

# AGENDA

**Meeting:** Melksham Area Board  
**Place:** Bowerhill Village Hall, Bowerhill, Melksham  
**Date:** Wednesday 13 November 2019  
**Time:** 7.00pm

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Including the Parishes of Atworth, Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington and Seend

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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 6:30pm**

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Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), direct line 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@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 Pat Aves, Melksham North

Cllr Jon Hubbard, Melksham South

Cllr Hayley Illman, Melksham Central

Cllr Phil Alford, Melksham Without North

Cllr Jonathon Seed, Summerham and Seend (Chairman)

Cllr Nick Holder, Melksham Without South

## **RECORDING AND BROADCASTING NOTIFICATION**

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

	<b>Time</b>
<p>1 <b>Chairman's Welcome and Introduction</b></p>	7:00pm
<p>2 <b>Announcements</b> (<i>Pages 1 - 4</i>)</p> <ul style="list-style-type: none"> <li>• Welcome to Cllr Nick Holder, Wiltshire Councillor for the Melksham Without South division</li> <li>• Melksham Community Campus planning update</li> <li>• Completion of Farmers Roundabout traffic scheme</li> <li>• Area Board impact 2018/19</li> </ul>	
<p>3 <b>Apologies for Absence</b></p>	
<p>4 <b>Minutes</b> (<i>Pages 5 - 14</i>)</p> <p>To confirm the minutes of the meeting held on Tuesday 3 September 2019</p>	
<p>5 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>6 <b>Report back from 800th Anniversary Market Charter weekend</b></p> <p>Adrienne Westbrook</p>	7:15pm
<p>7 <b>Report back from "Age Friendly Melksham" special meeting of the Area Board on 22 October</b></p> <p>Councillor Jon Hubbard</p> <ul style="list-style-type: none"> <li>• <b>Area Board Initiative from Councillor Hubbard requesting £3,000 towards a Stage 1 feasibility study for the Age Friendly Melksham project</b></li> </ul>	7:25pm
<p>8 <b>Area Board sub groups</b> (<i>Pages 15 - 40</i>)</p> <p>Melksham Community Area Transport Group – Cllr Jon Hubbard</p>	8:00pm

9	<p><b>Written Partner Updates</b> (Pages 41 - 56)</p> <p>To receive any written updates from the following partners:</p> <ul style="list-style-type: none"> <li>• Community Area Partnership</li> <li>• Wiltshire Police</li> <li>• Office of the Wiltshire Police and Crime commissioner</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire/Clinical Commissioning Group</li> <li>• Healthwatch Wiltshire</li> <li>• Melksham Town Council</li> <li>• Parish Council Nominated Representatives</li> <li>• Melksham Chambers of Commerce</li> <li>• Melksham Senior People’s Forum</li> <li>• Older Persons Champion</li> <li>• Young Melksham</li> <li>• Trans Wilts CiC</li> </ul>	8:10pm
10	<p><b>Grant Funding</b> (Pages 57 - 66)</p> <p>The Area Board members are asked to consider applications to the Community Area Grants scheme. <i>Full details of all grant applications are contained in the agenda pack.</i></p> <ul style="list-style-type: none"> <li>• <b>Atworth Village Hall and Recreation Ground committee requesting £2,483 towards the replacement of tables and chairs at Atworth Village Hall</b></li> <li>• <b>Art House Café requesting £995 towards a new power-assisted front door</b></li> </ul>	8:20pm
11	<p><b>Youth Grant Funding</b> (Pages 67 - 72)</p> <p>The Area Board members are asked to consider applications to the Youth Grants scheme. <i>Full details of all grant applications are contained in the agenda pack.</i></p> <ul style="list-style-type: none"> <li>• <b>Young Melksham requesting £5,000 towards the operation of the No Limits SEND Youth Club</b></li> </ul>	8:45pm
12	<p><b>Public questions</b></p> <p>Members of the public are invited to ask questions relating to Area Board business</p>	8:55pm
13	<p><b>Close</b></p>	9:00pm

Melksham Area Board 13th November 2019

Written Update:-

### **A350 Farmers Roundabout Improvements Scheme**

1. Wiltshire Council are please to advise that the site works associated with the A350 Farmers Roundabout Project were completed, and the traffic signals system was activated on Wednesday 16<sup>th</sup> October 2019.
2. The £3m scheme has been largely funded through the Department for Transport's National Productivity Investment Funding (NPIF).
3. Site operations commenced on Monday 4<sup>th</sup> February 2019, and the works have been completed within the envisaged 8 to 9 months duration. Works initially focussed on earthworks and carriageway widening within the roundabout island itself, coupled with drainage and ditch clearance works between Farmers Roundabout and the River Avon. Works were then extended to the outer areas of the roundabout and along Western Way where extensive kerb removal and relaying operations were needed. During the summer period full night time road closures allowed the bulk of the carriageway resurfacing operations to be undertaken. More recently the focus shifted towards the installation, testing and commissioning of the traffic signals infrastructure, along with the white lining and signage works.
4. Throughout the scheme the Contractor endeavoured to undertake the works as efficiently as possible whilst minimising the impacts on traffic flows. This entailed restricting those site operations that required lane closures to the day time off peak period (9:30am – 3:00pm), and the use of night works where this was both practical and realistic. The traffic management aspects of the scheme were undoubtedly challenging, but the flexible and responsive approach taken by the Contractor to restrict traffic management durations and lift lane closures during lunch breaks, generally minimised disruption, and peak hour traffic flows were largely unaffected by the works.
5. Challenging ground conditions and the discovery of unforeseen and uncharted buried services did cause problems - especially within the A3102 Bradford Road area. But the Contractor worked hard alongside the Client and Site Supervision Team to redeploy resources and open up new work areas as necessary to mitigate delays as those issues were overcome.
6. The scheme has included for: -
  - The installation of the new traffic signal system at Farmers Roundabout;
  - Road widening works on the approaches to the roundabout, and around the circulatory carriageway;
  - Repair works to the bridge joints at Challemead Bridge;
  - Drainage and ditch improvement work;
  - Extension and widening works to the merge taper at Semington Road Roundabout;
  - Extensive carriageway resurfacing works extending as far as the A365 junction in the north to Semington Road Roundabout in the south.

7. The works have required: -

- Over 11,000 tonnes of materials being moved (over 550 lorry loads);
- Almost 3 miles of new white lines being laid;
- The location of over 6 miles of buried cables and services;
- Over 3 miles of trenches being dug;
- Work amounting to over 28,000 man hours, spread across 190 day and 90 night shifts;
- Up to 1,000 individual lane closures, with multiple changes each shift to keep traffic moving whenever possible.

8. During the scheme delivery, efforts were made by the Contractor and the wider site team to embark on a series of activities aimed at community liaison and involvement. These activities included: -

- Extensive advanced notices, signage, and news items ahead of the works;
- An initial “Meet the Contractor” event;
- The production and distribution of regular Newsletters to local residents and key stakeholders;
- A site visit by local Town Councillors to help the understanding of the complexity of the work;
- Successful community liaison activity with Manor Primary School which involved a signage design competition and highlighted site safety awareness;
- The provision of recycled road scalplings to local Parish Councils and other stakeholders to assist with community projects and / or public footpath and rights of way maintenance;
- Close liaison with Melksham Town Council with regards to the design, joint funding and installation of the landscaping & planting scheme at the A365 junction, which will hopefully help provide improved visual amenity within that area of the town;
- Suspending or restricting works as necessary to assist and allow for the smooth delivery of civic events e.g. Royal visit 27<sup>th</sup> September 2019.

9. Since the traffic signals were activated on 16<sup>th</sup> October 2019, traffic conditions and flows have been monitored and adjustments have been made to seek to optimise the throughput of traffic. At this early stage the indications are that the traffic signal system is operating well, and that traffic conditions have improved. Wiltshire Council will continue to monitor.

10. Wiltshire Council, the Contractor and the wider site team would like to thank all stakeholders including the local Town and Parish Councils, residents, businesses and road users for their patience and tolerance during the implementation of these difficult and complex works.

## Melksham Area Board, 13 November 2019

### Chairman's Announcement

#### Wiltshire area boards – funding hundreds of projects, benefitting thousands

A recent survey has found that more than 70,000 local residents benefitted from projects supported through Wiltshire's area boards.

Each year more than £1.2M is available through the 18 area boards to invest in community projects that aim to address local priorities. More than 600 projects were provided with grant funding during the 2018/19 financial year which totalled a combined value of almost £4M.

Cabinet Member, Allison Bucknell said "Our area boards continue to support our communities through the grant scheme, which is going from strength to strength.

A huge variety of projects have gone on to flourish following our initial investment, making a real difference for people of all ages.

"We are delighted that we have been able to support so many applications from people who are passionate about helping their communities and organisations, and it's very rewarding to be able to help them on their way."

For further details about funding through the area boards please contact [your local Community Engagement Manager](#).

#### 2018/19 Area Boards facts in full:

Number of grants awarded across Wiltshire	635 projects
Total amount of funding awarded	£1,141,326
Average size of grant given out	£1,797.36
Total value of the projects supported by area board grants	£3,988,465
Every £1 award levered community value	3.49 times

The Total amount of funding for each of the Revenue and Capital grants (the three funding schemes from the area board)

Community Area Grants £689,113

Young People £ 332,242

Health and Wellbeing £ 119,971

The total number of volunteers who help run these projects *	2,332
The average number of volunteers who help run each project *	11
The number of people who have taken part in the projects funded by area boards *	70,536
The number of people taking <b>mild</b> exercise as a result of these projects *	41,462
The number of people taking <b>moderate</b> exercise as a result of these projects *	12,674
The number of people involved in vocational training as a result of these projects *	1,184
The proportion of projects deemed to be successful as self-reported by the people running them *	98.1%

**\*based on 211 responses to the area boards 2018/19 survey**



# Community Governance Review – Melksham, Melksham Without and Seend

**Wiltshire Council**

The logo for Wiltshire Council, featuring a white wavy line underneath the text.

# Community Governance Review Basics

A Community Governance Review (CGR) is a process for changing the governance arrangements of a parish.

This can include changing internal or external boundaries, number of councillors and more.

Wiltshire Council makes the decision, and will receive recommendations from the Electoral Review Committee. The recommendations can be on schemes which have been submitted, or something not proposed up to that point.

There will be periods of consultation on any changes that are proposed.

