

# AGENDA

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** Tuesday 23 May 2017  
**Time:** 6.30 pm

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

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

**Refreshments and networking opportunity from 6:00pm.**

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Please direct any enquiries on this Agenda to Becky Holloway Democratic Services Officer, direct line 01225 718063 or email [becky.holloway@wiltshire.gov.uk](mailto:becky.holloway@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Jane Davies, West Selkley  
Cllr Stewart Dobson, Marlborough East  
Cllr Nick Fogg MBE, Marlborough West  
Cllr James Sheppard, Aldbourne and Ramsbury

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

1	<b>An Introduction to Marlborough Area Board</b>	<b>6.30pm</b>
	Andrew Jack, the Community Engagement Manager, will lead a session on the roles and functions of the Area Board.	
2	<b>Chairman's Welcome and Introductions</b>	<b>7.10pm</b>
3	<b>Apologies for Absence</b>	
4	<b>Minutes</b> ( <i>Pages 1 - 8</i> )	
	To approve and sign as a correct record the minutes of the meetings of Marlborough Area Board held on <b>14 March 2017</b> and <b>16 May 2017</b> .	
5	<b>Declarations of Interest</b>	
	To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
6	<b>Chairman's Announcements</b>	
	The Chairman will provide information on any items he sees of importance to the board.	
7	<b>Feedback from a previous Area Board Grant recipient</b>	<b>7.25pm</b>
	The Savernake Explorer Scouts will deliver a presentation on the progress of their project.	
8	<b>Partner Updates</b> ( <i>Pages 9 - 24</i> )	<b>7.40pm</b>
	To note the attached Partner updates and receive any further information partners wish to share:	
	<ul style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue</li> <li>c. Healthwatch Wiltshire</li> <li>d. Wiltshire Clinical Commissioning Group (CCG)</li> <li>e. MADT (Marlborough Area Development Trust)</li> <li>f. Transition Marlborough</li> <li>g. Town / Parish Councils</li> </ul>	
9	<b>Appointments to Outside Bodies and Working Groups</b> ( <i>Pages 25 - 44</i> )	<b>7.55pm</b>
	To appoint an Area Board representative to each of the following Outside Bodies:	
	<ul style="list-style-type: none"> <li>• Avebury Solstice Operational Planning Meeting</li> <li>• Avebury World Heritage Site Steering Committee</li> <li>• Marlborough Local Youth Network (LYN)</li> </ul>	

- To appoint members of the following Area Board working groups
- Marlborough Community Area Transport Group (CATG)
  - LYN Management Group
  - Making Changes – Marlborough Health and Wellbeing Group

10 **Dementia Action Alliance** **8:05pm**

Sheila Ashley from Alzheimer's Support will deliver a presentation on the Dementia Action Alliance to launch and promote the new group.

11 **Tackling Cyber Crime** **8.15pm**

Paul Harvey, from Wiltshire Police, will deliver a presentation and advice session to raise awareness of Cyber Crime and way of tackling it.

12 **Funding Extension Request** (*Pages 45 - 48*) **8.25pm**

The Area Board are asked to grant a six month extension to the funding allocated to Avebury Parish Council for arrangements to extend the opening hours of the village's public toilets.

**Area Board Funding**

13 **Local Youth Network Grant Applications and Update** (*Pages 49 - 52*) **8.35pm**

Helen Bradley, the Locality Youth Facilitator, will provide an update on the activity of the Local Youth Network (LYN), and members will be asked to consider one application to the youth grant fund as follows:

- £1590.50 for Marlborough World of Puppets Event Committee for a "Walking with Giants" puppetry event.

14 **Community Area Grant Scheme** (*Pages 53 - 56*)

Members of the Area Board are asked to consider the following application to the Community Area Grants Scheme:

- £966.35 for Froxfield Social Committee for a new event marquee and signage

Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at <http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

15 **Councillor-led Initiative Grants** (*Pages 57 - 84*)

Members of the Area Board are asked to consider the following two Councillor-Led Initiative applications to the Community Area Grants Scheme:

- £20,000 for the purchase of IT equipment for St Mary's CEVC Primary School, Marlborough
  - Cllr Nick Fogg
- £496.80 for the installation, in partnership with Wiltshire Police, of 24 permanent warning signs at local beauty spots.
  - Cllr Jane Davies

16 **Health and Wellbeing Fund** (*Pages 85 - 102*)

Members of the Area Board are asked to consider the following application to the Health and Wellbeing Fund:

- £3750.00 for licences for Marlborough Area schools to take part in a pilot for a new school travel app known as HomeRun.
- £1257.00 to support Ramsbury's over-60s fitness club.

17 **Any Other Questions**

**8.50pm**

The Chairman will invite any remaining questions from the floor.

18 **Urgent items**

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

19 **Evaluation and Close**

**9:00pm**

The next meeting of the Marlborough Area Board will be held on 18 July 2017, 7.00pm at Marlborough Town Hall.



# MINUTES

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** 14 March 2017  
**Start Time:** 7.00 pm  
**Finish Time:** 8.35 pm

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Please direct any enquiries on these minutes to:

Becky Holloway Democratic Services Officer - Tel: 01225 718063 or (e-mail) [becky.holloway@wiltshire.gov.uk](mailto:becky.holloway@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 Jemima Milton, Cllr Stewart Dobson, Cllr Nick Fogg MBE (Vice Chairman) and Cllr James Sheppard (Chairman)

### **Wiltshire Council Officers**

Andrew Jack, Community Engagement Manager  
Helen Bradley, Locality Youth Facilitator  
Becky Holloway, Democratic Services Officer  
James Crawley, Associate Director - Adult Care Commissioning and Housing

### **Town and Parish Councillors**

Marlborough Town Council – Shelley Parker, Noel Barrett-Morton (mayor), Mervyn Hall, Guy Loosmore, Margaret Rose (LYN chair)  
Ramsbury and Axford Parish Council – Sheila Glass  
Ogbourne St George Parish Council – Bob Tanner  
Avebury Parish Council – Stephen Stacey, Andrew Williamson  
Mildenhall Parish Council – D Watson, B Devonshire  
Froxfield Parish Council – C Costello  
Fyfield and West Overton Parish Council – Jane Davies

### **Partners**

Wiltshire Police – Mark Andrews  
Dorset and Wiltshire Fire and Rescue Service – Adie Cripps

**Total in attendance: 34**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
29	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited the councillors and officers present to introduce themselves.</p>
30	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from Rob Bailey of Mildenhall Parish Council, and Alan Phizacklea of Aldbourne Parish Council.</p>
31	<p><u>Minutes</u></p> <p>The notes from the meeting held on 24 January 2017 and the minutes of the meeting on 31 January 2017 were presented.</p> <p><b>Resolved:</b></p> <p><b>To receive the notes of the meeting of Marlborough Area Board held on 24 January 2017.</b></p> <p><b>To approve and sign the minutes of the meeting of Marlborough Area Board on 31 January 2017 as a true record.</b></p>
32	<p><u>Declarations of Interest</u></p> <p>The Chairman declared a non-pecuniary interest in item 11 ii. (the grant application from Aldbourne Brass Band) and that he would not take part in the discussion or determination of this grant.</p> <p>Cllr Stewart Dobson declared a non-pecuniary interest in item 10 ii (the youth grant application from ARK). as a member of Marlborough Town Council.</p> <p>Cllr Jemima Milton declared a non-pecuniary interest in item 11 iv (the grant application from Open Studios).</p>
33	<p><u>Chairman's Announcements</u></p> <p>The Chairman had no announcements to make.</p>



34	<p><u>Partner Updates</u></p> <p>The Chairman drew member's attention to the written reports circulated with the agenda.</p> <p style="text-align: center;"><b>vi. Town / Parish councils</b></p> <p>Mervyn Hall, from Marlborough Town Council, provided a verbal update on the work on the town council and on the development of the Neighbourhood plan. He reported that the council elections would take place in May and encouraged people to consider standing as town councillors. Work was undergoing to re-open George Lane public toilets which it was hoped would be completed by April 2017. The Wiltshire Council building in Margarets Mead, previously used as a youth centre, had been offered to the town council on a seven-year lease with a longer-term plan to implement a permanent asset transfer agreement. The building would be re-opened as a community centre. A series of metro counts were being undertaken, covering an extensive number of streets. Work on the Marlborough neighbourhood plan had started and surveys were being distributed. Over 1000 responses had been received from an earlier housing survey and the results of this would be published ahead of the community area plan. Business and carparking surveys were also in their planning stages.</p>
<p><u>A look back at Marlborough Area Board 2013-17</u></p> <p>The Community Engagement Manager introduced the theme for the meeting which was to look back at the last four years and forward to plans for the next four.</p>	
35a	<p><u>Feedback from grant recipients</u></p> <p><b>i. Marlborough Youth Hockey Club – coaching tour to Amsterdam</b></p> <p>Young people from the Marlborough Youth Hockey Club gave a presentation on their coaching trip to Amsterdam in 2016, and showed a short video of their time away. The group thanked the Area Board for funding the trip and reported that during the tour they had received expert coaching and learned lots of new skills, and that many of them now played for adult teams in the area.</p> <p><b>ii. Crofton Beam Engines – refurbishing the steam boilers</b></p> <p>Peter Turvey gave a presentation on the restoration work done to the steam boilers of Crofton Beam Engines. He presented photographs of the project and reported that an open day on 18 March would allow members of the public to see the progress made ahead of the re-opening of the engines over the Easter bank holiday weekend. Mr Turvey thanked the Area Board for the grant they had given and encouraged members to visit the centre.</p>

	<p><b>iii. Kennet Valley Hall – ongoing programme of improvements</b></p> <p>Brian Rayment, provided some historical context to the Kennet Valley Hall which had been in use since 1931. The hall was run by an independent committee and the Area Board funding had helped with several projects including: electrical and heating work inside and outside of the hall; equipment and software to enable more efficient and flexible booking; and maintenance equipment including a floor scrubber machine and ride on lawnmower. Mr Ring thanked the Area Board for their continued support.</p> <p>The Chairman thanked all the group representatives for their presentations and for providing feedback on the impact that the Area Board grants had made. Attendees at the meeting were reminded that applications could be made for a wide range of community projects and were encouraged to apply in future years.</p>
<p><b>35b</b></p>	<p><u>Celebrating Successes</u></p> <p>Andrew Jack, the Community Engagement Manager (CEM) presented a slide show of Area Board highlights from the last four years, which included a short video of work done in the Marlborough Area over the past financial year. He reported that the decision to theme Marlborough Area Board meetings had been successful, with previous themes including: health, the environment, and poverty.</p> <p>The CEM reported that during the life of the Area Board (May 2013 to April 2017), 97 community projects had been supported through grants totalling £211,500. He explained that on average, for every £1 invested in projects by the Area Board, an additional £6 was raised from other sources and that as a result, the projects supported by the Area Board had led to over £1.3million being invested in the Marlborough Area Board since 2013. In addition to this, the Community Area Transport Group had funded and arranged new highway improvement schemes, and the health and wellbeing fund had supported the establishment of a Making Changes group for people with long-term conditions and a dementia support scheme. The CEM also reported that the Local Youth Network was thriving and had a clear idea of what it hoped to achieve in the next few years.</p>
<p><b>35c</b></p>	<p><u>Mapping the grant allocations</u></p> <p>Andrew Jack, the Community Engagement Manager (CEM), presented an interactive map to show the areas of the Marlborough Community Area that had received Area Board grant funding over the last four years. This map could be accessed online at the following address:</p> <p><a href="https://batchgeo.com/map/3ae5f7ac884a2dfdaa447fefe57c365e">https://batchgeo.com/map/3ae5f7ac884a2dfdaa447fefe57c365e</a></p> <p>Villages and communities who had not yet benefitted from Area Board grant funding were particularly encouraged to submit applications in the future.</p>

36	<p><u>Looking to the future: Priorities raised by "Our Community Matters" event</u></p> <p>Andrew Jack, the Community Engagement Manager, provided a report on the priorities and suggested community projects identified by the "Our Community Matters" public meeting held on 21 February 2017. He reported that the newly elected Area Board would begin to address these in May, working together with community partners. He also explained that meeting logistics would be reviewed by the new board including where meetings would be held and what themes they would address.</p> <p>The Chairman thanked Andrew Jack for his update and for all his hard work over the last four years, including the organisation of the recent Our Community Matters event which had been very successful.</p>
37	<p><u>Community Area Transport Group</u></p> <p>The notes from the Community Area Transport Group (CATG) meeting of 9 March 2017 were presented, and the Area Board was asked to consider the recommendations made, including the recommendation to approve the proposed list of highways works in the Marlborough Area within the Local Highways Investment Fund.</p> <p>Cllr Milton expressed her frustration with the speed at which projects could be processed through the current structure, particularly the issue relating to a 20mph speed limit in Lockeridge, and members of the Area Board agreed to write to the Cabinet member for Highways to raise their concerns.</p> <p>After discussion of each issue, it was</p> <p><b>Resolved:</b></p> <p><b>To agree to make permanent the experimental one-way system at Silverless St, Marlborough.</b></p> <p><b>To support Baydon PC in their plans to create two traffic calming build-outs on Ermin St.</b></p> <p><b>To agree move of 30mph signage on C189 at Baydon to location at village white gates (no cost to CATG).</b></p> <p><b>To agree new signage towards village hall at Baydon (no cost to CATG).</b></p> <p><b>To agree £1,875 funding towards assessment for new 20mph limit throughout Marlborough town centre.</b></p> <p><b>To approve the scheme of highways works as laid out in Appendix two of the Local Highways Investment Fund report.</b></p>

### Local Youth Network Update and Applications for Youth Funding

The Area Board considered two applications to the Youth Fund. Helen Bradley, the Locality Youth Facilitator (LYF), introduced each application and presented the recommendations of the Local Youth Network.

