

AGENDA

Meeting: MELKSHAM AREA BOARD
Place: Assembly Hall, Market Place, Melksham
Date: Wednesday 15 October 2014
Time: 6.30 pm

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

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.

Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Alison Sullivan (Melksham Community Area Manager), direct line 07917 721371 or (email) alison.sullivan@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Cllr Pat Aves - Melksham North
Cllr Terry Chivers - Melksham Without North
Cllr Jon Hubbard (Chairman) – Melksham South

Cllr David Pollitt - Melksham Central
Cllr Jonathon Seed (Vice Chairman) - Summerham & Seend
Cllr Roy While – Melksham Without South

Items to be considered	Time
<p><u>Health Fair</u></p>	4:30pm
<p>1 Chairman's Welcome and Introductions</p> <p>Cllr Jon Hubbard.</p>	
<p>2 Children and Young People from Poledecise "The Circus"</p>	4:35pm
<p>3 "Awareness of Dementia"</p> <p>Heather Smith – Dementia Champion.</p>	5:15pm
<p>4 Better Care Plan</p> <p>A short film on the Better Care Plan followed by questions and answers.</p> <p>Jane Scott OBE – Leader, Wiltshire Council, Maggie Rae – Corporate Director, Wiltshire, Dr Rob Mathews and Steve Rowlands – Clinical Commissioning Group will be on hand to take questions.</p>	6:00pm
<p><u>Area Board</u></p>	6:30pm
<p>5 Introductions and Announcements (<i>Pages 1 - 2</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Changes to the Electoral Registration System. 	
<p>6 Apologies for Absence</p>	
<p>7 Minutes (<i>Pages 3 - 10</i>)</p> <p>To confirm the minutes of the meeting held on Wednesday 18 June 2014 (<i>copy attached</i>).</p>	
<p>8 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	

9 **Newleaze Community Asset Transfer** *(Pages 11 - 24)*

10 **Member Updates**

- Local Youth Network (LYN) – Cllr Jon Hubbard
- Children and Young Peoples Network - Cllr Jon Hubbard
- Economy – Cllr Roy While
- Health – Cllr Pat Aves
- Transport – Cllr Terry Chivers
- Read Easy – Cllr David Pollitt

11 **Partner Updates** *(Pages 25 - 30)*

To receive written updates from any of the following partners:

- a. Melksham Youth Advisory Group (YAG)
- b. Community Area Partnership
- c. Wiltshire Police
- d. Wiltshire Police and Crime Commissioner
- e. Wiltshire Fire and Rescue Service
- f. NHS Wiltshire/Clinical Commissioning Group
- g. Melksham Town Council
- h. Parish Council Nominated Representatives
- i. Melksham Chambers of Commerce
- j. Melksham Senior People's Forum
- k. Community Operations Board (COB)

12 **Grant Funding**

To ask Councillors to consider the following Grant Applications:

- Shaw Village Hall - Lighting upgrade - £1084.00 requested.
- Bulkington Remembers - £650.00 requested.
- Melksham United Church, Parent & Toddler Group - £1,155.00 requested.
- Melksham Town Council – Bus Shelters - £3,378.00 requested.
- Keevil Parish Council, Banfield Recreation Ground improvement project - £1,000.00 requested.

13 **Any Other Items of Public Concern**

14 **Better Care Plan - film**

15 **Close**

7:30pm

Agenda Item 5

Chairman's Announcements

Subject:	Changes to the Electoral Registration System
Officer Contact Details:	Donna Mountford - Communications Officer
Further details available:	www.gov.uk/yourvotematters

Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit www.gov.uk/yourvotematters .

MINUTES

Meeting: MELKSHAM AREA BOARD
Place: Bowerhill Village Hall, Halifax Road, Melksham, SN12 6QN
Date: 18 June 2014
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

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

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Allison Sullivan - Community Area Manager
Kevin Fielding - Democratic Services Officer
Sean Chacksfield - Media Relations Officer
Sarah Dicker - Project Co-ordinator, Corporate Support Team

Town and Parish Councils

Melksham Town Council – Bruce Sanders
Melksham Without Parish Council – Paul Carter
Atworth Parish Council – Mitch Roberts
Keevil Parish Council – Myra Link
Broughton Gifford Parish Council – Lesley Holdway
Send Parish Council – Joan Savage & T Carr

Partners

Community Projects Support Officer – Phil McMullen
Wiltshire Police – Sgt James Williams
Office of the Police & Crime Commissioner – Kieran Kilgallen
Wiltshire Fire & Rescue Service – Mike Franklin

Total in attendance: 43

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Appointments</u></p> <p>Cllr Jon Hubbard was elected as Chairman for the forthcoming year.</p> <p>Cllr Jonathon Seed was elected as Vice Chairman for the forthcoming year.</p> <p>The Melksham Area Board made the following appointments to outside bodies and working groups for the forthcoming year.</p> <ul style="list-style-type: none"> • Community Area Transport Group (CAT-G) – Cllr Jonathon Seed & Cllr Pat Aves. • Melksham Community Area Partnership – Cllr Pat Aves. • Shadow Community Operations Board (SCOB) – Cllr Roy While. • Youth Advisory Group (YAG) – Cllr Jon Hubbard.
2	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Bowerhill Village Hall for the meeting of the Melksham Area Board.</p> <p>There were the following Chairman's Announcements which were covered in the agenda pack:</p> <ul style="list-style-type: none"> • Mini Recycling Sites – update. • Garden Waste Consultation. • Wiltshire Fire & Rescue Consultation. • Community Infrastructure Levy (CIL) Consultation.
3	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Terry Chivers, Colin Goodhind – Melksham Community Area Partnership and Dr Rob Matthews – Spa Medical Centre.</p>

4	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Wednesday 16 April 2014 were agreed as the correct record.
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6	<p><u>Cold Calling Initiative Update & Bid for Community Support Officer Time.</u></p> <p>The Chairman advised that the bid for Community Support Officer time from Melksham Community Safety Group, a core group within the Melksham Community Area Partnership had been put on hold.</p> <p>The two respective Chairmen hadn't been able to arrange a date to meet and discuss the issues raised in the bid, it was therefore agreed that the bid should be deferred until the next Area Board meeting.</p>
7	<p><u>Safe Places Initiative</u></p> <p>i.Sarah Dicker – Project Co-ordinator, Corporate Support Team, Wiltshire Council and Phil McMullen – Community Support Officer, Melksham Area Board gave a short presentation that outlined Safe Places.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Safe Places was a scheme that provides members of the public a safe space to go to if they unexpectedly need help when out and about in society. Safe Places are identified by a bright round orange sticker that states “Safe Place”. Safe place locations are provided with a resource pack to assist them in helping a member of the public. Support is immediate and not ongoing. • Safe Places pilot schemes in Salisbury and Devizes and have both been successfully handed over to the community following initial set up by the Implementation Steering Group (ISG) • Work had begun on starting schemes in Chippenham, Westbury, Melksham and Trowbridge with schemes looking to start in the near future in Calne, Malmesbury and Warminster. • That there had been some 21 expressions of interest from organisations/businesses in Melksham to support the scheme.

	<ul style="list-style-type: none"> • That Phil McMullen already had experience of rolling out the scheme in Westbury. <p>ii. Safe Places Workshop</p> <p>Alison Sullivan – Melksham Community Area Manager hosted an interactive workshop that looked to set out:</p> <ul style="list-style-type: none"> • What would a Safe Places Project look like in Melksham? • What needs to be done to develop a Safe Places Initiative in Melksham? • Who needs to be involved? • How will we move this forward? <p>The Chairman thanked Sarah Dicker, Phil McMullen and Alison Sullivan for the presentation and workshop.</p>
8	<p><u>Yarn Bombing</u></p> <p>Martina Batchelor – Melksham Oak School gave a short presentation that outlined Yarn Bombing, which was the art of enhancing a public place or object with graffiti knitting.</p> <p>It was hoped that the tree in Melksham Market Place could be yarn bombed by the residents of Melksham for the Christmas period as a way of knitting the community together.</p> <p>The Chairman thanked Martina Batchelor for her presentation and hoped that local people would get involved in this exciting project.</p>
9	<p><u>Partner Updates</u></p> <p>The following Partner updates were noted:</p> <p>Melksham Community Area Partnership (CAP) – Phil McMullen</p> <ul style="list-style-type: none"> • That Melksham Without Parish Council had provided MCAP with funds of £1,500 to use on projects that would be used in the Melksham Without community area.