Further details can be found at

<http://www.wiltshire.gov.uk/council-democracy-cgr>

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# Melksham Without

**Scheme 5 and 9  
– Hunters Wood  
ward to  
Melksham Town**



**Wiltshire Council**

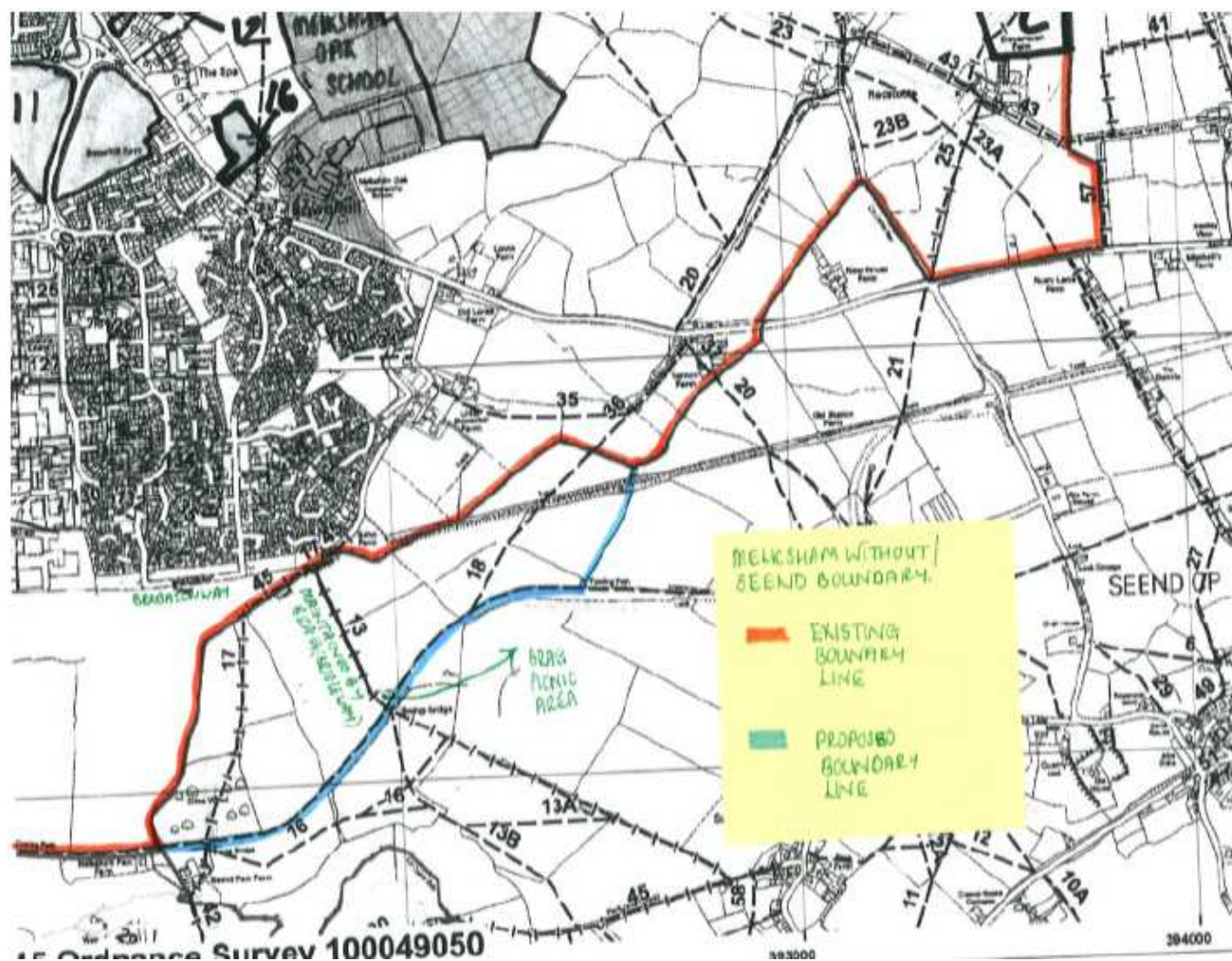
# Melksham Without

**Scheme 6 and 10– Land north of sandridge common to Melksham Town**



# Seend

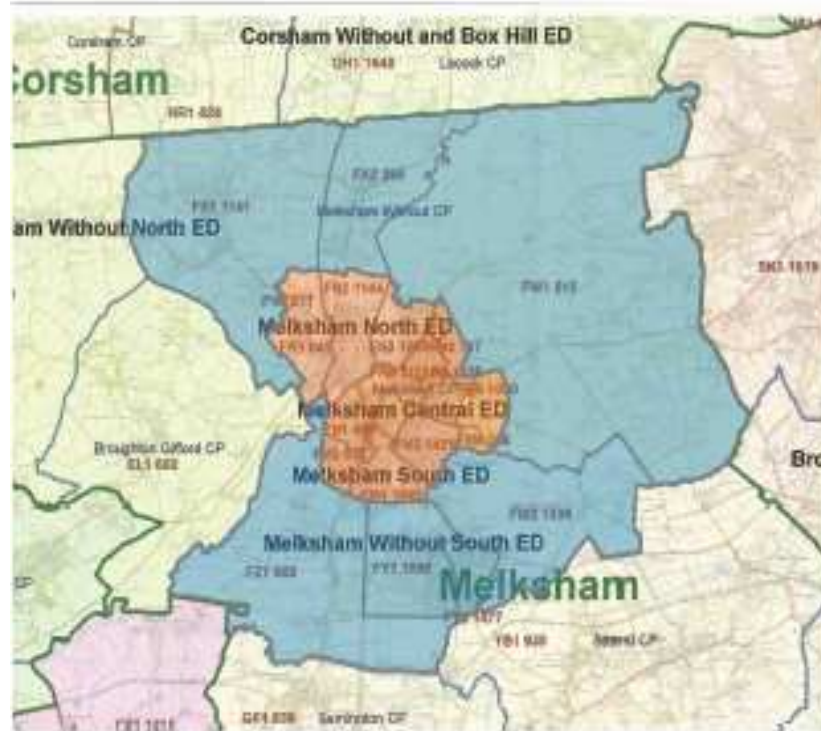
**Scheme 11 –  
MWPC proposal  
- BRAG Picnic  
area and Giles  
Wood from  
Seend to  
Melksham  
Without**


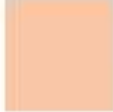


# Melksham

**Scheme 24 –  
proposed  
merger of  
Melksham Town  
and Melksham  
Without**

## Melksham Community Governance Review 2019 Existing Melksham Town and Melksham Without Parish Councils



-  Existing Melksham Without Parish Council
-  Existing Melksham Town Council

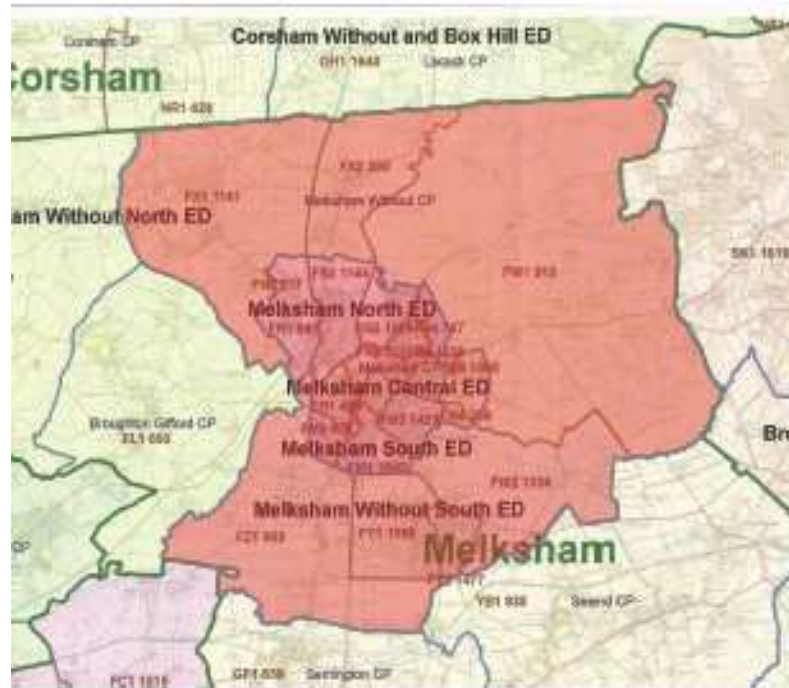



**Wiltshire Council**

# Melksham

**Scheme 24 –  
proposed  
merger of  
Melksham Town  
and Melksham  
Without**

## Melksham Community Governance Review 2019 Option A - Combine existing councils into a new Town Council



 Proposed new Melksham  
Town Council



**Wiltshire Council**

# Melksham

**Scheme 24 –  
proposed  
merger of  
Melksham Town  
and Melksham  
Without**

Melksham Community Governance Review 2019  
**Option B - Combine existing councils and create  
new Town Council Shaw and Whitley Parish Council**



-  Proposed new Melksham Town Council
-  Proposed new Shaw and Whitley Parish Council



**Wiltshire Council**



# Community Governance Review Timeline

Stage	Action	Dates
Pre-consultation	Liaising with parish councils on suggested areas for consideration for review and receipt of initial submissions.	12 July 2019 – 30 September 2019
Stage one	Commencement of CGR - Terms of Reference published	1 November 2019
	Schemes uploaded to public portal for any initial comments, to be updated with any relevant additional information. To include any further schemes received which fall within the scope of the Review	1 November 2019 – 30 November 2019
Stage two	Consideration of submissions received in relation to proposed schemes. Local briefings and meetings as appropriate with unitary councillors and/or parish representatives. Scheme consultation	1 December 2019 – 21 February 2020
	Draft recommendations prepared.	1 January 2020-21 February
Stage three	Draft recommendations published	Mid-Late March 2020
	Draft recommendations consulted upon	Mid-late March 2020 – 30 April 2020
Stage four	Consideration of submissions received. Final recommendations prepared	1 May – 24 June 2020
Decision	Recommendations submitted to Full Council for approval	Circa Late July 2020 – September 2020

## More information

### Website -

<http://www.wiltshire.gov.uk/council-democracy-cgr>

### Schemes -

<https://cms.wiltshire.gov.uk/ecsddisplayclassic.aspx?name=sd4301&id=4301&rpId=20457214&path=14165>

### Response form -

<https://cms.wiltshire.gov.uk/documents/s170387/CGR%20ResponseForm.pdf>

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# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham United Church, 4 High St, Melksham, SN12 6JU  
**Date:** 3 September 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 8.40 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706612 or (e-mail)  
[kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Phil Alford, Cllr Pat Aves, Cllr Jon Hubbard, Cllr Hayley Illman, Cllr Jonathon Seed (Chairman) & Cllr Allison Bucknell

### **Wiltshire Council Officers**

Peter Dunford – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Louise Cary - Acting Head of Service Communities Leisure Operations

### **Town and Parish Councils**

Atworth Parish Council – Phil McMullen  
Broughton Gifford Parish Council – Georgina Berry  
Melksham Town Council – Terri Welch & Linda Roberts  
Melksham Without Parish Council – Theresa Strange & Paul Carter

### **Partners**

Wiltshire Police – Sergeant Dan Green  
Melksham Seniors – Martin Pain  
Melksham Shed – Chris Pickett

**Total in attendance: 38 plus 20 young skaters for item 56**

51	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to the Melksham United Church for the meeting of the Melksham Area Board.</p> <p>The Chairman thanked all of the local skaters who were attending the meeting to support James Threlfall and the Melksham Skatepark extension item.</p> <p>The Chairman advised that Cllr Roy While had been forced to retire from the Area Board and local politics due to ill health. The Chairman thanked Cllr While for his years of service to the residents of Melksham and Wiltshire as both a Wiltshire Councillor and a Parish Councillor.</p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• How Dementia Friendly is Wiltshire?</li> <li>• Recycling Week 2019</li> <li>• Representation on Special School Provision in North Wiltshire</li> <li>• Melksham Community Expo, 20 September</li> </ul>
52	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
53	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 5 June 2019 was confirmed as the correct record.</b></li> </ul>
54	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
55	<p><u>Police Update</u></p> <p>Sergeant Dan Green introduced the written update that was contained in the agenda pack.</p>

56	<p><u>Melksham Skatepark Extension</u></p> <p>James Threlfall MBE support by a host of local skaters gave a brief outline of the proposed Melksham Skatepark Extension.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the local skating community were fortunate to have a town that supported them as Melksham did.</li> <li>• That over 50 skaters were using the skatepark during the week, with numbers rising to around 100 at the weekend.</li> <li>• That various local businesses had pledge to support the Melksham skatepark extension.</li> </ul> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board ring fenced funding of up to £5,000 for the Melksham skatepark extension project.</b></li> </ul> <p>The Chairman thanked James Threlfall MBE for his presentation.</p>
57	<p><u>Campus update</u></p> <p>Cllr Allison Bucknell - Cabinet Member for Communications, Communities, Leisure and Libraries, Wiltshire Council &amp; Louise Cary - Acting Head of Service Communities Wiltshire Council gave the Campus update,</p> <p>Points made included:</p> <p>Planning update</p> <ul style="list-style-type: none"> <li>• Campus planning application submitted March 2019.</li> <li>• Public consultation process concluded 17 May 2019.</li> <li>• Following feedback and comments raised during the consultation process the Campus plans have been amended.</li> <li>• Revised Campus plan re-submitted 27 August 2019.</li> <li>• Second public consultation is due to conclude 27 September 2019.</li> </ul>

## Design Changes

- Sports hall moved further away from Cedar Close boundary - This had been achieved by relocating the hall stores to the West elevation and slightly reconfiguring internal accommodation.
- Reduction in height of sports hall - External reduction of 1m (12.6m to 11.6m). The interior height remains the same.
- Reduction in lighting on south elevation – These lights would only come on in an emergency situation.
- Obscure glazing to fitness suite window – This would ensure residents were not overlooked.
- Removal of MUGA - The feedback received suggested the MUGA posed a significant risk to achieving planning permission – therefore it had been removed.
- Heritage Light Fittings – These would be installed on the approach to Melksham House. These fittings were the same as those in the Market Place and Melksham Highstreet.
- Access Road - The approach road and footpaths had been softened to reflect the ‘parkland’ setting.
- Fencing – Railings would be installed around the pond and wooden fencing would be used to enclose the service yard.

## Building Design

- The building finishes had been carefully considered to ensure the campus was both visually pleasing and sympathetic to its surroundings.
- The design further broke down the mass of the campus by including recesses / steps in the facade and through the use of materials.
- Detailed proposals were available within the planning application.

Meeting rooms will be bookable for community uses on the ground floor (6-8 capacity) and the first floor (52 capacity).