It was explained that the £722.80 requested from Greatwood had been match-funded by Pewsey Area Board. Staff development would include training around working with specific groups and in specific environments, for example those with autism or dyslexia.

The application from ARK for conservation work included three parts comprising practical conservation work with young people, the production of guides and promotional material, and a celebration day open to the community. The applicant was present and spoke in support of the application.

The LYF described the proposal laid out in her report, for the procurement of outreach activities for young people in the rural areas of Marlborough Community Area. This would be funded from the remainder of funds held in the youth fund at the end of 2016/17. It was reported that this was likely to total £13,760.22 but that this could increase slightly due to unused grant funding being returned before the end of the financial year.

It was

#### **Resolved:**

**To grant £722.80 to Greatwood for staff development costs**

**To grant £3480.00 to Action for River Kennet (ARK) for a conservation project**

**To delegate to the Locality Youth Facilitator to allocate the remainder of the 2016/17 youth fund to procuring outreach activities for young people in rural areas of the Marlborough Community Area in 2017/18.**

The LYF provided an update on the Local Youth Network. There would be an open meeting on 25 April 2017 at 6.30pm at the community centre at Margarets Mead in Marlborough, and representatives from every parish were encouraged to attend to discuss priorities and proposed projects for young people in 2017/18.

The Chairman thanked Helen Bradley for all her work in the community over the past year, and for the continued development of the Local Youth Network.

Community Area Grant Scheme

The Area Board considered four applications to the Community Grants Scheme. The Chairman explained that the total applied for through the applications was £220 more than the available funding. Applicants were in attendance to speak to their applications and to take questions.

Chris Ladd from the White Horse Cricket Club explained the club's plans to run an All Stars summer holiday programme for 5-8 year olds to address the need for children's sports activities in the parish. The application was for the refurbishment of their cricket net to enable them to run the children's sessions. Their application was for £3120.00 but the group offered to reduce this to £3000.00 to allow other projects to be funded.

Gavin Dixon, from the Friends of Aldbourne Band, reported that the band formed an important community asset and ranked 33<sup>rd</sup> in the world, finishing in the top ten at the 2016 national finals at the Royal Albert Hall. The application for £4400.00 was to match funding raised locally. In response to a request from members, it was agreed that a section of the band would perform at a Christmas event organised by the Area Board in 2017.

Fraza-Jane Robins, from Little Crickets Pre-School, explained that the group was volunteer-run and had taken on the pre-school in 2016 and had since achieved an Ofsted rating of good. The application was to provide better play equipment for the children who attended, and to encourage new children to attend. The application had been for £991.16 but the group agreed to receive the reduced amount of £941.16 to allow other projects to be funded.

Brian Devonshire, from Marlborough Open Studios, reported that the events they had previously organised had encouraged large numbers of local artists to take part and the application was for new directional signage to enable visitors to find artists' studios. The application was for £995.40 but the group agreed to receive the reduced amount of £945.40 to allow other applications to be funded.

After discussion, it was

**Resolved:**

**To award £3000.00 to White Horse Cricket Club for the refurbishment of their cricket net.**

**To award £4400.00 to the Friends of Aldbourne Band for two new bass instruments, with the condition that a group of the band performed at an event organised by the Area Board in winter 2017.**

**To award £941.16 to the Little Crickets Pre-School for new play resources.**

**To award £945.40 to Marlborough Open Studios for directions signage to enable visitors to find artists' studios.**

40	<p><u>Any Other Questions</u></p> <p>The chairman invited contributions from the floor that related to issues not already covered on the agenda.</p> <p>The chairman of Avebury parish council, Andrew Williamson, gave an update on the plan to re-open the Coach House public toilets in Avebury. He reported that 300,000 tourists visited the village every year and that it was important to provide adequate facilities for them. £2000 had been raised by local shops and the pub and the Area Board had offered a grant of £1000. Discussion was ongoing with the National Trust for different options, as previous suggestions for lease or service agreements required the onerous for maintenance to fall fully on the parish council which they were keen to avoid. Mr Williamson reported that it was unlikely that the Area Board grant could be spent within the original six-month deadline and asked the Board to consider this. He expressed his thanks to Cllr Milton for all her work and support with the project.</p> <p>The Chairman expressed his thanks to Cllr Jemima Milton who would be standing down as a Wiltshire Councillor in May. He thanked her for all her hard work and wished her luck with her future endeavours. Cllr Milton reported that it had been a pleasure to be part of the Area Board and to work with everyone involved including parish and community partner, and expressed her hope that the board would continue to go from strength to strength.</p>
41	<p><u>Urgent items</u></p> <p>There were no urgent items</p>
42	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending and reminded members that the next meeting of the Marlborough Area Board would be on Tuesday 23 May 2017 at 7pm.</p>

## Marlborough Area Board Report

May 2017

### 1. East Community Policing Team

**Sector Head:**  
Inspector Nick Mawson



**Sector Deputy:**  
Sergeant Mark Andrews



**Community Coordinator:**  
PC Teresa Herbert



**Marlborough PCSO's:**  
PCSO Lucy Stonestreet



PCSO Mark Braithwaite



Hello and welcome to this Community Policing Team report.

Over the last month Wiltshire Police has been running a survey, collecting feedback about the Community Policing Team model. We thank you all for your help in generating this important information, which will help us to ensure that we are providing the high quality of service that the people of Wiltshire and Swindon deserve and expect.

## **Police use of Taser and Body Worn Video Cameras**

Wiltshire Police currently has 160 Tasers and is offering instruction to officers who successfully apply for additional training in an effort to help maintain public and officer safety by making a greater number of the existing devices able to be deployed at any one time.

Tasers are used by trained Police Officers in a number of ways, many of which involve no direct physical force to be used on a person.

They can be drawn from the holster, aimed at the subject, have the 'red dot' pointed at the subject with the laser sight or activated so that an electric current is 'arced' at the front of the device, all of which can resolve incidents.

Home Office figures released last week showed a drop in the number of times Tasers were discharged nationally.

Chief Constable Mike Veale said: **"The use of Taser has been widely debated and I have carefully considered the options.**

**"I feel that by giving officers the option to carry Taser we are giving them the choice to use the tools available to us at this time to keep both keep the public and themselves safe.**

**"However, let me make it clear that I see the rollout of Tasers as a preventative measure not an aggressive tool.**

**"I also want to make it clear that it is not a tool to default to at the earliest opportunity; it needs to be used with precision, wisdom, proportionality and measure.**

**"I want to have the right resources in the right place at the right time with the right skills and accreditation to deal with the threat, risk and harm faced within communities.**

**"We have, geographically, a very large force with a huge degree of rurality which often leaves officers and staff working single crewed and on occasions feeling vulnerable to the dangers they may be facing.**

**"This decision is something which I hope will give our colleagues more confidence and courage to remain on the front foot so that we are able to protect our communities.**

**"We constantly assess the current risk and threat in the county and I believe that it is the right time to increase the training in Taser and in turn, increase our capacity.**

**"Although Wiltshire is one of the safest counties in the country, we still face a rise in violent crime and the threat of terrorism remains very real throughout the UK.**

**"Taser can be used effectively as a deterrent or as a way of ending a violent situation where someone is at risk of harm."**

In addition to increasing Taser capability, Wiltshire Police is rolling out body-worn cameras to front line officers and staff. Many of you may have already seen a number of our officers sporting the new body worn video cameras.

Mr. Veale said: **"This new investment in body-worn video cameras will help us transform the way we work, allowing our officers and staff to do their jobs serving the communities of Wiltshire and Swindon with greater confidence and security.**

**"Our police officers and staff put themselves into volatile and dangerous situations every day and these cameras should not only act as a deterrent to those who may wish to cause them harm, but can also be used as valuable evidence when officers and staff are subjected to violence and abuse.**





“It should also give the public greater confidence in our professionalism and, on the rare occasions where our service does not live up to our high standards, allow us to take action and learn from any errors or mistakes.

“These cameras are as much about the officer behind the camera as the person in front of it. They will help ensure Wiltshire Police continues to provide the high standards of service that both the Force and the people they serve expect.”

## Operation Sceptre

This week Wiltshire Police has joined forces across the country taking part in Operation Sceptre. The operation is a week-long period of activity targeting knife crime.

Police activity throughout the week will include weapon sweeps, intelligence led stop and search as well as proactive operations to tackle those wanted in connection with knife related offences and violent crime.

A significant part of the Wiltshire activity will be providing educational presentations to young people in schools. The presentation known as FAKE (Firearms and Knife Education) aims to make young people think about the decisions they make and the consequences of their actions that could lead to them embarking on a life of crime.

Superintendent David Minty said: “Whilst it has been found that recorded crimes of possession of weapon offences are falling, our analysis shows that the use of the word ‘knife’ or ‘knives’ in occurrences has increased year on year from 2014 to 2016. There were 577 occurrences in 2016 of which 28% involved those aged 10-17.”

“I would emphasise the majority of young people stay within the law and we are asking schools and parents to ensure that it stays that way. For those who don’t the consequences can be far reaching as a criminal record will affect the rest of someone’s life. It could prevent a person from going to university or college, getting a job or even travelling abroad.”

Carrying a knife is illegal in the UK and the consequences are tough. A person found in possession of a knife - even if it’s not their own - means The Police and Courts will take firm action. Possession of a knife can carry a prison sentence of up to 4 years, even if it isn’t used. If you have any information about anyone carrying or using knives please contact us on 101 or 999 in an emergency.

You can also make a report anonymously by calling Crimestoppers on 0800 555 111.

## Events

A toolkit is available from Wiltshire Council which gives fantastic guidance and advice for organising most types of events including topics ranging from traffic management to toilets and provides contact details for which agencies and departments need to be contacted when applying for various licences or road closures. It can be found at <http://www.wiltshire.gov.uk/public-events-toolkit.pdf> In essence all organisers must be responsible for identifying any risks and putting in measures to remove or reduce them.



Thank you for your continued support to Wiltshire Police.

Please follow us on:

Twitter <https://twitter.com/wiltshirepolice>

Facebook <https://www.facebook.com/wiltshirepolice/>

Or sign up to Community Messaging <https://www.wiltsmessaging.co.uk/> Our free Community Messaging service will also help keep you updated about policing and crime in your local area.

## **2. CPT - Current Priorities & Consultation Opportunities:**

### **Current Priorities Marlborough and surrounding areas.**

#### **Dwelling and non-dwelling burglaries.**

Nearly 200 targeted patrols have occurred since this niche priority was created on the 26th October 2016 (at the commencement of CPT). Since the last Area Board meeting on 14<sup>th</sup> March 2017, we have experienced thirty nine burglaries in Marlborough and the surrounding villages, 11 of these were at a caravan site where 11 separate caravans were broken into, twelve were dwelling, seven were non-dwelling (sheds) and nine were commercial Burglaries. This an increase on the previous two month period where there were only 17 reported burglaries and as such will remain a priority for the area.

Investigations are ongoing into twenty eight of these thirty nine recent burglaries with oversight being given by the area's Burglary Champion, this has lead to several occurrences being linked to others and further enquiries established, in several instances forensics have been recovered from the scene and it is hoped this may identify some suspects.

Wiltshire Police will be continuing to try and limit the number of offences by pro-active policing and ongoing policing operations in these areas.

A rural crime operation was carried out in early February. This involved local estate managers and gamekeepers, as well as our colleagues from Thames Valley Police, there are more planned in the coming weeks and months alongside our Special Constabulary colleagues.

Community intelligence is crucial for us to achieve this aim so please continue to report incidents, information and any concerns.

#### **Theft from motor vehicles**

A determined effort has been made by the east community policing team to deal with theft from vehicles, particularly at beauty spots.

This policing priority has focussed upon proactive, preventative interventions including a red route system of targeted patrols, (ninety one completed thus far), crime reduction work with The National Trust and English Heritage and increased signage and community engagement.

This has resulted in a marked reduction for this area - with 19 thefts from motor vehicles reported in a 60 day period, with only 5 of these being at beauty spots, two at Clench common, 2 at Postern Hill and one at Avebury all with items left in view and the remaining 14 being on residential streets, predominantly being theft of tools or items such as handbags left in clear view such as on the passenger seat or in a foot well.

