

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Bowerhill Village Hall, Bowerhill, Melksham, Wiltshire.  
**Date:** Wednesday 23 September 2009  
**Start Time:** 7.00pm  
**Finish Time:** 10:05pm

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## In Attendance:

### Wiltshire Councillors

Jonathon Seed (Chairman), Rod Eaton (Vice-Chairman), Mark Griffiths, Jon Hubbard, Steve Petty, Roy While, Keith Humphries (Cabinet Representative).

### Parish and Town Councillors

Geoff Collett & Maggie Goodenough (Poulshot PC), Sally Oliphant (Bulkington PC), Effie Gale-Sides (Atworth PC), J Savage (Seend PC), Paul Bowyer & Ron Robinson (Semington PC), Rosemary Bell, Geoff Hyatt & Cindy Bullen (Steeple Ashton PC), Paul Wiltshire (Broughton Gifford PC), Geoff Hyatt (Steeple Ashton PC), George McDonic (Gt Hinton PC), Mike Mills, Rolf Brindle & Richard Wood (Melksham Without PC), Richard Wiltshire, Chris Holden & John Crook (Melksham TC).

### Partners

Wiltshire Police – Dave Cullop & Mel Rolph  
Wiltshire Fire & Rescue Service – Richard Humphrey  
Community Area Partnership – Colin Goodhind

### Officers

Lynn Gaskin, Peter Dunford, Abbi Gutierrez, Kevin Fielding, Bill Parks, Andy Cadwallader, Jim Sherry – Wiltshire Council

<b><u>Agenda Item No.</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>	<b><u>Action By</u></b>
1.	<p><b><u>Chair's Welcome and Introductions</u></b></p> <p>The Chairman welcomed everyone to Bowerhill village hall, for the second meeting of the Melksham Area Board.</p> <p>The Chairman introduced Lynn Gaskin, (Wiltshire Council service director for the Melksham area board), Inspector David Cullop, (Wiltshire Police) and Keith Humphries, (Wiltshire Council cabinet member for health and well being) who was in attendance for this meeting.</p> <p>The Chairman then requested that all the Wiltshire Council members in attendance introduced themselves to the meeting.</p> <p>The Chairman made the point of the importance of partnership work, particularly with the parishes.</p>	
2.	<p><b><u>Apologies for Absence</u></b></p> <p>Apologies were received from Bryony Brown, (NHS Wiltshire).</p>	
3.	<p><b><u>Planning for the future of Melksham</u></b></p> <p>Jim Sherry, (Wiltshire Council) gave a presentation that outlined how and when members, residents and others with an interest can have their say on how the Melksham community area will change in the future and to raise awareness as to what is happening and how everybody can take an active part in this process.</p> <p>Points raised included:</p> <ul style="list-style-type: none"> <li>• That the process will prepare a core strategy for the whole of Wiltshire.</li> <li>• That Wiltshire Council needs an updated development framework that can plan for new infrastructure across Wiltshire, which will include schools, doctors surgeries and other essential services.</li> </ul>	

	<ul style="list-style-type: none"> <li>• That part of this process is to develop “a vision of Melksham” and that it is essential that local views feed into the process.</li> <li>• That it is planned to hold an exhibition and workshop in Melksham on the 26th November 2009 with feedback early in 2010.</li> </ul> <p>The Chairman thanked Jim Sherry for his informative presentation.</p>	
4.	<p><b><u>Declarations of Interest</u></b></p> <p>There were no declarations of interest received.</p>	
5.	<p><b><u>Minutes of the 1 July 2009</u></b></p> <p>The minutes of the 1 July meeting were signed off as a correct record of the meeting.</p>	
6.	<p><b><u>Area Board Budget</u></b></p> <p>The Chairman advised that £3,200 had been allocated towards setting up the new Community Area Partnership.</p>	
7.	<p><b><u>Community Area Partnership</u></b></p> <p>Chris Holden, (Melksham Community Area Partnership representative) presented the update for the community area partnership.</p> <p>Points included:</p> <ul style="list-style-type: none"> <li>• That the community area partnership have now drawn up their constitution, this will be formally ratified at the annual general meeting which will be held during November 2009.</li> <li>• That the partnership was looking at best practices used by other community partnerships throughout Wiltshire.</li> <li>• That the partnership was looking to build stronger relationships with local businesses particularly the Bowerhill business community.</li> <li>• That the steering group will be meeting on Monday 12 October 2009.</li> </ul>	