To mitigate the loss of the MUGA from the scheme, it was agreed to promote awareness of publicly funded facilities at Melksham Oak outside school hours where the floodlit MUGA is little-used (but is not under the direct control of the Council and is managed by a caretaker), as well as the one at River Mead

	<p>School (but has no floodlights).</p> <p>Discussions were continuing regarding the future use of Melksham House and an announcement on this would be made in due course.</p> <p><b>The Chairman thanked Cllr Allison Bucknell &amp; Louise Cary for their update.</b></p>
58	<p><u>Melksham 800th Anniversary Market Charter Celebrations - September 2019</u></p> <p>Terri Welch from the 800th Anniversary Working Group gave a short presentation that highlighted a proposed weekend of events to celebrate Melksham's 800th Anniversary of the granting of it's Market Charter by Henry 111 in 1219.</p> <p>Points made included:</p> <p>That events over the weekend of 27-29 September would include:</p> <ul style="list-style-type: none"> <li>• Exhibition from local Schools and Melksham Remembers.</li> <li>• VIP Plaque unveiling by HRH Duke of Gloucester.</li> <li>• Town Criers Competition to include Folk dancing all in the Market Place.</li> <li>• Medieval Banquet with entertainment paid for event.</li> <li>• A free event in the King George V playing field, with squire training, archery, craft stalls and food.</li> </ul> <p>The Chairman thanked Terri Welch for her presentation.</p>
59	<p><u>Youth Intervention Project - update</u></p> <p>Sasha Hart - Community Family Care gave a short update on the targeted intervention project with young people at Melksham Oak School who are in need of early support to preventing problems escalating. The service is targeted at young people who are not already accessing support from other services and are below the threshold for statutory interventions.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That 8 referrals had already been taken covering issues such as anger management and support to manage emotions; risky behaviour in the community; low level anti-social behavior; low self- esteem and poor body image; those at risk of criminal behaviour through drug use</li> </ul>

	<ul style="list-style-type: none"> <li>• That 22 Support sessions had been completed.</li> <li>• Outcomes included: engaging with substance misuse support that was previously refused; improved emotional wellbeing; improved behaviour at home and within the community</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>• Target of up to 8 new referrals for the autumn term.</li> <li>• Discuss group options with Melksham Oak School with one group to be delivered by January 2020.</li> </ul> <p>Feedback from Safeguarding lead at Melksham Oak</p> <p><i>“The targeted intervention service has given the school access to support for students in need who are not at threshold level for other external agency support. Being able to refer a young person for support before a concern becomes an unmanageable issue has been a really important resource to have access to.”</i></p> <p><i>“Our young people could be referred quickly via a simple referral form and staff at CFC made contact with young people faster than other agencies have been able. Sasha &amp; her team have welcomed an opportunity for close working relationship with the school and were happy to come in and discuss any questions we had.”</i></p> <p>The Chairman thanked Sasha Hart for her update.</p>
60	<p><u>Age-Friendly Melksham - next steps</u></p> <p>Cllr Jon Hubbard gave a brief update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That Melksham now had “Age Friendly” status, the only market town in the national network, and representatives had attended an annual conference to learn about good practice elsewhere.</li> <li>• That the project needed to become sustainable to have a future and needed appropriate professional support and dedicated resources to succeed.</li> <li>• That it was intended to hold a special meeting in October to discuss the</li> </ul>



	<p>way forward and to prepare the way for funding bids to the Area Board and elsewhere to take the project to the next level.</p> <p>The Chairman thanked Jon Hubbard for his update.</p>
61	<p><u>Designation of BRAG picnic area as local green space in Seend Neighbourhood Plan</u></p> <p>Teresa Strange &amp; Mike Sankey gave a short presentation on the Bowerhill Residents Action Group picnic area and its importance to the community as a local green space. The land is used and valued by Bowerhill residents but in fact falls within the parish of Seend.</p> <p>BRAG were seeking the backing of the Area Board for a decision made by Melksham Without Parish Council to support this land being designated as LGS within the Seend Neighbourhood Plan.</p> <p>The evidence base for the Neighbourhood Plan designation requires that the land be shown to be “demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquility or richness of wildlife”. The final decision on designation will be made by an independent Examiner of the Plan.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board supports the designation of the BRAG picnic area as local green space in the Seend Neighbourhood Plan.</b></li> </ul> <p>The Chairman thanked Teresa Strange &amp; Mike Sankey for their presentation.</p>
62	<p><u>Area Board sub groups</u></p> <p>Melksham Wellbeing Group – Cllr Aves</p> <p>Recent group discussions included:</p> <ul style="list-style-type: none"> <li>• Healthier Communities” lottery project to increase physical activity, targeted at those less active and living on deprived estates.</li> <li>• Re-Cycle Wiltshire” bike project aimed at up to 10 per course of those not in employment, education or training, young offenders etc, providing skills to build and maintain a bike, then to keep it.</li> </ul>

	<ul style="list-style-type: none"> <li>• Make a Friend, Be Friend” project to connect lonely and isolated residents with local organisations and activities.</li> <li>• Local Area Co-ordination” to support people in the community to obtain information, make connections, live the life they would like.</li> <li>• How Dementia Friendly is Wiltshire” report on the value of dementia awareness and services to the health and wellbeing of the old and vulnerable in our communities.</li> </ul> <p>Community Area Transport Group (CATG)</p> <ul style="list-style-type: none"> <li>• That Cllr Jon Hubbard was elected Chairman.</li> </ul>
63	<p><u>Written Partner Updates</u></p> <p>Written updates contained in the agenda pack were received from the following partners:</p> <ul style="list-style-type: none"> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire/Clinical Commissioning Group</li> <li>• Healthwatch Wiltshire</li> <li>• Young Melksham – That work had now started on the toilets at Canberra thanks to the help of Cllr Seed and Area Board grant funding.</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
64	<p><u>Grant Funding</u></p> <p>The Area Board members are asked to consider one application to the Community Area Grants scheme.</p> <p><b>Decision</b>  <b>Shaw Emergency Volunteers awarded £321 towards the costs of walkie talkies</b></p>
65	<p><u>Youth Grant Funding</u></p> <p>The Area Board members are asked to consider one application to the</p>

	<p>Youth Grants scheme.</p> <p><b>Repair Academy requesting £4,000 towards Recycle Wiltshire bike project with young people – <i>This application was withdrawn and would be re-submitted at the November Area Board meeting.</i></b></p>
66	<p><u>Public questions</u></p> <p>There were none.</p>
67	<p><u>Next Meeting</u></p> <p>Tuesday 22 October at 2pm - Special Older Persons themed Melksham Area Board at the Assembly Hall.</p>
68	<p><u>Close</u></p>



COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Melksham CATG - Date of meeting: 17<sup>th</sup> October 2019</b>			
1.	<b>Attendees and apologies</b>			
	Present:	Cllr. Jonathon Seed, Cllr Jon Hubbard, Cllr. Phil Alford, Mark Stansby, Andy Cadwallader, Peter Dunford – Wiltshire Council Adrienne Westbook, Lorraine McRandle – Melksham Town Council Alan Baines – Melksham Without PC Georgina Abear, J Williams – Seend PC Richard Clark - Atworth PC Malcolm Jones - Steeple Ashton PC Karen Haslewood - Broughton Gifford PC		
	Apologies:	Cllr Pat Aves, Spencer Drinkwater – Wiltshire Council		
2.	<b>Notes of last meeting</b>			
		The minutes of the previous CATG meeting held were agreed at the Melksham Area Board meeting on the 5 <sup>th</sup> June 2019, passing all recommendations.	CATG to note.	Jon
3.	<b>Financial Position</b>			
		The current balance, less previous commitments, stands at £17,374.78 (see Appendix 1).	Area Board to note.	Jon

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	4966 – Seend High Street - crossing facility Phase 2 – request for coloured surfacing and / or bollards to highlight the crossing point	<p>An order for the coloured surfacing work has been placed with our contractor, Ringway. Ringway had indicated that this work would be completed before the end of September but have been let down by their sub-contractor.</p> <p>Highways will continue to press Ringway for completion as soon as possible.</p>	<p>Area board to note</p> <p>Highways to chase implementation.</p>	<p>Jon</p> <p>Mark</p>
b)	4960 – Broughton Gifford – Traffic Management at Bishop’s Seat	Work on the ground has been completed – awaiting final account.	Area Board to note	Jon
c)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	<p>The new speed limit is operational with all upright signs installed. Some road markings have been painted but we await the provision of the coloured surface entry points, to be installed by the same sub-contractor appointed for the project at Seend, (item 4a).</p> <p>Highways will continue to press Ringway for completion as soon as possible.</p>	<p>Area Board to note</p> <p>Highways to chase implementation.</p>	<p>Jon</p> <p>Mark</p>
d)	6055 – Broughton Gifford – request for Gateway features at the 3 entrances to the village.	<p>The Parish have indicated that they will fund up to 50% of this project, although the cost was not known.</p> <p>Discussions have taken place between the Parish and Highways and preliminary studies have taken place. An outline of the proposals and ball park costs are set out in the briefing note included as Appendix 2.</p>	<p>CATG and Parish Council to share 50/50 costs of £21,000 (ball park estimate)</p> <p>To recommend to the Area Board an allocation of £10,500</p> <p>Highways to develop scheme</p>	<p>Jon</p> <p>Highways</p>

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	6574 – Broughton Gifford, Mill Lane – request for measures to control freight movement	Work on the ground has been completed – awaiting final account.	Area Board to note	Jon
<b>5.</b>	<b>Other Priority schemes</b>			
a)	6914 - A350 Beanacre – request for ground socket to assist SID deployment	Project placed on hold at the request of the Parish Council.	Update from Parish Council: SID not working, defer	
b)	6927 Steeple Ashton. Acreshort Lane – request for Playground warning signs	An order for one warning sign has been placed with Ringway and we are awaiting installation.	Now installed – awaiting final account	
c)	6048 – Melksham Lowbourne Rd and Church Lane – request for Bus Shelters	<p>Melksham Town Council wish to pursue 2 x shelters and have offered a contribution of up to £9,000 towards these.</p> <p>A feasibility study has been completed. Shelters can be installed at both locations with minimal ground work required. A bench currently located by the Lowbourne Stop can be returned to the Town Council for re-use elsewhere. An indication of these shelters is shown on the drawing included as Appendix 3.</p> <p>The estimate to supply and install both shelters amounts to £10,700.</p>	<p>Town Council offered to pay full costs.</p> <p>Highways to arrange installation as a CATG priority project</p>	Highways
d)	6697 – Atworth Mead Park – request to extend the double yellow lines (plus other locations)	<p>The CATG is unable to contribute towards this project, which is estimated at around £3,000.</p> <p>A site meeting was held on 11<sup>th</sup> October to consider the Parish's requests.</p>	<p>Highways to arrange installation as a CATG priority project</p> <p>Request for Area Board to revisit its policy on town / parish contributions towards CATG</p>	<p>Highways</p> <p>Jon &amp; Area Board</p>

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			projects, to ensure equity.	
e)	6932 Steeple Ashton, Newleaze – request for dropped kerbs at Holmeleaze and Newleaze.	A detail design has been completed and proposals are shown on the drawing included as Appendix 4.  The estimate for this project stands at £2,800. The Parish confirmed their offer of 30% contribution £840.	To recommend to the Area Board an allocation of £1,960	Jon
f)	7176 Redstocks – request for village nameplate and single track road sign.	The Parish are willing to fund this request with the estimated cost of £400.  An order for this work has been issued to Ringway.	Area Board to note	Jon
<b>6.</b>	<b>Requests / Issues</b>			
a)	6763 Broughton Gifford Melksham Lane – speeding concerns near The Bell	Parish Council to advise on results of Metro count:  Site eligible for Speed Indicator Device.	To recommend to the Area Board that this Issue be closed.	Jon
b)	6764 Broughton Gifford The Street – speeding concerns by Hollybrook House	Parish Council to check outcome of Metro count:	To recommend to the Area Board that this Issue be closed.	Jon
c)	6834 Melksham Hazelwood Road – speeding concerns	Item deferred at last meeting to allow time for consideration by Town Council.	To recommend to the Area Board that this Issue be closed.	Jon
d)	6988 Melksham Union Street – road safety concerns, link with Issue 9-19-1	The Town Council has asked for a feasibility study of reversing the one way flow with a prohibition of right turn onto Bath Road.	A briefing note to be prepared by Highways for consultation with residents and businesses	Mark



## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	7049 A365 Redstocks – request for Junction Improvements	Highways have completed an initial investigation and have produced a briefing note included as Appendix 5.	Parish Council to discuss Area Board to note	PC Jon
f)	7056 Bowerhill 9 Valentia Court – request for access protection marking	Driver has dual fuel vehicle and needs access to their drive to charge their vehicle.  New protocol being adopted by WC, may take future decisions away from CATG	Highways to consider  To recommend to the Area Board that this Issue be closed	Mark Jon
g)	7080 Melksham Bath Road / Bell Court – request for sign to deter HGVs entering / turning	Resident's car hit by turning lorry at Bell Court  A sign could be installed at a ball park estimate of £200.	To recommend to the Area Board that this Issue be added to the Priority List with an allocation of £200.	Jon
h)	7166 A350 Western Way dual carriageway – safety concerns at Puffin Crossing	Highways reported that pedestrian sight-lines now clear of vegetation. Signs in position for north bound. Signs not provided for southbound due to proximity of crossing to Semington Road Roundabout. Timings not checked due to recent temporary traffic management but crossing working as expected. It was agreed to take no further action.	To recommend to the Area Board that this Issue be closed	Jon
i)	7167 Bowerhill Westinghouse Way – request for parking controls	The Parish Council has written to Highways to confirm that they no longer wish to pursue this matter.	To recommend to the Area Board that this Issue be closed.	Jon
j)	Issue 9-19-2 – Melksham Snarlton Lane – Request for safety features at crossing point	New request submitted by Town Council  Following discussions Highways were requested to produce an estimate for a children warning warning sign and coloured high friction surface.	Area Board to note  Highways to investigate	Jon Mark

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

k)	Issue 9-19-3 – Melksham Snarlton Lane – request for “No access to Snarlton Farm” sign	New request submitted by Town Council  Highways can install a sign for this purpose for approximately £100.	To recommend to the Area Board that this Issue be added to the Priority List with an allocation of £100.	Jon
l)	Issue 9-19-4 – Melksham Bath Road / Union Street – request for bollards to prevent vehicles crossing the footway	New request submitted by Town Council  Highways suggested 4 to 5 bollards for this purpose at a ball park cost of around £1,500.  The Town Council are to consider the provision of planters as an alternative.	Area Board to note	Jon
m)	Issue 9-19-5 – Seend High Street – request for pedestrian crossing sign on eastern side of “new” crossing point	New request submitted by Seend Parish Council  Highways recommend a sign for eastbound traffic on western side of crossing. A ball park estimate is £100.	To recommend to the Area Board that this Issue be added to the Priority List with an allocation of £100.	Jon
n)	Issue 9-19-6 – Seend Parish – request for Gateway features (white gates) at Seend Cleeve, Sells Green, Bell Hill, Seend village (A361)	New request submitted by Seend Parish Council  Typical cost to supply and install a pair of gates at a single location starts at approximately £1600.  PC to contact Mark to arrange a site visit to look at each site.	Area Board to note  PC to contact Mark	Jon  PC
o)	Issue 9-19-7 – Request for a Speed Limit Review on Bolland Hill to A365	New request submitted by Seend Parish Council  Speed limit reviews are undertaken over an entire route to ensure consistency and are charged at £2,500. The C20, from A365 to B3098 at Market Lavington was last reviewed in 2012/13 and the recommendations from that review are included as Appendix 6. The CATG decided not to implement the change at Bolland Hill as the mean speed was already	Parish Council to discuss  Area Board to note	PC  Jon

