

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Assembly Hall, Market Place, Melksham  
**Date:** 9 September 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 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](mailto:kevin.fielding@wiltshire.gov.uk)

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

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Pat Aves, Cllr Terry Chivers, Cllr Jon Hubbard, Cllr David Pollitt, Cllr Jonathon Seed and Cllr Roy While

### **Wiltshire Council Officers**

Rhys Schell – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Kate Blackburn – Public Health Registrar  
Justine Womack - Public Health Consultant  
Area Board Community Project Support Officer – Phil McMullen

### **Town and Parish Councils**

Atworth Parish Council – Effie Gale-Sides, Maureen Weston & Alan Leiz  
Melksham Town Council – Terri Welch & Andy Hinchcliffe  
Melksham Without Parish Council – John Glover, Mike Sankey & Ralf Brindle  
Seend Parish Council – Joan Savage

### **Partners**

Wiltshire Police – Vincent Logue  
Chamber of Commerce – Graham Ellis  
Melksham Community Partnership – Colin Goodhind

**Total in attendance: 145**

---

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the meeting of the Area Board and thanked the many residents of the Melksham community area for attending the meeting.</p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Consultation of Community Area Open Spaces</li> <li>• Grants for Rural Organisations and Businesses (Leader Funding)</li> <li>• School Place Planning and Commissioning</li> <li>• Healthwatch Wiltshire (July update)</li> </ul>
2	<p><u>Apologies for Absence</u></p> <p>Mike Franklin – Wiltshire Fire &amp; Rescue Service.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meetings held on Wednesday 17 June 2015 and Wednesday 9 July 2015 were agreed as the correct records.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Local Youth Network (LYN) - update</u></p> <p>Ceri Evans – Community Youth Officer gave the LYN update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Spice Time Credits - Young people had now been on several organised excursions using their Time Credits.</li> </ul>

	<ul style="list-style-type: none"> <li>• That the youth group mini bus was now operational.</li> <li>• That the youth group would be taking part in the Big Walk - Saturday 12<sup>th</sup> September and the Bowerhill youth club consultation - Saturday 19<sup>th</sup> September.</li> </ul> <p>The Chairman thanked Ceri Evans for his update.</p>
6	<p><u>Champion Updates</u></p> <p><b>Children and Young Peoples Network - Cllr Jon Hubbard</b></p> <ul style="list-style-type: none"> <li>• Well done to all the young people for the voluntary work that they had already carried out. The group was now looking for other volunteering opportunities to get involved with.</li> <li>• That the new youth club at the Melksham Adventure Centre was going well, with attendances growing. It was now hoped to open a youth centre at Bowerhill.</li> </ul> <p><b>Economy – Cllr Roy While</b></p> <ul style="list-style-type: none"> <li>• Bowerhill and Hampton Park Business Initiative - Slight delay to the first Hampton Park Industrial Bulletin. To be finalised shortly and to go out to all companies by end of September.</li> </ul> <p><b>Health and Wellbeing Network - Cllr Pat Aves</b></p> <ul style="list-style-type: none"> <li>• That the group’s last meeting at Dorothy House had been very productive.</li> <li>• Next meeting on Tuesday 8<sup>th</sup> September.</li> </ul> <p><b>Transport - Cllr Terry Chivers</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul> <p><b>Read Easy Project - Cllr David Pollitt</b></p> <ul style="list-style-type: none"> <li>• Currently interviewing potential ‘coaches’ in readiness for the group’s ‘Training Days’.</li> <li>• Actively advertising for more Coaches &amp; Readers and expected to have 7</li> </ul>

	<p>or 8 Coaches trained and ready for teaching by mid October.</p> <ul style="list-style-type: none"> <li>• Referral agencies had been contacted and the group expected to start receiving their nominees in October.</li> </ul> <p>The Chairman thanked all members for their updates.</p>
7	<p><u>Melksham Community Campus</u></p> <p>The Chairman gave a brief overview of the most recent Melksham Community Campus project developments, and advised that:</p> <ul style="list-style-type: none"> <li>• Bulldozers were now on site at the Woolmore Farm site.</li> <li>• The budget for Melksham House was now in place.</li> <li>• The need to establish a Melksham Project Board.</li> </ul> <p>Ceri Williams - Senior Community Organisational Transformation Manager, Wiltshire Council then outlined the Melksham Campus current position.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Overview of the Woolmore Farm project.</li> <li>• Melksham Market Place options.</li> <li>• That the Melksham House site would be vacant from July 2016.</li> <li>• Ongoing positive dialogue with Melksham Town Council over the use of shared communal space.</li> </ul> <p>Melksham Campus Project Board</p> <p>The Chairman then outlined the aim of the board:</p> <p>To work with council officers, residents, clubs, groups and partners to put forward campus recommendations to the Area Board within a timely manner, which delivers a campus for the Melksham community area within the agreed budget.</p> <p>Councillors were then asked to vote on the formation and membership of the new board.</p>

