

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Melksham Assembly Hall, Market Place, Melksham, SN12 6ES
Date: 5 June 2013
Start Time: 7.00 pm
Finish Time: 9.35 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Jon Hubbard (Chairman), Cllr Jonathon Seed (Vice Chairman), Cllr Pat Aves, Cllr Terry Chivers, Cllr David Pollitt and Cllr Roy While

Wiltshire Council Officers

Alison Sullivan - Community Area Manager
Kevin Fielding - Democratic Services Officer
Niki Lewis – Service Director
Phil Grocock - Bus Network Manager, Passenger Transport

Town and Parish Councils

Melksham Town Council – Bruce Sanders
Atworth Parish Council – Effie Gale-Sides & Charles Boyle
Keevil Parish Council – Jerry Wickham
Melksham Without Parish Council – Alan Baines, Mike Mills and Richard Wood.
Poulshot Parish Council – Tim Coleman & Geoff Collett
Semington Parish Council – P Bowyer & Brian Smyth
Steeple Ashton Parish Council – Geoff Hyatt

Partners

Wiltshire Police – Insp Matt Armstrong
Wiltshire Police & Crime Commissioner – S Cooper
Community Area Partnership – Chris Holden, Phil McMullen & Colin Goodhind
Chamber of Commerce – Graham Ellis

Total in attendance: 58

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Melksham Assembly Hall, and then introduced the Wiltshire councillors who made up the Area Board as well as officers of Wiltshire Council who were in attendance.</p> <p>The Chairman thanked the Town and Parish councillors in attendance.</p> <p>The Chairman thanked Cllr Jonathon Seed for his chairmanship of the Area Board over the last four years.</p> <p>Chairman's Announcements</p> <ul style="list-style-type: none"> • Safeguarding Thresholds – as covered in the agenda pack.
2	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
3	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meetings held on 6 February and 20 May were agreed as correct records and signed by the Chairman.
4	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.15, Community Area Grant application for Extended Services – Cllr Jon Hubbard, President of Extended Services, Melksham, would not vote on this application.</p>
5	<p><u>Partner Updates</u></p> <p>The following Partner updates were noted:</p> <p>Melksham Youth Advisory Group (YAG)</p> <ul style="list-style-type: none"> • Not present at the meeting.

Wiltshire Police – Insp Matt Armstrong

- The written report contained in the agenda pack was noted.

Questions raised from the floor included:

When would the Speed watch co-ordinator post expected to be filled?

a. A draft business case has been submitted and a meeting would be taking place between Inspector Steve Cox from roads policing and the PCC on Friday 6 June.

Wiltshire Fire and Rescue Service – Mike Franklin

- The written report contained in the agenda pack was noted.

NHS Wiltshire

- The written report contained in the agenda pack was noted.

Community Area Partnership CCTV Update – Colin Goodhind

Points made:

- The Community Area Partnership thanked the Area Board for the CCTV funding, which they had granted.
- The spec for the system had now been drawn up.
- Melksham Town Council were now putting together a tender document.
- The Partnership had been working with both the Police and Melksham Town Council as to how the system would be manned.
- Volunteers were sought to man the system.

The Chairman thanked Colin Goodhind for his hard work.

Melksham Town Council

- The written report was noted.

Parish Council Nominated Representatives

Melksham Without

- That there was a vacancy for a parish councillor.
- That Melksham Without welcomed Cllr Terry Chivers as its Wiltshire Councillor.

Atworth

- Atworth thanked the Area Board for the funding for road markings, signage and gateways.

Shadow Community Operations Board (SCOB) – Cllr Roy While

Points made included:

- Architects had now been appointed as campus architects, work could now start on the design phase.
- Sub groups had now been set up to work with the architects on the feasibility work.
- Roadshow events were planned during the summer to showcase the Campus plans to the community.
- It was expected that a planning application would be submitted during Autumn 2013, with the build expected to start during Spring 2014.
- The architect would be coming to the Area Board in the near future.

Melksham Senior People's Forum

- The written report was noted.

Melksham Chambers of Commerce

- The written report was noted.

	<p>The Chairman thanked everybody for their updates.</p>
6	<p><u>Hall & Woodhouse Pub Naming Competition</u></p> <p>David Hoare & Colin Wood - Hall & Woodhouse Ltd gave a presentation to launch a competition to name the new pub on land just off the A350 near Bowerhill. It was expected that the pub would open during June 2014.</p> <p>The Chairman thanked David Hoare & Colin Wood for their presentation.</p>
7	<p><u>Ipad Community Blog Competition</u></p> <p>Alison Sullivan – Community Area Manager announced a competition to win an Ipad by posting items on the www.Melksham.ourcommunitymatters.org.uk web site, which would be drawn during October 2013.</p>
8	<p><u>Local Priorities set at the last Area Board meeting</u></p> <p>The following Local Priorities Champions were agreed:</p> <p>A1.Children & Young People: - Jon Hubbard B1.Health & Well Being - Pat Aves C3.Environment - Jonathon Seed D1.Community Development & Inclusion – Roy While E1.Waterways F1.Transport –Terry Chivers G1. Community Safety – David Pollitt</p> <p>It was agreed that future agendas would try and make reference to the priorities in agenda items wherever possible.</p>
9	<p><u>Clinical Commissioning Group</u></p> <p>Mike Relph gave a presentation to increase awareness and understanding of the role of the Clinical Commissioning Group and changes to local health services.</p> <p>Points made included:</p> <p>The structure</p> <ul style="list-style-type: none"> • 3 CCGs decided to form one CCG. • We crossed the watershed into one CCG in March.