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>below the 40 mph limit being recommended.</p> <p>The only environmental change to have taken place since this review was the removal of the railbridge, which was dismantled in 2015.</p> <p>PC to consider the offer of a traffic survey to determine current traffic speed.</p>		
p)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter	<p>New request submitted by Melksham Without Parish Council.</p> <p>Request for a Bus Shelter near Kingfisher Drive for southbound travel. Highways gave a ball park estimate of £6,000 to include possible ground works.</p>	<p>Parish Council to discuss</p> <p>Area Board to note</p>	<p>PC</p> <p>Jon</p>
q)	Issue 9-19-10 – Beanacre Westlands Lane rail bridge – Request for warning signs of road narrowing for westbound vehicles	<p>New request submitted by Melksham Without Parish Council.</p> <p>Highways have inspected the site. The road width within the 30 mph limit is not constant which is the reason for not displaying a road narrows sign on approach to the bridge for westbound vehicles. The provision of pedestrians in road signs could be considered. The cost of two new signs would be in the region of £500.</p>	<p>Parish Council to discuss</p> <p>Area Board to note</p>	<p>PC</p> <p>Jon</p>
r)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>New request submitted by Melksham Without Parish Council.</p> <p>Siting signs and gates on this approach might prove difficult due to the presence of the shared-use footway and needing to maintain head clearance for cyclists of 2.4m. There is some limited highway verge space on the nearside as you enter Portal Way beyond the extent of the footway.</p>	<p>Parish Council to discuss</p> <p>Area Board to note</p>	<p>PC</p> <p>Jon</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>7.</b>	<b>Other items</b>			
a)	Melksham - Shurnhold and Dunch Lane	<p>Highways to produce a report on the proposals including the comments that have been received from the town and parish.</p> <p>No update to report.</p>	Area Board to note.	Jon
b)	Pavement and Footway Improvement Schemes	<p>A revised list has been prepared following discussions at last CATG.</p> <p>Highways reported that the 1<sup>st</sup> round of work had been completed apart from the link between Union Street and King George V Playing Field past Ebenezer Chapel.</p> <p>The 2<sup>nd</sup> round of work is to include entrance to King Street Car Park.</p>	Area Board to note.	Jon
c)	LED Lighting Project	<p>The £12 million two-year project to replace the Council's aging street lighting with modern energy efficiency LED lights is starting in October 2019. There are over 40,000 lights to be converted.</p> <p>A dedicated section has been set up on our website to cover this project and is available to view from the Highways Improvement page.</p> <p><a href="http://www.wiltshire.gov.uk/highways-improvements">http://www.wiltshire.gov.uk/highways-improvements</a></p>	Area Board to note	Jon

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

d)	Method of requesting Highway Improvement Measures and requesting Traffic Surveys (metro counts)	<p>Please note the latest email address for Towns and Parish Councils to forward requests for Highways Improvement measures:</p> <p><a href="mailto:CATGRequests@wiltshire.gov.uk">CATGRequests@wiltshire.gov.uk</a></p> <p>Requests for Traffic Surveys should continue to be sent to:</p> <p><a href="mailto:roadsafetydriving@wiltshire.gov.uk">roadsafetydriving@wiltshire.gov.uk</a></p> <p>The relevant forms are available to download from the Area Board webpage:</p> <p><a href="http://www.wiltshire.gov.uk/council-democracy-area-boards">http://www.wiltshire.gov.uk/council-democracy-area-boards</a></p>	Area Board to note	Jon
e)	Shaw Hill / Corsham Road Traffic Signals	<p>The traffic signal controller at this junction has failed numerous times in recent months and with parts no longer obtainable the system needs to be replaced. Consequently, this junction has been given high priority for a complete upgrade and work on the ground is provisionally programmed for March / April next year.</p> <p>Full details will be released in due course but the upgrade will include:</p> <ul style="list-style-type: none"> <li>• New signal heads and controller.</li> <li>• A pedestrian crossing from Shaw Hill to Bath Road</li> <li>• Kerb re-alignment and surfacing work</li> </ul> <p>During the work temporary signals will be deployed and a road closure is also likely to be required.</p>	Area Bord to note.	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

8.	<b>Date of Next Meeting: Monday 16 December 16:00 hrs, Melksham Fire Station</b>
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### **Melksham Community Area Transport Group**

#### **Highways Officer – Mark Stansby**

##### **1. Environmental & Community Implications**

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

##### **2. Financial Implications**

2.1. All decisions must fall within the Highways funding allocated to Melksham Area Board.

**3.** If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£4,514.78**

##### **4. Legal Implications**

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

##### **5. HR Implications**

5.1. There are no specific HR implications related to this report.

##### **6. Equality and Inclusion Implications**

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

##### **7. Safeguarding implications**

##### **8. Recommendations to the Melksham Area Board**

**8.1** To review the Board's Policy on town and parish contributions towards CATG Projects

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

**8.2** To approve funding of £10,500 for Issue 6055 Broughton Gifford and £1960 for Issue 6932 Steeple Ashton.

**8.3** To move the following Issues to the Priority list and allocate funding: 7080 Melksham Bell Court £200, Melksham Snarltan Lane £100 and Seend High Street £100.

**8.4** To close issue numbers: 6763, 6764, 6834, 7056, 7166 and 7167.





Melksham CATG expenditure 2019 / 20 as of 01/10/19

Budget £13,225 + £12,149.78 c/fwd = £25,374.78

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Broughton Gifford The Street / Bishops Seat	£5,562.00	£nil	£3,336.16 interim	£5,562.00
Melksham Coronation Road 20 mph	£15,000.00	£5,000.00	£2,448.97 interim	£15,000.00
Broughton Gifford Mill Lane HGV signs	£3,300.00	£2,200.00	£0,000.00	£3,300.00
Seend High Street High Friction Surface	£795.00	£600.00	£0,000.00	£795.00
Steeple Ashton Playground warning sign	£300.00	£200.00	£0,000.00	£300.00
Totals	£24,957.00	£8,000.00	£5,785.13	£24,957.00

Budget £25,374.78

Projected Spend £24,957.00

Balance £417.78

Contributions

Broughton Gifford The Street	£5,562.00	Section 106 money
Melksham Coronation Rd 20 mph	£5,000.00	Melksham Town Council – invoice upon completion
Melksham Coronation Rd 20 mph	£5,000.00	Melksham Area Board – Funds to be transferred upon completion
Broughton Gifford Mill Lane signs	£1,100.00	Broughton Gifford Parish Council – invoice upon completion
Seend High St High Friction Surface	£195.00	Seend Parish Council – invoice upon completion
Steeple Ashton Playground sign	£100.00	Steeple Ashton Parish Council – invoice upon completion
Total	£16,957.00	

**Current Balance £17,374.78**



## Briefing Note for CATG

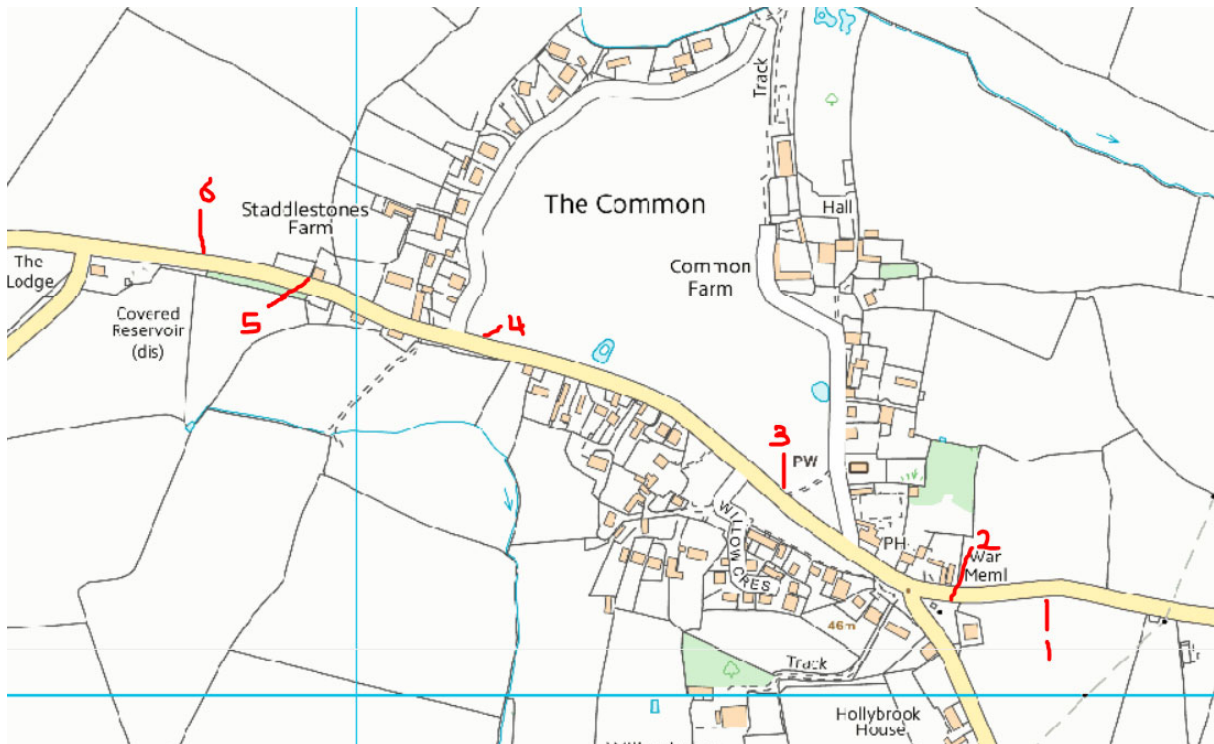
### Issue 6055 – Broughton Gifford – Request for Village Gateway Features

#### The issue

The original request was for gateway features at the village entrances, but the Parish wish to expand on this to include other traffic management features along The Common. The areas of concern are within a conservation area.

#### Location Plans (with site reference numbers)

##### Coombe Lane / The Common / Melksham Lane



##### East Lane



Proposals with examples

Site 1

Provide brown entry gates, new village nameplate and SLOW marking.

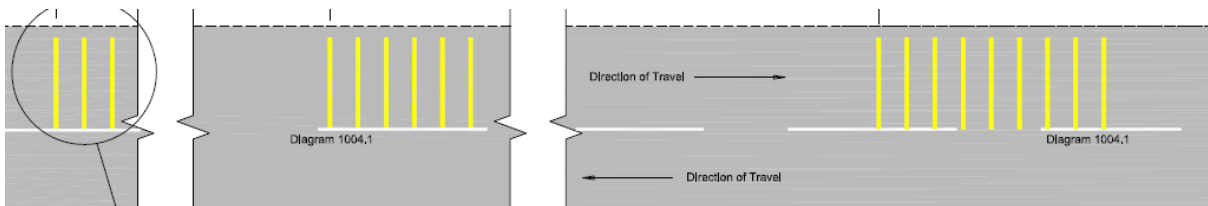
Ball park estimate is £2,200



Site 2

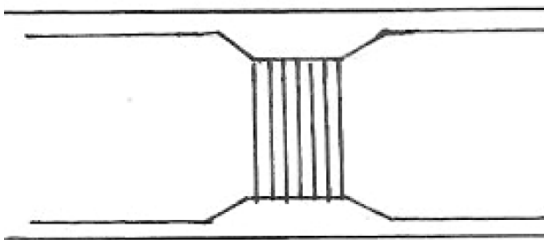
Provide speed limit count down markings.

Ball park estimate is £150



Provide new speed limit terminal signs with visual pinch point.

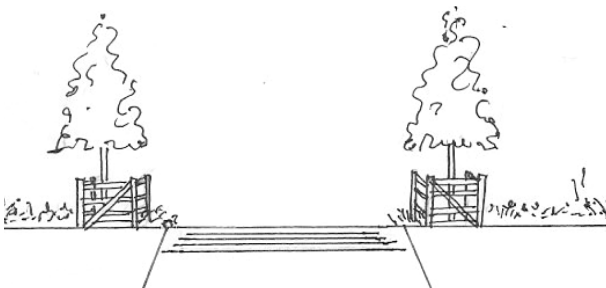
Ball park estimate is £650



Site 3

Provide brown boxed tree guards, small growth trees and false cattle grid.

Ball park estimate is £5500 - £6,000



Site 4

Provide visual narrowing and warning signs.

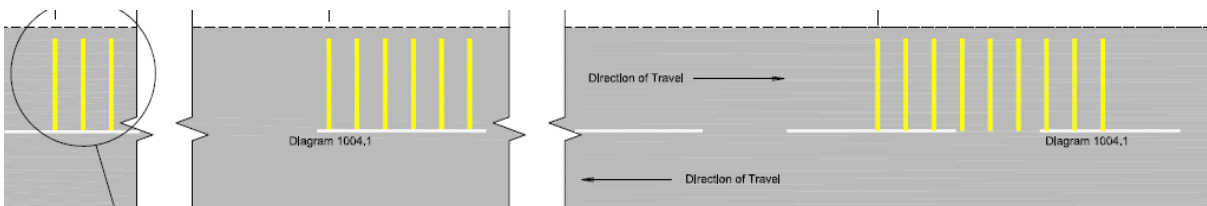
Ball park estimate is Lines & signs £600. "In print" textured surface treatment £6,000 to £8,000.



