

# AGENDA

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Shaw Primary School, Corsham Road, Shaw, SN12 8EQ  
**Date:** Wednesday 28 July 2010  
**Time:** 7.00 pm

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

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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 opportunities will be available from 6:30pm.

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Please direct any enquiries on this Agenda to Kevin Fielding , on 012225 776655 ext: 115 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Abbi Gutierrez (Melksham Community Area Manager), direct line 01225 718443 or (email) [abbi.gutierrez@wiltshire.gov.uk](mailto:abbi.gutierrez@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 Rod Eaton, Melksham North (Vice Chairman)  
Cllr Mark Griffiths, Melksham Without North  
Cllr Jon Hubbard, Melksham South

Cllr Stephen Petty, Melksham Central  
Cllr Jonathon Seed, Summerham and Seend (Chairman)  
Cllr Roy While, Melksham Without South

<b><u>Prior to the Meeting</u></b>	<b><u>Time</u></b>
<p data-bbox="587 315 892 349" style="text-align: center;"><b>Waste Consultation</b></p> <p data-bbox="264 383 1203 524">Come along before the area board meeting to talk to Wiltshire Council Waste Services about a consultation Wiltshire Council will be running on options for future waste collection and recycling services.</p>	<p data-bbox="1273 315 1385 349"><b>6.30pm</b></p>
<p data-bbox="421 600 1061 633" style="text-align: center;"><b>Call for 'Grot Spots' - community payback</b></p> <p data-bbox="264 667 1062 772">Maps will be available for people to highlight areas where community payback teams could work eg clearing litter, vegetation, graffiti etc.</p>	<p data-bbox="1273 600 1385 633"><b>6.30pm</b></p>
<p data-bbox="539 846 943 880" style="text-align: center;"><b>Police Protective Services</b></p> <p data-bbox="264 913 1209 1019">Martin McDonagh, Wiltshire Police will give out information and take any questions on police protective services eg domestic abuse, anti-terrorism and forensics.</p>	<p data-bbox="1273 846 1385 880"><b>6.45pm</b></p>
<p data-bbox="564 1093 917 1126" style="text-align: center;"><b><u>Items to be considered</u></b></p>	
<p data-bbox="169 1160 1123 1227">1. <b>Chairman's Welcome, Introduction and Announcements</b> <i>(Pages 3 - 8)</i></p> <ul data-bbox="316 1301 1177 1635" style="list-style-type: none"> <li>• Lorry parking update.</li> <li>• Council tax payment – response to issue raised by TARA.</li> <li>• Local transport scheme funding allocation – report in pack.</li> <li>• Community Payback – call for ‘grot spots’ – report in pack.</li> <li>• Parking Strategy consultation – report in pack.</li> </ul>	<p data-bbox="1273 1160 1385 1193"><b>7.00pm</b></p>
<p data-bbox="169 1697 616 1731">2. <b>Apologies for Absence</b></p>	
<p data-bbox="169 1809 624 1843">3. <b>Declarations of Interest</b></p> <p data-bbox="264 1877 1171 1944">Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	

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|----|--|---------------|
| 4. | <b>Minutes</b> ( <i>Pages 9 - 32</i> )   |               |
|    | To approve and sign as a correct record the minutes of the meetings held on the 18 May, 26 May and 15 June 2010.   |               |
| 5. | <b>Partner Updates</b> ( <i>Pages 33 - 42</i> )  | <b>7.20pm</b> |
|    | To receive updates from any of the following partners:   |               |
|    | a. CAYPIG (Young People's Issue Group).  |               |
|    | b. MCAP (Melksham Community Area Partnership).   |               |
|    | c. Wiltshire Police – Inspector David Cullop – report in pack.   |               |
|    | d. NHS Wiltshire – report in pack.   |               |
|    | e. Wiltshire Fire and Rescue Service – report in pack.   |               |
|    | f. Melksham Town Council.  |               |
|    | g. Parish Council Nominated Representatives.   |               |
| 6. | <b>Your Local Issues</b>   |               |
|    | a. Response to Bowerhill Sports Field & Youth Facilities Survey.   | <b>7.40pm</b> |
|    | b. Concerns about Councillor-led initiatives.  | <b>8.00pm</b> |
|    | c. Any Other Urgent Questions of Public Concern.   | <b>8.05pm</b> |
| 7. | <b>Council and Partner Items</b>   |               |
|    | a. Waste Consultation – Andy Conn, (Waste Management Services, Wiltshire Council), will give a brief overview of the Wiltshire Council waste consultation.   | <b>8.10pm</b> |
|    | b. Library review – Niki Lewis, (Service Director, Wiltshire Council) will give a presentation to discuss how library services should be delivered in the future within the Melksham Community Area. | <b>8.25pm</b> |
| 8. | <b>Grants &amp; Area Board Budget</b> ( <i>Pages 43 - 76</i> )   | <b>8.40pm</b> |
|    | The Wiltshire Councillors will consider four applications to the Community Area Grants Scheme 2010/11, as follows:   |               |

- Bowerhill Residents Actions Group - £2000 requested towards the development of a picnic area near the Kennet & Avon canal.
- Atworth Parish Council - £600 requested towards the renovation of the copse of pines between Mount Pleasant estate and the A365.
- Atworth Parish Council - £900 requested towards recovering the stone kerbing on the village green to prevent erosion.
- Melksham Without Parish Council - £332 requested towards a new parish council notice board.

### **Performance Reward Grants Scheme**

To consider one expression of interest to the Performance Reward Grant Scheme, as follows:

Melksham Without PC /Shaw Hall & Playing Fields - £6,550 requested towards extending the existing halfsize basketball court at Shaw Playing Field to become a full size court with a multi goal unit at both ends.

The Chairman to provide an update of applications submitted so far.

- Semington Football Club.
- Steeple Ashton Pavilion.

### **9. Cabinet Member Questions**

**9.10pm**

Cllr John Noeken, Cabinet Member for ICT, HR, and Customer Services to introduce his portfolio and take any questions.

### **10. Representatives on Outside Bodies**

**9.15pm**

To elect representatives for the following groups and committees:

- Melksham Community Area Partnership.
- Community Area Young Peoples Issues Group.

11. **Future Meeting Dates**

9.20pm

Wednesday 8 Sept – Melksham Oak School.

Wednesday 13 October –Melksham Divisional Police HQ.

12. **Evaluation & Close**

9.25pm

The chairman will make a request for the completion of evaluation forms and will set out the arrangements for the next meeting.

**Area Board Issues Process:**

Please see our online issues tracker for progress on all issues submitted to the Melksham area board to date.

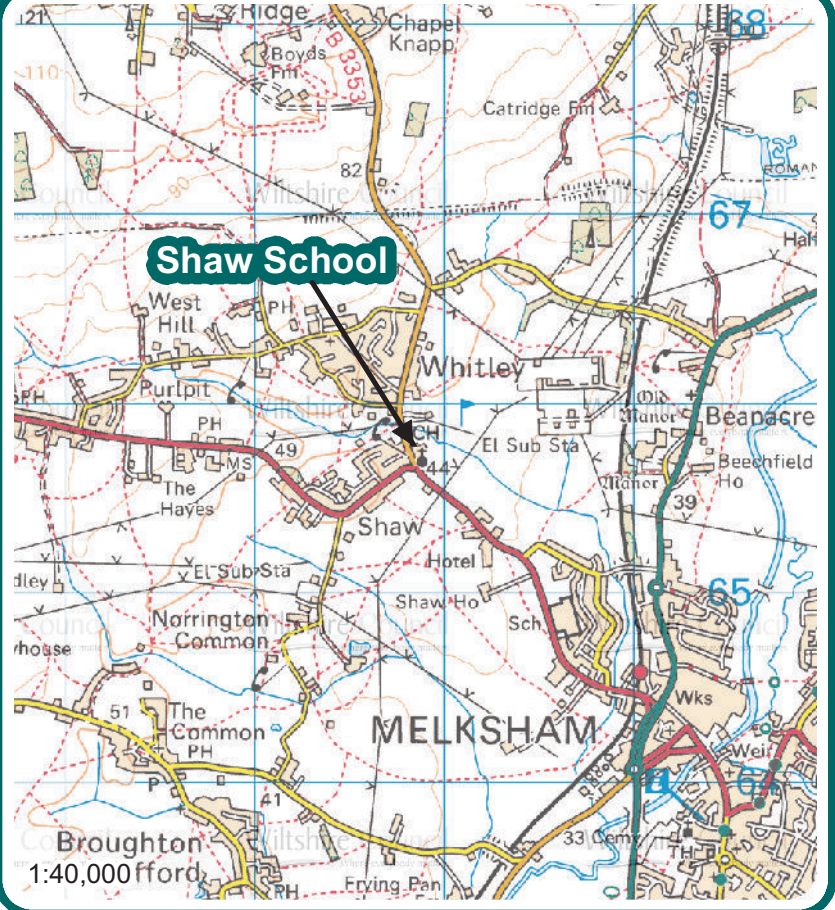
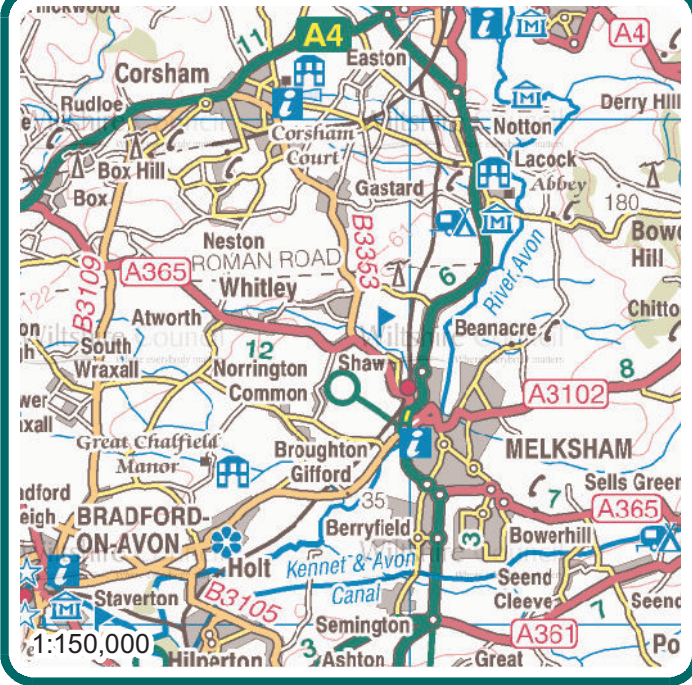
<http://www.wiltshire.gov.uk/communityandliving/areaboards/areboardsissuestracking.htm> .

You can also submit issues online for the area board to consider, or fill in an issues sheet by hand.

[https://forms.wiltshire.gov.uk/area\\_board/areaboards.php](https://forms.wiltshire.gov.uk/area_board/areaboards.php)







**Shaw School**  
**Corsham Road**  
**Shaw**  
**Melksham**  
**SN12 8EQ**


  
 Where everybody matters







## **Melksham Area Board 28 July 2010**

### **Chairman's Announcement**

#### **Local Transport Plan (LTP) Scheme Selection Process**

The establishment of Area Boards presents an opportunity for decisions on small-scale transport and highway improvement schemes to be taken locally.

In response to this there are plans for the Area Boards to be allocated a discretionary budget to assess and select small-scale transport schemes to be progressed in their community areas. The amount of funding available to the Area Boards will be confirmed in due course.

The allocation will be for capital funding and can only be used to provide new and improved infrastructure. It is to be used for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport, and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.

Due to the complexity of assessing and selecting a scheme from the many requests, and the potential time that such an agenda item would take, it is proposed that recommendations are made to the Area Board by a Community Area Transport Group (CATG).