Intelligence work is ongoing in relation to those nominals active in this area of criminality and policing operations continue.

Operation Esso was conducted on Saturday 29<sup>th</sup> April - this saw nineteen special constables active throughout our area including London Road in Marlborough and the A345 at Oare - a roads policing operation, involving active ANPR work, the use of UNIPAR machines for speed enforcement and assistance with response policing and this particular policing priority.

Such events are effective in keeping our communities safe. In total, 62 drivers were given words of advice for excess speed and the manner in which they were driving. Seven endorsable fixed penalty notices were issued for speeding during the operation which targeted the main causes of serious collisions on our roads, also known as the Fatal Four:



### Update re Rural Crime Partnership

Officers from the east policing team recently attended this event involving representatives from the NFU, the Military, Angling Trust, Dorset Rural Crime Team, together with farmers and gamekeepers from east Wiltshire. Operation ASTEN has involved dealing with illegal off roaders on Salisbury plain. Recently fifty plus individuals were stopped and dealt with in relation to this activity, many were unaware of the offences they were committing, a positive outcome for this priority to the Amesbury area which involved the Pewsey areas of the plain.

Rural crime operations continue, in our efforts to target what is often cross border organised criminal activity. Of one particular individual who has been actively involved in hare coursing and trespass on farmland a Community Protection Warning notice has been issued, in addition to seeking out prosecution for the offence itself. We are eager to utilise this legislation for persistent and impactful rural crime incidents.

Fish related offences; it is currently the closed season (15<sup>th</sup> March - 15<sup>th</sup> June), course angling is suspended on rivers, streams and some canals and still waters during close season. In enclosed waters fish are property and their removal is theft. Please report any activity via 101.

### 3. Wiltshire Police Control strategy

Below is our Control Strategy for your reference. This focuses on how we conduct our operational policing based on the Police and Crime Plan. We will continue to align our resources with the threat/harm/risks presented in line with the control strategy.



#### Cybercrime

There have been no reported instances of cybercrime since the last meeting.

#### Domestic Abuse

Marlborough community policing team continue to engage with victims of domestic abuse, following the Force's positive action requirement in all instances (this does not necessarily mean arrest). And further support is provided to victims by staff at Horizon, which was set up in 2014 to help victims of crime access the most appropriate support for their circumstances. Wiltshire Police also continue to disclose information under the Domestic Violence Disclosure Scheme also known as Clare's Law



#### High Risk Victims

Since the last Area Board meeting I am pleased to say that we have had no reports of Rogue Trader type offences on elderly victims.

The national Operation Rogue Trader campaign involved a week of action (Monday 8 May until Friday 12 May) from police forces and agencies across the UK, with a specific day of enforcement on Tuesday 9 May 2017. Wiltshire Police officers and staff along with members of Trading Standards took part in the day with officers using Automatic Number Plate Recognition (ANPR) to carry out intelligence-led roadside stop checks of vehicles, as well as mobile patrols and engaging with the public to offer advice and guidance around rogue trading in their specific area.



Similarly, I am pleased to say that Marlborough CPT have had no recent reports of scam phone calls, particularly targeting vulnerable and elderly people. Nationally however, this remains an issue and is regularly reported on in the national news. Callers are stating they are police officers, and have a person detained who is in possession of bank and credit cards in their name. These callers then proceed to ask for details of their bank accounts and PIN numbers. They can be very convincing. The scammers will use any means to sound plausible and stating that they are Police Officers is an obvious way to do this. You should NEVER give your passwords or PIN number to ANYONE on the phone. Please share this information with friends, relatives and relevant people to reduce their risk of becoming victims of these crimes. Advice and guidance can be found at <http://www.actionfraud.police.uk>

Unfortunately there have been two recent instances in Marlborough of elderly ladies having their purse stolen from their handbag.

### **High Risk Offenders**

The CPT continue to work closely with the Public Protection Department to identify persistent or dangerous offenders, to engage with them and to take positive action where required.

**Nick Mawson**  
Sector Inspector,  
Wiltshire East CPT



**NOT PROTECTIVELY MARKED**  
***Update for Marlborough Area Board***

<b>Update from</b>	<b>DWFRS District Commander Jason Underwood</b>
<b>Date of Area Board Meeting</b>	23 <sup>rd</sup> May 2017

### **Headlines/Key Issues**

- Still looking for new Firefighters, please look at website or come and visit at your local Fire Station on a Monday evening 19.00 - 2100.

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- On going Risk awareness work with local businesses

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- Home Fire Safety Checks, Safe and Well Visits are available, these are free of charge, please see website for details.

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- Incidents since last Area Board for Marlborough

Automatic Fire Alarms - 9  
Fire - 10  
Other - 3  
Special Service - 3

Total - 25

Incidents since last Area Board for Ramsbury

Automatic Fire Alarms - 2  
Fires - 6  
Other - 1  
Special Service - 0

Total - 9

Grand total for both stations is 34 incidents between 28/02/17 and 03/05/17, the majority of the incidents for the 2 stations are a duplicate of the same incident. E.g. both Marlborough and Ramsbury attending the same incident. There a couple of incidents where appliances have supported Swindon and other surrounding stations.







Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.



## Marking a milestone

**An online directory with an extensive list of health and social care services in Wiltshire has almost doubled in size since its launch two years ago.**

The 'Your Care Your Support Wiltshire' website was launched in 2015 and now has 764 entries on the service directory. Services range from hearing aid repair clinics, foodbanks, meal providers, to long term condition support groups.

To make services easy to find, they are grouped around themes such as multiple sclerosis, diabetes, stroke, or palliative care. A hashtag has also been created - #makesomeonewelcome - for groups and clubs identified as going the extra mile in welcoming new people.

During the last two months, 150 directory entries have been added including links to videos about 'Men's Sheds' and 'The Learning Curve'.

Claire Cooper, Information Research and Web Content Officer, said: "Thank you to the volunteers, groups, Community Engagement Managers, Older People and Carers Champions and stakeholders who help keep Your Care Your Support Wiltshire up to date."

## Marking our impact

**Do you want to know the impact of our work in Wiltshire?**

Healthwatch Wiltshire engages with people throughout the county to find out their experiences of using health and social care service. We use this information to feedback to the boards and groups who provide and buy these services.

We have produced a range of 'You Said, We Did' reports to illustrate the work carried out over the last year and what happened as a result of the feedback which people gave to us.

The reports, which cover a range of topics such as complaints, dementia and carers, are available at [healthwatchwiltshire.co.uk](http://healthwatchwiltshire.co.uk)





**May 2017**

## Overview

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experience local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

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

## Primary Care Co-Commissioning

At the beginning of April 2017 Wiltshire CCG has taken on full delegated responsibilities for managing local general practices (GP surgeries). This was previously managed by NHS England.

It is widely recognised across the NHS that involving CCGs more in the commissioning of general practice provides an opportunity for offering better, more joined-up care for patients and local populations.

Functions the CCG has taken on include:

- The commissioning and monitoring of General Practices contracts
- Commissioning of local services for the Wiltshire population
- Approval of practice mergers
- Making decisions on local discretionary payments for GP practices
- Making decisions on establishment of new GP practices
- Provision of communications and patient engagement advices to GP practices



More information can be found on the CCGs website – [www.wiltshireccg.nhs.uk](http://www.wiltshireccg.nhs.uk)

## Prescription Ordering Direct (POD)

NHS Wiltshire CCG launched a NHS Prescription Ordering Direct (POD) service on Monday 8 May 2017.

This new service will provide an easy way for people to order their repeat prescription by making a simple phone call from the comfort of their own home – without the need to go into a GP practice or pharmacy.



**NHS**  
Wiltshire  
Clinical Commissioning Group

### Prescription Ordering Direct (POD)

A new and convenient way to order your repeat prescription

**0300 123 6242**

The POD will be staffed by dedicated, experienced and fully trained repeat prescription coordinators and pharmacists from NHS Wiltshire CCG.

When you call the POD telephone line you will talk to a trained coordinator dedicated to taking repeat prescription requests and answering any repeat prescription queries.

They will be able to help you to order only the items that you need, ask you how you are getting on with your medication and alert you if a medicine review is needed.

The POD has been introduced to help reduce the amount of medicine wasted across Wiltshire, as unused prescription medicines cost the NHS in Wiltshire over £2.7million every year. By managing repeat prescriptions orders more efficiently, we can reduce waste and save valuable NHS funds.

The service will also reduce time and workload pressures for GP practices, allowing staff to focus on providing better care to patients.

Don't worry if you already use a repeat prescription service from a pharmacy, you will be able to phone the POD service to order your medicines instead and the POD will arrange for your prescription to be sent electronically to your usual pharmacy and dispensed as normal.

The POD service will be available for patients registered with Lovemead Surgery, Trowbridge from 8 May. Giffords Surgery, Melksham and Castle Surgery, Ludgershall will be joining the scheme in June 2017 and we will keep you updated when more surgeries join.

## Have you consented to have additional information in your Summary Care Record

Summary Care Records is an electronic record of important patient information, created from GP medical records. We are asking patient to improve their patient experience by consenting to have additional information available on their summary care record (SCR).

What is additional information?

Essential details about your healthcare can be very difficult to remember, particularly when you are unwell. Having additional information in your SCR means that when you need healthcare, you will be helped to recall this vital information, this includes:

- Your long term health conditions – such as asthma, diabetes, heart problems or rare medical conditions
- Your relevant medical history – clinical procedures that you have had, why you need a particular medicine, the care you are currently receiving and clinical advice to support your future care
- Your personal preferences – you may have particular communication needs, or may have made legal decisions about your care that you would like to be known
- Immunisations – details of previous vaccinations such as tetanus and routine childhood jabs



### GP's use your Summary Care Record to share medical information with other healthcare staff treating you



**We need your permission to add more information to help support your care.**

**Ask reception for a consent form.**

Care professionals in Wiltshire use your Summary Care Record when they are treating you and this currently provides important information about the medicines you are taking, allergies you suffer from and any previous bad reactions to medicines you have experienced.

By consenting to have additional information included in your SCR, means more information will be available to health and care staff when they are treating you and can enhance the care your receive.

**Ask reception for a consent form next time you visit your GP surgery.**



**MARLBOROUGH AREA BOARD  
23 MAY 2017**

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2017/18**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2017/18.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2017/18.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2017/18, the role description is attached at **Appendix D**.

**3. Main Considerations**

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre/Campus proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

#### **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 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. 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 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 Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

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**Becky Holloway**  
**Democratic Services Officer**  
01225 718063  
[becky.holloway@wiltshire.gov.uk](mailto:becky.holloway@wiltshire.gov.uk)

### **Appendices:**

Appendix A – list of appointments to Outside Bodies  
Appendix B – list of appointments to Working Group(s)  
Appendix C – Terms of Reference for Working Group(s)

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

None.



**WILTSHIRE COUNCIL OUTSIDE BODIES**

Outside Body Title ( A to Z )	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Avebury Solstice Operational Planning Meeting	Area Board - Marlborough	Representing the Highway Authority	Event Safety	6 Meetings per year	No	1 Councillor + 1 Officer	Vacant
Avebury World Heritage Site Steering Committee	Area Board - Marlborough	Public and national interests and concerns	Conservation, Management and Guardianship of the World Heritage Site	3 meetings per year	No	1 Councillor & Heritage Champion Member	Vacant
Marlborough Local Youth Network (LYN)	Area Board - Marlborough	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr Stewart Dobson



## Appointments to Working Groups Marlborough Area Board

### Community Area Transport Group

4 x Area Board Members	All members
1 x Marlborough Town Council representative	1 vacancy
4 x Parish Council representatives	4 vacancies
1 x Community group representative	1 vacancy

### LYN Management Group

1 x Area Board Representative	Cllr Stewart Dobson
1 x Marlborough Town Council representative	1 vacancy
2 x Parish Council representatives	2 vacancies
1 x St John's School representative	1 vacancy
4 x Voluntary Sector representatives	Tyler Bathe (Innov8 Sportz CIC) Juliet Bonser (Savernake Explorer Scouts) Louise Whately (Aldbourn Youth Council) Roger Henry (Tennis Club)
2 x Young person representatives	Jo 1 vacancy

### Health and Wellbeing Group

Jo Collinge, Resident  
 Fil Carne, Resident  
 Richard Allen, Resident  
 Andrew Jack, Community Engagement Manager, Wiltshire Council



## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

The CATG will normally be made up of not more than 10 members from the following groups:

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

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

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 CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG 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 CATG Members**

Appointment of members to the CATG 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 CATG (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 CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

### **Meetings**

It is recommended that the CATG meet at least four times a year. 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 Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

### **Terms of Reference**

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

The CATG's terms of reference are set out at Appendix A:



**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 Highways and Transport. The funding allocation is for 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 maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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.