Site 5

Provide markings / SLOWs to remind drivers of the speed limit

Ball park estimate is £200



## Site 6

Provide new village gateway, to include gates, signs and markings.

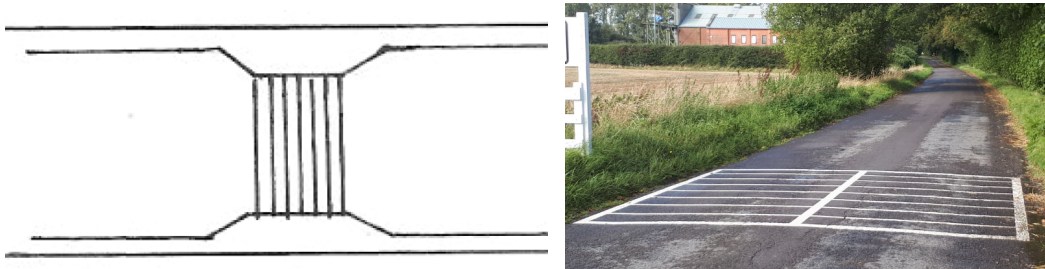
Ball park estimate is £3,000



## Site 7

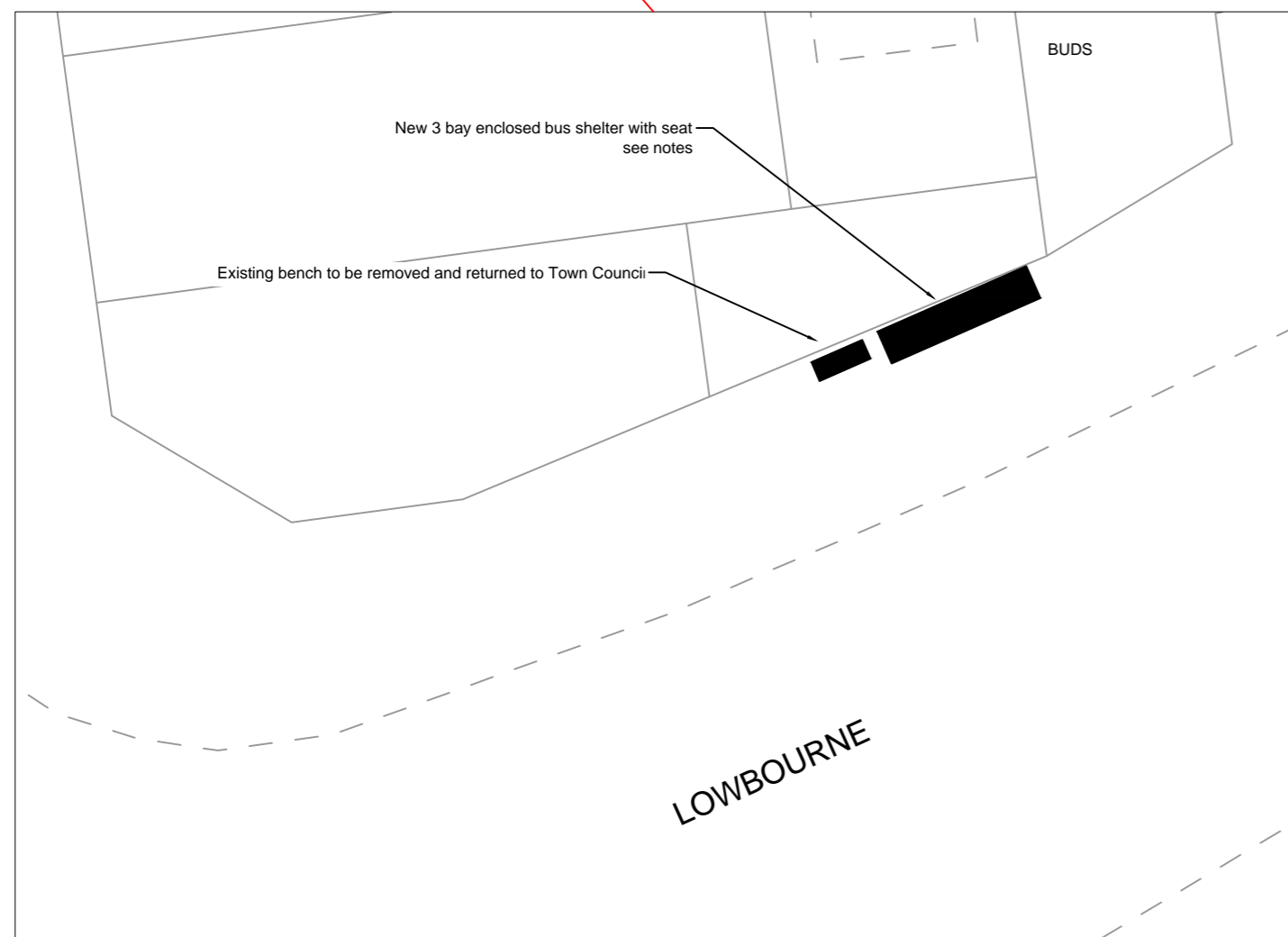
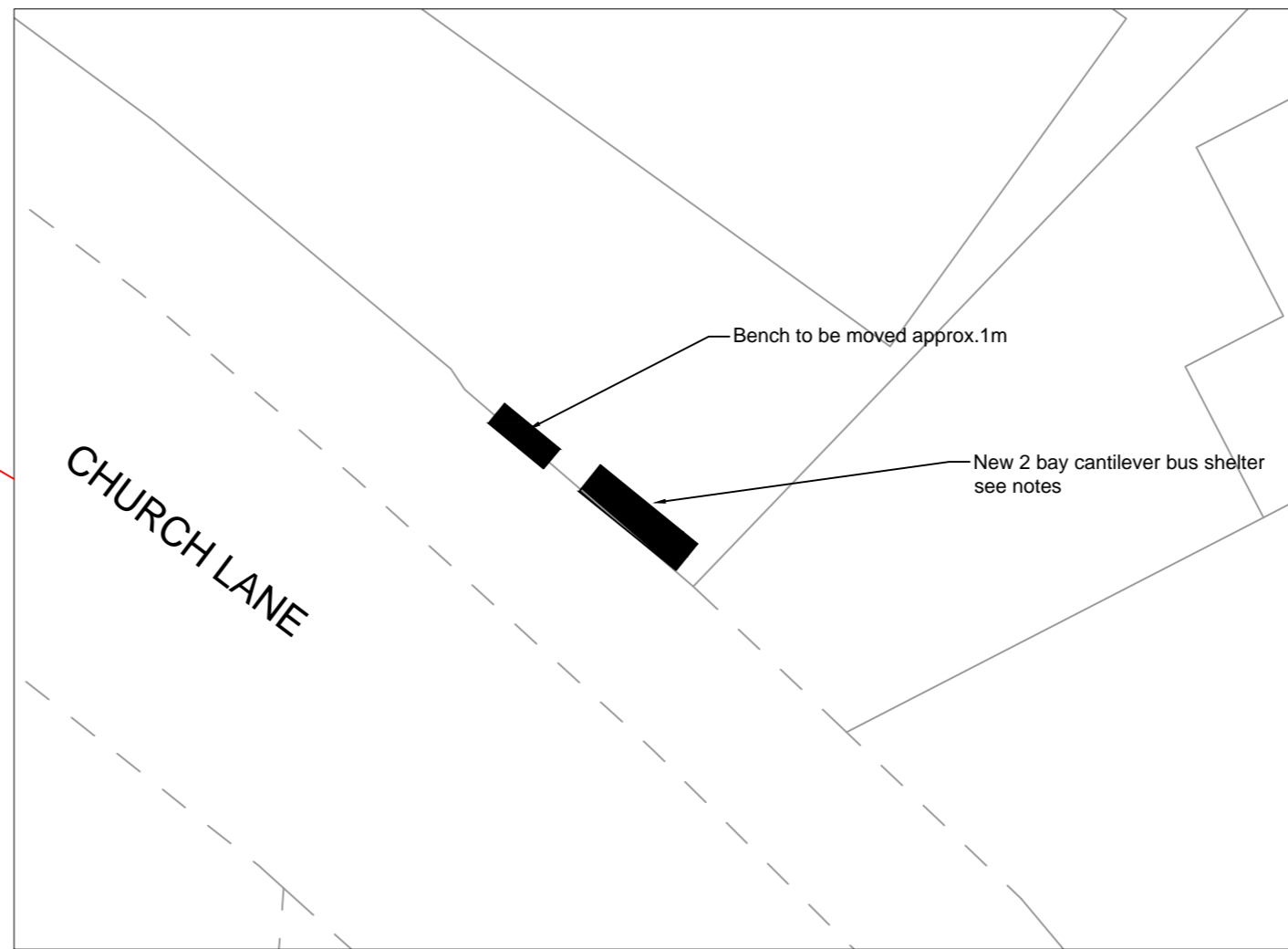
Provide visual narrowing.

Ball park estimate is £300



## Notes

- Photos / sketches shown are indicative only.
- All estimates exclude temporary traffic management costs.
- A robust estimate, to include all foreseeable costs, will be produced as part of the detail design.



Example of 3 bay enclosed bus shelter with seat to be located in Lowbourne (outside Buds)



Example of 2 bay cantilever bus shelter to be located in Church Lane (to be located at back of path facing out, perch seat)

NOTES:

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**Wiltshire Council**  
Where everybody matters

E					
D					
C					
B					
A					
O	9/19	SLD	MJS	MJS ORIGINAL	
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION

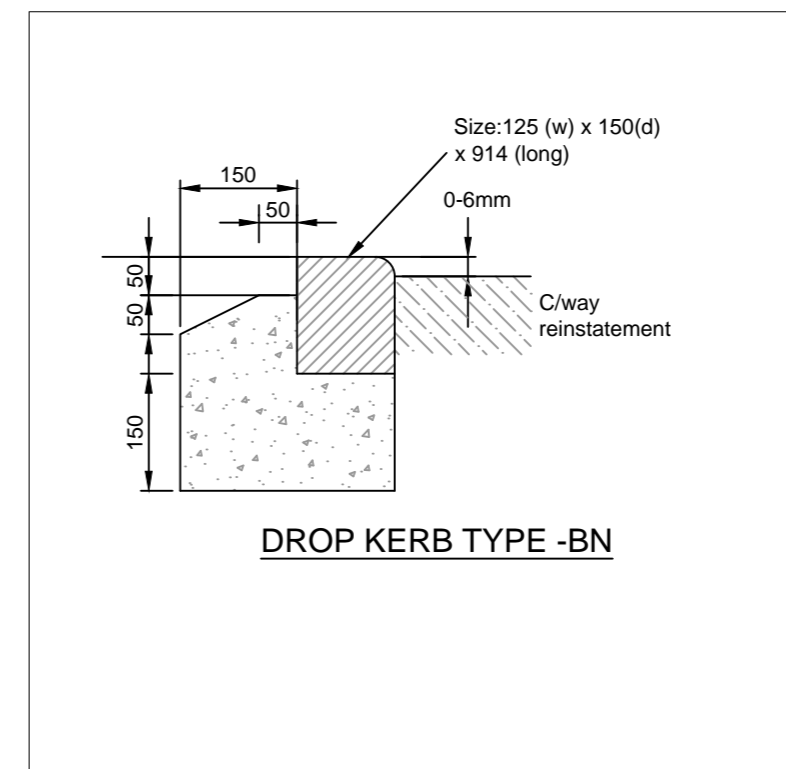
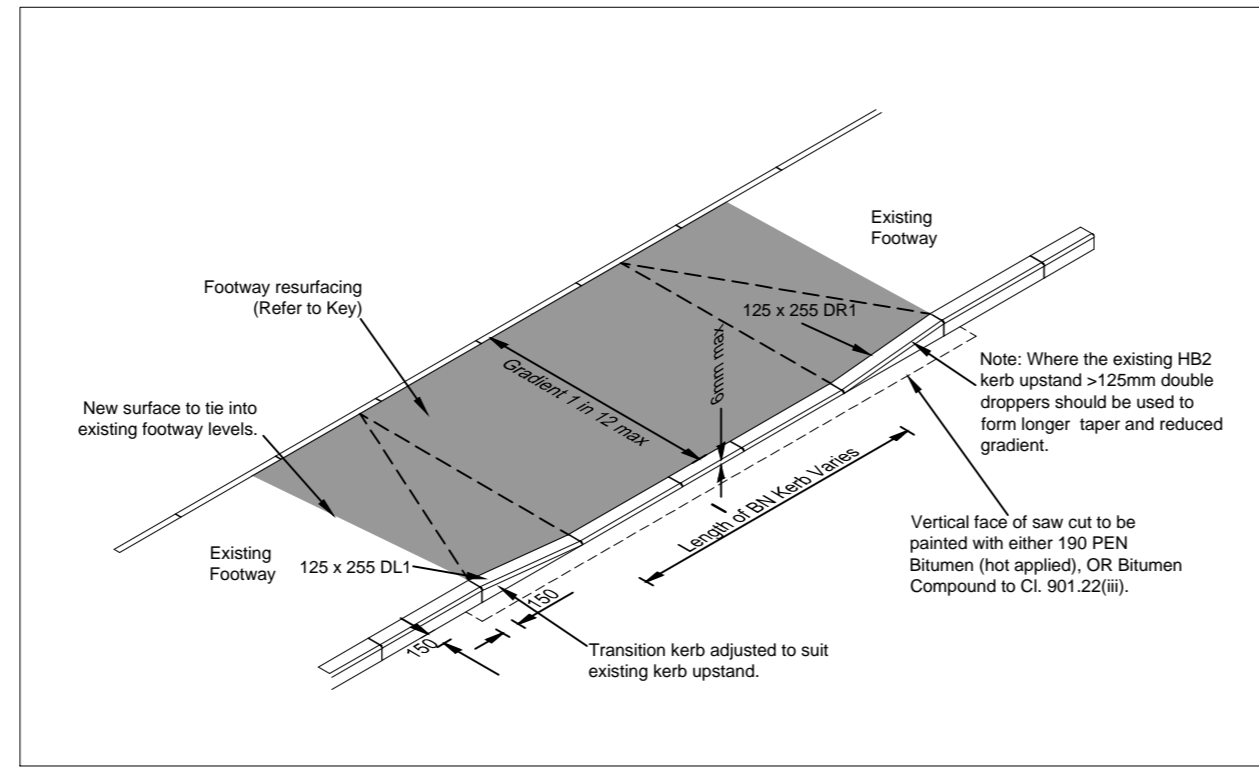
PROJECT:  
**MELKSHAM  
CATG**

