

# MINUTES

**Meeting:** MELKSHAM AREA BOARD  
**Place:** Seend Trust and Community Centre, Rusty Lane, Seend SN12 6NS  
**Date:** 18 November 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 8.55 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Rhys Schell – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Blair Keltie - Child Sexual Exploitation Manager Early Help  
Surriya Subramaniam – Head of Public Protection  
Area Board Community Project Support Officer – Phil McMullen

### **Town and Parish Councils**

Atworth Parish Council – Effie Gale-Sides  
Great Hinton Parish Council – George Macdomic  
Melksham Town Council – Terri Welch, Andy Hinchcliffe & Richard Wiltshire  
Melksham Without Parish Council – Richard Wood & Paul Carter  
Seend Parish Council – Joan Savage  
Steeple Ashton Parish Council – Geoff Hyatt

### **Partners**

Wiltshire Police – Inspector Nick Mawson  
Melksham Community Partnership – Colin Goodhind

**Total in attendance: 66**

<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.</p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Julia's House – building a children's hospice for Wiltshire.</li> <li>• NHS Health Checks.</li> <li>• Healthwatch Wiltshire – November update.</li> </ul> <p>The Chairman Thanked Margaret Tipper who was attending her last Melksham Area before retiring from Wiltshire in December 2015. Margaret had attended the Melksham Area Board from its inception, and had provided valuable administrative support to the Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Cllr David Pollitt – Wiltshire Council, Mike Franklin – Wiltshire Fire &amp; Rescue Service and Mitch Roberts – Atworth Parish Council.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 9 September 2015 were agreed as the correct record.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Jon Hubbard - Community Area Grant Funding Applicant Young Melksham – to re-equip the Canberra Youth Centre. Grant for £600 applied for.</p> <p>Youth Grant Funding – Young Melksham – Youth work provision. £12,350 applied for.</p> <p>Cllr Jon Hubbard was the Chairman of the board of trustees, Young Melksham. Would abstain when the Area Board voted on the grant applications.</p>

5	<p><u>Melksham Neighbourhood Police Team</u></p> <p>Inspector Nick Mawson outlined to the Area Board changes to the way Wiltshire Police planned to deliver community policing.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That a new Community Policing model was currently being trialled in the Trowbridge area. It had been decided that this pilot would be rolled out county wide during the summer 2016. Exactly what this would mean had yet to be fully decided and was subject of current planning discussions.</li> <li>• The new Wiltshire Police Control Strategy, which was based around the cross cutting themes of High risk victims, High risk offender, Domestic abuse and Cyber crime.</li> </ul> <p>Questions from the floor included:</p> <p>That there were concerns that under the new policing model, local police knowledge could be lost.  <i>a. Communities would still have local policing, but other officers would be available to help if required. PCSOs would not be lost.</i></p> <p>How can a good level of policing be maintained with cuts having to be made?  <i>a. There are indeed less resources, so Wiltshire Police has to do something different. The pilot in Trowbridge had proved to be very successful.</i></p> <p>Would any police officers face redundancy?  <i>a. No, any reduction would be through natural wastage or early retirement.</i></p> <p><i>Would Special Constable numbers reduce?</i>  <i>a. No, Specials would continue to be recruited. PCSOs would see their role be given more responsibility.</i></p> <p>Would Wiltshire Police still be supporting Community Speedwatch?  <i>a. Wiltshire Police would continue to support Community Speedwatch.</i></p> <p>How can officers spend more time in the community and less time in the office attending to admin etc?  <i>a. New mobile devices were being rolled out, giving officers the freedom to access information and stay in touch whilst remaining on the beat.</i></p> <p>The Chairman thanked Inspector Mawson for his presentation.</p>
6	<p><u>Child Sexual Exploitation</u></p> <p>Blair Keltie - Child Sexual Exploitation Manager Early Help, Wiltshire Council</p>