*(Cabinet Member Decision HT-021-10)*

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 in excess of the total discretionary amount available.

*(Cabinet Member Decision HT-026-11)*

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HT-027-11)*

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

*(Cabinet Member Decision HT-031-11)*

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

# Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

## 1. Purpose

### Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

## 2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

## **Roles of all members of the LYN**

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

### **3. Structure and operation**

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, 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 management group (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.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

#### **4. Media Relations**

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

#### **5. Review**

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.



## **Community Area Health and Wellbeing Group Terms of Reference**

### **1. Purpose**

#### **Definition of a Health and Wellbeing Group (HWG)**

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

### **2. Membership**

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

#### **The participation and involvement of people**

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

#### **Roles of all members of the Health and Wellbeing Groups**

All members will be required to:

- Take an active part in the development of the Health and Wellbeing Group and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

### **3. Structure**

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt there involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

### **4. Responsibilities of the Health and Wellbeing Groups**

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.



- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

## **5. Funding**

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

## **6. Media Relations**

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

## **7. Review**

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.



**Report to** Marlborough Area Board  
**Date of meeting** 23 May 2017  
**Title of report** Community Area Grant funding

**Purpose of the Report:**

To consider a request from Avebury Parish Council for an extension of the funding from the Area Board.

Applicant	Amount requested
Avebury Parish Council	£1,000

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

**Changes to Wiltshire Council’s provision of public toilets**

- 1.1.1 Because of financial pressures, from 1<sup>st</sup> April 2016 Wiltshire Council closed all of the public toilets it ran throughout Wiltshire. This is not a statutory service, hence the decision to close them.
- 1.1.2 In order for there to still be provision within the county, Wiltshire Council gave area boards one-off funding for 2016/17 of £1,000 revenue funding to be made available to town & parish councils and local businesses such as shops and cafes to encourage them to open toilet facilities in their areas.

**The Coach House facilities, Avebury**

- 1.2.1 The Community Engagement Manager was made aware of efforts by Avebury PC to re-open the Coach House toilets in the centre of the village. These are owned by the National Trust but were closed some time ago. The only other public toilets within Avebury World Heritage Site, which receives 250,000 – 300,000 visitors p.a. are located at the far side of the Tithe Barn, over a quarter of a mile from the visitors’ car park, and which have limited opening times.
- 1.2.2 Following discussions with the Community Engagement Manager and the National Trust, in December 2016, Avebury PC formally requested the £1,000 revenue funding to help operate the Coach House toilets for a period of 2-3 years. Avebury PC was awarded £1,000 from Marlborough Area Board in January 2017 to allow the Coach House toilets to re-open. The area board put a condition on the award that if the toilets could not be re-opened within six months of this award, the funding was to be returned.

**Update on negotiations**

- 1.3.1 Since this time, Avebury Parish Council has been in negotiations with the National Trust about extending the opening hours of the Coach House facility. Please see their separate report for further detail. Avebury Parish Council feels further time is needed for discussions with the National Trust and requests an extension of a further six months in which to spent this funding.

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2016/2017 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Best practice advises that applications relating to young people or highways and transport should be considered by, and seek a recommendation from, the Local Youth Network or Community Area Transport Group.

### **3. Environmental & Community Implications**

- 3.1 There are no specific environmental implications related to this report.
- 3.2 There are no specific community implications related to this report although the benefits of having public toilet facilities are clear.

### **4. Financial Implications**

Financial provision had been made to cover this expenditure. The funding available to area boards towards toilet provision is revenue funding and can be used to help operate facilities. Wiltshire Council and Marlborough Area Board have no other responsibilities for maintaining or operating these facilities.

### **5. Legal Implications**

There are no specific legal implications related to this report.

### **6. Human Resources Implications**

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

### **7. Equality and Inclusion Implications**

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

### **8. Safeguarding Implications**

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

### **9. Recommendation**

Based on Avebury Parish Council's ongoing negotiations with the National Trust and their feeling that given further time a satisfactory outcome can be achieved, the Community Engagement Manager recommends Marlborough Area Board extends the time in which to spend this funding by a further six months. At the end of this extension, it will be 12 months since discussions began, so if there is not a satisfactory outcome by then, no further extensions will be given.

Background documents used in the publication of this report:  
Update report from Avebury Parish Council 12<sup>th</sup> May 2017.

**Report Author** Andrew Jack (Community Engagement Manager)  
[Andrew.jack@wiltshire.gov.uk](mailto:Andrew.jack@wiltshire.gov.uk)

Report on Avebury Parish Council's negotiations with the National Trust towards extended opening hours of the Coach House public toilets:

Avebury Parish Council's discussions with the National Trust continue in the hope of finding a way to extend the opening hours of the toilets in the High Street to meet the reasonable expectations of visitors to Avebury, which is an open access component of the World Heritage Site.

We began by considering a partnership proposal enabling Avebury Parish Council and others to cover part of the National Trust's costs and management of the extended hours. Now the National Trust appears to prefer a commercial relationship under which the parish council would run the facility as a whole. Avebury Parish Council has consulted a service provider and it is clear that the parish council would on its own be unable to meet the cost of running the toilets. Furthermore, there is the question of principle: is it correct for ratepayers to fund in its entirety the cost of running a facility owned by a charity that has a significant local income stream largely derived from visitors living outside the parish? In parallel Avebury Parish Council has been opening lines to other stakeholders including Wiltshire Council and the World Heritage Site, who have expressed interest in the outcome of discussions with the National Trust.

In the circumstances Avebury Parish Council would be grateful for an extension to the £1,000 grant allocated by Marlborough Area Board. We believe that there is prospect of discussions with the Trust reaching a workable outcome, in particular if we can return to the partnership proposal with which we began.

*Avebury Parish Council*  
*May 2017*



**Report to** Marlborough Area Board  
**Date of meeting** 23<sup>rd</sup> May 2017  
**Title of report** Youth Grant Funding

**Purpose of the Report:**

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Marlborough World of Puppets Event Committee	£1590.50	

**1. Background**

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

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2017/2018 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision had been made to cover this expenditure.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

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

**7. Equality and Inclusion Implications**

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

**8. Safeguarding Implications**

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

**9. Applications for consideration**

Application ID	Applicant	Project Proposal	Requested
(hyper link) <a href="#">Walking with Giants</a>	Marlborough World of Puppets event committee	Walking with Giants Puppetry workshop	£1590.50
<p><b>Project description</b></p> <p>This is part of Marlboroughs World of Puppets Festival a community project which takes place on 8 and 9 July 2017. It’s a celebration of the 70th Anniversary of Pelham Puppets founded in Marlborough in 1947 by Bob Pelham. It will be a workshop for young people using St Johns Academy facilities but is not a school curriculum project. The 3 day workshop is run by The Fetch Theatre whose artistic directors will work with young people to create a giant puppet probably a dragon a key component in a Parade of Puppets scheduled for the centre of Marlborough on Saturday 9th July 2017.</p> <p>The workshop project offers an opportunity for young people to learn more about the towns heritage and how puppets are made and for the puppet, probably a large dragon, to be part of a parade scheduled to open the festival. It will help young people to develop skills in the art-form of puppetry which is being used more frequently in professional theatre e.g. War Horse and Avenue Q. The project supports the Community Areas local priorities for 2017 -2019 in that the workshop will provide experience for young people and skills training and so enhance job prospects as well and being a positive leisure time activity. The workshop is free and offers participation in arts and crafts activities. It has a clear link to local heritage in terms of the towns puppetry history.</p> <p><b>Proposed breakdown of costs.</b></p> <p>£1,200 for employment of 2/3 artists to create a giant dragon over 3 days – 9 hours per day over the 3 days (the artists themselves are likely to have to work for longer as this is a big puppet to make over just 3 days!).  More at: <a href="https://www.thefetch.co.uk/workshops">https://www.thefetch.co.uk/workshops</a>  £150 for materials – kaboo cane (rather like that used for basket weaving), muslin fabric to cover the structure and paints.  £240 for accommodation/travel costs for the 3 days (and 2 nights)</p>			



**Additional information provided on request.**

It will be advertised, in particular, to those looking for work experience and skills training and interested in the arts. The Director of the Festival – David Leech (and former worker at Pelham Puppets and a member of the British Puppet Guild) will be liaising with schools, Marlborough Academy of Dance & Drama, etc in the lead up to the workshop and the event.

**Recommendation of the Local Youth Network Management Group**

The application meets the grant criteria 2017/18

Due to the timing of this application and the local election the LYN has not been able to look at this application.

The LYN will be consulted between the time of this report and the area board. The Locality Youth Facilitator will bring the recommendation to this meeting.

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

**Report Author**

Helen Bradley, Locality Youth Facilitator

Tel: 07919396465 Email: [helen.bradley@wiltshire.gov.uk](mailto:helen.bradley@wiltshire.gov.uk)



**Report to** Marlborough Area Board  
**Date of meeting** 23 May 2017  
**Title of report** Community Area Grant Funding

**Purpose of the Report:**

To consider the applications for funding listed below.

Applicant	Amount requested
Froxfield Social Committee – New event marquee and signage	<b>£966.35</b>
Total grant amount requested at this meeting	<b>£966.35</b>
Total capital funding allocated to Marlborough Area Board 2017/18	<b>£39,436.00</b>
Total amount awarded so far, 2017/18	<b>£0.00</b>
Amount remaining if all grants are awarded as per report	<b>£38,469.65</b>

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance available here: <http://www.wiltshire.gov.uk/community-area-grants-criteria-2015-16-april.pdf>

The funding criteria and application forms are available on the council's website: <http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2017/2018 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision has been made to cover this expenditure.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implication**

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

**7. Equality and Inclusion Implications**

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

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

**8. Safeguarding Implications**

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

**9. Applications for consideration**

Application ID	Applicant	Project Proposal	Requested
<a href="#">2426</a>	Froxfield Social Committee	New Event Marquee and Signage	£966.35

**Project Description**

Froxfield village Social Committee wish to buy a new events marquee which will become the focus of their annual fete and beer festival which take place on the village green along with other regular events. Signage will be used to publicise these events and be used for many years over. The marquee would provide additional space for stalls at fetes and a stage area for musicians at the Music Festival as well as a seating area with shelter.

The applicant says that these village events are also important for the youth in the village giving them an opportunity to meet other children and many also get involved with running stalls at the Fete and taking part in games and competitions. In a small rural village, this is an important opportunity allowing young people to get together.

The marquee would also be available for use in conjunction with Froxfield Memorial Hall, providing extended seating space and a bar area. The notice boards will help to publicise our throughout the local area bringing in families from other villages and the surrounding areas.

Importantly, the applicant has already made clear these items will be made available for other events in the area taking place from other organisations and is prepared for them to be used by other nearby groups, so making them a resource for the wider community.

Providing funding to help support social events in a rural community like this supports many of the priority raised in Marlborough Area Boards JSA event from 2017. These include “diversity & social inclusion”, “affordable access to cultural activities”, “social inclusion & loneliness” and “community events & activities”.

**Proposal**

That the Area Board determines the application from Froxfield Social Committee for £966.35

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

**Report Author**

Andrew Jack

Community Engagement Manager

Tel: 01225 713109 EXT 13109

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**Report to** Marlborough Area Board  
**Date of meeting** 23 May 2017  
**Title of report** Community Area Grant funding

**Purpose of the Report:**

To consider a councillor-led initiative requesting funding from the Area Board.

Applicant	Amount requested
Cllr Nick Fogg	Up to £20,000.00

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2017/2018 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria and practice papers for [councillor-led initiatives](#)
- 2.4. Best practice advises that applications relating to young people or highways and transport should be considered by, and seek a recommendation from, the Local Youth Network or Community Area Transport Group.

**3. Environmental & Community Implications**

Councillor led-projects are designed to enable councillors to tackle issues in their area, including projects and initiatives which have been initiated by the community e.g. a community issue. Councillor-led projects should not be used to fill gaps where there are service shortfalls or where it is possible for the matter to be resolved through the use of the Community Area Grants scheme.

**4. Financial Implications**

Financial provision had been made to cover this expenditure. The Community Area Grants scheme which funds Councillor-led initiatives can only provide capital funding. In considering this application, members need to bear in mind that the sum requested amounts to just over half of Marlborough Area Board’s capital funding for 2017/18.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

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

**7. Equality and Inclusion Implications**

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

**8. Safeguarding Implications**

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

**9. Applications for consideration**

<b>Application Name</b>	<b>Provider</b>	<b>Project Proposal</b>	<b>Requested</b>
New interactive whiteboards	Marlborough St Mary’s School	New interactive whiteboards for classrooms	Up to £20,000.00
<p><b>Project description</b></p> <p>The new Marlborough St Mary's School combines the two former infant and junior schools onto one site. This new school opens in September '17 taking pupils from the four wards of the community area and from neighbouring community areas.</p> <p>The new whiteboards will provide the latest technology to help the pupils learn in a creative and interactive way. This is especially important for the 19 pupils with SEN who come to St Mary's Resource Base. Their complex needs makes them visual learners and they have poor auditory skills. They are very interactive learners and struggle with communication. These interactive boards will give them another avenue for communication.</p> <p>See Community Grant Application for in-depth reasons for needing these whiteboards.</p>			
<p><b>Proposal</b></p> <p>That the Area Board determines the application from Cllr Fogg for up to £20,000.00</p>			

Background documents used in the publication of this report:  
Quotes/estimates for this proposal are contained within attached grant application from Marlborough St Mary’s School.