Wiltshire Police – Sgt James Williams

- The written report contained in the agenda pack was noted.
- While reductions around both types of burglary was strong for the whole sector there were five incidents over the last spring break week involving residents who went on holiday in their caravans were targeted. The absence of a caravan usually parked on a drive can be an indicator of an empty home. It was agreed that local beat officers would speak to caravan owners to warn them of the risk of thefts in the area.
- That local Speedwatch volunteers and Police offers were now monitoring traffic using Snowberry Lane.

Wiltshire Fire and Rescue Service – Mike Franklin

Mike Franklin made a short statement re the proposed merger with Dorset Fire & Rescue Service but advised the meeting that he was unable to answer any questions on the proposed merger or consultation.

Points made included:

- That Wiltshire and Swindon Fire Authority was facing an annual budget shortfall of between £3.1m-3.9m which it needed to resolve by 2017/18.
- The Wiltshire and Swindon Fire Authority wanted to protect frontline services that could be significantly threatened if this money was not found. Following an options appraisal the Wiltshire and Swindon Fire Authority are currently developing with Dorset Fire Authority a business case to combine our political authorities, this would allow us to rationalise management, reduce the costs of support departments and indeed strengthen our prevention and youth education activities.
- No decisions had or would be made until September 2014 when the business case would be considered.
- As part of developing this document we would be consulting our staff, the public and other key stakeholders such as the police, local authorities etc. The consultation would involve a leaflet and questionnaire which would be put in public libraries and buildings and made available on-line. It would also be sent to a large number of local people in Wiltshire and Dorset and key groups including town and parish councils. Residents forums would be independently run as would business and voluntary sector forums.
- A draft business case for consultation would be produced that would be supported by a suite of more technical documents. These would be

available through our website or upon request. Wiltshire and Swindon Fire Authority would be promoting this exercise through our websites, social media and the press. We would set up a helpline and e-mail address to support any queries.

- The consultation runs from 21st July to 20th October.
- Wiltshire and Swindon Fire Authority are determined to protect frontline services and ensure the Services we provide internally and to our communities are Safe, Strong and Sustainable.

Cllr Jonathon Seed advised that he was disturbed that Mike Franklin was unable to answer any questions on the proposed merger and that the consultation appeared to have one option – a merger with Dorset Fire & Rescue Service.

Mike Franklin advised that Wiltshire Fire & Rescue Service were planning to hold meetings to give more information on the proposed merger with the Chief Fire Officer in attendance.

It was agreed that a letter would be sent to the Chief Fire Officer – Wiltshire Fire & Rescue Service outlining the Melksham Area Board's disappointment over the consultation process.

Decision

- **That the Melksham Area Board urges Wiltshire Fire & Rescue Service to consult on all available options when considering cost savings with its proposed merger with Dorset Fire & Rescue Service.**

Melksham Town Council – Bruce Sanders

- The written report was noted.
- That the Melkham Food & Drink Festival had been a great success.

Atworth Parish Council

- That Atworth Parish Council would be holding a day of celebration at the Atworth recreation ground to mark 100 years of the Atworth village hall.

Melksham Chamber of Commerce – Graham Ellis

- The Chamber needed to highlight what its role was, and what it could do

	<p>for local businesses.</p> <ul style="list-style-type: none"> • The Melksham railway service was going from strength to strength. • That the Chamber of Commerce was looking to hold a consultation “where shall we be in 2020”. <p>Melksham Heritage Discovery Fair – Lisa Ellis</p> <ul style="list-style-type: none"> • That the Melksham Heritage Discovery Fair would be held on Saturday 5 July at Well House Manor, Melksham. <p>The day would include talks and group discussions and a book signing, and an opportunity to have old photos scanned for free.</p> <p>Melksham Senior People’s Forum – Brian Warwick</p> <ul style="list-style-type: none"> • That the group would be holding two meetings per month from January 2015. • Work had begun on the planning of this year’s Seniors Christmas party. • The Summer 2014 newsletter was currently being put together. • That the Shed Club were looking to find a more suitable meeting place. An industrial unit would be idea for club use. <i>Note: Teresa Strange who was at the meeting advised that the Scouts would be happy for the Shed Club to meet at the Scout Hut.</i> • That it was International week of older people during October. <p>The Chairman thanked everybody for their updates.</p>
10	<p><u>Grant Funding</u></p> <p>Councillors were asked to consider the following Grant Applications:</p> <p>i.Community Area Grants:</p> <p>Decision Melksham Scout Hut - To replace rotten doors and windows awarded £1,642.00. Reason <i>The application met the grant criteria 2014/15.</i></p>

	<p>Decision Atworth Duke of Edinburgh's Award Group - Laptop & Projector awarded £610.00 with the condition that other community groups would be able to use the lap top and projector if required.</p> <p>Reason <i>This application met the grant criteria 2014/15.</i></p> <p>ii.Councillor Initiative Grant:</p> <p>Decision Cllr Jon Hubbard – Cold Calling Initiative signage awarded £280.</p>
11	<p><u>Community Transport Group - joint project with Devizes Area Board at Caen Hill</u></p> <p>The Councillors were asked to consider a decision made by Community Area Transport Group on 29th April 2014 regarding a joint project with Devizes Area Board at Caen Hill.</p> <p>Decision</p> <ul style="list-style-type: none"> • To award Area Board funding of £1,750.
12	<p><u>Any Other Items of Public Concern</u></p> <p>Cllr Pat Aves advised that she sought assistance from the Area Board in tackling continuing flooding issues at Shurnhold, Melksham. Representatives of Broughton Gifford Parish Council advised that they were suffering similar flooding issues.</p> <p>Cllr Jonathan Seed advised that he would follow up both of these issues.</p> <p>It was agreed that these issues would be revisited in more detail as an agenda item at the September Melksham Area Board meeting.</p>
13	<p><u>Close</u></p>

**WILTSHIRE COUNCIL
MELKSHAM AREA BOARD
15 OCTOBER 2014**

COMMUNITY ASSET TRANSFER

Newleaze Play Area, Steeple Ashton

Executive Summary

This report deals with an application for the transfer of Newleaze play area, Steeple Ashton to be transferred to Steeple Ashton Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by Steeple Ashton Parish Council for the transfer of Newleaze play area, Steeple Ashton. The applicants' proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

Alison Sullivan
Melksham Community Area Manager

WILTSHIRE COUNCIL

MELKSHAM AREA BOARD
15th October

COMMUNITY ASSET TRANSFER

Newleaze Play Area, Steeple Ashton

Purpose of Report

1. The Area Board is asked to consider an application submitted by Steeple Ashton Parish Council for the transfer of Newleaze play area, Steeple Ashton (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

6. The application from Steeple Ashton Parish Council is attached at Appendix 2 and relates to the transfer of Newleaze play area, Steeple Ashton.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllr Seed, the local member, has been apprised.

The views of Council officers

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
 - 9.2 The land has no value other than as amenity land and Steeple Ashton Parish Council will maintain it. In accordance with the present Service Delegation policy, Wiltshire Council will make a commuted contribution towards the future maintenance cost to Steeple Ashton Parish Council. This is £258.00 in year 1 and £563.26 in each of the following four years. There are no other financial implications.