Members of the CATG will be identified by the Community Area Manager in conjunction with the Chairman, and agreed at the Area Board. It is requested that the number on each Group should not exceed ten and that the meetings take place during the day. Meetings will be attended by relevant officers from Wiltshire Council and will be chaired by the Area Board Chairman.

It is envisaged that the first meeting of the CATG would include a half day workshop covering the following matters:-

- Background to the Council's transport policies and transport funding.
- Review of requests received in the community area.
- Assessment of schemes.
- Discussion on the need for a feasibility study
- Discussion on future funding
- Selection of scheme(s)
- Recommendation to Area Board.



## **Melksham Area Board 28 July 2010**

### **Chairman's Announcements**

#### **Community Payback – Call for Grot Spots**

Wiltshire Probation Services is launching a new scheme, 'Community Payback, Involving Local Communities'. The scheme works with offenders to offer free labour to local communities to enhance the local environment. This includes clearing undergrowth, removal of graffiti or litter, repairing and redecorating community facilities and other environmental projects.

The Community Payback initiative has been supported by our Area Boards to receive Performance Reward Grant funding to provide mobile facilities which will enable the work to be carried out more efficiently and to broaden the reach of the project to include more rural parts of the county.

Area Boards are asked to call for 'Grot Spots', local areas which need clearing or community facilities which need decorating, litter picking or graffiti removal. These can be referred to the Community Payback Scheme, either directly using the referral form on the Community Payback leaflet or via their Community Area Manager.



## **Melksham Area Board 28 July 2010**

### **Chairman's Announcement**

#### **Local Transport Plan Car Parking Strategy**

The council's current car parking strategy dates back to 2000 and now needs to be reviewed to reflect the move to Wiltshire Council and to ensure that parking charges and standards are broadly consistent across the whole of the county.

A parking strategy can be one of the most useful tools available to local authorities in helping them achieve their objectives. In particular, it can:

- support the local economy;
- encourage the use of sustainable travel modes;
- enhance the look of streetscenes;
- meet residents' needs for car parking;
- raise revenue for the council to reinvest in transport measures; and
- provide essential access for the mobility impaired.

The council commissioned its consultants Mouchel to undertake the review.

Consultation on Mouchel's report is open from 12 July to 3 September 2010.

Our preferred method of communication is for comments to be submitted on line at <http://consult.wiltshire.gov.uk/portal>. A reference copy of the report is also available from all libraries.

16.



# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Council Chamber, County Hall, Trowbridge  
**Date:** 18 May 2010  
**Start Time:** 1.29 pm  
**Finish Time:** 1.30 pm

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Please direct any enquiries on these minutes to: Alexa Smith Tel: 01249 706612 or Email: [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@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 Rod Eaton, Cllr Brigadier Robert Hall (ex-officio), Cllr J Hubbard,  
Cllr Stephen Petty, Cllr Jonathon Seed and Cllr Roy While

## **Apologies:**

Cllr Mark Griffiths

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### 1. **Election of Chairman**

The Chairman of the Council sought nominations for the position of Chairman of the Melksham Area Board for the 2010/11 municipal year.

#### **Decision**

**Councillor Jonathon Seed was elected Chairman of the Melksham Area Board for the 2010/11 municipal year.**

Councillor Seed in the Chair

### 2. **Election of Vice-Chairman**

The Chairman sought nominations for the position of Vice-Chairman of the Melksham Area Board for the 2010/11 municipal year.

#### **Decision**

**Councillor Rod Eaton was elected Vice-Chairman of the Melksham Area Board for the 2010/11 municipal year.**





# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Seend Community Centre, Rusty Lane, Seend, Nr Melksham,  
SN12 6NS  
**Date:** 26 May 2010  
**Start Time:** 7.00pm  
**Finish Time:** 9.20pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 012225 776655 ext: 115 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 Rod Eaton (Vice Chairman), Cllr Mark Griffiths, Cllr J Hubbard, Cllr Stephen Petty, Cllr Jonathon Seed (Chairman) and Cllr Roy While.

### **Parish and Town Councillors**

Charles Boyle (Atworth PC), Paul Wiltshire (Broughton Gifford PC), Sally Oliphant (Bulkington PC), Mike Mills & G.A.Coombes (Melksham Without PC), Anita Heatley & T.Carr (Seend PC), Paul Bowyer & Ron Robinson (Semington PC), Geoff Hyatt (Steeple Ashton PC) and Richard Wiltshire (Melksham TC).

### **Partners**

Wiltshire Police – Dave Hobman & Mel Rolph  
Wiltshire Police Authority – Angus Macpherson  
NHS Wiltshire Maggie Rae & Peter Thomas  
Community Area Partnership – Chris Holden

### **Officers**

Peter Dunford, Kevin Fielding, Abbi Gutierrez, Anna Lee, Neil Ward, David Bullock and Ken Oliver.

**Members of Public in Attendance: 16**

**Total in Attendance: 54**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
25.	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Seend Community Centre.</p> <p>The Chairman advised that following the Annual Council meeting of Wiltshire Council on the 18 June, he had been re-elected as the Chairman of the Melksham Area Board, Cllr Rod Eaton was also re-elected as the Vice-chairman.</p> <p><u>Chairman's Announcements</u></p> <p>Air Quality Strategy for Wiltshire.</p> <p>The Environment Act 1995 placed a duty on local authorities to monitor air quality within their areas having regard to national and European air quality objectives.</p> <p>Wiltshire is a high quality environment, however we have a number of locations where air quality objectives are not being met. These failures are in general associated with vehicle emissions and congestion and have health implications.</p> <p>We would welcome your views on the Air Quality Strategy, which has been developed as an over arching document detailing our approach to air quality. Consultation on the document remains open until 18<sup>th</sup> June 2010.</p> <p>If you would like to contribute your views, please contact Gary Tomsett, Environmental Protection Specialist Team Manager, on 01722 434340 or gary.tomsett@wiltshire.gov.uk.</p> <p>Reducing Unnecessary Street Lighting in Wiltshire.</p> <p>Wiltshire Council had been approached by a number of communities seeking to reduce their carbon footprint, reduce light pollution of the night sky and reduce energy costs. Street lighting and illuminated signs have been identified as a major use of energy by the Council in a recent review.</p> <p>A start had been made with a project to replace the lighting units in the county's 1,600 illuminated bollards with new low energy units. Dimming and turning off unnecessary lighting for part of the night have already been successfully introduced in trial sites at Urchfont and Tidworth.</p>	

The Council had set aside £5,000 for each Area Board to introduce schemes in their areas this year. The Area Board is asked to solicit interest from Town and Parish Councils and other interested parties to take part in the scheme. The Area Board would then decide on which submissions would go ahead in their area.

The Area Board was also asked to nominate an individual to act as Project Leader, to liaise with the community and resolve any issues with the public (the Project Leader should be appointed by the Board, but does not need to be a member of the Board). The Council's staff and specialists would be available to advise on technical aspects, including the viability of the proposals, and would arrange the installation of the schemes. If successful more cash will be made available for schemes next year.

If you are interested in becoming involved in the scheme, please contact a member of your Area Board or the Community Area Manager.

Highways Programme for 2010-11.

The annual programme of highway maintenance and improvement schemes for 2010/11 had been approved. This information was presented on an individual community area basis and is available on the Council's website under Community Area Highway Information.

The information includes lists of proposed highway and related works for 2010/11 with facts and figures about the roads in your area.

Web link:  
<http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwayspavements/areaboardhighwayinformation.htm>

Further enquiries should be made to Spencer Drinkwater, Principal Transport Planner, on 01225 713480.

Update on the Lorry Park.

A special Melksham Area Board meeting would be held on Tuesday 15 June 2010 at the Melksham Town Hall for further engagement on the future of lorry parking in Melksham, including the option of relocating the facility to the Leekes car park on Beanacre Road.

Melksham Swimming Pool.

	Wiltshire Council had confirmed that it intended to keep a swimming pool in Melksham for the foreseeable future.											
26.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Toby Strugis and Inspector David Cullop.</p>											
27.	<p><u>Declarations of Interest</u></p> <table border="1"> <thead> <tr> <th>Name</th> <th>Item</th> <th>Type of Interest</th> <th>Nature of Interest</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Councillor Steve Petty</td> <td>Agenda Item No.8 Community Area Grant – (a) Party in the Park.</td> <td>Personal</td> <td>Helps out at this event.</td> <td>Would view the application with an open mind.</td> </tr> </tbody> </table>	Name	Item	Type of Interest	Nature of Interest	Action	Councillor Steve Petty	Agenda Item No.8 Community Area Grant – (a) Party in the Park.	Personal	Helps out at this event.	Would view the application with an open mind.	
Name	Item	Type of Interest	Nature of Interest	Action								
Councillor Steve Petty	Agenda Item No.8 Community Area Grant – (a) Party in the Park.	Personal	Helps out at this event.	Would view the application with an open mind.								
28.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 24 March 2010 were agreed as a correct record of the meeting and signed by the Chairman with the following amendment.</b></p> <p><b>Attendance - That R.Dalton was not a representative of Melksham Without Parish Council at the meeting.</b></p>											
29.	<p><u>Partner Updates</u></p> <p>Melksham Community Area Partnership: Chris Holden gave the MCAP update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• MCAP Website which was expected to go on-line on the 1 June 2010. On line on June 1<sup>st</sup>. The website would contain links to online consultations, links to village websites and minutes and agendas of the various theme groups.</li> <li>• Wilts &amp; Berks Waterways consultation would be running throughout May and June.</li> </ul>											

- Melksham Carnival and local area summer fetes. The following were planned , a float at the Melksham Carnival on July 18, a stand at Party in the Park, wide consultation through leaflets including the same display at village summer fetes with an aim to reach the whole community area.

Sarah Howes (Youth Co-ordinator, Melksham) gave the CAYPIG (Young People's Issue Group) update.

Points made included:

- Melksham rail service - Concerns over lack of routes that young people would choose to use.
- Bus times and fares - the group were putting together a letter to local bus companies requesting an improved service for young people with a more realistic fare structure.
- Local Parks – art work by local young people illustrating why we need to respect local park land.
- Next CAYPIG meeting Wednesday 9 June 2010.

Wiltshire Police: Dave Hobman updated the meeting on current policing activities in the Melksham community area.

The written update distributed with the agenda was noted.

Points made included:

- A breakdown of the crime figures would be welcomed for future Area Board meetings.

NHS Wiltshire: The written update distributed with the agenda was noted.

Wiltshire Fire and Rescue Service: The written update distributed with the agenda pack was noted.

	<p>The Town Council, Parish Councils and partners were given the opportunity to give any updates,</p> <p>Melksham Town Council: Cllr Rod Eaton was welcomed as the new Mayor of Melksham.</p> <p>The Town Council were concerned at the amount of weeds and vegetation that had grown up through the hard areas in and around the Melksham's roads, the A350 near the Wiltshire Farmers roundabout was highlighted as a particularly unsightly area.</p> <p>Melksham Without Parish Council: A survey carried out by Melksham Without Parish Council had received an excellent response from the residents of the Bowerhill area with the vast majority of residents wanting to keep the Bowerhill sports fields for recreational use, a petition was handed over to the Chairman requesting this.</p> <p>Melksham Without Parish Council also requested that the Melksham Area Board supports them in trying to buy the sports fields from Wiltshire Council for a nominal fee.</p> <p>It was agreed that the Melksham Area Board would look at this request at the next meeting, after Area Board members had read the survey report.</p> <p>Seend Parish Council: thanked everybody for attending the meeting, the first to be held at the Community centre.</p> <p>The Chairman thanked all partners for their respective updates.</p>	
30.	<p><u>Your Local Issues</u></p> <p>a. Speeding and Road Safety Issues including Community Speed Watch – David Bullock (Highways, Wiltshire Council)</p> <p>Points covered included:</p> <p><b>Road Safety: casualty reduction</b></p> <ul style="list-style-type: none"> <li>• EDUCATION (Training &amp; Publicity) : including BIKEABILITY - cycle training in schools.</li> </ul>	



- Walking Buses.
- Safe Drive Stay Alive – young driver training.
- BIKESAFE – motorcyclist training.
- Driver Improvement courses.