**Report Author** Andrew Jack (Community Engagement Manager)  
[Andrew.jack@wiltshire.gov.uk](mailto:Andrew.jack@wiltshire.gov.uk)



## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**  
Please ensure that you have read the Funding Criteria before completing this form  
**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

**1. Contact Details**

<b>Area Board Name</b>	Marlborough Area Board		
<b>Your Name</b>	Cllr Nick Fogg		
<b>Contact number</b>	01672 512656	<b>e-mail</b>	nick.fogg@wiltshire.gov.uk

**2. The project**

<b>Project Title/Name</b>	New interactive whiteboards for Marlborough St Mary's School
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<p><b>Please tell us about the project /activity you want to organise/deliver and why?</b></p> <p><i>Important: This section is limited to 900 characters only (inclusive of spaces).</i></p>	<p><i>The new Marlborough St Mary's School combines the two former infant and junior schools onto one site. This new school opens in September '17 taking pupils from the four wards of the community area and from neighbouring community areas.</i></p> <p><i>The new whiteboards will provide the latest technology to help the pupils learn in a creative and interactive way. This is especially important for the 19 pupils with SEN who come to St Mary's Resource Base. Their complex needs makes them visual learners and they have poor auditory skills. They are very interactive learners and struggle with communication. These interactive boards will give them another avenue for communication. See Appendix one (Community Grant Application) for in-depth reasons for needing these whiteboards.</i></p>
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<b>Where is this project taking place?</b>	Marlborough St Mary's School
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<b>When will the project take place?</b>	in time for September 2017
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<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	See Appendix one (application from St Mary's School)
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<b>How will the local community benefit?</b>	See Appendix one for full details. These whiteboards will provide an excellent opportunity for pupils to learn in a modern environment. Parents & carers will also have opportunities to come into school to learn ICT skills beside their children. The school will also invite older residents to come and gain more ICT skills. This will all use the new whiteboards.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Special Educational Needs & Disability was identified at the 2017 JSA		
<b>What is the desired outcome/s of this project?</b> More focused learning for pupils and better ICT skills for Marlborough area residents			
<b>Who will be responsible for managing this project?</b> Marlborough St Mary's School			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 58,187		
<b>How much funding are you applying for?</b>	£ 20,000		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
	Local fundraising	16,360	16,360
	Awards for All	11,027	11,027
	School funds	10,800	10,800
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	Marlborough St Mary's School		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Nick Fogg	<b>Date:</b> 11/05/2017		
<b>Position in organisation:</b> Wiltshire Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			

## APPENDIX ONE

Grant Applications for Marlborough on 23/05/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2421	Community Area Grant	Purchase of IT Equipment for Marlborough St Mary's CEVC Primary School	Marlborough St Mary's CEVC Primary School	£20,000.00

**Submitted:** 09/05/2017 15:51:47

**ID:** 2421

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

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

Community Area Grant

**2. Amount of funding required?**

£5001+

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

No

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

**5. Project title?**

Purchase of IT Equipment for Marlborough St Marys CEVC Primary School

**6. Project summary:**

The projectors and interactive boards we have in both of the old schools are nearing the end of their useful life and are not suitable for the new school. In fact, due to the material they are made of and technology they use it will be impossible to move them and get them to work in the brand new school. We wish to replace these old boards and projectors with new interactive boards where there is no projector so no bulb replacement or cleaning filters and no calibration. The boards have anti-glare glass so there is no need to shut the window

blinds which proves a better environment to deliver teaching and learning Added benefits also include being cheaper to run in terms of electricity and reduced costs using existing software and hardware on teachers' laptops. These boards make it easy to create effective eye-catching teaching materials and they promote a style of active visual-based teaching and learning that makes the classroom fun for both the teacher and students. Interactive white boards need to fit the need of the school. Our current projectors and whiteboards are costing the school large amounts of money to maintain in terms of replacement parts including the cost of replacement bulbs costs of technician time to maintain and fix the existing projectors but also the loss of teaching time - re-calibration and shutting all the blinds within the classroom so pupils can actually see the screen. It would be ideal if this replacement project could be done at the time of the move into the new school. As part of the contract for the build for the new school we are in the fortunate position that Keir our contractors will install the new interactive touch screens as part of the build as long as we have purchased them before the 2nd fix starts. This will save us approximately £400 per classroom. Interactive Touch Screens would be ideal for our lovely new light classrooms in our new school. We have asked our supplier for a quote based on the purchase of 16 Interactive touch panels. They are coming in at £2,100 per board plus £185 for the mount. We have a fundraising committee and will be asking for sponsorship from the community. If we could receive some funds from the Area Board then it would be a fantastic start to this project.

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

Marlborough

**Electoral Division**

Marlborough West

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

SN8 4BX

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

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Technology & Digital literacy

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:****(money not committed to other projects/operating costs)**

£

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

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

**10b. Project Finance:**

Total Project cost		£58,187.00		
Total required from Area Board		£20,000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Ctouch Panels x 16	35,000.00	Local Fundraising		15,860.00
Smartmount x 17	1,360.00	Local Fundraising		500.00
Anderton Tiger Radio Station	6,690.00	Awards for all Lottery	yes	6,690.00
Ctouch Panel Mobile Trolley	2,837.00	Awards for all Lottery	yes	2,837.00
Benching for Media Room	1,500.00	Awards for all Lottery	yes	1,500.00
New Server for Whole School	8,000.00	From School Funds	yes	8,000.00
8 x Teacher Laptops	2,800.00	From School Funds	yes	2,800.00
<b>Total</b>	<b>£58,187</b>			<b>£38,187</b>

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

No

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

Marlborough

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

Marlborough St Marys CEVC Primary School is a newly amalgamated primary school in Marlborough. We aim to enhance the experience of the children of our school by developing effective relationships between pupils, staff and the wider community by providing facilities and equipment which support and advance the education of our children. When we move into our brand new school in September we will obviously utilise as much of our existing equipment as possible. However this will not be possible with regards to the interactive whiteboards and projectors. At the moment across both sites each classroom is equipped with a projector interactive whiteboard and a set of speakers. The projectors and interactive boards we have are nearing the end of their useful life and are not suitable for the new school in fact it's unlikely they will work once they are taken off the wall. We wish to replace these old boards and projectors with new interactive boards where there is no projector. This is the latest technology. The new interactive boards provide a very high quality HD display ideal for our lovely light new classrooms and fantastic built in sound. The new software which operates the board is highly sophisticated and contains fantastic resources to help teachers plan engaging lessons. Interactive white boards need to fit the need of the school. Our current projectors and whiteboards are not only out of date but are costing the school large amounts of money to maintain in terms of replacement parts including the cost of replacement bulbs costs of technician time to maintain and fix the existing projectors and also the loss of teaching time - re-calibration and shutting all the blinds within the classroom so pupils can actually see the screen. Projector bulbs need to be replaced once per year. Projectors will generally last 2 years when on all the time 3 years at 8 hours per day. After the projector is 3 years old bulb costs usually outweigh the cost of new projector. The new Interactive white boards come with an onsite 7-year warranty so no on going costs. New interactive boards use much less energy than traditional projectors so would improve the energy efficiency of the school. With older projectors light reflection from windows often makes the projected image unreadable. If watching video footage the lights are often turned off and the curtains or blinds drawn. Classrooms are therefore often plunged into darkness especially in summer which is not conducive to teaching or learning. Interactive touch screens would be ideal for our lovely new light classrooms in our new school. If we do not receive funding to purchase a new interactive board for each classroom we would have to move our old technology. We would not normally be places in the position to have to replace all the interactive white boards in the school at one time we would normally do this on a rolling programme. The school development plan aims to raise self-belief and esteem in the children and improve social and cultural education. By providing the school with up to date IT equipment this will improve the teaching in the school increase parental and community involvement in the use of technology in particular addressing increasing concerns regarding e-safety. It would also enable more access to extra-curricular activities including breakfast and after school clubs and promote wider community engagement by running ICT classes for adults thus strengthening links between our school and the wider community. Marlborough St Marys Primary School currently has 336 pupils including 19 in a resource base for children with complex needs. The availability of the resource base and SEN expertise means that the school has a larger than average number of children with high levels of special needs and SEN children from outside the catchment are often enrolled. Although many parts of Marlborough are affluent there are significant areas of deprivation almost 30 percent of children in the school are eligible for Pupil Premium funding and almost 10 percent of pupils have English as an additional language. ICT provision in the school is a very high priority as there is increasing focus on

this in the National Curriculum. However, many of our families have limited access or opportunity to use up-to-date technology and parents are very concerned about use of the internet and would like to take responsibility for keeping their children safe online but do not have equipment or skills to do so. We would like to be able to support children and their families with this. We know that there is an increasing need for ICT skills to support SEN children and those with English as an additional language and we know that in our wider community older residents have limited access or education in technology and would benefit from support. We could do this by inviting them into the school. There are many reasons why interactive boards are essential for classroom teaching. It has been proven that children learn best with child centred learning where the lesson evolves from questioning from the children. With an interactive white board the teacher is able to quickly adapt a lesson and pull content from resources. New interactive white boards encourage pupil engagement where questions can be sent to mobile devices and the children send the answers over and they appear on the board. Marlborough St Marys Primary School has a strong philosophy of inclusion and aims to provide opportunities for all to learn and achieve within a happy structured and inspiring Christian environment. This reflects our values of respect fairness friendship love courage and perseverance which underpin our school ethos and teaching. We welcome everyone to our school where abilities faiths and cultures are received and nurtured with care and respect providing every opportunity to develop the full potential of each and every child. We believe that all children have a right to a broad and balanced curriculum focussed teaching tailored to individual requirements and full access to extra-curricular activities. All children are valued as individuals and their confidence and self-esteem promoted and supported. We work in close partnership with parents or carers who play an active and valued role in their child's education. Marlborough St Marys also has a KS1 and KS2 Resource Base for children with complex Special Educational Needs where we provide a specialist learning environment specifically designed educational programmes and a broad practical and engaging curriculum to support the needs of the learners and give all children the chance to reach their full potential whilst understanding that success comes in a variety of ways. The children who have complex Special Educational Needs would especially benefit from the latest technology the new interactive white boards would offer. The bright HD screens will make it easier for the children to see the board and to engage in lessons. Children with complex Special Educational Needs are visual learners and they have poor auditory skills. They are very interactive learners and struggle with communication. These interactive boards will give them another avenue for communication. Children who have hearing difficulties will benefit from the high quality sound. Children with complex Special Educational Needs will typically have trouble with reading and writing and the importance for these children to have excellent IT skills and to be engaged in the use of IT cannot be underestimated. Marlborough St Marys has recently invested in some new software which is aimed to improve reading and writing for children with complex Special Educational Needs and dyslexia and this could be used to its full potential on the new Interactive white boards.

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

The school is aware of the needs of parents and carers from regular consultations with parents and information exchanged at MyChild meetings. Further information comes from the Parent Support Adviser advising on those families needing extra support. Supporting ICT requirements is detailed in our school development plan. There is an increasing need for ICT skills to support SEN children and children with English as an additional language. We encourage parents to submit their opinions to OFSTEDs Parent View and make iPads available for this at Parent Evenings. Courses on basic computer use and safe internet use

for parents run at our local secondary school are oversubscribed and there is little other support offered to older members of our community to embrace ICT. Growing e-safety concerns are often raised by parents especially around social media bullying inappropriate content grooming etc. which will increase with use of smart phones We see this project as a way to increase the proficiency of IT and internet-related education while strengthening links with our wider community.

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

We will continue to use our School budget wisely and continue to fundraise

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

17. DECLARATION

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

**Quotes:**

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

**Project/Business Plan:**

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

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**Report to** Marlborough Area Board  
**Date of meeting** 23 May 2017  
**Title of report** Community Area Grant funding

**Purpose of the Report:**

To consider a councillor-led initiative requesting funding from the Area Board.

Applicant	Amount requested
Cllr Jane Davies	£496.80

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2017/2018 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria and practice papers for [councillor-led initiatives](#)
- 2.4. Best practice advises that applications relating to young people or highways and transport should be considered by, and seek a recommendation from, the Local Youth Network or Community Area Transport Group.

**3. Environmental & Community Implications**

Councillor led-projects are designed to enable councillors to tackle issues in their area, including projects and initiatives which have been initiated by the community e.g. a community issue. Councillor-led projects should not be used to fill gaps where there are service shortfalls or where it is possible for the matter to be resolved through the use of the Community Area Grants scheme.