Recommendation

10. To approve the transfer.

Alison Sullivan
Melksham Community Area Manager

STEEPLE ASHTON PARISH COUNCIL

Alison Sullivan
Area Board Team
Wiltshire Council
Monkton Park
Chippenham
SN15 1ER

12th August 2014

Dear Alison

Please find enclosed a completed form CAT01, 'Application for the transfer of a Council asset'.

Steeple Ashton Parish Council wishes to apply for the transfer from Wiltshire Council of the Children's Play Area at Newleaze, Steeple Ashton.

I also attach a map showing the location of the play area.

Regards



Lynda Beaven
Clerk to Steeple Ashton Parish Council

Parish Office,
2 St Mary's School, High Street, Steeple Ashton, Trowbridge, Wiltshire, BA14 6EU
01380 871461
steepleashtonpc@outlook.com
www.steeple-ashton.co.uk

Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation **STEEPLE ASHTON PARISH COUNCIL**

Contact name **David Price**

Position held **PARISH COUNCILLOR**

Address **6 GULLIVERS LANE
STEEPLE ASHTON
TROWBRIDGE
WILTS..**

Postcode **BA14 6EQ**

Telephone **01380870422**

Email **df.price@btinternet.com**

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Children's Play Area, Newleaze, Steeple Ashton.

The play equipment consists of two sets of swings, a roundabout, a jiggly spring action ride, a small climbing frame and a children's slide - all with safety matting.

There are two pedestrian accesses to the play area, one from Newleaze and two from Common Hill, (plus maintenance access).

The total area of the site is approx. 660m² – please see attached map.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

The play area provides a free recreational activity for young children and is a valued asset to the local community. The play equipment provides significant play benefits for children.

Community use

Please explain how the asset will be used

(Please refer to questions 5-8 in the checklist - CAT02)

The area will continue its current use as a children's play area where the whole community can have free and open access at all times.

Use will continue as outlined in summary of proposal as above.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

The asset is already in use as a children's play area and is therefore considered suitable.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

The Parish Council has not specifically consulted with local residents or other parties as the transfer of the asset from Wiltshire Council to Steeple Ashton PC would not affect the day to day management of the site.

Local residents are consulted about events or proposed changes to amenities provided on an ongoing basis.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(please refer to questions 15-18 in the checklist - CAT02)*

The use of the asset will not change in any way. The Parish Council will extend its existing Public Liability Insurance. Any existing covenants relating to electricity and other public services will continue.

In addition to monthly inspections RoSPA will be engaged to undertake an annual safety inspection funded by the Parish Council.

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

The Parish Council will seek funding in accordance with Para 3 ii) of Wiltshire Council's Funding of Delegation of Services to Town and Parish Council's Policy. Running costs, repairs and maintenance beyond year five will be funded from precept monies.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(please refer to questions 24-27 in the checklist - CAT02)

The asset will continue to be managed by the Parish Council and other Interest groups for the continued wellbeing of the local community.

DECLARATION

I confirm that the details included in this application are correct

Signed:

A rectangular box containing a handwritten signature in black ink. The signature is cursive and appears to read 'F. Buffery'.

Name (please print):

Francesca Buffery
Chairman of Steeple Ashton Parish Council

Date: 21st July 2014

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

Community use	Question	Yes	No	Note
	1. Is the asset to be provided for a public purpose?	X		<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	X	☐	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	X	☐	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	X	☐	<i>If 'yes' your application should set out how your liabilities will be covered</i>

Is the asset fit for proposed use?	Question	Yes	No	Note
	5. Is it big enough?	X		<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	X		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	X		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? <i>(Water, electricity, drainage, etc.</i>	X	☐	<i>If 'no'- your application should explain if they are needed</i>

Community Support and consultation	Question	Yes	No	Note
	9. Have you consulted nearby residents?	X	☐	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	X	☐	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	X	☐	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	X	☐	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	X	☐	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	X	☐	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

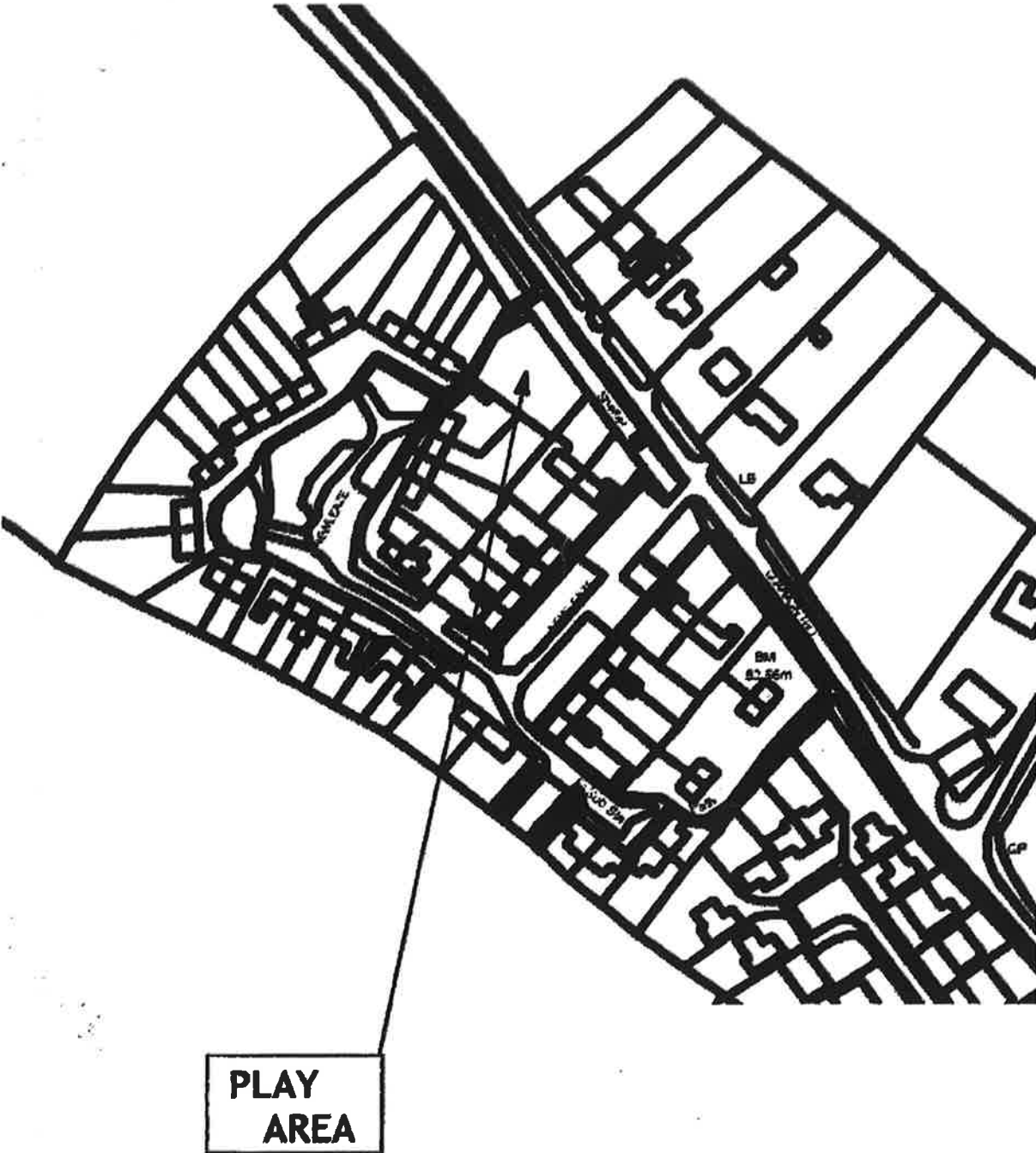
	Question	Yes	No	Note
Legal	15. Are there any covenants or other legal constraints?	☐	X	<i>If 'yes' your application should explain implications</i>
	16. Does the proposed use require planning consent?	☐	X	<i>If 'yes' your application should explain implications</i>
	17. Have you considered insurance cover?	X	☐	<i>If 'no' your application must explain implications</i>
	18. Have you assessed health and safety liabilities?	X		<i>Your application must explain how you will deal with risks and liabilities</i>

