### **Workforce Implications**

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

### **Equalities Implications**

15. Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.
16. Community Area Grants will give local community and voluntary groups, Town and Parish Councils equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

### **Proposals**

17. To consider and determine the applications for grant funding.

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### **Report Author**

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