**4. Financial Implications**

Financial provision had been made to cover this expenditure. The Community Area Grants scheme which funds Councillor-led initiatives can only provide capital funding.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

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

**7. Equality and Inclusion Implications**

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

**8. Safeguarding Implications**

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

**9. Applications for consideration**

<b>Application Name</b>	<b>Provider</b>	<b>Project Proposal</b>	<b>Requested</b>
Warning signage	Wiltshire Police	Permanent warning signs at local beauty spots	£496.80
<p><b>Project description</b></p> <p>For a number of years, Wiltshire Police has reported many cases (56 in 12 months to March '17) of theft from vehicles parked at local beauty spots. The vehicles often belong to visitors to the county who come to see local places such as West Woods, Hackpen Hill or around the World Heritage Site at Avebury. See attached report from Wiltshire Police.</p> <p>Whilst police do put up warning signs about this problem, they are often pulled down, presumably by the thieves. To stop this happening and provide a permanent warning to all people leaving their vehicles at these locations, Wiltshire Police wish to put up 24 new permanent, metal warning signs across the Marlborough Community Area. See Appendix two for locations. This will cost nearly £500 and Wiltshire Police are seeking financial support to purchase this signage for the Marlborough Community Area</p> <p>Several neighbouring area boards have already supported Wiltshire Police by funding new signs for their community areas.</p>			
<p><b>Proposal</b></p> <p>That the Area Board determines the application from Cllr Davies for £496.80</p>			

Background documents used in the publication of this report:  
 Quotes/estimates for this proposal are contained within attached report from Wiltshire Police.

**Report Author**            Andrew Jack (Community Engagement Manager)  
                                          [Andrew.jack@wiltshire.gov.uk](mailto:Andrew.jack@wiltshire.gov.uk)

## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

**1. Contact Details**

<b>Area Board Name</b>	Marlborough Area Board		
<b>Your Name</b>	Cllr Jane Davies		
<b>Contact number</b>		<b>e-mail</b>	jane.davies@wiltshire.gov.uk

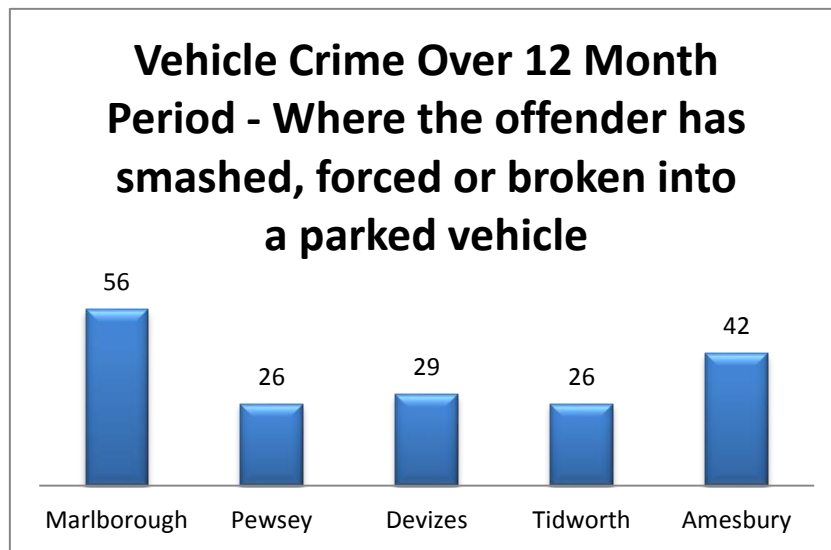
**2. The project**

<b>Project Title/Name</b>	Permanent warning signage against theft from vehicles at local beauty spots		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>For a number of years, Wiltshire Police has reported many cases (56 in 12 months to March '17) of theft from vehicles parked at local beauty spots. The vehicles often belong to visitors to the county who come to see local places such as West Woods, Hackpen Hill or around the World Heritage Site at Avebury. See attached report from Wiltshire Police. Whilst police do put up warning signs about this problem, they are often pulled down, presumably by the thieves. To stop this happening and provide a permanent warning to all people leaving their vehicles at these locations, Wiltshire Police wish to put up 24 new permanent, metal warning signs across the Marlborough Community Area. See attached report for locations. This will cost nearly £500 and Wiltshire Police are seeking financial support to purchase this signage for the Marlborough Community Area</i></p>		
<b>Where is this project taking place?</b>	Across Marlborough Community Area		
<b>When will the project take place?</b>	Summer 2017 or asap		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	See attached report from Wiltshire Police.		

<b>How will the local community benefit?</b>	Community members visit these locations as much as visitors do. This new signage will help protect them, their vehicles and possessions. Reduction of crime amongst visitors to Wiltshire will help make this area more pleasant and attractive and help boost the local visitor economy.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Reducing rural crime was identified at the 2017 JSA consultation event		
<b>What is the desired outcome/s of this project?</b> Fewer cases of theft from vehicles at these locations			
<b>Who will be responsible for managing this project?</b> Wiltshire Police			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 496.80		
<b>How much funding are you applying for?</b>	£ 496.80		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	Wiltshire Police		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Jane Davies		<b>Date:</b> 09/05/2017	
<b>Position in organisation:</b> Wiltshire Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			

## APPENDIX TWO

### Area Board Funding Request



Wiltshire Police takes vehicle crime very seriously and understand the effects of such crime can be distressing and cause a lot of inconvenience for the owner.

Vehicle crime accounts for more than a quarter of all recorded crime in the UK and costs the taxpayer more than £3billion a year.

With the growing use of expensive and portable devices, it is more important than ever to ensure we encourage vehicle owners to remove valuables to prevent becoming a victim of such crime. Leaving personal items in a parked car makes it more attractive to criminals as most vehicle crime is opportunistic and therefore preventable.

Thieves always like to steal from cars which are parked in places where they run the least risk of being seen which would describe many of our beauty spot locations.

The East Community Policing Team is responsible for policing across some 400 square miles of countryside some of which has international landmarks attracting visitors from all over the world. Despite our best efforts we are unable to have a continued police presence in the areas where offences are occurring so rely upon individuals taking personal security measures to make their vehicles less attractive to potential thieves. It is hoped by promoting security by the placement of signs reminding car park users to remove valuables we will have a significant impact on the incidences of crime. The last thing anyone representing the county of Wiltshire would like is for a visitor to leave with the lasting memory of being a victim of crime.

Wiltshire Police have attempted to place signs up in various car parks in the past but this has been an uncoordinated approach using signs which we have been able to produce under a limited budget. These signs have been easy to remove or vandalise. Where we have had success is when we have worked in partnership with other bodies and received funding for more durable metal signs some of which are still up in car parks after many years.

Wiltshire police are seeking financial support to purchase signage across the East policing area. We have considered the number of signs we would require based on criminal activity

and intelligence surrounding the targeted areas. As the East crosses five Area Boards we would require the support from each.

We have provided details, above, of the number of incidents we have had over the last 12 months. As you will be able to see it corresponds with the type of areas which attract the most visitors and residents. Included below is an example of the sign which is felt to be the most impactful and a quote for the purchase of 70 signs and fixings which would be utilised across the area. We have also provided maps for each of the Area Boards which detail the specific areas of risk and the number of signs required.

It is hoped you will agree this would be worthy of consideration and it would be appreciated if you could all discuss a way forward to enable us to approach the individual Area Boards for funding for their particular element.

Wiltshire Police will work in partnership with other agencies to arrange for the signage to be put in place should agreement be reached.

Mark Andrews  
Police Sergeant 1672  
East Community Policing Team  
Sector Deputy

Recommended Sign



# WARNING

## CAR THIEVES OPERATE IN THIS AREA

**Do not leave ANY valuables in your vehicle or you risk losing them!**

If you see anything suspicious please contact WILTSHIRE POLICE on

# 101

(Please try to provide accurate descriptions of the person/s and vehicles involved)

In an **EMERGENCY** dial **999**  
(Your call will be recorded)

R



Tel: 01380 722253 Fax: 01380 720073  
 Email: sales@kennetsignanddisplay.co.uk  
 www.kennetsignanddisplay.co.uk

Kennet Sign & Display Ltd  
 Units 7 & 8 Hopton Industrial Estate,  
 Devizes, Wiltshire SN10 2EU  
 Company Registration No. 06603571

# Quotation

**Client Details**

Wiltshire Police

Contact: Natalie Hobman  
 email: Natalie.Hobman@wiltshire.pnn.police.uk  
 Tel:

Quote Ref: **G7204**  
 Quote Date: **02/02/17**  
 Quote Valid for 60 days

Qty	Description	Unit Cost	Total Cost
	OPTION A		
70	A3 size 6mm fluted boards with double holes top and bottom for cable ties, printed & laminated graphics	£6.10	£427
	OPTION B		
70	A3 size di bond signs with back rails, printed & laminated graphics	£17.20	£1204
140	clip sets for fitting above	£3.50	£245
		<b>Total Cost</b>	