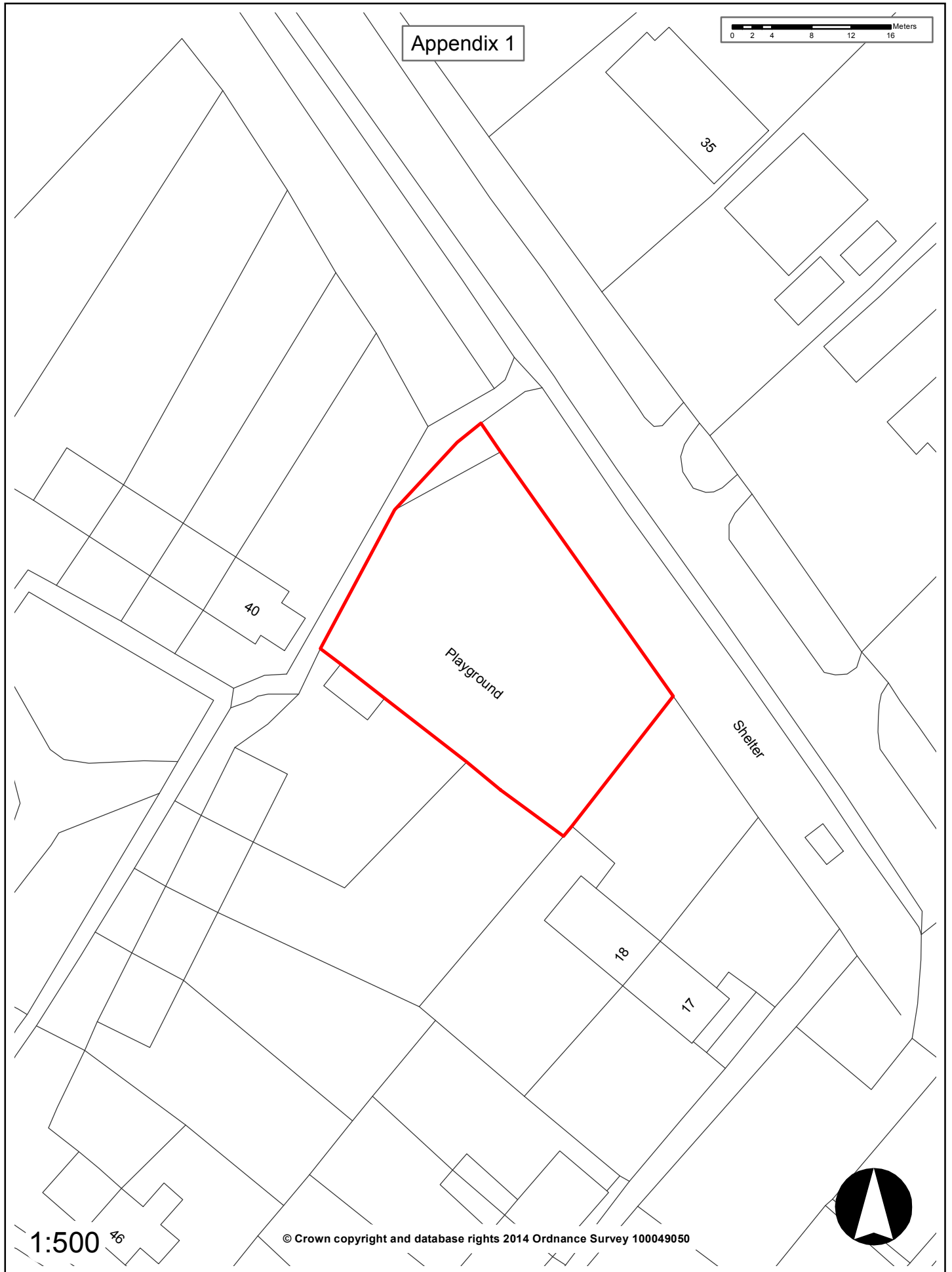
	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	X	☐	<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	X	☐	<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?	☐	X	<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?	☐	X	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	X	☐	<i>If 'no' your application should set out how you will deal with contingencies</i>

	Question	Yes	No	Note
Management	24. Will you manage the asset?	X	☐	<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	☐	X	<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	☐	X	<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?	☐	X	<i>If 'yes' your application should set out how this will work</i>

STEEPLE ASHTON

LOCATION OF NEWLEAZE CHILDREN'S PLAY AREA





Melksham Community Area Board

October 2014



1. Neighbourhood Policing

Sergeant:	James Williams
Town Centre:	PC Kane Fulbrook-Smith PCSO Helen Wilson PCSO Christopher Pugh
Rural North:	PC Barry Dalton PCSO Janet Gould PCSO Maggie Ledbury
Rural South:	PC Emily Thomas PCSO Rose Baldock

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

Visit the website at: www.wiltshire.police.uk

Current Priorities:

1: Criminal Damage – Newleaze, Steeple Ashton

There has been a couple of vehicles damage where nails have been put under the tyres of vehicles. Patrols and engagement with the community and partner agencies are ongoing.

2: ASB – Hornchurch Road

Concerns raised by residents of large groups on youths congregating in the park late into the evening shouting, swearing and dropping litter. A significant number of patrols in the area have been made by Police with those using the area spoken with for intelligence and giving words of advice.

3: Speeding – Spa Road

Residents in Spa Road have compiled a petition of over 100 signatures raising concerns over the road conditions and speeding. Prior to the compilation of the petition Melksham NPT had raised it as an issue at their NTG 31/07/14 due to several reports from residents and officers observations.

Over five hours of speed enforcement has taken place at various times of the day. 4 penalty notices issued and 7 verbal warnings given.

The upper and lower limits of recorded speed are highest 42mph and lowest 19mph during the static enforcement checks.

This issue has been put on the NTG Public data base, Melksham News and NPT/ FB.

The last Metro Count speed survey took place between the 6th June 2014 and 13th June 2014 with a total of 38,091 vehicles recorded. 85% of the vehicles were travelling at an average of 28.4mph so the priority does not meet the requirements for Community Speed Watch or a speed indication device.

3. Police and Crime Commissioner: Mr Angus Macpherson

PCC website: www.wiltshire-pcc.gov.uk

4. Local Issues and crime:

The figures in the below chart are accurate to the end of July and show a continued trend of reduction in crime.

Following many reports of graffiti damage to buildings in the town PC Fulbrook-Smith took on the investigation. His tenacity and skills, linking in with another Police force area led to a suspect being named. The suspect has been charged with the offence.

While we continue to see a reduction in burglaries, in the month of September a small number of houses were broken in to and jewellery and cash stolen. As part of an investigation into this type of offence Police circulate details of stolen property. It is even more effective to have an image of the property to show people. If you have valuable items take a picture of them and store it just in case the worst should happen.

Of the 40 violent crimes reported to us in the last 8 weeks, 50% were categorised as domestic and 4 involved licensed premises. As the only area seeing a rise in recorded crime we will be working hard to reduce the number of instances in this crime type.

There have been four reports of parts of vehicle being stolen, these have included spare wheels. Targeted vehicles are of the commercial or Landrover type.

While instances of crime are low continue to take reasonable steps to prevent becoming a victim of crime. Lock your property away, record serial numbers on www.immobilise.com take photos of your valuable property for future reference and add additional security measures to your houses and outbuildings.