	<ul style="list-style-type: none"> <li>• That the partnership is looking forward to working with Wiltshire Council and is still very much establishing itself.</li> <li>• That the partnership is wishes to be inclusive to all.</li> </ul> <p>The Chairman thanked Chris Holden for his update.</p>	
8.	<p><b><u>Updates from Town and Parish Councils and other Partners</u></b></p> <p>The Town Council, Parish Councils and partners were given the opportunity to give any updates, it was noted that Bryony Brown, (NHS Wiltshire) was unable to attend the meeting due to illness, (the NHS Wiltshire update was included as part of the 23 September agenda).</p> <p>The Chairman invited Mike Mills, (Melksham Without parish council) to begin the updates as the host parish council for the meeting.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• A big welcome to Bowerhill village hall.</li> <li>• That Industrial growth was still very much happening on the Bowerhill industrial estate.</li> </ul> <p>The Chairman invited Richard Wiltshire, (Melksham town council) to give the town council update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That Melksham town council were delighted that the town CCTV project and the King street lorry park were on the agenda.</li> <li>• That Melksham town council were happy with the work of the area board had carried out so far.</li> </ul> <p>The Chairman invited Richard Humphrey to give the Wiltshire Fire &amp; Rescue Service update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Outline of the integrated risk management plan 2010-2015, which sets out what Wiltshire Fire &amp; Rescue</li> </ul>	

	<p>Service plan to do over the next five years in order to make Wiltshire and Swindon a safer place. The plan outlines how services will be delivered more efficiently and effectively.</p> <ul style="list-style-type: none"><li>• That Wiltshire Fire &amp; Rescue Service want to canvass the views of the residents of Wiltshire and Swindon.</li><li>• That the draft plan will be available on the Wiltshire Fire &amp; Rescue Service website from September to December 2009, the public could either fill out a short stakeholder registration form or visit the website.</li><li>• That the plan would be published 1 April 2010.</li></ul> <p>The Chairman invited Inspector David Cullop to give the Wiltshire Police update.</p> <p>Inspector Cullop outlined the crime and community safety report that formed part of the agenda papers.</p> <p>Points made included:</p> <ul style="list-style-type: none"><li>• <b>Abstraction Rate Performance</b> – That the Policing Pledge set a target of a minimum of <b>80%</b> for the time spent by NPT staff on their respective areas. The performance figures for August 2009 were:<table><tr><td>Team Sergeant:</td><td><b>86.67%</b></td></tr><tr><td>Community Beat Managers:</td><td><b>79.00%</b></td></tr><tr><td>PCSO's:</td><td><b>98.32%</b></td></tr></table></li><li>• <b>Current Priorities</b> – That up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events could be found on the Wiltshire Police Website - <a href="http://www.wiltshire.police.uk">www.wiltshire.police.uk</a></li><li>• <b>Melksham Town Centre CCTV</b> – Inspector Cullop provided a verbal report to the Board in support of Melksham Town Council's application for funding.</li><li>• <b>Community Speed Watch</b> – That plans were now at an advanced stage for the county-wide roll-out following successful trials in a number of Community Areas. Full details of the criteria required for Community Speed Watch sites would</li></ul>	Team Sergeant:	<b>86.67%</b>	Community Beat Managers:	<b>79.00%</b>	PCSO's:	<b>98.32%</b>	
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	<p>be made public in the near future.</p> <ul style="list-style-type: none"> <li>• <b>Performance</b> – That following the Unitary boundary changes work is still on-going to back convert records to allow continuing performance comparisons for the new Community Areas. The main area of concern is an increase in Dwelling Burglaries though the trend is now on a steady decrease. Recent arrests have had a positive effect and reported numbers have decreased over the last 8-weeks. Total Crime is down by 7.8% with detections rates being maintained well above national averages.</li> </ul> <p>The Chairman thanked all partners for their respective updates.</p>	
9.	<p><b><u>Your Local Issues</u></b></p> <p>The Chairman advised the meeting of the process of how local issues would be addressed, that the board were keen to try and address area issues that do not belong just to the town and parishes.</p> <p>The community area manager outlined the following:</p> <ul style="list-style-type: none"> <li>• That the Wiltshire council website online tracker was now up and running, the public could now track all issues online.</li> <li>• The re-branding of Melksham town signs at the King George V playing field.</li> <li>• Melksham town centre - Church Street parking issues, that local shops had been approached to display signs politely requesting drivers to use the car park and not block the street.</li> <li>• Melksham train service – that the Great Western route utilisation strategy will look at an hourly Chippenham – Melksham service.</li> <li>• Village flooding – Bulkington – that a survey is planned to look at this issue. Any parishes with similar flooding issues should contact the Melksham community area manager.</li> </ul> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That parishes find it very frustrating trying to get</li> </ul>	