**ALL PRICES ARE + VAT AT CURRENT RATE**

**Additional Comments**

**ALL VEHICLE GRAPHICS ARE TO BE FITTED HERE AT OUR PREMISES IN DEVIZES UNLESS OTHERWISE ARRANGED**

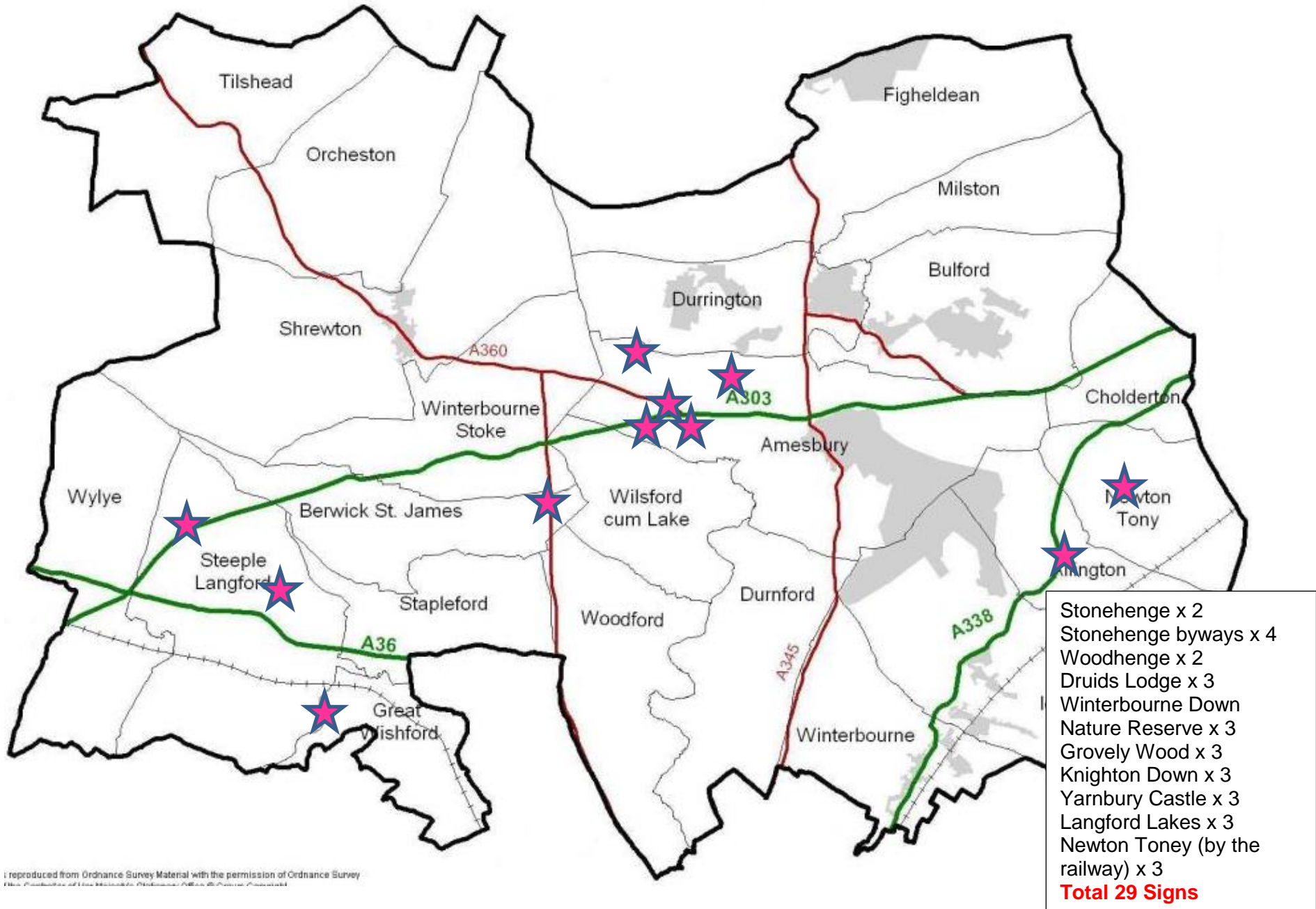


East Community Policing Team



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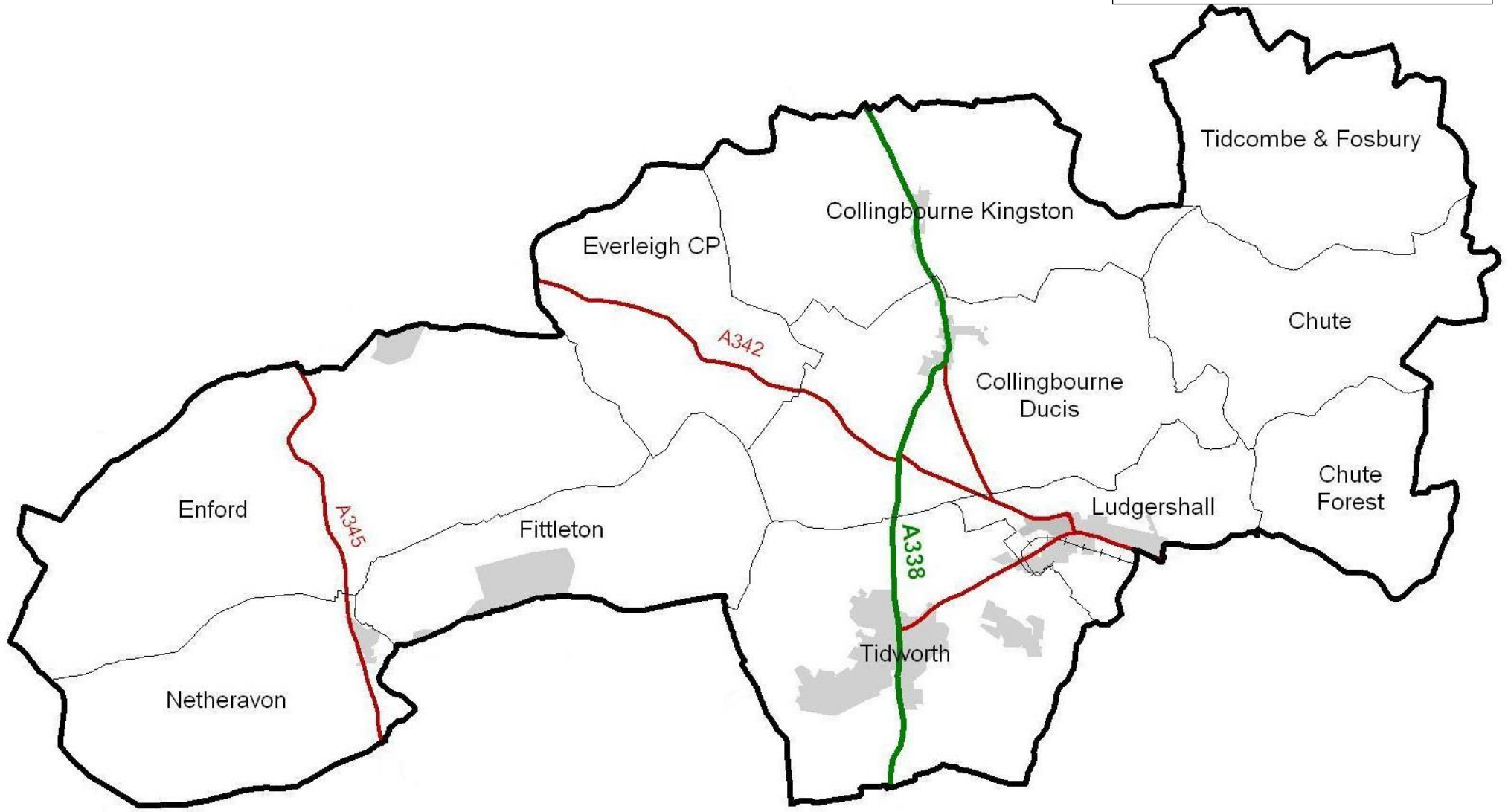
## Amesbury Area Board



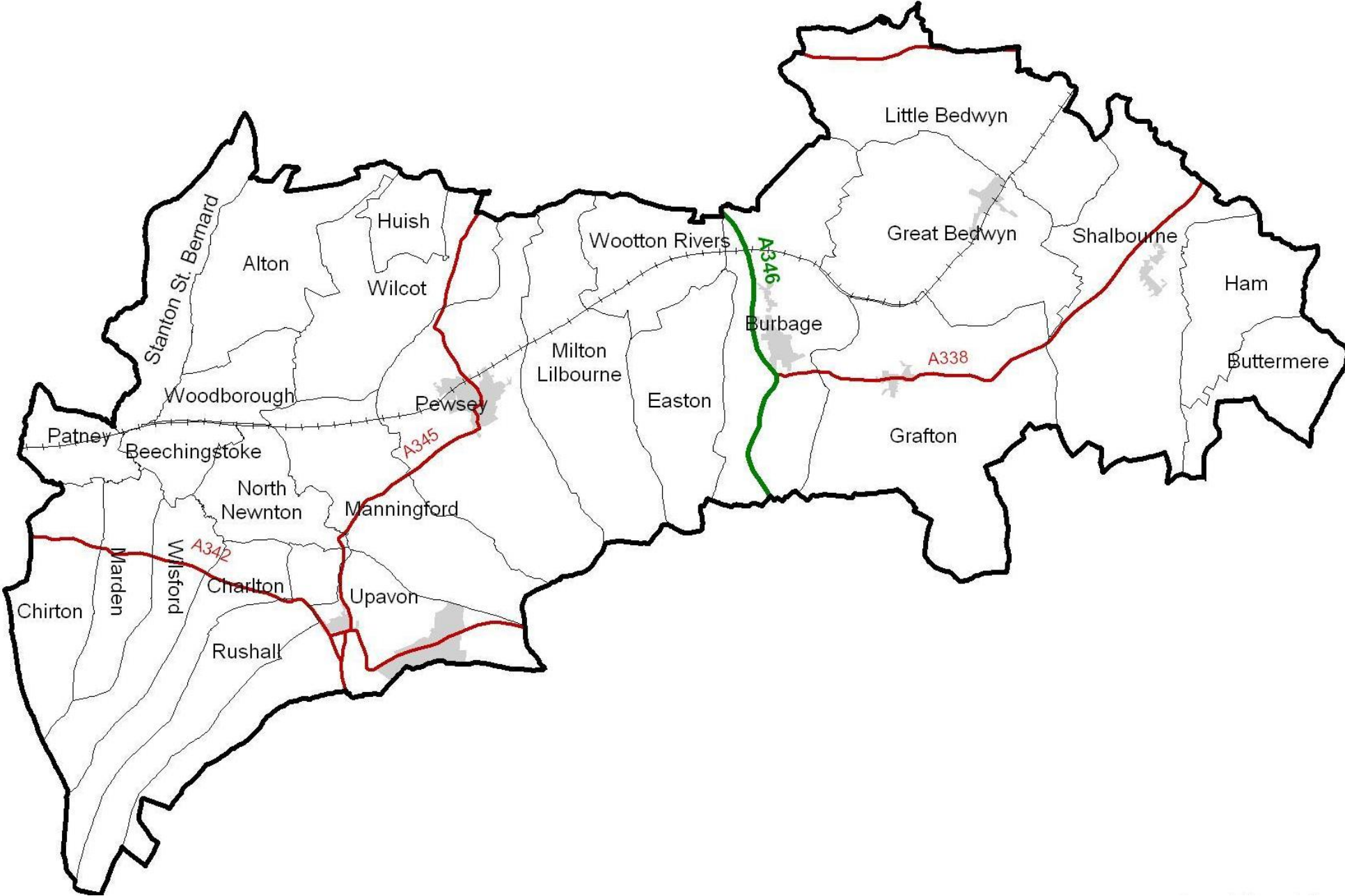
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**Tidworth Area Board**