ED Melksham NPT	Crime				Detections*	
	12 Months to September 2013	12 Months to September 2014	Volume Change	% Change	12 Months to September 2013	12 Months to September 2014
Victim Based Crime	1180	1007	-173	-14.7%	24%	28%
Domestic Burglary	60	28	-32	-53.3%	5%	18%
Non Domestic Burglary	150	41	-109	-72.7%	1%	12%
Vehicle Crime	111	97	-14	-12.6%	7%	9%
Criminal Damage & Arson	220	219	-1	-0.5%	24%	25%
Violence Against The Person	256	271	+15	+5.9%	48%	36%
ASB Incidents	909	748	-161	-17.7%		

Inspctor Matthew Armstrong
Devizes Melksham Marlborough Pewsey

Update for Melksham Area Board

Update from	Melksham Town Council
Date of Area Board Meeting	15 October 2014

Headlines/Key Issues

- **Food & Drink Festival:** This year's festival took place on 14 & 15 June on a glorious weekend. The event was very well attended and feedback from those who visited the festival was very positive.

- **Melksham in Bloom:** Judging for this year's competition took place on Tuesday, 8 July with over 35 entries. This year, the competition was opened up to more people with the additional of several new categories ie Best Courtyard Area, Best Water Feature, Best Shop Window Display to name a few.

- **South West In Bloom:** At the South West in Bloom Awards presentation held in Trowbridge Civic on 18 September Melksham achieved a Silver Gilt Award.

A special mention to The Golden Fleece and The Bear who achieved winner and Runner up respectively in the Best Pub Floral Display in the competition. Congratulations also to all the groups who enter the It's Your Neighbourhood part of the competition ie Aloeric School, Shaw School, Conigre Mead Nature Reserve, St Michael & All Angels Churchyard Group and Bowerhill Residents Action Group.

The Committee and volunteers worked very hard towards getting Melksham ready for this year's competition and are looking for volunteers to help with various aspects of the competition for next year. If you are interested in joining the group please contact Lorraine McRandle at the Town Hall: lorraine.mcrandle@melkshamtown.co.uk

- **Sports Roadshows:** A weekly sports roadshow took place during the Summer holidays which proved very successful. Feedback from those who attended was very positive and the Town Council are investigating what roadshows can be put on next year.

- **Time Credit Scheme:** Melksham Town Council are in the process exploring of taking part in the Wiltshire Time Credit Scheme as a way of rewarding those people who volunteer their help in the town.

- **Foresters Park Play Area:** Following a request from local residents, new goal posts will be installed shortly, replacing the old ones which were beyond repair.

- **Planters at Road Signs:** The Town Council are investigating the possibility of having some sort of planters or art installation on every entrance into Melksham.

In the first instance, Wiltshire College have been approached to ascertain if they are able to help with this project.

**MELKSHAM & DISTRICT SENIORS 55+
FORUM**

32 Church Street, Melksham, SN12 6LS

Area Board report October 2014

Please to be able to report that the Senior Forum meetings are being Well attended and the regular presentations have been well received . Wiltshire Wild Life Trust spoke at our last meeting.

A number of members have also been involved in the activity events at the older peoples day project on the 4october which was a great success. Our shed members also had a display stand. Thanks to the help of Melksham Without PC and Wiltshire Council the "Shed" now have a new temporary home in Bowerhill..

The date of the 15th December has now been firmed up for the Seniors' Christmas Party. Arrangements are well in hand for the entreatment and feeding of approx 250 seniors. We are in need of help from the community to provide every guest with a small gift and also the Children from a local school who will be singing Christmas Carols. We also are in need asap of raffle prizes to help us to raising the funding for the event

The prizes can be left at Melksham TIC or the Town Hall for the attention of the Mayor Cllr Terri Welch

Regards

Brian Warwick, Co-ordinator/ Chair

Campus Update October 2014.

The COB team have had a break the past few weeks as the contract tender period for the main campus building is still ongoing. We were present at the contract bidders day in the Summer and hosted the Wiltshire COBS meeting when we were able to show people round the site and show them detail

The COB team met last week and received updates on the Melksham Campus and the Woolmore Farm rugby and football developments.

Melksham Campus tenders from the four bidders are due back on the 7th mid-November and we are not anticipating any major impact on the programme .

- Contract award expected later in November
- Looking at contractor starting work on site (subject to the status of work at Woolmore Farm) in February/March 2015

Main building to be handed over in September 2016 and work completed with the Bluepool demolition and replacement car parking by January 20

Plans for the Market Place are being developed together with the Town Council Steering Group and will go on public display. Once approved work will start later in 2015.

Woolmore Farm Rugby and Football development.

- A letter of intent has been sent to Beard Construction to build the pavilion and Kestral is the preferred bidder for the playing fields.
- It is anticipated they will start on site once planning conditions have been met. Awaiting licence from English nature.
- The intention is to complete Woolmore Farm by July 2015 enabling clubs to play fixtures in August.
- Remain in contact with both the rugby and football clubs and are working with them to help ensure a smooth transition.

LOOKING TO THE FUTURE

Laurie Bell (associate director for communities and communications) led a discussion which included our future work programme project timetable and timings, communication plan, action in the community, branding along with other sub streams. She drew on the experience at Corsham where the first phase of the campus opened in the summer., stressing that all campuses are different, what is good for one may not be for all! Melksham is the largest.

COB now needed to focus on communications, the local community and how it operated

The immediate Future

Communication/participation in terms of how the cob works with the area board

Ways of working for the cob - do we set up sub groups (as we did revisiting specifications prior to tender) or work on all streams as a single team .

Overarching plan of work including key milestones

Ongoing

Marketing and branding

Communications (including key events and milestones)

Engagement.

Early 2015 onwards.

- Directional signage
- Transport
- Campus governance(organisation, maintenance etc)
- Programme of events and activities (post opening)
- Volunteers.



Report to	Melksham
Date of Meeting	15/10/2014
Title of Report	Community Area Grants

1. Purpose of the report:

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

Application	Grant Amount	£47438.90
Applicant: Various Project Title: Shaw Village Hall - Lighting upgrade	£1084.00	Match funded
Applicant: Bulkington Remembers Project Title: Bulkington Remembers	£650.00	£500 capital Grant, £150 previously approved
Applicant: Melksham United Church Parent and Toddler Group Project Title: Melksham United Church Parent and Toddler Group	£1155.00	Match funded
Applicant: Melksham Town Council Project Title: Bus Shelters - Melksham Town	£3378.00	Match Funded
Applicant: Keevil Parish Council Project Title: Banfield Recreation Ground Improvement Project	£1725.00	Match funded
Total grant amount requested at this meeting	£7992-£150 (£7842)	£35,854.90 balance if agreed
Total amount allocated so far	£3742	£43,696.90

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

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.

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.

3. The applications

<p>Applicant: Various Project Title: Shaw Village Hall - Lighting upgrade</p>	<p>Amount Requested from Area Board: £1084.00</p>	
<p>This application meets grant criteria 2014/15.</p> <p>Project Summary: The lighting in the main hall of the Shaw Village Hall is inadequate to light the Hall to the required standard. This has been assessed professionally and advice received. The existing lighting has been in situ for a considerable period of time and does not consist of any emergency lighting. We aim to upgrade this to BS standards.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Residents of Shaw, Whitley and surrounding rural areas will benefit by improving and maintaining rural community facilities, related to the following local adopted priorities. Links to Priorities of Melksham Area Board July 2013 A2 Support the provision of recreational activities/spaces for young people and their families Melksham JSA 2013- 2015 5 Healthy Lifestyles Leisure 1 increasing levels of participation 3 Young people Environment Culture and Events 3 Improving the facilities for Groups and Events Melksham Community Area Partnership Action Plan March 2013 2. Provide recreational activities/spaces for young people Economy, Education, Jobs and skills 1. Celebrate Melksham Area and strengthen identity and to encourage children to participate in community activities, Encourage participation in clubs and activities to increase resident's sense of belonging to Melksham area.</p>		
<p>Applicant: Bulkington Remembers Project Title: Bulkington Remembers</p>	<p>Amount Requested from Area Board: £650.00(£150 previously allocated from WW1 funding)</p>	
<p>This application meets grant criteria 2014/15. £150 has already been allocated from WW1 funding by the delegated powers of the Area Board, £500 is requested for the capital projects for the 2 benches</p>		