- Now 3 semi autonomous groups.
- One constitution and shared objectives.
- GPs lead.
- Allows voices of the patients to be heard.
- Allows involvement from other healthcare professionals.

CGC planning for 2013/14

- Clear and Credible Plan – Strategy for first two years.
- Operational Plan- 2013-14.
- Group Plans – 2013-14.
- Financial Plan and Qipp Plan.
- Provider Contracts in place.
- Provider CIP Plans with board assurance that quality will not be affected.

High level objectives 2013-14

- Transformation of community services.
- Respond to the continued pressure in urgent care demand on the acute sector.
- Significant enhancement in the early diagnosis and treatment of Dementia across Wiltshire.
- Greater integration with Wiltshire Council.
- Continue on changing the settings of care for elements of planned care against a backdrop of Wiltshire benchmarking in upper quartile for elective admissions.
- Continue to impact on growth trends in primary care prescribing.

	<p>Questions and comments raised from the floor included:</p> <ul style="list-style-type: none"> • Does this mean that we can revitalise our cottage hospitals? <i>a. The CGC would certainly be interested in your views.</i> • Will there be a complaints procedure? <i>a. Any complaints should be taken to the care provider in the first instance.</i> • Will there be improvements in Melksham? <i>a. Care Co-ordinators would be appointed, this role would be working with GP practices, working out care plans, which would aim to identify putting the right care packages into the community.</i> • That Melksham hospital should never have been closed. <p>The Chairman thanked Mike Relph for his presentation.</p>
10	<p><u>New Highways Co-ordinator</u></p> <p>Stuart Renfrew was introduced as the new Melksham Community Highways & Street Scene Services co-ordinator. His role would be to pull together a range of services from one central point, giving local communities better street scene services.</p> <p>The Chairman thanked Stuart Renfrew for attending the meeting and looked forward to him attending future Area Board meetings.</p>
11	<p><u>Review of Local Bus Services</u></p> <p>Phil Grocock - Bus Network Manager, Wiltshire Council gave a presentation to highlight proposals to review the most infrequently used bus services in Wiltshire with a view to reducing subsidies on some routes.</p> <p>Points made included:</p> <p>Part of ongoing process of bus service reviews</p> <p>Context;</p> <ul style="list-style-type: none"> • Pressure on public spending increasing year by year. • Financial Plan requirement to make savings. • Contract prices beginning to rise again.

- Reviews looking for more financially sustainable ways of meeting needs.

Current Zig Zag Service

Created by combining several poorly used services to provide new links
Tries to meet a variety of different needs;

- Only service for Holt and Broughton Gifford, and for Gastard.
- Links to Corsham from Melksham and villages.
- Links to Trowbridge and Bradford from Corsham and Atworth.
- Two journeys from the villages to Chippenham.

Use and costs

Remains poorly used;

- 28500 single passenger trips / year.
- Average of only 8 on whole length of each bus journey.
- Use is particularly low north of Melksham

Expensive to provide;

- Costs £108,000 a year.
- Subsidy for each single passenger trip around £3.70.
- Costs expected to rise when re-tendered.

Proposals

Proposed timetable;

- Reduces cost by using fewer vehicles.
- Retains similar service south of Melksham.
- Fewer journeys north of Melksham, and none to Chippenham.
- But should still meet the needs of many users.

	<p>Consultation and next steps</p> <ul style="list-style-type: none"> • Letter and information sheet sent out via Area Board managers. • Questionnaire for bus users – available on the bus and on website. • Asks for specific information on needs that would not be met. • Information from consultation considered before decision made. • Invite tenders to operate. • Implementation in January 2014. <p>Questions and comments from the floor included:</p> <ul style="list-style-type: none"> • If the Lacock service was to be terminated, could the parish council contribute funding to keep it running? <i>a. Any funding would be gratefully received.</i> • We should be making the service more attractive to users. <i>a. We have to be realistic about the service and the savings that need to be made.</i> • Services like these are vital if we want to encourage people to come to Melksham using public transport. • Bus services like the Zig Zag are vital for people in rural communities. • Vulnerable and young people need safe public transport links. <p>The Chairman thanked Phil Grocock.</p>
12	<p><u>Community Area Partnership Funding</u></p> <p>Chris Holden & Phil McMullen – Melksham Community Area Partnership presented the Partnership’s 2013/14 work plan and made a request for core funding, highlighting the work of the Partnership in the local community.</p> <p>Decision</p> <ul style="list-style-type: none"> • The Area Board (AB) recognises the work undertaken by the Community Area Partnership (CAP) over the past four years and in particular celebrates the publication of the Melksham Community Area Plan (MCAP) and its relationship with the Joint Strategic Needs