**Enforcement**

- Community Speed Watch.
- Safety Cameras operated by Wiltshire Police, located at high risk sites.
- Community Speed Watch run by the Police and Wiltshire Council, set up to address community issues operated by local volunteers.

**Engineering**

- Temporary and permanent indicator signs.
- Traffic Management schemes.
- Maintenance Schemes – skid resistance, precautionary salting.
- Traffic Management schemes.
- Permanent indicator signs erected at sites at appropriate sites commonly as warning of road hazard.
- Temporary indicator signs, a rolling programme of locating at sites with record speeding problem.

Points made from the floor included:

- Many Parishes would prefer permanent speed indication devices not temporary ones on a rolling programme.

	<ul style="list-style-type: none"> <li>• The young driver training is an excellent and beneficial scheme for all young drivers.</li> <li>• Residents would welcome a 20mph speed limit within urban areas.</li> </ul> <p>b. Residential moorings on the Kennet &amp; Avon Canal – Ken Oliver (Wiltshire Council)</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• British Waterways had recently carried out a consultation on how canal moorings should be managed locally and nationally.</li> <li>• They would be presenting their recommendations following this consultation at the Devizes Corn Exchange on Tuesday 1st June 2010.</li> <li>• Anybody wishing to attend this event should contact Margaret Tipper either by emailing <a href="mailto:areboardscentral@wiltshire.gov.uk">areboardscentral@wiltshire.gov.uk</a> or calling 01225 718441.</li> </ul> <p>The Chairman thanked everybody for their presentations.</p> <p>There were no urgent questions of public concern.</p>	
31.	<p><u>Consultation Feedback</u></p> <p>a. Health workshop (JSNA) – Maggie Rae (NHS Wiltshire)</p> <p>Maggie Rae gave brief update on the feedback received from the Health Workshop that had been held on the 28 January 2010. January.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Excellent feedback had been received on the day about this</li> </ul>	

	<p>event.</p> <ul style="list-style-type: none"> <li>• The workshop by NHS Wiltshire had launched the new “NHS health priorities”, which look at how towns across Wiltshire compare in health related matters.</li> <li>• The participants at the workshop prioritised the need for opportunities for children to be healthy to tackle levels of childhood obesity in the community area.</li> <li>• Good partnership working, getting children involved in sport, healthy eating and life style awareness.</li> </ul> <p>b. Wiltshire 2026 (Future of housing and employment land in the Melksham community area) – Anna Lee (Spatial Planning, Wiltshire Council)</p> <p>The Wiltshire 2026 consultation formed an important step towards the development of the Wiltshire Core Strategy, this strategy would eventually replace elements of the existing local plans which planning decisions are currently set against.</p> <p>Points made included:</p> <p>The Wiltshire 2026 consultation, launched during October 2009, outlined;</p> <ul style="list-style-type: none"> <li>• A vision for Wiltshire.</li> <li>• The opportunities and issues within each community area.</li> <li>• Proposals for how that area will change over time, including; an outline of the suggested scale and location of housing and employment development where identified.</li> </ul> <p>Issues raised in the Melksham Community Area.</p> <ul style="list-style-type: none"> <li>• Town centre is in need of regeneration.</li> <li>• Need to improve existing infrastructure, facilities and services.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Melksham should not be restricted because it is identified as a market town rather than a strategically significant town.</li> <li>• Support for economic growth in Melksham.</li> <li>• Support for limited affordable housing in larger villages.</li> <li>• Concern over number of houses proposed in Melksham.</li> <li>• Objections to development between Melksham and Bowerhill.</li> <li>• Desire to protect the historic setting of the Spa.</li> <li>• Objections to employment development south of Berryfield.</li> </ul> <p>Proposed actions to issues raised.</p> <ul style="list-style-type: none"> <li>• Consider appropriate policy approach to regeneration of town centre.</li> <li>• Identify facilities and services needed to support development, and consider appropriate policy approach to ensure timely provision.</li> <li>• Review proposed housing allocation for Melksham.</li> <li>• Reconsider proposed land for housing between Melksham and Bowerhill in light of concerns raised.</li> <li>• Consider appropriate policy approach to protect historic setting of the Spa.</li> <li>• Reconsider proposed employment site south of Berryfield in light of concerns raised.</li> </ul> <p>A full report on the consultation outcome will be available in early June. The report will be available to view on the council's website and at offices.</p> <p>c. Future public service delivery in Melksham - Neil Ward (Strategic Property, Wiltshire Council)</p> <p>Feedback from the 24 March meeting.</p>	
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	<p>Points made included:</p> <p>What services would you like to see offered from a service campus.</p> <ul style="list-style-type: none"> <li>• Sports facilities.</li> <li>• Library with areas for youth &amp; scouts etc.</li> <li>• Involve all public agencies.</li> <li>• Youth Centres.</li> <li>• Scouts and guides.</li> <li>• Drop-in for OAP advice and club.</li> <li>• All of the current services retained.</li> <li>• Theatre.</li> <li>• Arts &amp; Crafts.</li> <li>• Museum.</li> <li>• Multi screen cinema.</li> <li>• Bowling.</li> </ul> <p>What do you think is important to the community in considering the accessibility of the customer contact point?</p> <ul style="list-style-type: none"> <li>• Outside out of “working hours”.</li> <li>• Publicise the service.</li> </ul> <p>What are the big issues around accessing council services in Melksham?</p> <ul style="list-style-type: none"> <li>• How about out-reach sessions for the larger depts based in Trowbridge?</li> </ul>	
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- Ease of access of the library in its town centre location.
- How would people without cars access an out of town location?
- Sports and Leisure should be accessible at all times and near the business park.
- Access should not be reduced if facilities are based on the school site.
- Access for disabled and elderly – car parking, bus.
- Opening times.

What are your thoughts over putting Council services in one location?

- Good idea to combine resources.
- What about the start-up costs in the current climate?
- Impact on the town centre of relocating council functions away.
- As long as they remain local with public transport and free parking.
- Timing of access should not be reduced.
- Loss of functions – eg. Bowling.
- Impact of shared use of facilities with school.
- Indoor bowls.

How do you feel the community should be consulted on this?

- Questionnaires – in libraries, online, through schools.
- Provide specific ideas for people to respond to.

	<ul style="list-style-type: none"> <li>• Website.</li> <li>• Through events.</li> <li>• As widely as possible.</li> <li>• Removing rumours.</li> <li>• Transparency.</li> </ul> <p>Next Steps.</p> <ul style="list-style-type: none"> <li>• Dedicated consultation events – Summer 2010.</li> <li>• Service based.</li> <li>• Postal Surveys.</li> <li>• Community Area Partnership website.</li> <li>• Representation at the Party in the Park.</li> <li>• Outlined proposals developed and reported back – Autumn 2010.</li> <li>• Recommendations to Cabinet – End 2010.</li> </ul> <p>The Chairman thanked everybody for the updates and feedback.</p>	
32.	<p><u>Grants &amp; Area Board Budget</u></p> <p>To ask Councillors to consider three applications seeking 2009/10 Community Area Grant Funding:</p> <p>Melksham Party in the Park awarded £1931 towards the purchase of electrical equipment, lighting Improvements and safety matting.</p> <p>Cllr Jon Hubbard awarded £1962 towards holiday activities for children and young people aged 5 – 13yrs.</p>	



	<p>Cllr Jon Hubbard awarded £600 towards a street based youth worker on Friday evenings in King George V Playing Fields.</p> <p>Performance Reward Grants Scheme.</p> <p>The Chairman to provide an update of applications submitted so far.</p> <ul style="list-style-type: none"> <li>• SPLASH - Performance reward grant of £29,700 awarded.</li> <li>• Semington Football Club – Application to be considered on the 5 July 2010.</li> <li>• Steeple Ashton Pavilion - Application to be considered on the 5 July 2010.</li> </ul>	
33.	<p><u>Cabinet Member Questions</u></p> <p>Cllr Toby Strugis was unable to attend the meeting due to ill health.</p>	
34.	<p><u>Future Meeting Dates</u></p> <p>The dates of the future Melksham Area Board would be:</p> <p>Tuesday 15 May 2010 – Melksham Town Hall, (Special Meeting to discuss the Lorry Park proposals).</p> <p>Wednesday 28 July 2010 – Shaw School.</p> <p>Wednesday 8 September 2010 – Melksham Oak School</p>	
35.	<p><u>Evaluation &amp; Close</u></p> <p>The Chairman thanked everybody for attending and the officers for their continued support of the board.</p>	

36.	<u>Seend Community Centre Maps</u>	
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# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Melksham Town Hall, Market Place, Melksham, SN12 6ES  
**Date:** 15 June 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 8.32 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 012225 776655 ext: 115 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 Rod Eaton (Vice Chairman), Cllr Mark Griffiths, Cllr J Hubbard, Cllr Stephen Petty, Cllr Jonathon Seed (Chairman) and Cllr Roy While

### **Wiltshire Council Officers**

Parvis Khansari (Highways Dept), Andrew Jack, (Community Partnership Development Officer), Abbi Gutierrez (Community Area Manager), Kevin Fielding (Democratic Services Officer)

### **Town and Parish Councillors**

Richard Wiltshire & Simon White – Melksham Town Council

### **Partners**

Kirsty Williams (Mouchel)

**Members of Public in Attendance: 50**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>																				
37.	<u>Registration &amp; Refreshments</u>																					
38.	<p><u>Introduction</u></p> <p>The Chairman welcomed everyone to Melksham Town Hall for the public consultation to discuss the future of lorry parking in Melksham, he advised that the aim of the meeting was to get the views and opinions of the attendees and for the Area Board members to try and agree on an outcome that suited everybody.</p>																					
39.	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>																					
40.	<p><u>Declarations of Interest</u></p> <table border="1"> <thead> <tr> <th>Name</th> <th>Type of Interest</th> <th>Nature of Interest</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Councillor Steve Petty</td> <td>Personal</td> <td>Runs a coach company which doesn't use the King Street lorry park.</td> <td>Would view any discussions with an open mind.</td> </tr> <tr> <td>Councillor Rod Eaton</td> <td>Personal</td> <td>Member of Melksham Town Council.</td> <td>Would view any discussions with an open mind.</td> </tr> <tr> <td>Councillor Mark Griffiths</td> <td>Personal</td> <td>Member of Melksham Town Council.</td> <td>Would view any discussions with an open mind.</td> </tr> <tr> <td>Councillor Jon Hubbard</td> <td>Personal</td> <td>Member of Melksham Town Council.</td> <td>Would view any discussions with an open mind.</td> </tr> </tbody> </table>	Name	Type of Interest	Nature of Interest	Action	Councillor Steve Petty	Personal	Runs a coach company which doesn't use the King Street lorry park.	Would view any discussions with an open mind.	Councillor Rod Eaton	Personal	Member of Melksham Town Council.	Would view any discussions with an open mind.	Councillor Mark Griffiths	Personal	Member of Melksham Town Council.	Would view any discussions with an open mind.	Councillor Jon Hubbard	Personal	Member of Melksham Town Council.	Would view any discussions with an open mind.	
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41.	<p><u>Results from the online survey</u></p> <p>Andrew Jack (Wiltshire Council) gave a brief overview of the feedback from the survey that local residents had been invited to take part in.</p>																					
42.	<p><u>Lorry parking in Melksham</u></p> <p>Parvis Khansari (Highways Department, Wiltshire Council) advised that it was important that the Area Board members heard the views</p>																					

	<p>of the local residents and then made the right decisions so that things could move forward, he then introduced Kirsty Williams (Mouchel) who outlined the key points with a power point presentation of the feedback from survey resulting from issues raised by residents living near the King St car park.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Key Survey Findings</li> <li>• Approx 50% local unoccupied lorries.</li> <li>• Non-local lorries directed to King Street by local businesses.</li> <li>• Most lorries arriving between 3.30pm -6pm but some arrivals between 8pm and 3am.</li> <li>• Most lorries depart between 5am-7am but departures as early as 3.30am.</li> </ul> <p>The Chairman thanked Parvis Khansari and Kirsty Williams for their input.</p>	
43.	<p><u>Discussion on the future of lorry parking in Melksham</u></p> <p>The Chairman invited the Area Board members and attendees to express their opinions and points of view concerning the lorry park and possible locations that it could be re-sited at.</p> <p>Points made by Area Board members included:</p> <ul style="list-style-type: none"> <li>• It was vital that an outcome was found that suited all residents, there was no point in moving the problem from one residential area to another.</li> <li>• King Street is unsuitable for lorry parking, there is a good argument for a purpose built lorry park in the Melksham area.</li> <li>• The King Street lorry park could not be closed over night, there were traffic regulation orders that would have to be observed if was closed.</li> <li>• Members were satisfied with the Mouchel report.</li> </ul>	

- Commercial vehicles should be made to pay to park as car/motorcycle users do.