Project Summary:Wiltshire will commemorate and remember the 10,000 who lost their lives in The Great War at a series of events across the County. Bulkington Remembers is a village specific act of remembrance that is personal to villagers in Bulkington, giving each villager a chance to remember members of their own family in a thoughtful and respectful way. Funding is sought to support a specific event in August centered around our War Memorial and Church, together with 2 remembrance benches for the sensory garden in our community playing field.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Wiltshire will commemorate and remember the 10,000 who lost their lives in The Great War at a series of events across the County. Bulkington Parish Council has already funded the restoration of our War Memorial and our Remembrance Service is well supported by adults and children of all ages groups within the village as we all pay our respects on Remembrance Sunday to those from Bulkington who gave their lives. However, in common with many villages, there are very few in Bulkington who have any family connection with the names on our Memorial and the aim of Bulkington Remembers is to encourage families to think about their own family history and identify those in their own families whose lives were affected by The Great War. Families will learn more about their own family history and those who took part in the Great War as well as those whose lives were irrevocably changed by it; Children and adults will benefit by understanding how members of their family responded to the demands of the time and will become interested in the issues of societal change which followed the conflict. The anniversary of the start of The Great War is an important part of our heritage and history and Bulkington Remembers is not a celebration but an important act of remembrance for our whole community. It will dovetail with other events around the County but enable all villagers to make remembrance very personal. Working with Christ Church, Bulkington we have planned a Service of Remembrance on Sunday 3rd August, a floral display and a small exhibition of poems, letters and personal memorabilia supplied by members of our community. The Church will be open Saturday 2nd and Sunday 3rd August 11.00 - 4.00pm All villagers will be invited to the Service of Remembrance and will be given a small card cross upon which to write the names of members of their own families, wherever they lived, who were affected by The Great War. Our objective is to encourage families and children to understand their own family history and think about the sacrifices made. There will be special dedication of these crosses as part of the service and they will be displayed as part of the Bulkington Remembers exhibition. In addition to our Service of Remembrance on the anniversary of the declaration of war, we would like to provide something that encourages people to reflect and remember over a longer period. Providing 2 memorial benches for our sensory garden and village playing field will benefit the whole community, particularly mothers of small children who have to be accompanied and older residents who have told us that they would appreciate more seating. The Remembrance Service on Sunday 9th November at our newly restored memorial (parish Council funded) will place particular emphasis on the 1st World War and we will

include the dedication of 2 memorial benches. These accessible memorials will each bear a memorial plaque and will be placed in our playing field for the whole community to use and to remember all those whose lives were affected by The Great War, whether from the Village or their own families.

<p>Applicant: Melksham United Church Parent and Toddler Group Project Title: Melksham United Church Parent and Toddler Group</p>	<p>Amount Requested from Area Board: £1155.00</p>	
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This application meets grant criteria 2014/15.

Project Summary: We are proposing to set up a Parent and Toddler group every Thursday Morning from 10am-11.30am. Carers will be able to bring children from 0-4 years old (pre-school) for free play, crafts and structured activities including singing and story time. With a small snack provided and teas and coffees for carers by donation only rather than charging a fee. At the moment we are trying to get started and set up so we are looking for funding from wherever we can. We will fund whatever we cannot get through grants by fund raising through church events such as coffee mornings, and similar. We will also be relying on donations of toys and books.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Local parents/carers with young children will benefit. Anyone who cares for a child under school age will be welcome to participate. As it is a non profit organisation, we are asking only for donations for refreshments and crafts if people wish to give. So they will not be out of pocket at all but will be able to come and chat with fellow carers/parents. This will enable people to make new friends (both carers and children) and discuss issues they may have with fellow carers going through the same things. It will also give carers a bit of a break if they are finding things tough, allowing them to get support from others and to bring their children somewhere different for a change. People new to the area can come and meet new people and learn about Melksham, as we are based right in the centre of town, it is convenient for most people and easy to find us. It will benefit the children because we aim to have a variety of up to date toys and books which will encourage a variety of explorative play, and skill development. We will also be singing, and playing basic music with the children which will benefit them and their carers who may learn new songs to sing at home. There will be basic crafts so parents can have a keep sake and children can develop new skills in fine motor, writing/drawing etc. Lastly there will be story time so children can listen and learn and also look at the books themselves - developing interest in reading and books.

<p>Applicant: Melksham Town Council Project Title: Bus Shelters - Melksham Town</p>	<p>Amount Requested from Area Board:</p>	
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	£3378.00	
<p>This application meets grant criteria 2014/15.</p> <p>Project Summary: To provide bus shelters for users at stops located at 1) Blackmore Road/Gloucester Square; 2) Semington Road/Longford Road 3) Snowberry Lane/Spa Medical Centre</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Bus service users, often those with no other means of transport and particularly the aged and infirmed. The installation of these shelters accords with the ambitions to improve and encourage the use of public transport and provide a user friendly bus service as identified within the Melksham Community Area Action plan (February 2012)</p>		
<p>Applicant: Keevil Parish Council Project Title: Banfield Recreation Ground Improvement Project</p>	<p>Amount Requested from Area Board: £1725.00</p>	
<p>This application meets grant criteria 2014/15.</p> <p>Project Summary: To increase the range of equipment on the recreation ground, catering for all sections of the community, from young to old, to make it a focal point for the village and increase the use of this valuable open space. Extensive consultation within the community has shown the support for the improvement to the current facilities including requests for more play equipment and a much-needed bike trail. Keevil School at present also makes little use of the current facilities and the provision of additional equipment means it could be used for Cycling Proficiency and developing team building and leadership skills.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: All members of the community, whatever their age, ability and interest can benefit from the improvement in facilities. In terms of local priorities members of the parish can benefit from: A2. Provision of recreational activities for young people and their families. The new facilities include a basket swing (for all ages, including the disabled child), a multiplay unit with slide, two pieces of adult equipment (one for the fitter 14+ and adult and one suitable for all levels of ability and for the more mature resident), hand holds for the existing play wall to increase its functional use and a bike trail, which has been requested by the young people of the village for more than 20 years. B3. Addressing childhood obesity. Increase in play/fitness equipment will encourage local children to exercise more frequently and for longer. Children from outside the village- particularly the many who attend the school will also be attracted to the recreational ground with increased facilities. C1. Protecting and enhancing parks and green spaces. The recreational ground will be considerably enhanced by new equipment and plans for future development</p>		

include the provision of picnic tables and benches for parishioners to enjoy the views of the airfield and across to Westbury white horse. F5. Improving road safety. The provision of a bike trail will not only be appreciated by young people but also by the older residents, who are concerned about the use of bicycles on the public highway and riders cycling out onto the road in their desire to find safe cycling. The school would also combine its use with their Cycling Proficiency training at the school. H1. Encouraging participation in organised and non-organised sport. It is hoped that the improvements will encourage families to congregate at the recreation ground. Village events could also be held there. The football pitch on the site is suitable for five-a-side matches and the school intends to make increased use of all the facilities.