	<p>Assessment (JSA) for the Community Area.</p> <ul style="list-style-type: none"> • The Area Board is keen to explore how the future relationship between the CAP and the AB can be further developed and meet the changing needs of both the Council and the community. • Therefore the AB desires to use the next 3 months to engage in a conversation with the CAP to define the ongoing relationship between the organisations and how this should be shaped in future. • The AB recognises that currently the CAP is dependent on the AB for its funding and therefore commits to maintain the existing level of funding during this three month period. • It is the intention of the AB that at the end of this three month period funding for the remainder of the financial year can be agreed. • In the event that the outcome of this conversation is it is agreed that there is a change to the funding arrangement, the AB is committed that any such change would be in accordance with the Wiltshire Compact and that three months notice would be given of any such change. <p>The Chairman thanked Chris Holden & Phil McMullen for their presentation.</p>
13	<p><u>Splitz - feedback on Domestic Abuse</u></p> <p>This Item was withdrawn from the agenda as the speaker was unable to attend the meeting.</p>
14	<p><u>Community Area Transport Group (CAT-G)</u></p> <p>I.CATG bid for substantive funding.</p> <p>Cllr Jonathon Seed requested that Councillors agree to allocate from Community Area Transport Group Delegated budget:-</p> <p>£2,500 for Bank Street Non slip Surface.</p> <p>This would form part of a substantive bid to central funds of £15,000 and a request to Town Council to match fund the project to the sum of £2,500 C/UC roads agreement</p>

	<p>Decision</p> <ul style="list-style-type: none"> • That the Melksham Area Board agrees to allocate from Community Area Transport Group Delegated budget £2,500 for Bank Street Non slip Surface. <p>II.To discuss the provision for coach parking in Melksham.</p> <p>Decision</p> <p>The Melksham Area Board accepts the recommendation of the CATG that a tourist coach park is required in Melksham and that the Area Board delegates to the CATG the authority to set up such a coach park with the following guidelines:</p> <ul style="list-style-type: none"> • The location is to be either Lowbourne or Church Street Car Parks. • The cost is not to exceed £2k without referral back to the Area Board. • The Coach Park is to be for a maximum of three coaches. • The Coach Park is to be a temporary solution pending the negotiation for (and possible provision of) a similar service within the Melksham Community Area Campus. <p>iii.C Road Speed Limits</p> <p>Decision</p> <p>The following were agreed:</p> <ul style="list-style-type: none"> • Forest Lane, Melksham. • Poulshot. • Steeple Ashton (reserve).
15	<p><u>Grant Funding</u></p> <p>Councillors considered four Community Area Grant applications and one Councillor Initiative Bid.</p>

	<p>Community Area Grants:</p> <p>Disabled football PA facilities - £500 approved. <i>Reason: The application demonstrates a link to the Community Plan; encourage exercise.</i></p> <p>Great Hinton Memorial Hall improvements - £875 approved. <i>Reason: The application demonstrates a link to the Community Plan with regard to supporting families.</i></p> <p>Note: Cllr Hubbard declared an interest in the Extended Services grant application, Cllr Seed now in the chair.</p> <p>Gazebos for Extended Services - £250 approved. <i>Reason: The application demonstrates a link to the Community Plan: ensure inclusion of all and raise the community spirit.</i></p> <p>Note: Cllr Hubbard now back in the chair.</p> <p>Jubilee Wood Scout Camp site and community youth activity centre - £500 approved. <i>Reason: The application demonstrates a link to the Community Plan; protect and enhance parks and green spaces.</i></p> <p>Councillor Initiative Bid:</p> <p>Resurfacing of road leading to Keevil Village Hall - £900 approved.</p>
16	<p><u>Any Other Items of Public Concern</u></p> <p>Melksham Rugby Club – Concerns were raised that the club would struggle to leave its present site within the time frame that was being proposed by Wiltshire Council.</p> <p>It was agreed that Lucy Murray-Brown - Head of Campus & Operational Delivery Campus & Operational Delivery, Wiltshire Council would have further discussions with the Rugby Club, and that the Area Board would monitor any developments.</p>
17	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> • 31 July – Venue to be confirmed. • 9 October – Melksham Assembly Hall (Older Persons themed meeting). • 11 December – Semington Village Hall.

18	<u>Evaluation & Close</u>
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