Points made from the floor included:

- The King Street lorry park was an inappropriate site with inappropriate use.
- Why couldn't part of the George Ward site be used for lorry parking.
- The Leekes car park had suffered from anti-social behaviour issues in the past.
- The Bath Road car park would make a better lorry park, it already had toilets and would only need a shower block to be built.
- There should not be a lorry park situated near any residential areas of Melksham.
- Why are lorries parking in King Street for free, in Chippenham they had to pay.
- Bowerhill Industrial Estate could be used if the main roads on the site were marked for lorry parking, a toilet/shower block would need to be built, use of these facilities and any payments could be operated from the security building situated on the estate.
- Hampton Park had the potential to site around forty lorries and was non-residential.
- King Street residents health was affected on a daily basis, the lorry park needed to close as soon as possible.
- Close King Street and lorries would park on the streets of Melksham.

The Chairman thanked everybody for their input in the discussion.



44.	<p><u>Public vote using handheld voting equipment</u></p> <p>The Chairman presented the results of the voting carried out by the public in attendance using the handheld voting equipment.</p> <p>The results were:</p> <ul style="list-style-type: none"> <li>• Where do you live? – close to Leekes, Beanacre Road – 57%, close to King Street – 27%, elsewhere in Melksham town – 12%, elsewhere in the Melksham community area – 4% and elsewhere – 0%.</li> <li>• Are you here as a.. – 92% local resident.</li> <li>• Should Wiltshire Council close the King Street car park to lorries as soon as possible? – 90% yes.</li> <li>• Should Wiltshire Council establish an alternative lorry park to King Street in the Melksham Area if the problem persists? – 88% no.</li> <li>• Do you consider the Leekes site to be a suitable alternative site? – 96% no.</li> </ul> <p>The Chairman thanked the public in attendance for taking part in the interactive vote.</p>	
45.	<p><u>Summary and closure, Cllr Seed</u></p> <p>Cllr Seed briefly summarised what the residents of King Street and Beanacre Road wanted from the meeting, Area Board members then voted on the way forward.</p> <p><b><u>Note</u></b></p> <p><b>Cllr Steve Petty requested that his vote against the recommendation was recorded.</b></p> <p><b><u>Decision</u></b></p> <ul style="list-style-type: none"> <li>• <b>Melksham Area Board accepted the opinions of Melksham residents and called on the Cabinet members of Wiltshire Council to take notice and to close with immediate action the King Street Lorry park to all commercial vehicles.</b></li> </ul>	

	<ul style="list-style-type: none"><li>• <b>That there should be no decision to relocate the lorry park within the town.</b></li></ul> <p>Cllr Seed thanked everybody for attending and contributing to a very productive meeting.</p>	
46.	<u>Meeting ends</u>	



## **Crime and Community Safety Briefing Paper Melksham Community Area Board 28<sup>th</sup> July 2010**

### **1. Neighbourhood Policing**

Regular engagement and consultation is a key area of Neighbourhood Policing. Details of all consultations meetings can be found on the Wiltshire Police Website:

<http://www.wiltshire.police.uk>

#### **Team profile:**

##### **Team Supervisor**

Sergeant Mel Rolph

##### **Town Centre Team**

Beat Manager – PC Kevin Harmsworth

Patrol Officer – Sophie Dodd

PCSO – Debbie Huntley

PCSO – Helen Wilson

PCSO – Christopher Pugh

##### **Rural North Team**

Beat Manager – PC Barry Dalton

PCSO – Janet Gould

PCSO - Maggie Ledbury

##### **Rural South Team**

Beat Manager – PC Emily Thomas

PCSO Rose Baldock

### **Abstraction Rate Performance:**

The new Home Secretary has recently announced that she has withdrawn the Policing Pledge and Confidence Targets. Wiltshire Police will however continue to work to deliver satisfied and confident communities. Visible police patrols are an important part of this. The latest performance figures for time spent on their respective areas by NPT staff are:

Team Sergeant:	<b>100%</b>
Community Beat Managers:	<b>92.4%</b>
PCSO's:	<b>95%</b>

### **Current Priorities:**

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on our Wiltshire Police Website, which has had a new make-over to make it more assessable for users.

Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### **Police Authority Representative:**

**Mr Angus Macpherson**

**Mr Macpherson** can be contacted via Wiltshire Police Authority Tel. 01380 734022 or <http://www.wiltshire-pa.gov.uk/feedback.asp>

## **2. Other News**

My staff have been working extremely hard over the summer period supporting Community Events as well as policing the World Cup during which additional patrols were deployed. There were relatively few incidents of disorder during the World Cup. We are providing a visible presence at the annual town Carnival and Party in the Park events in July.

## **3. Halloween/Bonfire Night**

Looking forward to the Autumn, planning is already underway for policing arrangements over the Halloween & Bonfire Night period. If you have felt unsafe in the past during this time my Neighbourhood Policing Teams would like to hear from you in advance so that they can provide advice.

#### 4. Crime Performance

The format for reported crime has altered since the last board meeting following an agreement to standardise how it is presented in every Community Area. This new format also provides a comparison over a 2-year period that reflects that overall crime is falling in Melksham with a 14.6% reduction.

An updated ASB table can be found at Table 2.

**Table 1 – Reported Crime Figures Melksham Community Area  
1<sup>st</sup> July 2008 – 30<sup>th</sup> June 2010**

MELKSHAM	CRIME				DETECTIONS	
	JULY 2008 - JUNE 2010				JULY 2008 - JUNE 2010	
	2008/09	2009/10	+ / -	% Change	2008/09	2009/10
Violence Against the Person	336	242	-94	-28.0%	51.5%	53.7%
Dwelling Burglary	64	96	32	50.0%	6.3%	49.0%
Criminal Damage	335	252	-83	-24.8%	17.9%	23.0%
Non Dwelling Burglary	118	96	-22	-18.6%	5.9%	7.3%
Theft from Motor Vehicle	106	92	-14	-13.2%	18.9%	4.3%
Theft of Motor Vehicle	38	25	-13	-34.2%	34.2%	8.0%
<b>Total Crime</b>	1432	1223	-209	-14.6%	27.8%	31.0%

County Division is compared with 15 most similar divisions in other Forces. Currently County Division is performing very well and is ranked 1st (out of 15) for our overall crime and 5th (out of 15) for our overall detection levels

**Table 2 – Reported Anti-Social Behaviour Figures  
1<sup>st</sup> July 2008 – 30<sup>th</sup> June 2010**

JULY-SEPT 2009	OCT- DEC 2009	JAN- MAR 2010	APR- JUNE 2010	MONTHLY AVE (09/10)
321	259	238	308	281.5

*David W Cullop*  
**David W Cullop**  
Sector Inspector

12/07/10



## NHS Update – June 2010

### **Stakeholder Assembly considers the future of healthcare**

Representatives from patient groups, voluntary organisations, NHS providers and the local council met to discuss the future of health care across the county when NHS Wiltshire held its Stakeholder Assembly on Wednesday 26 June.

The Stakeholder Assembly, which is organised and held by NHS Wiltshire twice a year, considered how the NHS can continue to provide high quality care when the country is facing its toughest ever financial climate. Traditionally, the NHS has received increased funding every year, but from 2011 onwards there will be little or no additional funding. As a result, the NHS as a whole needs to save £20 billion per annum.

For the NHS in Wiltshire this means saving £40 million each year. The money won't be taken out of the NHS budget but will be needed to provide care for an ageing population, new technologies and new ways to deliver services to meet the needs of our patients.

The Stakeholder Assembly offered an important opportunity to discuss NHS plans with patients and partners and to think about how local people can be involved as we go forward. There will undoubtedly need to be changes to the way that some services are delivered and the way the works. Together we need to ensure that our residents and patients get real value out of every pound that is spent on health services in Wiltshire.

NHS Wiltshire has started working on a programme called "Delivering Value for Patients", which has already identified core areas where the NHS can work more smartly in order to make the savings needed to fund healthcare for the next three years. Examples of areas that are being looked at include how to look after people with long term conditions such as diabetes to avoid unintended hospital admissions, and working more closely with the Council to improve services for people with a mental health condition.

The Assembly attendees were a presentation by Jeff James about the overall programme, before hearing from local doctors Dr Stuart Henderson and Dr Celia Grummitt about a pilot project that is already running in south Wiltshire to improve the way in which urgent care is delivered. Dr Grummitt, a GP from Amesbury, and Dr Henderson, a consultant from Salisbury Hospital said:

"Improvements in the NHS are about ensuring high quality care but they are also about making best use of the public funding that we receive. Everybody in Wiltshire knows that they have to live within their own personal means and the NHS is no exception to this. If we are going to be able to provide care to our ageing population and fund new ways of delivering that care, then we have to make sure that we spend every pound of funding efficiently. This is the aim of the Delivering Value for Patients programme".

### **GPs continue above-average service in Wiltshire**

Thousands of Wiltshire patients rate the service they receive at their GP surgery higher than the national average, according a survey issued today.

The county's practices bettered the national average in the GP Patient Access Survey with 93% of patients reporting overall satisfaction with the care they get from the GPs and their

teams. The survey combines the quarter results of the 2009/10 GP Patient Survey April 2009 and March 2010 and was conducted by Ipsos MORI.

This is the fourth year that the Department of Health (DH) has conducted the GP Patient Survey in England. In 2009/10, the survey was conducted on a quarterly basis in order to provide more regular feedback on performance, and to give practices and local NHS organisations a clear indication of their patients' views and pinpoint areas where they should consider improvements. Each quarter, a different sample of 1.39 million adults is asked to voluntarily complete a questionnaire.

In Wiltshire, 19,456 patients gave their views on subjects ranging from the reception team and telephone access to their ability to see a nurse quickly and their satisfaction with extended opening hours in the evenings and at weekends.

The survey questions are intended to provide a broad assessment of patients' experiences when they access their GP, and the themes are based on situations which have been confirmed as those which are important to patients and the public.

Results for Wiltshire are as follows:

Question	England Average (%)	Wiltshire Average (%)
Overall level of satisfaction	88	93
The reception team was very helpful	93	95
It is easy to get through on the telephone	68	70
I am able to see a doctor quickly when I need to	80	80
I am able to book ahead	71	75
I am able to see my preferred doctor	62	65
I am satisfied with the opening hours	82	83
I am satisfied with the amount of time I have with the doctor	89	93
My doctor listens to me	88	92
I am able to see a nurse quickly when I need to	91	94
I am satisfied with the amount of time I have with the nurse	84	87
The nurse listens to me	79	81
I am satisfied with the speed of response of the out of hours services	63	67

In Wiltshire, 38,187 patients were sent questionnaires over the year. 19,456 replied, which is a response rate of 51%.