Report Author:

Alison Sullivan, Melksham Area Board
01249 706263

Grant Applications for Melksham on 15/10/2014

ID	Grant Type	Project Title	Applicant	Amount Required
887	Community Area Grant	Shaw Village Hall - Lighting upgrade	Various	£1084.00
852	Community Area Grant	Bulkington Remembers	Bulkington Remembers	£650.00
878	Community Area Grant	Melksham United Church Parent and Toddler Group	Melksham United Church Parent and Toddler Group	£1155.00
902	Community Area Grant	Bus Shelters - Melksham Town	Melksham Town Council	£3378.00
903	Community Area Grant	Banfield Recreation Ground Improvement Project	Keevil Parish Council	£1725.00

ID	Grant Type	Project Title	Applicant	Amount Required
887	Community Area Grant	Shaw Village Hall - Lighting upgrade	Various	£1084.00

Submitted: 31/07/2014 19:00:32

ID: 887

Current Status: Application Appraisal

To be considered at this meeting:

15/10/2014 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Shaw Village Hall - Lighting upgrade

6. Project summary:

PLEASE NOTE THAT TERESA STRANGE HAS SUBMITTED THIS APPLICATION ON BEHALF OF THE SHAW HALL AND PLAYING FIELD COMMITTEE AS THE CHAIRMAN, MR PETER DAVIS, DOES NOT HAVE THE RELEVANT I.T. SKILLS TO SUBMIT AN ONLINE APPLICATION. The lighting in the main hall of the Shaw Village Hall is inadequate to light the Hall to the required standard. This has been assessed professionally and advice received. The existing lighting has been in situ for a considerable period of time and does not consist of any emergency lighting. We aim to upgrade this to BS standards.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Melksham Without North

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

SN12 8EW

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

Safer communities

Sport, play and recreation

If Other (please specify)

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

12/2013

Total Income:

£11546.14

Total Expenditure:

£10583.97

Surplus/Deficit for the year:

£962.17

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

Inadequate capital reserves to fund project.

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

10b. Project Finance:

Total Project cost		£2169.14		
Total required from Area Board		£1084.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Lighting upgrade	2169.14		Our reserves	yes
				1085.14
Total		£2169.14		£1085.14

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

No

12. If so, which Area Boards?

Melksham

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

Residents of Shaw, Whitley and surrounding rural areas will benefit by improving and maintaining rural community facilities, related to the following local adopted priorities. Links to Priorities of Melksham Area Board July 2013 A2 Support the provision of recreational activities/spaces for young people and their families Melksham JSA 2013- 2015 5 Healthy Lifestyles Leisure 1 increasing levels of participation 3 Young people Environment Culture and Events 3 Improving the facilities for Groups and Events Melksham Community Area Partnership Action Plan March 2013 2. Provide recreational activities/spaces for young people Economy, Education, Jobs and skills 1. Celebrate Melksham Area and strengthen identity “ encourage children to participate in community activities, Encourage participation in clubs and activities to increase resident’s sense of belonging to Melksham area. The Shaw Village Hall and Playing Field is a \

14. How will you monitor this?

Continued and additional use of the facilities resulting in use of the safer and improved facilities provided at Shaw Village Hall and Playing Field. The usage will be monitored throughout the year by the Management Committee and reviewed and reported at the AGM in March 2015.

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

Once the project is completed, it will only require routine maintenance and upkeep which

will be funded by income from letting the facilities and a grant from Melksham Without Parish Council. Other fundraising activities take place throughout the year and a Fete is held every 2 years in May.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

852	Community Area Grant	Bulkington Remembers	Bulkington Remembers	£650.00
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Submitted: 24/06/2014 13:24:37

ID: 852

Current Status: Application Appraisal

To be considered at this meeting:

15/10/2014 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

5. Project title?

Bulkington Remembers

6. Project summary:

Wiltshire will commemorate and remember the 10,000 who lost their lives in The Great War at a series of events across the County. Bulkington Remembers is a village specific act of remembrance that is personal to villagers in Bulkington, giving each villager a chance to remember members of their own family in a thoughtful and respectful way. Funding is sought to support a specific event in August centered around our War Memorial and Church, together with 2 remembrance benches for the sensory garden in our community playing field.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Summerham and Seend

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

SN10 1SN

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

Children & Young People

Arts, crafts and culture

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost		£650.00		
Total required from Area Board		£650.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Banners	26.00			
Communication flyer	24.00			
memorial crosses	10.00			
exhibition metrail	50.00			
bench	250.00			
bench	250.00			
memorial plaques	40.00			
Total	£650			£0

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

No

12. If so, which Area Boards?

Melksham

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

Wiltshire will commemorate and remember the 10,000 who lost their lives in The Great War at a series of events across the County. Bulkington Parish Council has already funded the restoration of our War Memorial and our Remembrance Service is well supported by adults and children of all ages groups within the village as we all pay our respects on Remembrance Sunday to those from Bulkington who gave their lives. However, in common with many villages, there are very few in Bulkington who have any family connection with the names on our Memorial and the aim of Bulkington Remembers is to encourage families to think about their own family history and identify those in their own families whose lives were affected by The Great War. Families will learn more about their own family history and those who took part in the Great War as well as those whose lives were irrevocably changed by it; Children and adults will benefit by understanding how members of their family responded to the demands of the time and will become interested in the issues of societal change which followed the conflict. The anniversary of the start of The Great War is an important part of our heritage and history and Bulkington Remembers is not a celebration but an important act of remembrance for our whole community. It will dovetail with other events around the County but enable all villagers to make remembrance very personal. Working with Christ Church, Bulkington we have planned a Service of Remembrance on Sunday 3rd August, a floral display and a small exhibition of poems, letters and personal memorabilia supplied by members of our community. The Church will be open Saturday 2nd and Sunday 3rd August 11.00 - 4.00pm All villagers will be invited to the Service of Remembrance and will be given a small card cross upon which to write the names of members of their own families, wherever they lived, who were affected by The Great War. Our objective is to encourage families and children to understand their own family history and think about the sacrifices made. There will be special dedication of these crosses as part of the service and they will be displayed as part of the Bulkington Remembers exhibition. In addition to our Service of Remembrance on the anniversary of the declaration of war, we would like to provide something that encourages people to reflect and remember over a longer period. Providing 2 memorial benches for our sensory garden and village playing field will benefit the whole community, particularly mothers of small children who have to be accompanied and older residents who have told us that they would appreciate more seating. The Remembrance Service on Sunday 9th November at our newly restored memorial (parish Council funded) will place particular emphasis on the 1st World War and we will include the dedication of 2 memorial benches. These accessible memorials will each bear a memorial plaque and will be placed in our playing field for the whole community to use and to remember all those whose lives were affected by The Great War, whether from the Village or their own families.

14. How will you monitor this?

Attendance at the Service of Remembrance Number of crosses presented for dedication
Attendance at the Remembrance Sunday Service Usage of the memorial benches Feedback from Villagers to Christ Church, Parish Council, Playing Field Committee

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

N/A

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

N/A

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

878	Community Area Grant	Melksham United Church Parent and Toddler Group	Melksham United Church Parent and Toddler Group	£1155.00
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Submitted: 21/07/2014 21:29:29

ID: 878

Current Status: Application Appraisal

To be considered at this meeting:

15/10/2014 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Melksham United Church Parent and Toddler Group

6. Project summary:

We are proposing to set up a Parent and Toddler group every Thursday Morning from 10am-11.30am. Carers will be able to bring children from 0-4 years old (pre-school) for free play, crafts and structured activities including singing and story time. With a small snack provided and teas and coffees for carers by donation only rather than charging a fee. At the moment we are trying to get started and set up so we are looking for funding from wherever we can. We will fund whatever we cannot get through grants by fund raising through church events such as coffee mornings, and similar. We will also be relying on donations of toys and books.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Melksham Central

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

sn12 6ju

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

Children & Young People

Arts, crafts and culture

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost		£2310.00		
Total required from Area Board		£1155.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Toys, books, craft materials etc	750.00	Wiltshire churches together fund		200.00
Tables and chairs	770.00	URC Funding		200.00
Outside Buggy park/shelter	790.00	Methodist Funding		200.00
		Fund raising and donations of toys and books		555.00
Total	£2310			£1155

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

No

12. If so, which Area Boards?

Melksham

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

Local parents/carers with young children will benefit. Anyone who cares for a child under school age will be welcome to participate. As it is a non profit organisation, we are asking only for donations for refreshments and crafts if people wish to give. So they will not be out of pocket at all but will be able to come and chat with fellow carers/parents. This will enable people to make new friends (both carers and children) and discuss issues they may have with fellow carers going through the same things. It will also give carers a bit of a break if they are finding things tough, allowing them to get support from others and to bring their children somewhere different for a change. People new to the area can come and meet new people and learn about Melksham, as we are based right in the centre of town, it is convenient for most people and easy to find us. It will benefit the children because we aim to have a variety of up to date toys and books which will encourage a variety of explorative play, and skill development. We will also be singing, and playing basic music with the children which will benefit them and their carers who may learn new songs to sing at home. There will be basic crafts so parents can have a keep sake and children can develop new skills in fine motor,

writing/drawing etc. Lastly there will be story time so children can listen and learn and also look at the books themselves - developing interest in reading and books.