## **Decision**

- **That the Melksham Area Board agrees:**
- **The proposal is to create a new Melksham Campus Project Board, recognising the Town Council involvement and the necessity to tighten the links between the three key organisations; Wiltshire Council, Melksham Area Board and Melksham Town Council.**
- **The Melksham Campus Project Board would be determined by the Melksham Area Board and should consist of a mutually agreeable representative as follows:**

**Three members of the Melksham Area Board, with Cllr Jon Hubbard to Chair.**

**Two members of the Melksham Town Council**

- **The Melksham Area Board shall recommend three Councillors and the Town Council will recommend two Councillors. Appointments would be voted on at an Area Board meeting by the Melksham Area Board members.**
- **The aim of the board was as follows:**
- **To work with council officers, residents, clubs, groups and partners to put forward campus recommendations to the Area Board within a timely manner, which delivers a campus for the Melksham community area within the agreed budget.**
- **The Melksham Area Board recognises the vital contribution that the Melksham COB had provided over the past 4-5 years, with each volunteer contributing a great deal of time, effort and expertise in bringing the development to its current position. The proposal was that the COB would continue as an advisory group, working alongside the Campus Project Board. They would provide information and advice when required and would act a scrutiny group on proposals put forward by the Campus Project Board.**

Cllr Jon Hubbard then outlined the current Campus position.

Points made included:

- **£16M budget to deliver the Melksham campus and the market place**

development.

- That the current schemes were unaffordable.
- Looking at ways to deliver all of the proposed facilities by increasing the capital available.
- Potential Town Council involvement, including the integration of the Assembly Hall.

Cllr Terri Welch – Melksham Town Council advised that upkeep costs for the Assembly Hall were costly, with the building suffering from major roof issues, which would need addressing.

That a new Assembly Hall would be an opportunity to integrate a new build into the Campus project, if the right deal for Melksham residents could be agreed with Wiltshire Council.

Cllr Jon Hubbard then outlined the two proposed Market Place redevelopment schemes:

- Option 1 – A scheme which would deliver a remodelled pedestrian market place. This scheme would include new street furniture with a new well providing a focal point. The finishes would be to a high specification to create an aesthetically pleasing and inviting environment.
- Approximate Cost £850,000.
- Option 2 – The functionality and layout would be exactly the same for the second scheme. The materials used would, however, be of a lower specification. The paved market place would be replaced with tarmac and minimal street furniture would be supplied.
- There would be scope for additions to be made to the scheme in the future.
- Approximate cost £260,000.

The attendees were then given the opportunity to ask any questions re the campus project.

#### Campus Workshop

The attendees were given the opportunity to discuss and then answer the following three questions:

	<ol style="list-style-type: none"> <li>1. What are the three most important elements that you would like to see in a new Assembly Hall?</li> <li>2. In principle, would you support the sale of land in and around the Melksham House site, to increase the campus budget to help deliver all of the facilities identified in the original scheme?</li> <li>3. Of the two market place schemes proposed, which would prefer to see delivered? <i>Note: Funding that will be used on the market place comes directly from the campus budget.</i></li> </ol> <p>The feedback on the three questions would then be evaluated and discussed later during the meeting.</p>
8	<p><u>Child Poverty Community Area Profiles</u></p> <p>Kate Blackburn – Public Health Registrar, Wiltshire Council and Justine Womack – Public Health Consultant, Wiltshire gave a presentation and discussion on child poverty, providing the Area Board with data about child poverty locally.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• What is Child Poverty?</li> </ul> <p>The proportion of children living in families within the UK that are either in receipt of out-of-work benefits or in receipt of tax credits with a reported income which is less than 60 per cent of national median income. This measure provides a broad proxy for relative low-income child poverty as set out in the Child Poverty Act 2010 and enables analysis at a local level.”</p> <p>The Wiltshire Picture</p> <ul style="list-style-type: none"> <li>• In 2012 <b>10.6%</b> of children in Wiltshire in poverty.</li> <li>• Significant <b>variation</b> within Wiltshire -pockets of high deprivation found in particular localities and significant deprivation across some vulnerable groups.</li> <li>• Employment rate: Wiltshire 77% (men 84%, women 70%) National 72% (men 77%, women 67%)</li> <li>• Median gross annual earnings employed <b>£20,657</b> (Females £15,875, part-time £8,543)</li> </ul>