This report is based on combined findings from the four quarterly 2009/10 surveys. The overall national response rate to the survey is 39%, based on 2,169,718 completed responses from four combined quarters.

The next Board meeting will be held on **22 July 2010, in the Conference Room at Southgate House, Devizes**

Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Maggie Goodman, NHS Wiltshire (tel: 01380 733827, email: [maggie.goodman@wiltshire.nhs.uk](mailto:maggie.goodman@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or [jo.howes@wiltshire.nhs](mailto:jo.howes@wiltshire.nhs)









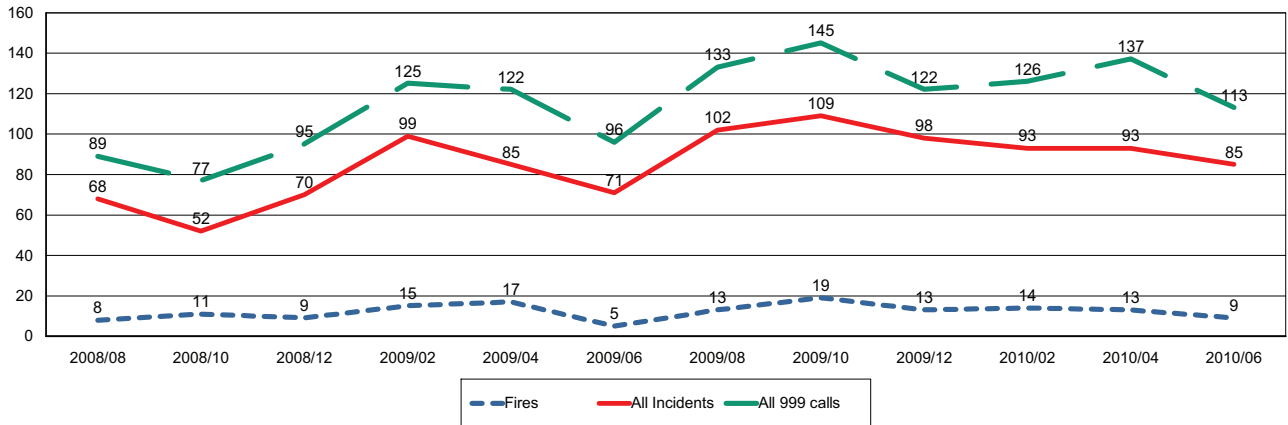
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

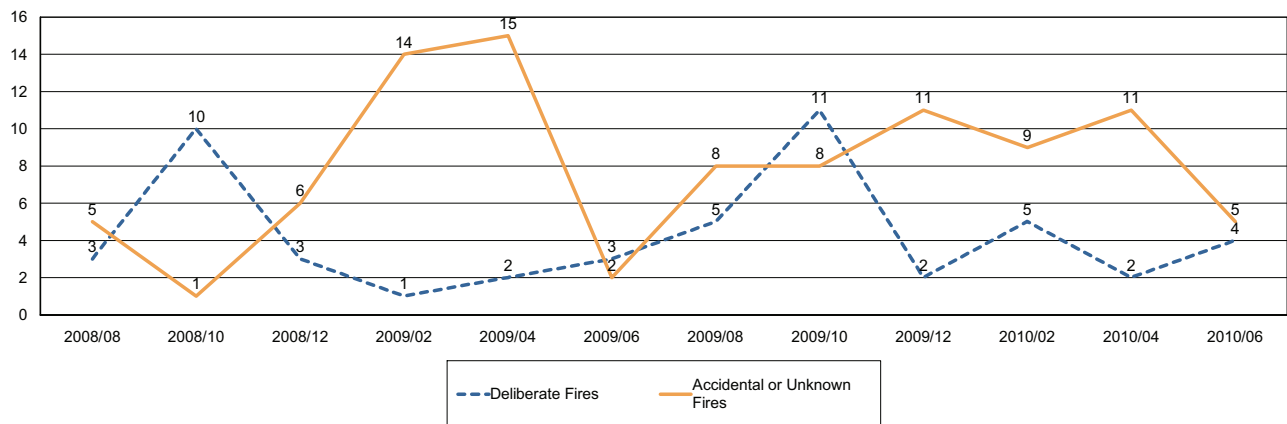
## Report for Melksham Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including June 2010. It has been prepared by the Group Manager for the Board's area.

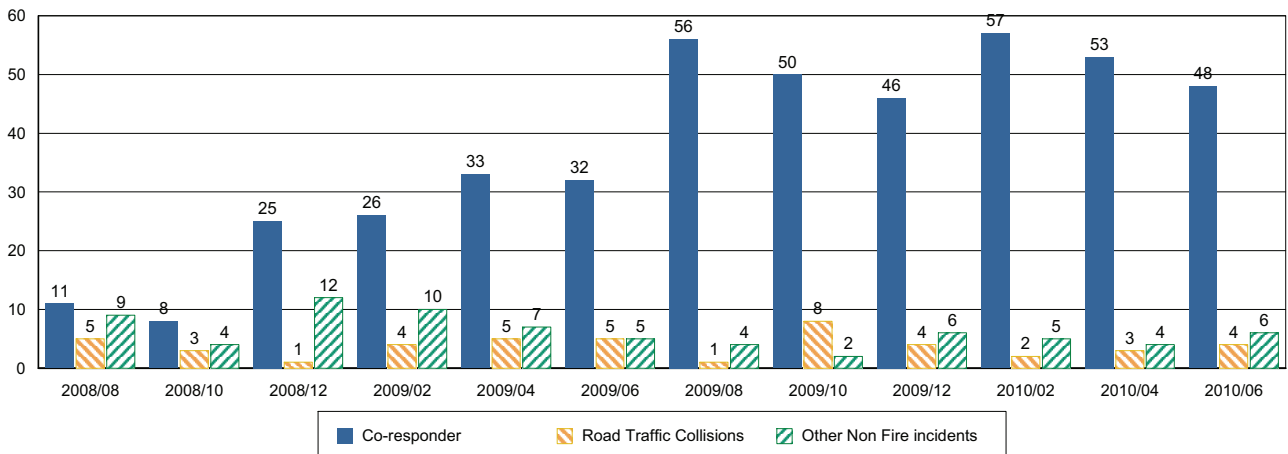
### Incidents and Calls



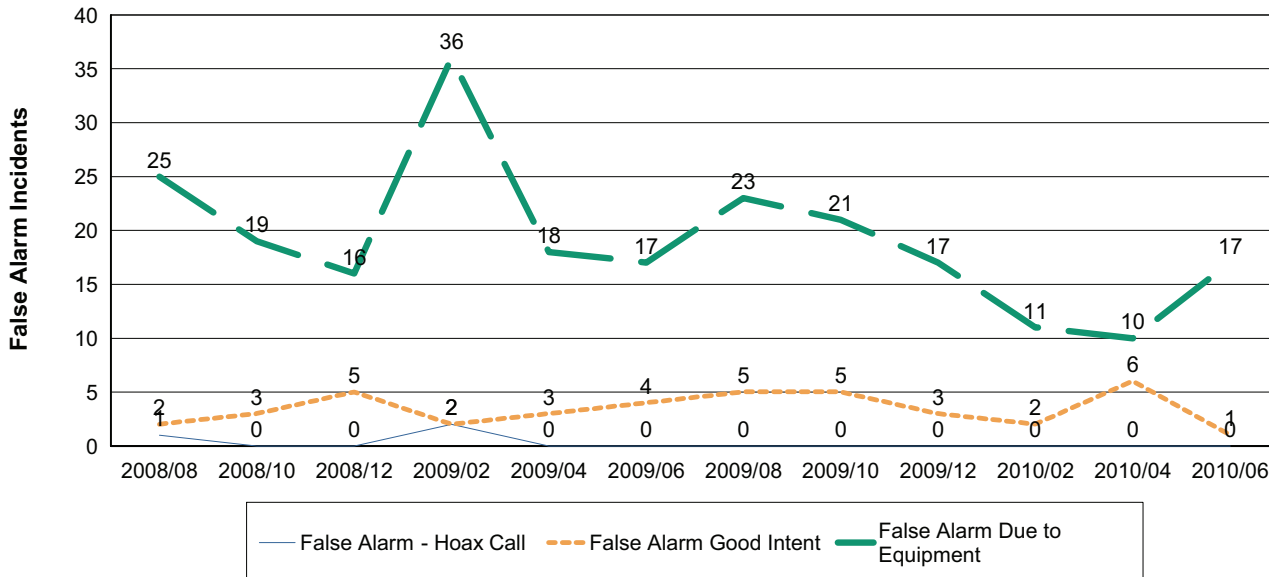
### Fires by Cause



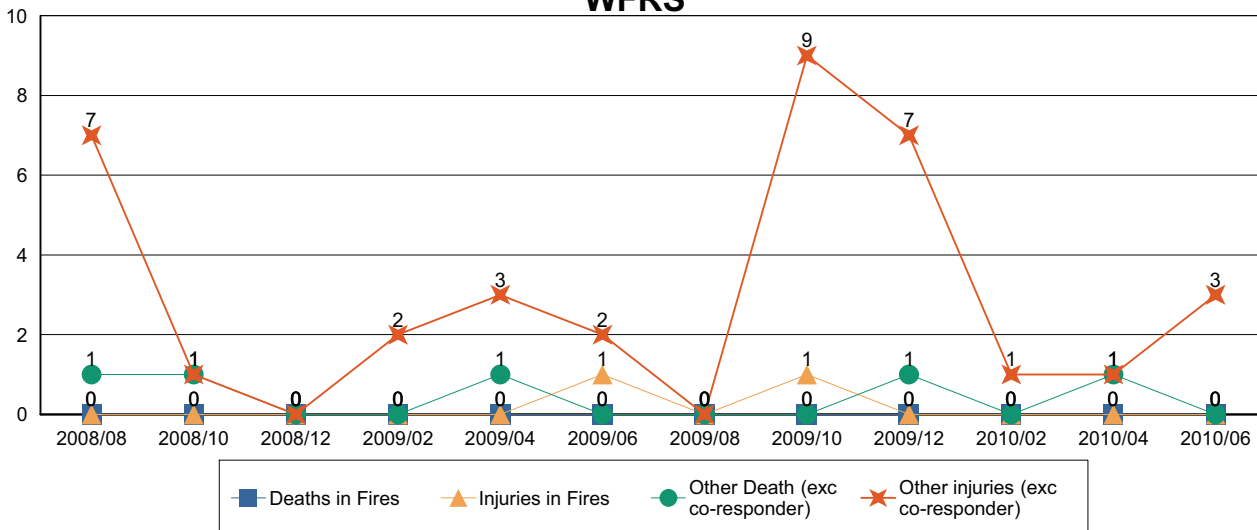
### Non-Fire incidents attended by WFRS



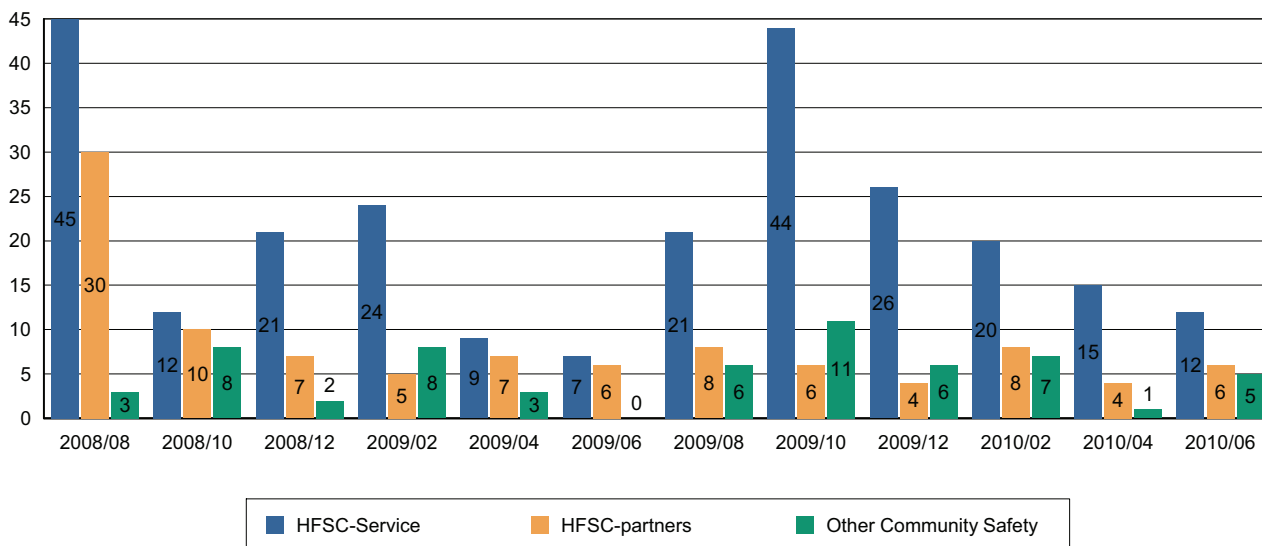
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **REPORT TO MELKSHAM AREA BOARD**