DRAWING TITLE:  
**LOWBOURNE AND CHURCH LANE  
BUS SHELTERS**

SCALES:	NTS		
DRAWING No.	D001 PD	REV:	O
FILE REF:	11712161 MELKSHAM		







- NOTES:
- 125 x 255 BN kerb (max upstand - 6mm)  
Radius as specified.
  - 125 x 255 DR1 / DL1 kerb. Radius as specified.
  - 125 x 255 HB2 kerb. Radius as specified.
  - 50 x 150 EF edging kerbs
- Remove existing footway surface up to 100 mm thick & replace with AC 6 dense surf (100/150) 20 mm thick. AC 20 dense bin (40/60) 80mm thick. Finished surface levels to be modified to form new drop crossing point. Crossfall must not exceed 1 in 12

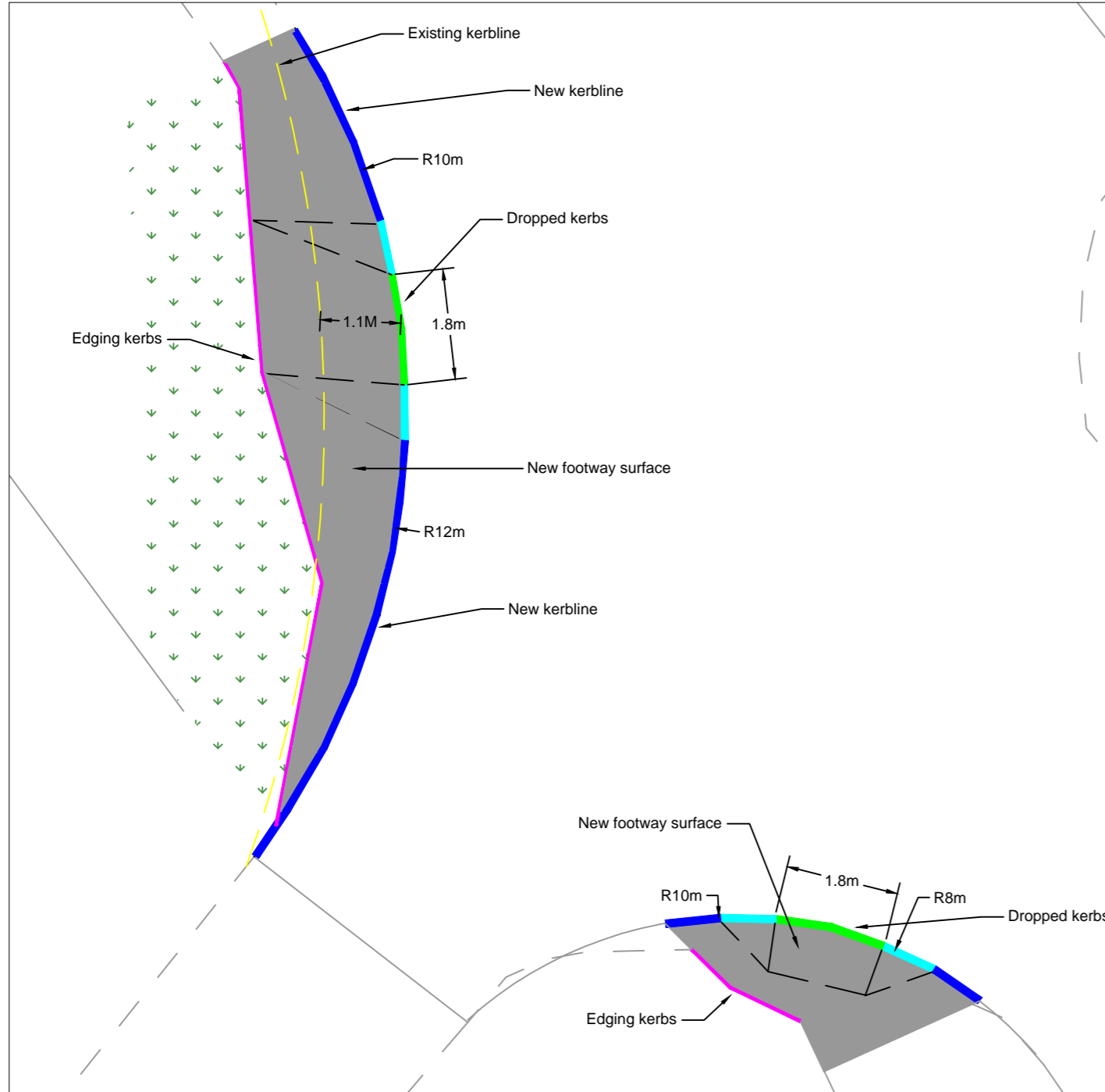
**PLEASE CONTACT SARAH DEARDEN PRIOR TO WORKS START TO MARK OUT.01225 713456 - 07787 407229**

1. The works shown on this drawing could affect statutory undertakers apparatus and the contractor is required to verify the location and depth of all such apparatus prior to the commencement of works and to take all precautions necessary when working in the vicinity of such apparatus. Utility information is produced from a digital source and no guarantee can be given regarding its accuracy. It is the recipients responsibility to check accuracy of measurements given. Should discrepancy occur please contact issuing authority to seek clarification.
2. The use of this drawing does not absolve the client from his responsibilities under Health & Safety: The Construction (Design and Management) Regulations 2015.
3. All works within the confines of the highway shall be signed in accordance with The Department for Transport's 'Traffic Signs Manual' 2009 Chapter 8 'Traffic Safety measures & Signs for Road works & Temporary situations'.

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**SITE 1 - NEWLEAZE**



**SITE 2 - HOLMELEAZE**



E				
D				
C				
B				
A				

REV	DATE	DRAWN	CHECK	APPROV	DESCRIPTION
0	9/19	SLD	MJS	MJS	ORIGINAL

PROJECT:  
**MELKSHAM  
CATG  
STEEPLE ASHTON**

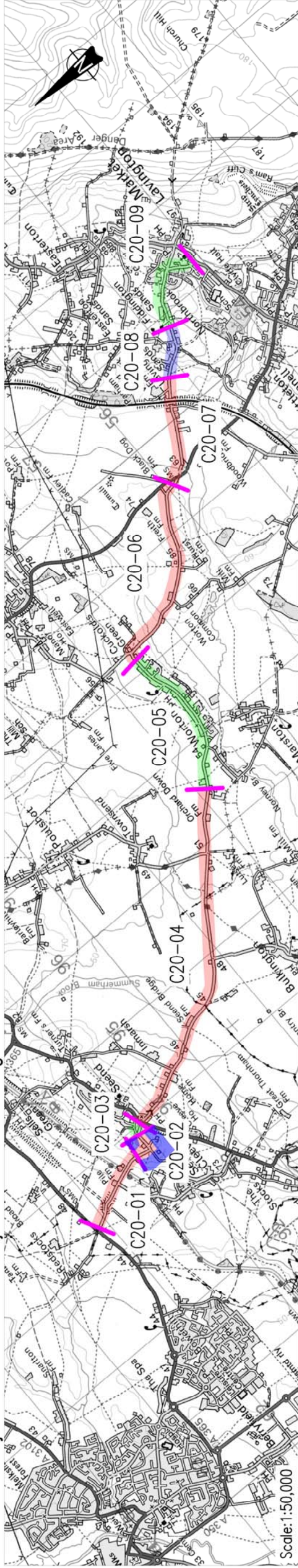
DRAWING TITLE:  
**DROPPED KERB  
CROSSING POINTS**

SCALES:	NTS
DRAWING No:	D002
REV:	0
FILE REF:	117E1MELKSHAM3



# Wiltshire Council - Review of Rural Speed Limits - C Roads - Route: C20

Location: A365 junction Seend to B3098 junction Market Lavington



**Key:**

- 20 mph
- 30 mph
- 40 mph
- 50 mph
- 60 mph
- 70 mph

**Section marks**

**Example of proposed change:** Proposed change from existing 60mph limit to proposed 40mph limit

## Details:

ROAD SECTION	LOCATION	MEASURED LENGTH (km)	EXISTING LIMIT (mph)	AADT	COLLISIONS (6 Years)		COLLISION RATE (per 100million vkm)	MEAN SPEED (mph)	ASSESSED LIMIT (mph)	RECOMMENDED LIMIT (mph)	REASONING / JUSTIFICATION
					All	F & S					
C20-01	A365 JUNCTION SEEND TO ORIEL HOUSE	0.80	60	3,066	5	1	93.1	35	60	60	
C20-02	ORIEL HOUSE TO SEEND 30mph	0.48	60	2,658	0	0	0.0	34	40	40	
C20-03	SEEND 30mph	0.16	30	2,658	0	0	0.0	18	30	30	
C20-04	SEEND 30mph TO WORTON 30mph	4.51	60	4,538	6	1	13.4	52	60	60	
C20-05	WORTON 30mph	1.45	30	4,885	0	0	0.0	27	30	30	
C20-06	WORTON 30mph TO A360 JUNCTION	2.41	60	3,508	2	0	10.8	43	60	60	
C20-07	A360 JUNCTION TO MARKET LAVINGTON 40MPH	1.13	60	2,569	3	1	47.2	41	60	60	
C20-08	MARKET LAVINGTON 40mph	0.64	40	2,451	1	0	29.1	36	40	40	
C20-09	MARKET LAVINGTON 30mph	0.97	30	2,333	3	0	60.5	26	30	30	

Client	Wiltshire Council	Purpose	Information
Project	Speed Limit Review - C & Unclassified Roads	Document Number	1047930 - C20 - 01
Drawing Title	Route - C20	Scale	@A3
Sheet 1 of 1		Issue	AS shown
Issuing Office	Bristol	Telephone	0117 906 2300
File Location	L:\Integrated Transport Team\Current Schemes\Speed limits\2011-108 c & Unclassified Road Speed Limit Review\Mouchel recommendations\Central Section\Final Block		
Version	Amendment	Approved by and date	Version
		Checked by and date	1047930 - C20 - 01
		Originated by and date	1047930 - C20 - 01
		Approved by and date	1047930 - C20 - 01

Where everybody matters

building great relationships

Severn House, Lime Kiln Close  
Stoke Gifford  
Bristol  
BS34 8SQ  
www.mouchel.com

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## Briefing Note for CATG

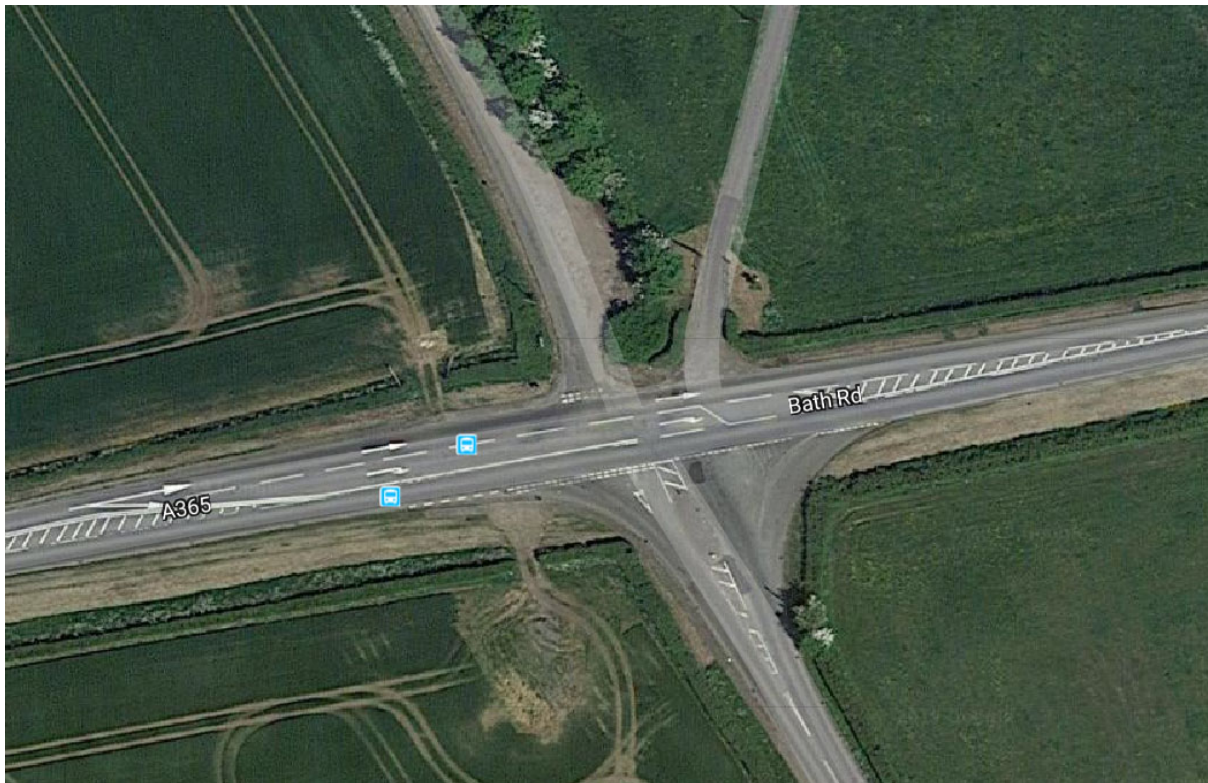
Issue 7049 – A365 Redstocks Junction – Request to improve access into Redstocks

### The issue

Access from the A365 into Redstocks is narrow making it virtually impossible for a vehicle to enter the Redstocks when a vehicle is trying to leave. Vehicles waiting to turn have to stop with little safe refuge to wait.