	<ul style="list-style-type: none"> <li>• Median weekly income: Wiltshire £503.60 National £520.70</li> <li>• <i>Country Life: Tougher To Make Ends Meet</i> report found people living in rural communities need to spend 10-20% more than those in urban areas to reach a minimum acceptable living standard while pay levels are frequently lower than urban areas.</li> </ul> <p>The Wiltshire Child Poverty Strategy</p> <ul style="list-style-type: none"> <li>• <b>Child Poverty Act</b> commits this and future governments to eradicating child poverty by 2020. Tasks local areas to produce a child poverty needs assessment and strategy.</li> <li>• New <b>Life Chances</b> legislation (incorporated into the Welfare Reform and Work Bill) proposes to remove a number of the legal duties and measures set out in the Child Poverty Act 2010 and to place a new duty on the Secretary of State to report annually on <b>children in workless households</b> and the <b>educational attainment of children</b>.</li> <li>• <b>Wiltshire strategy</b> has 5 objectives: <ul style="list-style-type: none"> <li>Objective 1 – Provide effective support to vulnerable families with 0-5 year olds.</li> <li>Objective 2 – Narrowing the Educational Attainment Gap.</li> <li>Objective 3 – Develop an inclusive economy that will enable equality of economic opportunity for all.</li> <li>Objective 4 – Provide locally-focused support based on a thorough understanding of needs.</li> <li>Objective 5 – Promote engagement with the Child Poverty Strategy and related implementation plan.</li> </ul> </li> </ul> <p>The Chairman thanked Kate Blackburn and Justine Womack for a very interesting presentation. It was agreed that the Area Board would hold a future workshop on this topic.</p>
9	<p><u>Written Partner Updates</u></p> <p>Wiltshire Police - the written report contained in the agenda pack was noted.</p>
10	<p><u>Campus Feedback and Discussion</u></p> <p>Feedback to the questions:</p>

	<p>1. What are the three most important elements that you would like to see in a new Assembly Hall?  <b>a. Catering, Cinema, Theatre &amp; multi purpose use.</b></p> <p>2. In principle, would you support the sale of land in and around the Melksham House site, to increase the campus budget to help deliver all of the facilities identified in the original scheme?  <b>a. 85% felt that the minimum of land should be sold off to offset any budget shortfall.</b></p> <p>3. Of the two market place schemes proposed, which would prefer to see delivered?  <i>Note: Funding that will be used on the market place comes directly from the campus budget.</i>  <b>a. Option 2 – the lower priced scheme was favoured.</b></p> <p>The attendees were thanked for their participation in the campus workshop.</p>
11	<p><u>Community Area Transport Group (CAT-G) - update</u></p> <p>Cllr Jonathon Seed advised that:</p> <ul style="list-style-type: none"> <li>• That Cllr Roy While would be the new CATG Chairman from the 1<sup>st</sup> October 2015.</li> <li>• Next CATG meeting on Thursday 1<sup>st</sup> October</li> </ul> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area agrees the sum of £1,280 for two sets of safety hand rails in Keevil.</b></li> </ul>
12	<p><u>Grant Funding</u></p> <p>The Wiltshire Councillors considered the following Grant Applications:</p> <p><b>Decision</b>  <b>Atworth Village Hall and Recreation Ground Committee - Atworth Village Hall Refurbishment of Toilets awarded £2,000.</b></p> <p><b>Reason</b>  <b><i>The grant meets the 2015/16 grants criteria.</i></b></p> <p><b>Decision</b>  <b>Avon Bowls Club - Avon Bowls Club Notice Board awarded £450</b>  <b><i>The grant meets the 2015/16 grants criteria.</i></b></p>

	<p><b>Decision</b>  <b>Broughton Gifford and Holt Scouts - replacement of remainder of tents.</b>  <b>Awarded £1,200</b>  <i>The grant meets the 2015/16 grants criteria.</i></p> <p><b>Decision</b>  <b>West Wiltshire Model Railway Circle - new ceiling door electricity toilet to create clubroom awarded £2,286.75</b>  <i>The grant meets the 2015/16 grants criteria.</i></p> <p><b>Decision</b>  <b>Atworth Parish Council - Atworth Village Flood Equipment Store awarded £750.00</b>  <i>The grant meets the 2015/16 grants criteria.</i></p> <p><b>Decision</b>  <b>Poulshot Ladies Club - Poulshot Jubilee Tapestry awarded £300.00</b>  <i>The grant meets the 2015/16 grants criteria.</i></p> <p>Councillor Led Initiatives</p> <p><b>Councillor: Cllr Roy While</b>  <b>Project: Casual play activity space, shrub planting, Bowerhill MUGGA – awarded a maximum of £2,500</b></p>
13	<p><u>Any Other Items of Public Concern</u></p> <p>Concerns were raised re cars being parked at the entrance to the grounds of Melksham House causing an obstruction.</p> <p>Concerns were also raised re the lack of lights along the swimming pool wall in the grounds of Melksham House.</p> <p>Both concerns were noted by the Area Board.</p>
14	<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> <li>• Wednesday 18 November 2015 – Seend Community Centre.</li> </ul>
15	<p><u>Close</u></p>