14. How will you monitor this?

Periodic feedback forms from parents/carers to see how the group has helped both them and their children.

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

Fundraising through, coffee mornings or similar; donations.

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

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

902	Community Area Grant	Bus Shelters - Melksham Town	Melksham Town Council	£3378.00
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Submitted: 13/08/2014 11:39:30

ID: 902

Current Status: Application Appraisal

To be considered at this meeting:

15/10/2014 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

Yes

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

These requests for bus shelters were reactivated in 2014. No specific provision for bus shelters was made within the 2014/15 budget and associated precept requirement which was, in any event, under severe pressure largely due to the financial arrangements associated with the localisation of council tax support.

5. Project title?

Bus Shelters - Melksham Town

6. Project summary:

To provide bus shelters for users at stops located at 1)Blackmore Road/Gloucesters Square; 2) Semington Road/Longford Road 3) Snowberry Lane/Spa Medical Centre

7. Which Area Board are you applying to?

Melksham

Electoral Division

Melksham Central

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

SN12 7HT; 6DW; 6FP

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

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Transport and roads

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2014

Total Income:

£7150.00

Total Expenditure:

£225.00

Surplus/Deficit for the year:

£0.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

No specific provision has been made for bus shelters within the 2014/15 budget. If this application is successful it is envisaged that the outstanding match funded sum will be sourced from the Town Council's general reserves.

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

10b. Project Finance:

Total Project cost		£6756.00		
Total required from Area Board		£3378.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Shelters (x3)	5004.00	Resrves		3378.00
End Panels (x6)	1032.00			
Perch Seating				
(x3)	720.00			
Total	£6756			£3378

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

No

12. If so, which Area Boards?

Melksham

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

Bus service users, often those with no other means of transport and particularly the aged and infirmed. The installation of these shelters accords with the ambitions to improve and encourage the use of public transport and provide a user friendly bus service as identified

within the Melksham Community Area Action plan (February 2012)

14. How will you monitor this?

Through user feedback. This may be undertaken via customer satisfaction surveys undertaken with relevant bus service providers, and in conjunction with other relevant parties (e.g. Spa Medical Centre Patient Reference Group).

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

Provision in respect of ongoing revenue requirements to inspect, maintain and repair the shelters will be encompassed within future financial planning

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

N/A

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

903	Community Area Grant	Banfield Recreation Ground Improvement Project	Keevil Parish Council	£1725.00
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Submitted: 13/08/2014 21:06:10

ID: 903

Current Status: Application Appraisal

To be considered at this meeting:

15/10/2014 Melksham

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

Yes

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

A large sum is required to develop Banfield Recreation Ground, Keevil (land previously donated by a parishioner). This sum is equal to approximately Annual Precept x 5. The remainder will be sought from grant providers.

5. Project title?

Banfield Recreation Ground Improvement Project

6. Project summary:

To increase the range of equipment on the recreation ground, catering for all sections of the community, from young to old, to make it a focal point for the village and increase the use of this valuable open space. Extensive consultation within the community has shown the support for the improvement to the current facilities including requests for more play equipment and a much-needed bike trail. Keevil School at present also makes little use of the current facilities and the provision of additional equipment means it could be used for Cycling Proficiency and developing team building and leadership skills.

7. Which Area Board are you applying to?

Melksham

Electoral Division

Summerham and Seend

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

BA14 6NA

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

Children & Young People

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Recycling and green initiatives

Sport, play and recreation
Other

If Other (please specify)

Older residents would benefit from appropriate exercise equipment

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2014

Total Income:

£6170.00

Total Expenditure:

£4986.00

Surplus/Deficit for the year:

£1184.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

Sum required is circa 36000.00 (incl VAT) which is approximately the Parish Council's annual precept x 5. The Parish Council holds Earmarked Reserves for developing a Playing Field entrance (current access is a right of way over MOD property), repair & renovation of Keevil War Memorial, maintenance of the Village web site, Parish Plan/Village Design Statement and installation of footpath safety railings. The Audit Commission auditors, Grant Thornton, commented this year [We note that the council holds a low level of general reserves, approximately 0.7% of the annual precept for 2013/2014 after allowing for reserves that are earmarked for specific purposes. The council should consider the level of general reserves and consider taking steps to increase the level of reserves in future years if it considers it necessary.]

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

10b. Project Finance:

Total Project cost £36000.00

Total required from Area Board £1725.00

Expenditure

(Itemised £

expenditure)

Equipment 17739.00

Income

(Itemised

income)

Grants

Tick if income

confirmed

£

26550.00

Installation	8929.00	Parish Council for SITA	3450
Surfacing/works	1908.00	Precept, fund raising	1725.00
Carriage	962.00	donations	2550
VAT @20%	6000.00		
Round up of figures	462.00		
Total	£36000		£34275

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

No

12. If so, which Area Boards?

Melksham

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

All members of the community, whatever their age, ability and interest can benefit from the improvement in facilities. In terms of local priorities members of the parish can benefit from:

A2. Provision of recreational activities for young people and their families. The new facilities include a basket swing (for all ages, including the disabled child), a multiplay unit with slide, two pieces of adult equipment (one for the fitter 14+ and adult and one suitable for all levels of ability and for the more mature resident), hand holds for the existing play wall to increase its functional use and a bike trail, which has been requested by the young people of the village for more than 20 years. B3. Addressing childhood obesity. Increase in play/fitness equipment will encourage local children to exercise more frequently and for longer. Children from outside the village- particularly the many who attend the school ‘ will also be attracted to the recreational ground with increased facilities. C1. Protecting and enhancing parks and green spaces. The recreational ground will be considerably enhanced by new equipment and plans for future development include the provision of picnic tables and benches for parishioners to enjoy the views of the airfield and across to Westbury white horse. F5. Improving road safety. The provision of a bike trail will not only be appreciated by young people but also by the older residents, who are concerned about the use of bicycles on the public highway and riders cycling out onto the road in their desire to find ‘jumps’™. The school would also combine its use with their Cycling Proficiency training at the school. H1. Encouraging participation in organised and non-organised sport. It is hoped that the improvements will encourage families to congregate at the recreation ground. Village events could also be held there. The football pitch on the site is suitable for five-a-side matches and the school intends to make increased use of all the facilities.

14. How will you monitor this?

Issue a follow-up questionnaire to all parishioners asking for their views on the range of equipment provided and on their current usage of the recreation ground within two years of installation of the upgraded facilities. Encourage comments from the parish via the website

and the Parish magazine on a continual basis. Promote the recreation ground as a venue for events (fetes, barbecues, children's parties, village sporting events etc) and monitor its use by village organisations through published events in the Parish magazine. Maintain contact with the school to establish how their needs are being met. Continue development to meet demand – provision of tables/benches/goal nets and consider provision of "social" equipment – barbecue etc. Liaise with community police to check reduction in complaints re anti-social and dangerous cycling on the village roads from local residents

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

Repairs, maintenance and insurance of the equipment will be funded via the Annual Parish Council Precept.

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

The project is to develop the recreation ground. We are applying to the SITA Trust for a sum of £30000. A condition of receiving this grant is a Contribution Third Party Payment of 11.5% which would amount to £3450. The Area Board grant would go towards raising this amount. The balance of this payment would be raised from local sources.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