	<p>flooding issues resolved with the then County Council.</p> <ul style="list-style-type: none"> <li>• That forming a flood group does appear to get the environment agency involved.</li> </ul> <p>Cllr Jon Hubbard gave an update on the King Street lorry park.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That this is the designated parking for heavy goods vehicles in Melksham.</li> <li>• That lorries are making noise at night that has become a nuisance to local residents.</li> <li>• That other issues relating to the lorry park included, fumes, pollution, litter and human waste.</li> <li>• That HGV drivers are only parking where they should.</li> <li>• That a solution needs to be found to resolve this issue, that it is apparent that HGVs' have now out grown the lorry park.</li> <li>• That local haulage firms should not be using the lorry park for over-night stays.</li> <li>• That Wiltshire Council could be doing more to resolve this issue.</li> <li>• That businesses located at Hampton Park East &amp; West business parks are directing lorries to wait at the King Street lorry park until they can unload/load these vehicles.</li> </ul> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham area board would write a letter to Cllr Dick Tonge, (cabinet member for Highways &amp; Transport, Wiltshire Council), requesting that Wiltshire Council undertakes a thorough feasibility study which will look at moving the lorry park from King Street to Bath Road, Melksham.</b></li> </ul> <p>The Chairman advised the meeting that the letter would convey the strength of feeling that this issue has raised and that he would be more than happy to meet Cllr Tonge to try</p>	<p><b>CAM to follow up.</b></p>
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	<p>and resolve this issue.</p> <p>Community Speed watch – The Chairman introduced this item and then handed over to Inspector David Cullop who advised the meeting that plans were now at an advanced stage for the county-wide roll-out following successful trials in a number of Community Areas.</p> <p>Implementation of Community speed watch and the use of speed indication devices was part of the overall strategy and would potentially lead to casualty reduction by engaging the community in addressing speed related offending.</p> <p>The main objectives of community speed watch were:</p> <ul style="list-style-type: none"> <li>• To secure a reduction in vehicle speeds.</li> <li>• Reduce the numbers of collisions and casualties.</li> <li>• Improve quality of life for all.</li> <li>• Reduce noise and pollution.</li> <li>• Raising public awareness to inappropriate speed.</li> </ul> <p>Community speed watch would help local people reduce speeding traffic through their local community. The scheme enables volunteers to work within their community to raise awareness of the dangers of speeding and to help control the problem with direct action using approved speed monitoring equipment, (speed guns).</p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• <b>That £2,500 is allocated for a Melksham speed gun.</b></li> </ul> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That this is an excellent way for local communities to get involved and to create awareness of the dangers of speeding through our rural areas.</li> <li>• That the equipment is expected to be pooled and loaned out to parishes when required.</li> <li>• That there are expected to be between twelve and thirteen speed guns purchased.</li> <li>• That speed indicator devices are a very visible deterrent.</li> </ul>	
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- That this scheme is a win – win situation that will create awareness and challenge drivers perceptions of their speed.

The Chairman thanked Inspector David Cullop for outlining this worthwhile scheme.

The Chairman then updated the meeting on the following local issue.

- Community transport – that Wiltshire Council is planning a review of community transport, a number of the local parishes currently run a “shuttle” type bus service and are very concerned about the future of these under Wiltshire Council. Cllr Keith Humphries advised the meeting that he would ensure that the views of the meeting would be fed back to Cllr Dick, (cabinet member for Highways & Transport, Wiltshire Council).

Cllr Mark Griffiths gave an update on Melksham and Whitley street lighting, that there as no capital budget available to fund extra street lighting, however funds could be made available from the community grant scheme, if funds were available at the end of the financial year.

Points made included:

- That the Melksham area are board should not have to fund street lighting, Wiltshire Council should be funding this.

Cllr Roy While gave an update on recreation provision for Bowerhill. That it is proposed that a further 3 senior pitches for community uses plus changing facilities and car parking be provided on 4.8 hectares at the new Melksham Oak community school site. This will replace land lost owing to the industrial planning permission given in March 2007 for the running track land at the Christie Miller Sports Centre.

A planning application will shortly be submitted by the Council for this. This land is allocated for recreational use in the West Wiltshire Development Plan Document.