### **RECREATION LAND AT LANCASTER ROAD ROUNDABOUT**

#### **SURVEY SUBMITTED BY MELKSHAM WITHOUT PARISH COUNCIL**

**JULY 2010**

The Area Board has been requested by Melksham Without Parish Council (MWPC) to consider the results of its survey of residents and other interested parties regarding the future use of the 'Football Pitches' land (shown verged red on the attached plan), adjoining the roundabout at the southern end of Lancaster Road, Bowerhill.

The overwhelming response to the survey is that the land should remain in recreational use, rather than being developed for employment purposes.

The Board should note that the survey documents neglected to inform its participants that under current planning policies, Development Control would not grant planning consent for development without replacement playing fields being first provided elsewhere in the vicinity.

MWPC also refers to an agreement brokered with the former County Council a number of years ago in respect of this land. The spirit of that agreement, which was not completed, was for the land to be transferred to MWPC free of charge for recreational purposes once planning consent had been granted for employment development on the nearby 'Running Track' land (verged blue on the attached plan).

The extent of the land under the agreement would exclude that required for the link road between the A350 and Lancaster Road roundabout. The route of the link road means that the existing changing/youth building would have to be demolished. The agreement allowed for this to be replaced with a similar sized modern equivalent building, or payment to MWPC of a sum reflecting the construction costs.

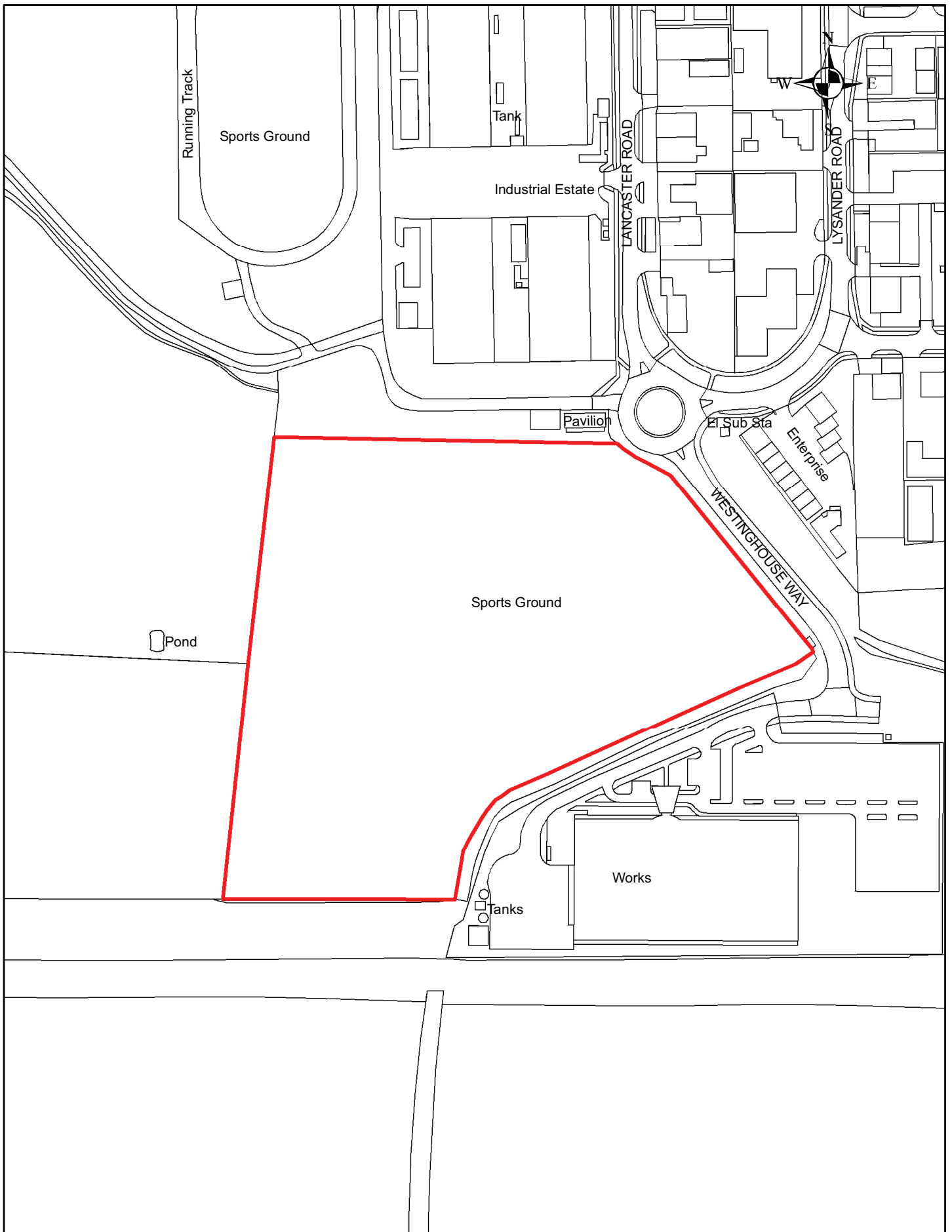
It is deemed that through its request, MWPC is seeking a transfer of the football pitch land under the Council's Community Asset Transfer Policy, incorporating the terms referred to above.

The request is supported by officers in the Council's Strategic Property Department, subject to the views of the Area Board Members.

If the Area Board supports MWPC's request then it may wish to resolve:

*To approve the transfer the football pitch land at Lancaster Road Melksham, extending to approximately 5.34 hectares (13.2 acres) to Melksham Without Parish Council in the sum of £1 and otherwise in accordance with the Council's Community Asset Transfer Policy.*





<b>Title:</b> Football Field Bowerhill Melksham		<small>This map is based on Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office. © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Wiltshire Council 100049050 (2010).</small>	
<b>Date:</b>	July 2010	Dr Carlton Brand BA MSc EngD Corporate Director, Resources Telephone 0300 456 0100	 Where everybody matters
<b>Scale:</b>	1:1250		
-	-		





Report to	Melksham Area Board	Agenda Item No.8
Date of Meeting	28 <sup>th</sup> July 2010	
Title of Report	Community Area Grants	

## Purpose of Report

To ask Councillors to consider four applications seeking 2010/2011 Community Area Grant Funding:

1. **Bowerhill Residents Actions Group** have applied for **£2000** towards the development of a picnic area near the Kennet & Avon canal. The recommendation is to award the funding.
2. **Atworth Parish Council** have applied for **£600** towards the renovation of the copse of pines between Mount Pleasant estate and the A365. The recommendation is to award the funding.
3. **Atworth Parish Council** have applied for **£900** towards recovering the stone kerbing on the village green to prevent erosion. The recommendation is to deferred a decision on this application until highways officers are satisfied with the project.
4. **Melksham Without Parish Council** have applied for **£332** towards a new parish council notice board. The recommendation is to award the funding.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. EXAMPLE Two applicants withdrew their applications and hope to reapply at a future date. One application did not meet the funding criteria and was referred to Charities Information Bureau (CIB) for support to seek funding from elsewhere. CIB work on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.5. Funding applications will be considered at every other Area Board meeting.
- 1.6. Melksham Area Board has been allocated a 2010/2011 budget of £49,762 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £1,783. This leaves a total budget of £51,545 for the 2010/2011 budget.
- 1.7. A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.8. The 2010/2011 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 20010/11</li><li>• Melksham Community Strategy</li><li>• BRAG grant application</li><li>• Atworth PC grant applications</li><li>• Melksham Without PC grant application</li></ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 3 more rounds of funding during 2010/11. The first is contained in this report the remaining will take place on;
  - 13<sup>th</sup> October 2010
  - 2<sup>nd</sup> February 2011

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

Community Area 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.

## **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Melksham Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Melksham Area Board will have a balance of £46,050.

## **5. Legal Implications**

- 5.1. There are no specific Legal implications related to this report.

## **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

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

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

## 8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	<b>Bowerhill Residents Action Group</b>	<b>Development of a picnic area near the Kennet &amp; Avon canal</b>	<b>£2000</b>

8.1.1. The recommendation is to award the funding.

8.1.2. Application meets grant criteria 2010/11

8.1.3. This application demonstrates a link to the Melksham community plan in terms of it improving the environment to encourage people to use the canal footpath for leisure including walking and cycling.

8.1.4. There are no locally agreed/area board priorities that relate to this application.

8.1.5. The applicant is a non-profit community organisation.

8.1.6. The aim of this project is to provide picnic benches at the bottom of the new bridle path that links Bowerhill to the Kennet and Avon canal. There is an area of unused land near to the canal that is owned by Wiltshire Council who have given the Bowerhill Residents Action Group permission to clear the land and erect picnic benches. The group have received sponsorship from a local company and a local contractor will clear the site at cost price as their contribution to the project.

8.1.7. No equality and inclusion issues will be addressed by the project

8.1.8. If the area board does not grant funding the project will be delayed.

Ref	Applicant	Project proposal	Funding requested
8.2.	<b>Atworth Parish Council</b>	<b>Renovation of the copse of pines between Mount Pleasant estate and the A365</b>	<b>£600</b>

8.2.1. Recommendation is to award the funding.

8.2.2. Application meets grant criteria 2010/11

8.2.3. This application does not demonstrate a link to the Melksham community plan.

- 8.2.4. Locally agreed priorities: The issue of improving this copse has been before Atworth PC for some 8 years. The copse is an eye-sore, resulting in littering and flytipping. It is overgrown and uncared for. There is considerable community desire for improvement of this area.
- 8.2.5. The applicant is a parish council.
- 8.2.6. The project is stage 1 of a 2 stage project to renovate the copse of pines between Mount Pleasant estate and the A365 Bath Rd. This consists of replacing wire fencing with wooden post and rails, and repositioning the footpath, thereby reducing the opportunity for damage to nearby properties abutting the existing path.
- 8.2.7. No equality and inclusion issues are addressed by this project.
- 8.2.8. If the area board does not grant funding the project would be delayed for at least a year.