### Current Road Layout

There is a sub-standard area for vehicles waiting to turn right from the East, but no deceleration lane for drivers turning left from the West. There is a right turning lane provided to accommodate those turning right from the West, which is the predominant turning movement at this junction.



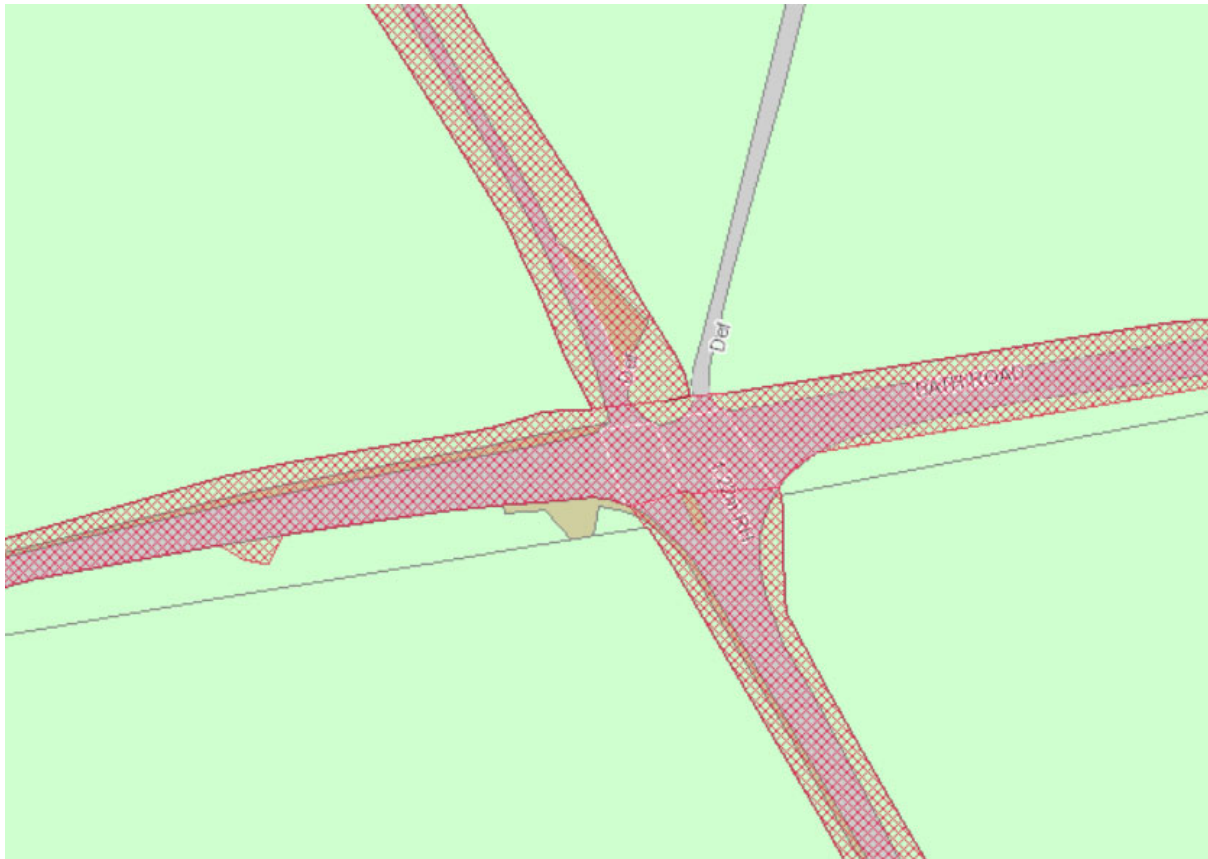
The volume of traffic entering and leaving Redstocks is considered to be low, although there are no records to substantiate this.

### Collision History

There has been 6 personal injury collisions recorded at the junction in the most recent 6 year period, from 1<sup>st</sup> January 2013 to 31<sup>st</sup> December 2018. One of these involved a driver found to be under the influence of alcohol. No particular trends were identified and none of these involved a vehicle waiting to turn left into Redstocks from the West.

### Availability of land

Highway records show that additional space is available and should be sufficient to accommodate changes without the need for transfer of land. The Highway Boundary is indicated by the hatched area on the extract below.



### Potential Costs

This study has not included searches for underground utility apparatus or investigation of drainage arrangements.

Therefore, as a ball park figure, we currently anticipate construction costs to be in the region of £25K. To produce a more robust estimate, then a topographical survey and utility searches would need to be completed, at an estimated cost of £2,500.



## **DORSET & WILTSHIRE FIRE & RESCUE SERVICE**

### **WILTSHIRE AREA BOARD REPORT**

#### **Community Safety Plan**

DWFRS Community Safety Plan can be found on the DWFRS website;  
<http://www.dwfire.org.uk/community-safety-plan/>

#### **Prevention**

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



## **Protection**

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

### **General Enquiries**

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond in office hours.

### **Fire Safety Complaint**

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at [enforcement@dwfire.org.uk](mailto:enforcement@dwfire.org.uk)
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

## **On Call Recruitment**

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at [www.dwfire.org.uk/working-for-us/on-call-firefighters/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.



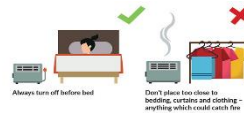


## Recent News & Events

### Get Ready for Winter

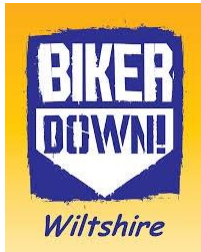
For a full range of information and advice on how to stay safe, warm and healthy over the winter including:-

- Winter Safety in the Home
- Driving in Adverse Conditions
- Winter Driving Checklist



Please visit our website page [Get Ready for Winter](#)

### New sponsor for Biker Down Wiltshire



Work is underway to develop a Biker Down scheme across Wiltshire, after sponsorship for the coming year was secured.

Biker Down is a national road safety initiative targeted at motorcyclists, originally conceived and started by Kent Fire & Rescue Service, and it has recently launched locally.

Dorset & Wiltshire Fire and Rescue Service has piloted the scheme with the help of Wiltshire Air Ambulance, but the support now provided by AJN Steelstock means the three-part programme can be delivered in multiple locations.

For further information about Biker Down Wiltshire, visit [www.facebook.com/bikerdownwiltshire](https://www.facebook.com/bikerdownwiltshire)



## Christmas Day help needed

A call is being put out for people to help manage the volunteers who form such an important part of the annual Christmas Day lunch held in Trowbridge. The event has grown substantially since it was started at Trowbridge fire station, and it is now hosted at County Hall in the town. CM Kate Dewey, who works in Fire Control, has been the organisational lynchpin for several years but juggling the logistics, guests and volunteers as part of the charity Company for Christmas is now too much work. Anyone who would like to offer their help would need to be at County Hall on Christmas Day and, ideally, have availability in the days beforehand to help with setting up the venue. If you would like to get involved, please drop Kate an email as soon as possible or give her a call on 07855 746121.

## Demand

Total Fire Calls for Melksham Fire Station for period October 2019

Category	Total Incidents
No. of False Alarms	15
No. of Fires	2
No. of Road Traffic Collisions and other Emergencies	1
<b>Total</b>	

## Local Incidents of Note

Nothing significant this month.



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

**Phil People  
Station Manager  
Email: [phil.people@dwfire.org.uk](mailto:phil.people@dwfire.org.uk)  
Mobile: 07787862767**



**November 2019**

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

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced 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.

### News

#### Three CCGs to merge

Over September and October we've been progressing the proposal to merge with Bath and North East Somerset, and Swindon CCGs.

In September, the GPs in the region voted in favour of the merger proposal. Following this the Governing Bodies of the three CCGs agreed to submit an application to merge to NHS England and Improvement. This application was made with a proposed merge date of 1 April 2020.

We are pleased to say that NHS England and Improvement have approved our application and we will become BSW CCG in April next year.

We will continue to provide you with updates over the coming months.

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#### New Chief Operating Officer for Wiltshire

Earlier in the year we started building one management structure for the three CCGs to take us into the possible merger and a lot of those roles are now in place, with some vacancies still to be filled.

In the new structure, each of the three CCGs has a Chief Operating Officer role. Ted Wilson, Director of Community Services and Joint Commissioning, has been appointed as Acting Chief Operating Officer for Wiltshire. Recruitment is ongoing to find a permanent appointee.

The Chief Operating Officer for Bath and North East Somerset CCG is Corinne Edwards and Swindon CCG are also currently recruiting for their COO.

---

## Our Health Our Future – the results

Earlier in the year we asked the people of Bath and North East Somerset, Swindon and Wiltshire to help us shape the future of local health and care services.



More than 2000 people took part in Our Health Our Future by completing a survey and talking to us at events and on the streets.

People taking part in the survey said they would like to be given the opportunities, advice and information they need to live healthier lifestyles and be more aware of symptoms of diseases such as diabetes and high blood pressure so they could seek help earlier.

They said it should be easier to see staff at surgeries and waiting times for appointments and operations in hospitals should be reduced.

Lots of respondents also said they didn't always feel listened to or taken seriously by the health and care professionals they saw. Younger respondents said they would value better access to mental health services and support.

The survey results, alongside separate findings collected by independent health champion Healthwatch, will now be used by health and care leaders as they develop plans for how services across the area will be organised over the next five years.

The Our Health Our Future website has the full results – [www.ourhealthourfuture.org](http://www.ourhealthourfuture.org).

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## Governing Body meeting

Our next Governing Body meeting will be BaNES, Swindon and Wiltshire (BSW) Governing Bodies in common meeting on Wednesday 13 November 2019 at 5.00pm at Cumberwell Park, Bradford on Avon, Wiltshire, BA15 2PQ.

You can read the papers from previous meetings on our website [www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public](http://www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public)

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## News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – [www.wiltshireccg.nhs.uk/news/news-archive](http://www.wiltshireccg.nhs.uk/news/news-archive).

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**Keep up to date with news and information from Wiltshire CCG on social media.**



**NHS Wiltshire CCG**



**@NHSWiltshireCCG**

## Military families' experience of Health and Social Care Transition



We've launched a survey to ask military families how they access GP surgeries, dental care, mental health, social care and other services.

This summer, as part of the Army Basing Programme, 4,000 service personnel and their families relocated to Wiltshire from Germany, and we want to find out about how easy it has been for them to find new services and the continuity of care they have received after they have been transferred.

We're also keen to know how health services in Wiltshire compare to where they lived before.

To find out more or complete the survey please visit: <https://www.healthwatchwiltshire.co.uk/military-families-project>

The survey will be running until the end of December when all the findings will be analysed and shared in a report.





## **MELKSHAM & DISTRICT SENIORS FORUM 55+**

### **NOVEMBER 2019 REPORT TO THE MELKSHAM AREA BOARD**

1. These last two months have been very interesting and saw a sea-change in the direction of our Forum with the active encouragement and guidance of Melksham's Community Engagement Manager in an attempt to utilize County resources and thereby reduce our operational expenditure.

2. We wholeheartedly welcomed Wiltshire Council's Healthy Communities services to our Thursday meetings held at the Riverside Club. This has enabled us to offer a wider range of physical activities which differ every two weeks with the objective of finding the right mix of exercise and entertainment to encourage our members to engage with each other whilst enjoying fun and healthy competitive activities. We hope to use this as one more weapon in our arsenal to combat social isolation and the attendant physical and mental problems that ensue. We must record here the professionalism and friendly attitude that the staff of Healthy Communities have shown towards our members; we appreciate them and the work they do.

This unique and tailored delivery has been met with enthusiasm with our membership but caused a slight re-organization in our committee structure in our attempt to enhance and change our service menu. Once the Healthy Communities activities are firmly established at Riverside we will expand the program to our Forest Community Centre menu.

3. Our well attended Film Club at The Assembly Hall and our Monday Club at the Forest Community Centre are running hitch free.

4. On October 22<sup>nd</sup> the Melksham Area Board, in association with Forum 55+, held a special older persons area board with a focus on defining and delivering policies that will enable the fulfilment of Melksham as the UK's first rural Age Friendly town; a fact recognized by The World Health Organization. Many guest speakers delivered a wealth of information to the attending seniors which later gave way to working groups who recorded their opinions, suggestions

regarding policies and services which specifically affect the lives of our community's older citizens and deliver our Age Friendly agenda.