An additional 7 further pitches are shown for potential community use, but with the exception of one junior pitch which replaces a playing field lost to redevelopment at the

	<p>Manor School in Melksham, the 6 remaining pitches are currently unfunded.</p> <p>Cllr Roy While requested that board members supported planning applications for further sport pitch provision.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That older people were concerned that they may lose out when the Christie Miller sports centre closes. Indoor bowls is a very popular past time during the winter months.</li> <li>• That the closure of the Christie Miller sports centre may free up land for more industrial use and with it more job opportunities for local people.</li> <li>• That it unacceptable that the running track at the Christie Miller sports centre was allowed to fall into the state that it now is.</li> </ul> <p>Cllr Richard Wiltshire, (Melksham town council) gave an update on the installing of a CCTV system within Melksham town centre, that Melksham town council is seeking financial assistance from the Wiltshire Council via the Area Board towards the costs of installing a CCTV system comprising 4 cameras in the Town Centre which can be monitored 24 hours a day.</p> <p>The Town Council had set up a small working group comprising three councillors and representatives of Wiltshire Police with the aim of providing an effective CCTV system for the Town Centre. Following a tendering exercise a consultant Derek Maltby of Global MSC Security was appointed to produce a report setting out the options available for the way forward. His report setting out three options was considered by the Working Group recently and it was agreed that the preferred option was for a system that relayed images from Melksham to Trowbridge for monitoring purposes using fibre optic cable.</p> <p>A consultant has estimated the cost of providing a system of 4 cameras at circa £35700. Additional costs of approximately £7000 will be incurred to draw up the necessary specification for tendering purposes, managing this exercise, project management and post contract work giving a total required in the region of £42700. The annual running costs are estimated at £5000.</p>	
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	<p>At this stage the Town Council has been able to earmark £18,600 from its Town Centre Improvement budget towards the costs involved and has fully met the consultants costs to date.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That a CCTV System was essential for community safety.</li> <li>• That Wiltshire police are happy with the scheme and feel that Melksham would be a safer town with the system in operation.</li> <li>• That Melksham has not kept pace with other towns of a similar size in terms of CCTV.</li> </ul> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• <b>That Melksham town council apply for full funding of the CCTV system under the performance reward grant scheme.</b></li> </ul> <p>Cllr Rod Eaton gave an update on the McDonalds litter issues, that local residents were now happy that McDonalds had taken appropriate action and that a traffic barrier at the entrance to the Aldi car park had been installed.</p> <p>The Chairman thanked everyone for their updates.</p> <p><b>Any other local issues raised on the night.</b></p> <p>The lack of litter bins on the Kennet and Avon canal tow path. The community area manager advised that she would provide contact details for the parish council to follow this issue up.</p> <p>Broughton Gifford raised the issue of heavy goods vehicles driving through Broughton Gifford village guided by sat nav systems.</p>	
10.	<p><b><u>Grants</u></b></p> <p><b>Community Area Grant Scheme</b></p> <p>Board members were asked to consider two applications seeking 2009/10 community area grant funding.</p> <p>1. Melksham Forrest Community Activity Centre Group,</p>	<b>CAM to follow up.</b>

widening of road leading to new community centre - £5,000. This application was favourably deferred until the next Melksham area board meeting on 16 December 2009 in order to resolve issues around planning permission, land ownership and match funding availability.

2. Keevil, Steeple Ashton, West Ashton and Bratton parish councils, provision of speed indicator devices across the villages - £ 2,000. Funding earmarked against Wiltshire Council bulk purchase of speed indicator devices.

### **Performance Reward Grant Scheme**

Peter Dunford outlined the scheme.

That Wiltshire had agreed a Local Public Service Agreement with government that ended in March 2008. This contained 12 'stretch' (difficult) targets that required a number of organisations to work together to achieve the improvement. Our performance against these targets earned Performance Reward Grant (PRG) of £5.4m. This would be paid by government over two years; half in 2009 and half in 2010.

This presented a unique opportunity for us to put additional resources into our Local Agreement for Wiltshire (LAW) and to help combat the recession in Wiltshire through the Action for Wiltshire programme. £1.6m of this grant would be reinvested in the target areas that earned the grant, to take forward Wiltshire's ambitions. Another £1m would support some countywide initiatives under Action for Wiltshire. The balance of £2.8m would be available over two to three years for bids from Area Boards that propose initiatives that take forward those things in the LAW and Action for Wiltshire that are important to local people.

Wiltshire Council will keep this under review and if appropriate will vary the timing and amount of funding in each tranche. At the end of the tranche any unallocated money will go back into the pool for future bids. Any bids pending when all the money in that tranche has been allocated will be carried forward to the next tranche.

The Chairman thanked Peter Dunford for outlining this new scheme.

11.	<p><b><u>Viridor Credits Panal/Steering Group</u></b></p> <p>Mr Roy While was elected as representative to the Viridor Credits Panal/Steering Group.</p>	<b>CAM to follow up.</b>
12.	<p><b><u>Future Meeting Dates</u></b></p> <p>The next meeting of the Melksham Area Board would be held on Wednesday 16 December 2009 at a venue to be confirmed.</p>	
13.	<p><b><u>Evaluation and Close</u></b></p> <p>The Chairman thanked everyone for attending and also thanked the Melksham area board manager for her hard work in putting together another successful meeting.</p>	