Ref	Applicant	Project proposal	Funding requested
8.3.	<b>Atworth Parish Council</b>	<b>Recovering the stone kerbing on the village green to prevent erosion</b>	<b>£900</b>

- 8.3.1. Recommendation is to defer the decision on this application as highways officers have some concerns about this work being carried out. Once issues have been resolved this grant could return to a future area board meeting.
- 8.3.2. Application meets grant criteria 2010/11
- 8.3.3. The application does not demonstrate a link to the Community Plan.
- 8.3.4. Locally agreed priorities: the draft Atworth parish plan expressed much concern over the impact of vehicle parking. This project will be a useful contribution to easing the consequences such as erosion of the green.
- 8.3.5. The applicant is a parish council.
- 8.3.6. The Green has gradually deteriorated over several years. The aim of this project is to replace stone kerbing on the village green to prevent further erosion and returning it to its previous state. The Green is used as the evacuation point for Churchfields primary school, and it also well used by parishioners as a resting point and a nearby nursery school. .
- 8.3.7. No equality and inclusion issue will be addressed by this project
- 8.3.8. If the area board does not grant funding then the project will be delayed by at least

12 months.

Ref	Applicant	Project proposal	Funding requested
8.4.	<b>Melksham Without PC</b>	<b>Parish notice board</b>	<b>£332</b>

8.4.1. Recommendation is to award the funding.

8.4.2. Application meets grant criteria 2010/11

8.4.3. The application does not demonstrate a link to the Community Plan in terms of encouraging community cohesion.

8.4.4. No locally agreed priorities identified.

8.4.5. The applicant is a parish council.

8.4.6. This project is to replace the old, rotten parish council notice board currently located on the wall of 'The Pilot' pub in Bowerhill. The existing one is used so much it has deteriorated beyond use. It is used to advertise parish council, national and community events including area boards.

8.4.7. No equality and inclusion issue will be addressed by this project

8.4.8. If the area board does not grant funding then an inferior quality notice board will be purchased within the £400 ceiling set by the parish council.

<b>Appendices:</b>	<b>Appendix 1 Grant application – Bowerhill Residents Action Group</b> <b>Appendix 2 Grant application – Atworth PC</b> <b>Appendix 3 Grant application – Atworth PC</b> <b>Appendix 4 Grant application – Melksham Without PC</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Abbi Gutierrez, Community Area Manager Tel: 01225 718443 E-mail: <a href="mailto:abbi.gutierrez@wiltshire.gov.uk">abbi.gutierrez@wiltshire.gov.uk</a>
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Reference no

1

Log no

For office use

## Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your organisation or group

Name of organisation	Bowerhill Residents Action Group		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Melksham
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>What is your project?</b>  <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	To provide picnic benches at the bottom of the new bridle path that links Bowerhill to the Kennet and Avon Canal. There is an area of unused land near to the canal that is owned by Wiltshire Council who has given the Residents Action Group permission to clear the land and erect picnic benches.
Where will your project take place?	Next to the Kennet and Avon canal at the end of the bridle path.
When will your project take place?	Hopefully this summer
How many people will benefit from your project?	1500 houses at Bowerhill
<b>How does your project demonstrate a direct link to the community plan for your area?</b>  <b>Please provide a reference/page no.</b>	This will improve the environment and encourage people to use the canal footpath for leisure

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

This project will encourage people to participate in walking or cycling along the canal footpath and provide a meeting place for people either before and or after their activity thus improving people's health

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

**At the Residents Action Group Annual General Meeting we ask local residents what they want the Group to try and achieve in the next year. One of the main issues for many years was to have a properly laid path between Bowerhill and the canal. Previously the path was just earth and in the bad weather it became unusable We now have that tarmac path that is usable throughout the year so the next issue raised by local residents was to have some seats along the path. This developed into a scheme for picnic tables at this location.**

**Any other information about your project.**

We have some sponsorship from a local company and a local contractor will clear the site for us at cost price as their contribution to the project.

### 3 - Management

**How many people are involved in the management of your group/organisation? 12**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text" value="0"/>	<b>Female</b>	<input type="text" value="0"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text" value="0"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text" value="0"/>	<b>Female</b>	<input type="text"/>

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

If the Area Board will grant the Group £3000 that combined with the sponsorship and donations we have, the project is viable.



**If you were not awarded the full amount requested, what would be the impact on your project?**

That would depend on how much the Area Board grants. If they award most of what we ask then the project may still go ahead but not in full until we have either raised more revenue or achieved more grants. However if the Board only awards a small proportion of what we requested then the project will be delayed until we find sources of more revenue

**How will you know whether your project has made a difference in the community?**

From feedback at residents' meetings and from increased numbers of people using the canal path and the bridle path

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes  No

**To who have you applied for funding for this project (other than Wiltshire Council)?**

Melksham Without Parish Council and Melksham Charities - we are still waiting to hear from Melksham charities - the Parish Council has agreed a grant to the group.

**Have you been successful?**

Yes  No

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

Yes  No

**If yes, please state which ones.**

**Are you in receipt or anticipating other funding from Wiltshire Council for this project?**

Yes  No

**4 - Information relating to your last annual accounts (if applicable)**

**Year ending:** 2009/10

**Month:** April

**Year:** 2010

**A - Total income:**

£582.15

**B - Minus total expenditure:**

£295.00

**Surplus/deficit for year: (A minus B)**

£287.15

**Free reserves held:**

£

## 5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Purchase picnic benches -canal	£1,161	Own fundraising/reserves	C	£279
Purchase picnic bench Giles Wood	£411			£
Clearance of site	£117	Parish/town council	C	£100
Erection of picnic benches	£1,821			£
Trees, plants etc	£530	Trusts/foundations	P	£500
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	Knorr Bremse Sponsorship		£1,161
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£4,040</b>	<b>Total Project Income</b>		<b>£2,040</b>

<b>Total project income B</b>	<b>£2,040</b>
<b>Total project expenditure A</b>	<b>£4,040</b>
<b>Project shortfall A – B</b>	<b>£2,000</b>
<b>Award sought from Wiltshire Council Area Board</b>	<b>£2,000</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

## 6 – Supporting information – Please enclose the following documentation

### Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

The picnic benches will encourage all residents to use the canal path and enjoy the canal environment

**b) How does your project work to promote inclusion, participation and good community relations?**

This project will encourage all residents to use the canal path and meet other people using the facilities

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.     Child Protection     Public Liability Insurance
- Equal opportunities     Access audit     Environmental impact
- Planning permission applied for (date)                      or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team





Reference no

Log no

For office use

## Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your organisation or group

Name of organisation	Atworth Parish Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

### 2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Melksham Area Board
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>What is your project?</b>  <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	Stage 1 of a 2 stage project to renovate the copse of pines between Mount Pleasant estate and the A365 Bath Rd. Replace wire fencing with wooden post and rail; reposition path, thereby reducing opportunity to damage nearby properties abutting existing path.
Where will your project take place?	Atworth
When will your project take place?	September/October
How many people will benefit from your project?	200+
<b>How does your project demonstrate a direct link to the community plan for your area?</b>  <b>Please provide a reference/page no.</b>	N.K

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

The issue of improving this copse has been before Atworth Parish Council for some 8 years during which time it has attempted to gain the support of local housing suppliers, the previous West Wilts District Council and now Wiltshire Council. It took nearly 5 years to establish ownership.

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

The copse is an eye-sore; resulting in littering tipping, it is an overgrown, uncared for site. it has raised anger amongst the housing community in Mount Pleasant and in the wider parish, There is a considerable community desire to improve this area of the Parish. The Parish Council has sought and received a grant of £600 from Sovereign Housing and is allocating £900 of its own reserve but need to bif for the shortfull of £600

**Any other information about your project.**

### 3 - Management

**How many people are involved in the management of your group/organisation?**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="6"/>	<b>Female</b>	<input type="text" value="2"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text" value="1"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

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

We would wish to approach Wiltshire Council for assistance with stage 2 of the project in the next finacial year.

**If you were not awarded the full amount requested, what would be the impact on your project?**

Starting the project would be delayed for at least a further year

**How will you know whether your project has made a difference in the community?**

By recovering a public meeting held to discuss the issue. The previous meeting was attended by our Unitary Councillor, Melksham Area Board Manager, Parish Councillors, Parishioners and residents of Mount Pleasant plus a representative of Sovereign Housing Association.

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes  No

**To who have you applied for funding for this project (other than Wiltshire Council)?**

Sovereign Housing Association

**Have you been successful?**

Yes  No

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

Yes  No

**If yes, please state which ones.**

**Are you in receipt or anticipating other funding from Wiltshire Council for this project?**

Yes  No

**4 - Information relating to your last annual accounts (if applicable)**

**Year ending:**

**Month:** March

**Year:** 2010

**A - Total income:**

£25610

**B - Minus total expenditure:**

£25410

**Surplus/deficit for year: (A minus B)**

£200

**Free reserves held:**

£2987

<b>5 - Financial information</b>				
<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
supply and install fencing	£1,280	<b>Own fundraising/reserves</b>		£
	£820			£
	£	<b>Parish/town council</b>		£900
	£			£
	£	<b>Trusts/foundations</b>		£
	£			£
	£	<b>In kind</b>		£
	£			£
	£	<b>Other</b>		£600
	£			£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	£	<b>Total Project Income</b>		£1,500
<b>Total project income B</b>		£1,500		
<b>Total project expenditure A</b>		£2,100		
<b>Project shortfall A – B</b>		£600		
<b>Award sought from Wiltshire Council Area Board</b>		£600		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>				
<b>Please give the title name of the organisations' bank account e.g. current</b>				
<b>6 – Supporting information – Please enclose the following documentation</b>				
<b>Enclosed (please tick)</b>				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input checked="" type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
<b>For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.</b>				



**7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

The project will improve the environment reduce (hopefully eliminate) anti-social behaviour against local residents and allows all users safer access through Mount Pleasant to the A365 and its bus service

**b) How does your project work to promote inclusion, participation and good community relations?**

Will encourage better behaviour and increase sense of 'ownership' amongst Mount Pleasant residents.

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.     Child Protection     Public Liability Insurance
- Equal opportunities     Access audit     Environmental impact
- Planning permission applied for (date)                      or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

**Name:**

**Date:** 04/06/2010

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team**





Reference No

Log No

For Office Use

## Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your Organisation or Group

Name of Organisation	Atworth Parish Council		
Contact Name			
Contact Address			
Contact number		e-mail	
Organisation Type	Not for profit organisation <input type="checkbox"/> Parish/Town Council <input checked="" type="checkbox"/> Other, please specify		

### 2 – Your Project

In which Community Area does your project take place? (Please give name – see section 3 of the grants pack)	Melksham Area Board
Does your Town/Parish Council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project?  <b>IMPORTANT: This section is limited to 300 characters only (inclusive of spaces).</b>	To recover the stone kerbing to the village green. The green has been seriously damaged by vehicles parking against the green.
Where will your project take place?	Atworth, Market Place
When will your project take place?	October/Novemeber
How many people will benefit from your project?	200+
How does your project demonstrate a direct link to the Community Plan for your area?  Please provide a reference/page no.	N.K.

**What is the link between your project and other local priorities?** e.g. Priorities set by your Area Board and Parish Plans.

The draft Atworth Parish plan expresses much concern over the impact of vehicle parking. This project will be a useful contribution to reducing the consequences.

**How did you discover there was a need for your project and how will your project benefit your local community?**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1200 CHARACTERS ONLY (INCLUSIVE OF SPACES)

The green has gradually deteriorated over several years. Placing stone kerbing will prevent further erosion and allows recovery to the previous state. The green is used as the evacuation point for Church Fields, the village school: its integrity is paramount. The green is also used by parish (there is a wooden bench) and a nearby nursery school.