5. Forum 55+ is an active member of The South West Seniors Network which is a grouping of all the South West forums including the Scilly Isles. On October 30<sup>th</sup>, as an indication of the high regard held for Melksham's multi-faceted and mainly volunteer led services to our community, the Chair of Forum 55 was elected Chair of the regional organization. However this does not mean that we have completed our mission, we have barely started and must continue to strive to build upon the strong foundations built by many others in our community.

6. In the coming months the Executive Management Committee of Forum 55+ has resolved to focus on seven priorities:

6.1. To work in close cooperation with and total support of Melksham's Age Friendly project including assisting in the planning, policy formation and community outreach. This will entail our close collaboration with consultants brought in to craft a plan of action.

6.2. To encourage and actively work towards closer cooperation and resource sharing with other Melksham organizations with similar aims and objectives as our Forum

6.3. To expand our service menu to cover a wider range of activities on more days but bearing in mind our absolute need to recruit more volunteers to achieve this.

6.4. To explore how we can establish the much needed permanent and dedicated Seniors Drop-in Centre, a place where seniors can drop by to socialize, to receive advice and signposting to available County and Voluntary Services, to be able to use a 'Keep-In-Touch' (KIT) system using WhatsApp or other available free methods through which they can communicate with family and friends throughout the UK and worldwide. This is an essential part of combating the effects of depression caused through isolation. As people live longer the need for human contact

increases whilst the opportunity for such decreases. A dedicated Drop-in Centre would provide a bulwark upon which we can build a happier healthier and inclusive senior community.

6.5. The Canberra Youth Centre refurbishment is now complete and after more detailed discussions with Jon Hubbard we are committed to commencing intergenerational activities in 2020.

6.6. We have completed a draft layout of our 'Look for it, Find it and Do it' pocket reference booklet which will be made available to all seniors within our community. It is a simple signposting tool which tells seniors where they can get trusted repairs and services including personal, home, garden and specific information needed by seniors. We will be applying for a grant from the Area Board to complete this project.

6.7. And probably the most important we have embarked upon a plan to expand our cadre of volunteers because everything else, expansion and efficient delivery is dependent upon this.

7. Phase One of our very successful 'Socialize n' Shop' outreach program will come to an end in November 2019 at which time we will evaluate its efficacy and decide whether or not to expand or modify a Phase Two.

8. Finally, we must thank the Chair and Members of Melksham Area Board for their commitment, close cooperation, valuable aid and advice they have provided Forum 55+ including the tireless efforts made by the Melksham Community Engagement Manager.

Thank you.

Martin Pain

Chair

For and on behalf of

Melksham & District Seniors Forum 55+



## ***Update for Melksham Area Board***

<b>Name of Parish/Town Council</b>	<b>Melksham</b>
<b>Date of Area Board Meeting</b>	13 November 2019

# Update for Melksham Area Board

## Headlines/Key successes

- Canberra reopened after a 5-week closure for refurbishment. We offered the month of October for free to all our members and as a way for new members to come and try out our facilities for free.

- Our clubs have continued to be very popular with over 100 young people attending on our Tuesday evenings.

- 

## Projects

- This month we have begun a money matters project with our young people within our youth café.

- 

- 

## Forthcoming events/Diary dates

- We are holding a car boot/Christmas Fayre on Sunday the 24<sup>th</sup> of November at the Canberra Centre from 9am till 12pm.

- Our annual willow workshop will be held on the 30<sup>th</sup> of November at the Canberra Centre from 10am till 2.30pm for just £15 per person.

- Our This is Me disco nights for adults with learning disabilities will be held on Friday the 29<sup>th</sup> of November and Friday the 20<sup>th</sup> of December.

Signed: Gemma Connolly

Date: 5/11/19

<b>Report to</b>	Melksham Area Board
<b>Date of Meeting</b>	13/11/2019
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below.

Applicant	Amount requested
<b>Applicant:</b> Atworth Village Hall and Recreation Ground Committee <b>Project Title:</b> Replacement of Tables Chairs <a href="#">View full application</a>	£2483.40
<b>Applicant:</b> The Art House Cafe <b>Project Title:</b> Art House cafe power-assisted front door <a href="#">View full application</a>	£950.00

**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](#)

[The funding criteria and application forms](#) are available on the council's website.

**2. Main Considerations**

2.1. Councillors will need to be satisfied that funding awarded in the 2019/2020 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 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.

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="#">2475</a>	Atworth Village Hall and Recreation Ground Committee	Replacement of Tables Chairs	£2483.40
<b>Project Description:</b> The Tables and Chairs in the Village Hall have been there for several decades. The old plastic seats are not comfortable for older users of the hall. The chairs with cloth seats have had several legs buckle or break and therefore need to be replaced. The tables are old, and we have had legs break off recently therefore they are not sustainable. We need to take into account the comfort of the public and the reliability of the equipment used in the hall.			
<b>Input from Community Engagement Manager:</b> Everyone who uses the village hall will benefit from the replacement equipment, from the Brownies and Guides to the History Group Art Group and all other users. The total project costs are £ 4,967, with 50% of costs coming from the Parish Council, the Wiltshire Community Fund and the 200 Club.			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">3441</a>	The Art House Cafe	Art House cafe power-assisted front door	£950.00
<b>Project Description:</b> Elderly and wheelchair customers have difficulty in negotiating the heavy door and sill especially in wet weather. This project is to supply and install an easy to use power assisted entrance door and lower the door sill to provide easier access for customers.			
<b>Input from Community Engagement Manager:</b> The Art House Cafe is a community project run by the Rotary Club of Melksham. It welcomes all people in its hub especially the elderly and disadvantaged and is used by many groups including Dementia UK, Contact the Elderly and similar organisations. It is specifically these people who will benefit from the easier access. This is an application to the community grant capital budget. No match funding is provided or required.			
<b>Proposal</b> That the Area Board determines the application.			



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

**Report Author:**

Peter Dunford

Community Engagement Manager

01225 713060

[Peter.Dunford@wiltshire.gov.uk](mailto:Peter.Dunford@wiltshire.gov.uk)



## Grant Applications for Melksham on 13/11/2019

ID	Grant Type	Project Title	Applicant	Amount Required
2475	Community Area Grant	Replacement of Tables Chairs	Atworth Village Hall and Recreation Ground Committee	£2483.40
3441	Community Area Grant	Art House cafe power-assisted front door	The Art House Cafe	£950.00

ID	Grant Type	Project Title	Applicant	Amount Required
2475	Community Area Grant	Replacement of Tables Chairs	Atworth Village Hall and Recreation Ground Committee	£2483.40

**Submitted:** 09/07/2017 00:03:32

**ID:** 2475

**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?**

£501 - £5000

**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?**

Replacement of Tables Chairs

**6. Project summary:**

The Tables and Chairs in the Village Hall has been there for several decades. The old plastic seats are not comfortable for older users of the hall. The chairs with cloth seats have had several legs buckle or break and therefore needs to be replaced. The tables are old, and we have had legs break off recently therefore they are not sustainable. We need to take into account the comfort of the public and the reliability of the equipment used in the hall.

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

Melksham

**Electoral Division**

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

SN128JY

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2018

**Total Income:**

£14127.45

**Total Expenditure:**

£9919.60

**Surplus/Deficit for the year:**

£4207.85

**Free reserves currently held:**

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

£610.51

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

We need to keep between one and one and a half reserves of our turnover. We would not want to go down below this figure. Also, we have other projects on-going which we need to finish.

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

**10b. Project Finance:**

Total Project cost £4966.80

Total required from Area Board £2483.40

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Tables	1227.60	Grant received from Wiltshire Community Fund	yes	1000.00

Chairs	3739.20	Grant from the Parish Council	yes	1000.00
		Income from 200 Club	yes	483.40
Total	<b>£4966.8</b>			<b>£2483.40</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?**

Melksham

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

Everyone who uses the hall will benefit from the replacement equipment from the Brownies and Guides to the History Group Art Group and all other user of the village hall.

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

As this is replacement for existing equipment it cannot be monitored but it may save accidents happening in the future if more tables and chairs fail. It will also add to the comfort of all hall users especially the older members of groups who find it uncomfortable to sit in the existing chairs for long period of time.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

We will safeguard all users of the hall in the medium to long term as the new equipment will be stronger and more suited for users of the hall. The hall is responsibility for everyone who use the hall whether they are part of regular user groups or the hall is hired for children or family parties.

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

Either delay the project or apply for grants from other grant funders or carry out other fundraising events

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

18. 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)

**Accounts:**

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

**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):**  
yes I will make available on request evidence of ownership of buildings/land

**And finally...**

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

3441	Community Area Grant	Art House cafe power-assisted front door	The Art House Cafe	£950.00
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**Submitted:** 11/09/2019 15:49:50

**ID:** 3441

**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?**

£0 - £500

**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?**

Art House cafe power-assisted front door

**6. Project summary:**

Elderly and wheelchair customers have difficulty in negotiating the heavy door and sill especially in wet weather. This project is to supply and install an easy to use power assisted entrance door and lower the door sill to provide easier access for customers.

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

Melksham

**Electoral Division**

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

SN12 6ES

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

Health and wellbeing

Older People

Our Community

If Other (please specify)

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

06/2018

**Total Income:**

£74743.00

**Total Expenditure:**

£72792.00

**Surplus/Deficit for the year:**

£1951.00

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

£12510.77

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

It should be noted that the current funds held are all allocated for charitable donation as the organisation is a non-profit operation. Within the current funds working capital is maintained for the operation and maintenance of the Cafe but for any improvements requiring capital expenditure it is necessary to seek external funding help in order not to reduce the funds available for charitable donation.

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

**10b. Project Finance:**

Total Project cost		£1000.00		
Total required from Area Board		£950.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Door Assist	1000.00			
Total	<b>£1000</b>			<b>£0</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?**

Melksham

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

The Art House Cafe is a community project run by the Rotary Club of Melksham. It welcomes all people in its hub especially the elderly and disadvantaged and is used by many groups including Dementia UK Contact the Elderly and similar organisations. It is specifically these people who will benefit from the easier access.

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

By recording specific customers reaction and footfall in the Cafe. This recording will be done by the Cafe Manager who is a Rotary member as well as many of the volunteers who are quite familiar with our disadvantaged customers.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

The Cafe is compliant with all Health Safety and employment regulations. Our published Volunteers and Employees Handbook specifies the duties required with regards to their safeguarding responsibilities. The Rotary Safeguarding policies are part of our Compliance documentation. This documentation is updated and checked on a regular basis by the trustees of the charitable trust fund under which Melksham Rotary operate.

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

Once the access is modified and installed it will be maintained by using funds from the Art House Cafe working capital.

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

**18. 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)

**Accounts:**

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

**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):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes 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...**

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	Melksham
Date of Meeting	13/11/2019
Title of Report	Community Youth Grants

### 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Melksham Area Board.

Application	Grant Amount	
<b>Applicant:</b> Young Melksham <b>Project Title:</b> No Limits SEND Youth Club	£5000.00	

### 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2019/20 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2019/2020.

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

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community-based projects and schemes.

### 3. The applications

<b>Applicant:</b> Young Melksham <b>Project Title:</b> No Limits SEND Youth Club	Amount Requested from Area Board: £5000.00	
This application meets grant criteria 2019/20.		
<b>Project Summary:</b> The No Limits youth club dedicated for young people with SEND runs every Monday at The Canberra Centre in Melksham. Any young people aged between 13 and 25 are able to attend and take part in a range of activities supported by a team of experienced youth workers and volunteers.		
<b>Report Author:</b> Peter Dunford, Melksham Area Board 01225 713060		



## Grant Applications for Melksham on 13/11/2019

ID	Grant Type	Project Title	Applicant	Amount Required
742	Youth	No Limits SEND Youth Club	Young Melksham	£5000.00

**Submitted:** 03/10/2019 11:48:46

**ID:** 742

**Current Status:** Application Appraisal

**To be considered at this meeting:**

Melksham Area Board – 13/11/19

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

Youth

**2. Amount of funding required?**

£5000.00

**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**

N/A

**5. Project title?**

No Limits SEND Youth Club

**6. Project summary:**

The No Limits youth club dedicated for young people with SEND runs every Monday at The Canberra Centre in Melksham. Any young people aged between 13 and 25 are able to attend and take part in a range of activities supported by a team of experienced youth workers and volunteers.

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

Melksham

**Electoral Division**

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

SN12 7NY

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

Informal education

Youth work/development

Sport/Leisure

Arts/Culture

1:1/group work  
 Community Project  
 Community Safety  
 Volunteering  
 Environment  
 Health

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2018

**Total Income:**

£63322.00

**Total Expenditure:**

£73448.00

**Surplus/Deficit for the year:**

£-10126.00

**Free reserves currently held:**

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

£206.00

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

We do not hold adequate reserves to fully fund this project. Without supporting funding, we will need to consider reducing the offer to a fortnightly or monthly club.

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

**10b. Project Finance:**

Total Project cost		£12579.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Youth Workers	9861.75	Club Subs		1440.00
Equipment/Activity Costs	1125.00	Tuck Shop Sales		72.00
Marketing	200.00	Volunteers		3067.95
Use of The Canberra Centre	1350.00	Corsham Area Board		1500.00
Stock for Tuck Shop	43.20	Trowbridge Area Board		1500.00
<b>Total</b>	<b>£12579.95</b>			<b>£7579.95</b>

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

Yes

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

Corsham

Melksham

Trowbridge

**13. DECLARATION**

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

**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)

**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.