Ludgershall Woods x 3  
**Total 3 Signs**



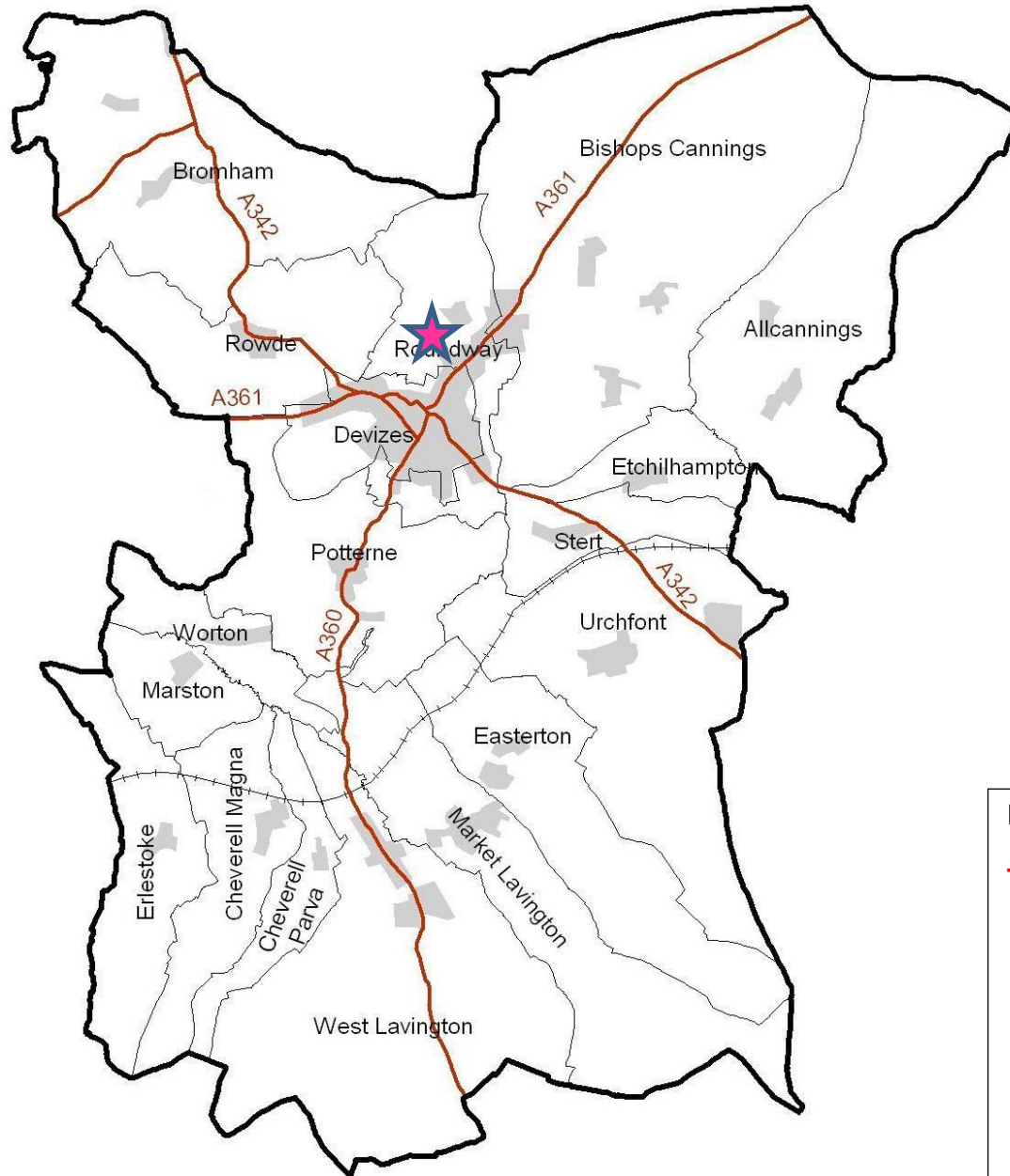
## Pewsey Area Board



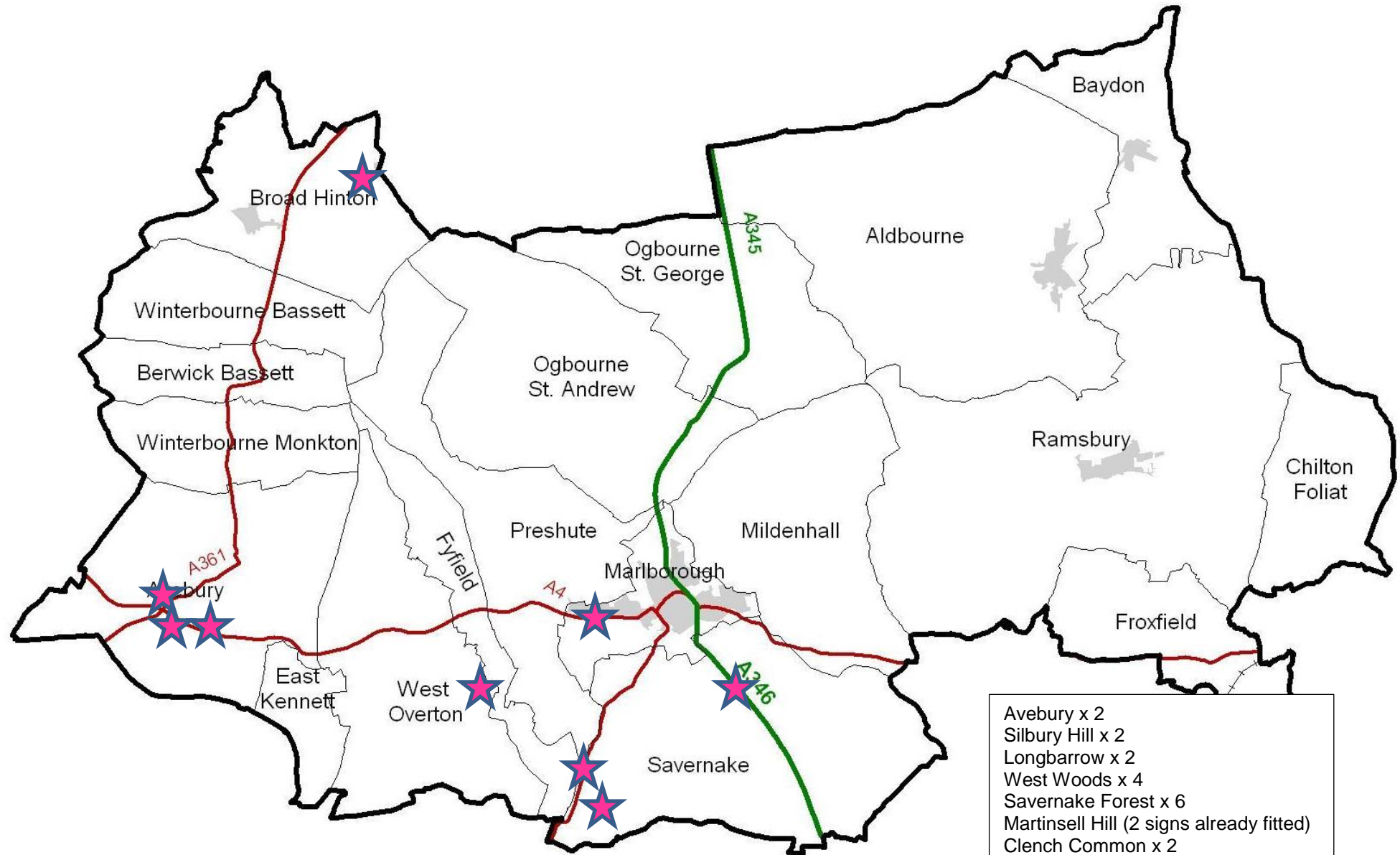


- Wilton Windmill x 2
  - Milk Hill x 2
  - Crofton x 2
  - Great Bedwyn x 2
  - Savernake Forest Car Parks x 2
- Total 10 Signs**

# Devizes Area Board



# Marlborough Area Board



- Avebury x 2
  - Silbury Hill x 2
  - Longbarrow x 2
  - West Woods x 4
  - Savernake Forest x 6
  - Martinsell Hill (2 signs already fitted)
  - Clench Common x 2
  - Manton Hollow x 2
  - Overton Hill x 2
  - Hackpen Hill x 2
- Total 24 Signs**



**Breakdown of Costs**

<b>Area Board</b>	<b>Areas Being Covered</b>	<b>Number of Signs</b>	<b>Cost</b>
Amesbury	Stonehenge Stonehenge byways Woodhenge Druids Lodge Winterbourne Down Nature Reserve Grovely Wood Knighton Down Yarnbury Castle Langford Lakes Newton Toney (by the railway)	29	£600.30
Tidworth	Ludgershall Woods	3	£62.10
Marlborough	Avebury Silbury Hill Longbarrow West Woods Savernake Forest Martinsell Hill Clench Common Manton Hollow Knoll Down Car Park Hackpen Hill Car Park The Sanctuary Barbury Castle Car Park	24	£496.80
Pewsey	Wilton Windmill	10	£207.00
Devizes	Roundway Hill	4	£82.80
	Total	70	£1449.00



**Report to** Marlborough Area Board  
**Date of meeting** 23<sup>rd</sup> May 2017  
**Title of report** Health and Wellbeing funding

**Purpose of the Report:**

To consider the applications for funding listed below.

Applicant	Project title	Amount requested
Integrated Transport, Wiltshire Highways	To consider funding of licences for Marlborough area schools to take part in a pilot for a new school travel app known as HomeRun	£3,750.00
Yvonne Griffiths, Fitness Instructor	Support for Ramsbury over 60's fitness club	£1,257.00

**1. Background**

Area Boards have a delegated revenue budget for 2017/18 of £6,700 to support projects to improve health and wellbeing in the community area.

**2. Main Considerations**

- 2.1. Councillors will need to be satisfied that funding awarded in the 2017/2018 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications will improve health and wellbeing in the area and should consider the views of their local Health and Wellbeing Group.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision had been made to cover this expenditure.

**5. Legal Implications**

There are no specific legal implications related to this report.

**6. Human Resources Implications**

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

**7. Equality and Inclusion Implications**

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

Applicants have equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

**8. Safeguarding Implications**

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

**9. Applications for consideration**

Applicant	Project Proposal	Requested
Integrated Transport, Wiltshire Highways	To consider funding of licences for Marlborough area schools to take part in a pilot for a new school travel app known as HomeRun	£3,750
<p><b>Project description</b></p> <p>Marlborough is one of six towns within Wiltshire that have a recognised problem with poor air quality. In Marlborough at least this air quality issue is mostly derived from traffic volumes on the busy A4 and A346 roads through town. Poor air quality is known to affect public health in a number of ways making it important to improve air quality. Wiltshire Council along with local area boards and partner groups are working to address this problem by instigating smaller-scale projects such as encouraging walking, cycling or alternative forms of transport.</p> <p>In winter 2016, Wiltshire Council was approached by the developers of a new smartphone-based app called HomeRun. The developers offered licenses to Wiltshire at very much reduced fees if Wiltshire schools took part in a pilot to trial the new app. This opportunity was first offered to the six towns with poor air quality. The HomeRun app is used by schools to analyse the journeys to school of their pupils so that routes can be amended and opportunities made to change the mode of transport. This could involve setting up walking buses or park-and-stride schemes. Using the app, there is also the ability to put students and parents together to share lifts to school in a more organised and formulated way.</p> <p>Through funding this pilot, Marlborough Area Board aims to help cut the number of car journeys to local schools and therefore help improve the local air quality and thus reduce the harm to public health caused by the current poor air.</p> <p>The developers of HomeRun are offering pilot schools the very much reduced licence rate of £1,250 per school. This lower rate will also be offered to these schools in subsequent years once the pilot phase is over. The schools from the Marlborough area to take part in the pilot were selected to trial different environments. They are Kennet Valley School, Lockeridge, the new Marlborough St Mary's School and St John's Academy. They cover different scenarios such as rural vs. town, primary vs. secondary and larger vs. smaller catchment areas.</p>		
<p><b>Recommendation:</b></p> <p>That the application meets the grant criteria and is approved for the amount of £3,750 (3x £1,250), subject to the following conditions:</p> <p>That each school is able to actively take part in the pilot and contribute to helping reduce the number of car journeys within the Marlborough Community Area.</p>		

Applicant	Project Proposal	Requested
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Yvonne Griffiths, Fitness Instructor	Support for Ramsbury over 60's fitness club	£1,257.00
<p><b>Project description</b></p> <p>Ramsbury over 60s fitness class currently has 29 people registered aged between 65 and 89 years old, with 20 people attending each week. The class is a mixture of standing and seated exercises, all to music from the 50s and 60s. The class aims to be preventative i.e. to keep older people socialised, engaged in exercise and mobile. During the class they work through the whole body with balance and sit to stand etc. and members do as much as they want/can. After finishing the class, tea and coffee is offered and members sit and chat for about 30-45 minutes, a very important part of the class and promotes social inclusion. For some members, it is the only time they have a chance to meet other people and interact.</p> <p>This funding covers a whole year of sessions, 48 in all, and is available to older residents of Ramsbury and surrounding villages although this is not limited. Their carers are also welcome at classes and can join in too without having to pay fees. The support from Marlborough Area Board will help to keep the cost down for members of the class (£3.00 per session) and help to make it accessible.</p> <p>This project will meet many of the priorities raised by Marlborough Area Board's JSA event from 2017 including "social isolation and loneliness", "independent living" and "positive activities for older people".</p>		
<p><b>Recommendation:</b></p> <p>That the application meets the grant criteria and is approved for the amount of £1,257, subject to the following conditions:</p> <p>That the Community Engagement Manager is kept informed of numbers attending the class on a quarterly basis and that efforts are made to find other forms of financial support from sponsors, etc. as was mentioned in the application form, for when Marlborough Area Board's funding runs out.</p>		

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

**Report Author**      Andrew Jack  
Community Engagement Manager, Marlborough  
01225 713109  
[andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@wiltshire.gov.uk)



## Health and Wellbeing projects and activities FUNDING APPLICATION

**1. Applicant:**

Name	YVONNE GRIFFITHS
Organisation	
Address	THE GABLES, BATH ROAD, DEVIZES
Phone number	01380723086
Email address	<a href="mailto:yve@thegablesdevizes.co.uk">yve@thegablesdevizes.co.uk</a>

**2. Amount of funding required from the Area Board:**

£0 - £1000	
£1001 - £5000	£1,257
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
No	/

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

**5. Project title?**

OVER 60'S EXERCISE CLASSES

**6. Project summary: (100 words maximum)**

TO CONTINUE TO PROVIDE AN EXERCISE CLASS IN A SOCIAL ENVIRONMENT FOR OLDER PEOPLE IN THE COMMUNITY AT A REASONABLE COST TO THEM.

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

Marlborough ▼

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

SN8 2PB

**9. Please tell us which themes best describe your project:**

<input type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input checked="" type="checkbox"/> Inclusion, diversity and community spirit
<input type="checkbox"/> Carers Support/Activities	<input type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input type="checkbox"/> Safer communities	

If Other (please specify)

**10. About your project**

**Please tell us about your project (a strong application will address all of the following):**

How does your project support local needs and priorities?

Until the end of March 2017 the exercise classes were funded by Public Health Wiltshire Council and have been for the past 8+ years.  
The funds covered equipment, insurance, PPL licence, tea, coffee and hall hire. This enabled the fees to be kept well below the county average at £2.20 per class.  
All the participants are from Ramsbury and surrounding villages and are all aged 65 - 89 years old.  
The class consists of exercise to music from the 50's and 60's, with 20 minutes of standing exercise and 25 minutes of seated with therabands a part of the class. The class aims to be preventative i.e. to keep older people socialised, engaged in exercise and mobile. During the class they work through the whole body with balance and sit to stand etc and members do as much as they want/can, there is no pressure. After finishing with a fun track, tea and coffee is offered and members sit and

How many older people/carers do you expect to benefit from your project?

At present there are 29 on the register and an average of 20 attend each week.

How will you encourage volunteering and community involvement?



There is already a strong sense of community in the class. They share lifts and are very supportive to each other.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

The aim is to try and keep fees low so as not to exclude anyone.  
The class is quite an active class but can easily be adapted to seated exercise and in fact a couple of members do most of the class seated.  
Carers are welcome to attend and join in and will not be expected to pay the class fee.

How will you work with other community partners?

During the transition period in the coming year we will work with community partners to obtain sponsorship for the classes. These partners will include local Parish Councils, Village Hall Committees, Shops, Public Houses, local businesses, individual donors and commercial agents.

## 11. Safeguarding

**Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):**

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

The instructor was trained by Extend an organisation for exercise for the 60+.  
She holds a current DBS certificate, first aid certificate and insurance.  
Participants fill in a medical questionnaire and any medication is noted on the form for paramedics/ambulance if needed.  
The instructor [Yve Griffiths] is responsible for safeguarding.

## 12. Monitoring your project.

**How will you know if your project has been successful? \*required field**

The project is already working successfully. It started in April 2008 with 5 members and now has 29 with many of the class attending for 8+ years.  
New members are always made very welcome and there is a lovely fun, friendly atmosphere.

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

Unfortunately we are already in this position. Funding has been withdrawn with only 6 weeks notice. Every one is anxious the class should continue but without funding the worry is the fees would have to be at least double to cover instructor expenses and that may exclude some of the most vulnerable members. With funding for a year it gives the opportunity to find sponsors and funding to continue this worthwhile class.

**14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost**

**15. Finance:**

**15a. Your Organisation's Finance:**

**Your latest accounts:**

Month  Year

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

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

£

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

The instructor is self employed with the difference between the class takings and her hourly rate being paid from funding. There is no reserve.



**Quotes:**

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

**Project/Business Plan:**

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

- I confirm that the information on this form is correct, any award received will be spent on the activities specified.