**Any other information about your project.**

### 3 - Management

**How many people are involved in the management of your group/organisation?**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="6"/>	<b>Female</b>	<input type="text" value="2"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text" value="1"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black &amp; Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

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

N/A

**If you were not awarded the full amount requested, what would be the impact on your project?**

The project will be delayed by atleast 12 months

**How will you know whether your project has made a difference in the community?**

The school, Church Fields, will be comforted that the green is secured, Local residents will express their opinions via the Village Magazine/Website and Parish Assembly

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes

No

**To who have you applied for funding for this project (other than Wiltshire Council)?**

**Have you been successful?**

Yes

No

**Have you or do you intend to apply for a grant from another Area Board within this financial year?**

Yes

No

**If yes, please state which ones.**

**Are you in receipt or anticipating other funding from Wiltshire Council for this project?**

Yes

No

**4 - Information relating to your last annual accounts (if applicable)**

**Year Ending:**

**Month:** March

**Year:** 2010

**A - Total Income:**

£25610

**B - Minus Total Expenditure:**

£25410

**Surplus/Deficit for year: (A minus B)**

£200

**Free Reserves held:**

£2987

5 - Financial Information				
PROJECT COSTS A Please provide a <u>full</u> breakdown e.g equipment, installation etc.		PROJECT INCOME B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Supply + fitt kerbing make geod	£2,086	Own Fundraising/Reserves		£
	£			£
	£	Parish/Town Council		£1,186
	£			£
	£	Trusts/Foundations		£
	£			£
	£	In Kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£2,086</b>	<b>TOTAL PROJECT INCOME</b>		<b>£1,186</b>
<b>Total Project Income B</b>		<b>£1,186</b>		
<b>Total Project Expenditure A</b>		<b>£2,086</b>		
<b>Project Shortfall A – B</b>		<b>£900</b>		
<b>Award sought from Wiltshire Council Area Board</b>		<b>£900</b>		
<b>BANK DETAILS</b>				
Please give the name of the organisations' Bank Account e.g. Barclays				
Please give the title name of the organisations' Bank Account e.g. current				
6 – Supporting Information – Please enclose the following documentation				
<b>Enclosed (please tick)</b>				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or Annual Report <input checked="" type="checkbox"/> Income & expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input type="checkbox"/> Terms of Reference/Constitution/Group Rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
<b>For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.</b>				

**7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

Will protect the evacuation area for Churchfields, The village school

**b) How does your project work to promote inclusion, participation and good community relations?**

Will allow continued and safer use of the green by all elements of the community

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or All Men/Boys                       Mostly or All Women/Girls
- Specific Minority Ethnic Groups (please state which groups)
- Specific Faith Groups (please state which groups)
- People/Families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that.....**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.     Child Protection     Public Liability Insurance
- Equal Opportunities     Access Audit     Environmental Impact
- Planning permission applied for (date)                      or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

**Name:**

**Date:** 04/06/2010

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team**







Reference no

Log no

For office use

## Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your organisation or group

Name of organisation	Melksham Without Parish Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

### 2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Melksham Area Board, Central Locality
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project?  Important: This section is limited to 300 characters only (inclusive of spaces).	To replace the old, rotten Parish Council noticeboard currently sited on the wall of "The Pilot" public house in Bowerhill.
Where will your project take place?	Blenheim Park, Bowerhill, Melksham, Wiltshire, SN12 6TA
When will your project take place?	As soon as funds are available Summer 2010
How many people will benefit from your project?	3,000 + B'hill residents
How does your project demonstrate a direct link to the community plan for your area?  Please provide a reference/page no.	Encourages community cohesion

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

Encourages community cohesion - encourages knowledge and debate about local issues.

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

The existing noticeboard is used so much and has now deteriorated and disintegrated beyond use.

Advertises parish council, national & community events including area board agendas and other initiatives such as youth transport initiatives. Advertises events for the wider community covering all ages and interests.

**Any other information about your project.**

### 3 - Management

**How many people are involved in the management of your group/organisation? 18**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="10"/>	<b>Female</b>	<input type="text" value="4"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text" value="1"/>	<b>Female</b>	1 <input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

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

No funding will be required. The notices are put up by a volunteer.

**If you were not awarded the full amount requested, what would be the impact on your project?**

We would have to put an inferior quality noticeboard within the £400 ceiling set by the Council; that would not last so long and therefore have to be replaced sooner.

**How will you know whether your project has made a difference in the community?**

Fedback from local residents.

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes

No

**To who have you applied for funding for this project (other than Wiltshire Council)?**

No

**Have you been successful?**

Yes

No

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

Yes

No

**If yes, please state which ones.**

**Are you in receipt or anticipating other funding from Wiltshire Council for this project?**

Yes

No

**4 - Information relating to your last annual accounts (if applicable)**

**Year ending:** 31<sup>st</sup>

**Month:** March

**Year:** 2010

**A - Total income:**

£102,767.18

**B - Minus total expenditure:**

£93,495.14

**Surplus/deficit for year: (A minus B)**

£9,272.04

**Free reserves held:**

£0 All designated reserves

<b>5 - Financial information</b>				
<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
				P/C
Aluminium Noticeboard wall mount	£392	<b>Own fundraising/reserves</b>		£282
Pin board	£46			£
External Header	£129	<b>Parish/town council</b>		£
Signwriting	£71			£
Carriage	£26	<b>Trusts/foundations</b>		£
Prices are net of VAT	£			£
	£	<b>In kind</b>		£
	£	Caretaker to install		£50
	£	<b>Other</b>		£
	£			£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£664</b>	<b>Total Project Income</b>		<b>£332</b>
<b>Total project income B</b>		<b>£332</b>		
<b>Total project expenditure A</b>		<b>£664</b>		
<b>Project shortfall A – B</b>		<b>£332</b>		
<b>Award sought from Wiltshire Council Area Board</b>		<b>£332</b>		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>				
<b>Please give the title name of the organisations' bank account e.g. current</b>				
<b>6 – Supporting information – Please enclose the following documentation</b>				
<b>Enclosed (please tick)</b>				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input checked="" type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
<b>For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.</b>				

**7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

By advertising all sorts of different activities and groups, it promotes access to residents (especially to those who do not have access to the internet etc). It is in the heart of the community, so advertises to those who are less mobile and do not visit the town so often.

**b) How does your project work to promote inclusion, participation and good community relations?**

Enhances community cohesion as encourages debate and knowledge amongst local residents about issues advertised eg: area board agendas.

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income Those not online
- Other disadvantaged groups (please state which groups) Elderly who may not be online

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.     Child Protection     Public Liability Insurance
  - Equal opportunities     Access audit     Environmental impact
  - Planning permission applied for (date)                      or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

<b>Name:</b>	<b>Date:</b> 15/06/2010
<b>Position in organisation:</b>	

**Please return your completed application to the appropriate Area Board Locality Team**



Ref number:



# Performance Reward Grant Scheme

## APPLICATION FORM

To be returned to:

[wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board	<i>Melksham Area Board</i>	
Form submitted by (contact for all queries)	<i>JOINT APPLICATION BETWEEN: Melksham Without Parish Council, and Shaw Village Hall &amp; Playing Field Committee</i>	
Name of initiative	<i>Extension to Basketball Court, Shaw Playing Field</i>	
Brief Description of Initiative	<i>To extend the existing halfsize basketball court at Shaw Playing Field to become a full size court with a multi goal unit at both ends.</i>	
Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.	Building resilient communities	X
	Improving affordable housing	
	Lives not services	X
	Supporting economic growth	
	Safer communities	X
	Protecting the environment	
	Action for Wiltshire – combating the recession	X
	Improving outcomes for Children and young people	X
Amount of funding sought	<i>£6,550</i>	
What will this money be spent on?	<i>ALL CAPITAL EXPENDITURE</i> <i>£ 200 Site safety/security fencing</i> <i>£ 90 Remove existing basketball hoop for use elsewhere</i> <i>£6,450 Supply &amp; install of 2no. combination multi goal units</i> <i>£5,775 100sqm tarmac extension</i> <i>£ 562 Line markings</i>  <i>£13,077 TOTAL</i>	
Is planning permission required? No	<b><i>If 'Yes': has it been granted? (Please give details)</i></b>  No, the proposal is Permitted Development. Refer to letter from Wiltshire Council ref. W10/00405/PDENQ dated 17 <sup>th</sup> Feb 2010.	

Have quotes been obtained? Yes	<b><i>YES – please see attached. A decision on the preferred supplier will be made by the Council when funding available as quotes need to be current and up to date. These costings have been based on the cheapest option, but if more funds are available we would go for a higher quality finish..</i></b>
<p>Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.</p>	
Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken	<p><i>The current half court is overused but restrictive, residents cannot interact with other community groups and play other teams. Local residents have approached the local councillor to see if the court can be extended. By installing combination goal ends enables many other sports to be played including basketball, five-a-side football, netball, tennis which widens the opportunities for local youngsters (including those socially deprived) to play in the village for free – otherwise they would have to go to Christie Miller Sports Centre (Five a side @ £32 per hour, Basketball @ £17.40 per hour) or Holt Tennis Courts (£12 per hour) to play on a full court – involving transportation and hire costs. The sports that will be on offer are inclusive to all age groups for example, a local netball team (St Barnabas, Beanacre) who play on a similar court have team members across the spectrum from over 18 with players in their 20s, 30s, 40s and 50s.</i></p> <p><i>Building Resilient Communities – the project will help residents feel they belong to the community and the community will have a facility that will attract local people of all ages and backgrounds. It gives young people opportunities to take part in a number of different activities, on their doorstep – helping those in the rural villages of Shaw and Whitley to have access to such facilities without the need to travel. It encourages the community to take part in sporting activities that bring different age groups together.</i></p> <p><i>Lives not Services – Increases opportunities for physical activity for the whole population.</i></p> <p><i>Safer Communities – reduce anti-social behaviour as facilities and activities provided to give the local young people something to do.</i></p> <p><i>Improving outcomes for children and young people – by giving them access to sporting facilities in their local area</i></p>
What makes this initiative a local priority (e.g. evidence from research and local support)	<p><i>Request from local residents for the court to be extended.</i></p> <p><i>Current Melksham Area Community Strategy Pg50-53. Priority Area 3: Young People. “To address the shortfall in youth venues and activities in the villages of the Community Area”</i></p>



How will you know you have been successful?	<i>Feedback from local residents, Youth Survey, Feedback to the Council, Court Bookings</i>
<ul style="list-style-type: none"> <li>How will you measure the impact? (may have more than one measure)</li> </ul>	<i>Court bookings Local residents monitoring team – we will measure the age of users, activities, most popular times, interaction with other community groups, informal and formal use.</i>
<ul style="list-style-type: none"> <li>What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<i>At least 50% more usage of space – its double to space. The potential due to multi use rather than just basketball and ability full and formal games and have inter community matches.</i>
<ul style="list-style-type: none"> <li>How will you ensure that the improvement continues after the end of the initiative? <i>(this is one-off funding)</i></li> </ul>	<i>The land is owned by Melksham Without Parish Council, who give a grant to the Shaw Hall &amp; Playing Field Committee to organise the maintenance. The Committee has its own fundraising – including an annual fete, as well as hall and football bookings. Continuous formal monitoring of use.</i>
Who will benefit from this initiative?	<i>150 youth + the wider community. Likely to engage disadvantaged young people who have more potential for more games without travel, at a no cost option.</i>
Confirm no unfunded commitments from this initiative	Please delete the statement that does not apply: 1. I confirm that there will be no unfunded financial commitments arising from this initiative. We are applying for other grants and using our own reserves.
Will ongoing maintenance of premises/equipment be necessary?	<i>Yes, Melksham Without Parish Council Caretaker will regularly inspect and maintain as part of his job, in turn funded by the Council Precept.</i>
What are the key risks to success and how will these be managed?	<i>Over popularity and so a clash of users. The close monitoring will expose any issues which will then be addressed by a carefully controlled booking system to ensure fair use by all in immediate community</i>
Who will manage the initiative	<i>Melksham Without Parish Council</i>

Signed:

Chairman of Area Board

Dated:

**NB: It is the responsibility of the Area Board to ensure that:**

- **bids are robust and well-founded**
- **public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel**
- **the initiatives are managed well to achieve the benefits and that performance improvement is reported**