	<p>gave a presentation on the reality of Child Sexual Exploitation and discussion on how it should be tackled in Wiltshire.</p> <p>Points made included:</p> <p>What are we doing about CSE in Wiltshire?</p> <ul style="list-style-type: none"> <li>• A multi-agency strategy and action plan is in place led by the WSCB (Prevent, Protect, Pursue)</li> <li>• The WSCB CSE sub-group includes the nominated leads from each agency</li> <li>• Dedicated Multi Agency CSE Team located in MASH</li> <li>• The Council and Police employ missing co-ordinators to oversee data and return interviews inc 'Missing People'</li> <li>• CSE handbook and tool-kit for practitioners</li> <li>• A multi-agency risk management group, WRMG</li> <li>• Single agency and multi-agency training in place</li> <li>• Ongoing operational development (Oxford and Rochdale visits)</li> </ul> <p>What more do we need to do?</p> <ul style="list-style-type: none"> <li>• Increase awareness (general public, parents/carers, hoteliers, taxi drivers, park wardens, shopping centre staff, GPs, Area Boards, Town and Parish Council, fast food outlets, supermarkets)</li> <li>• Continue to engage all schools</li> <li>• Use all available powers, eg abduction notices</li> <li>• Commission a multi-agency peer review related to CSE</li> <li>• Acknowledge that this is everyone's business</li> </ul> <p>Questions from the floor included:</p> <p>How well resourced is your team?  <i>a. A budget had been allocated which would enable a specialist team to be recruited.</i></p> <p>Has Central Government the appetite to tackle CSE?  <i>a. Yes, this is a major priority for Central Government.</i></p> <p>The Chairman thanked Blair Keltie for a very powerful presentation.</p>
7	<p><u>Introduction to the Emergency Planning workshop</u></p> <p>Surriya Subramaniam – Head of Public Protection, Wiltshire Council gave a short presentation that outlined proposals for a workshop for the Melksham community area giving guidance on how to plan for and respond to emergency situations including flooding, snow and how Wiltshire Council could support emergency planning within the community area.</p>

	<p>It was agreed that an Emergency Planning event would be held on Thursday 3 December 2015.</p> <p>The Chairman thanked Surriya Subramaniam for his presentation.</p>
8	<p><u>Local Youth Network (LYN) - update</u></p> <p>Ceri Evans – Community Youth Officer outlined the following youth grant applications that were approved by the Area Board members:</p> <p><b>Genshin Kia School of Martial arts - awarded £1,930.</b></p> <p><b>Wiltshire Youth Canoe Club - awarded £3,000.</b></p> <p><b>Bowerhill Scout Group – awarded £1,594.</b></p> <p><b>Young Melksham – awarded £10,850. (Note: Cllr Jon Hubbard abstained from voting on this application).</b></p> <p><b>It was also agreed to award £3,000 for funding of the “You Choose” Awards.</b></p> <p>The Chairman thanked Ceri Evans and the LYN for their work in bringing the youth applications to the Area Board.</p>
9	<p><u>Market Place development/ campus update</u></p> <p>Cllr Jon Hubbard advised that the Melksham Area Board needed to approve a recommendation from the Melksham Campus Project Board that the Market Place re-development plan be approved.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board approves the recommendation from the Melksham campus project board that the Market Place re-development plan is approved.</b></li> </ul> <p>Brian Warwick – Melksham Seniors Group raised concerns over the lack of consultation with local disability groups re the Market Place re-development and the lack of disability ramps into the Town Hall building. <i>Cllr Jon Hubbard advised that Wiltshire Council would always work with any interested parties re disabled facilities in the Market Place re-development, and that any ramps could always be installed at a later date.</i></p> <p><i>The meeting was also advised that Wiltshire Council had no plans to build on</i></p>

	<p><i>land at Brunswick Park, Melksham. The Chairman read out a press statement from Wiltshire Council to the Wiltshire Times newspaper.</i></p> <p>The Chairman thanked Cllr Hubbard for his update.</p>
10	<p><u>Community Area Transport Group (CAT-G) - update</u></p> <p>Cllr Roy While presented the Area Board with the recommendations from the CATG meeting held on Thursday 1 October 2015.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Melksham Area Board approves:</b></li> </ul> <p><b>Keevil hand rails</b> – awarded £427 from CATG funds. The Parish Council have agreed to match. £426 already approved from Area Board.</p> <p><b>Dropped kerbs, Corsham Road, Whitley</b> – awarded £500 from the Area Board and to approve £500 from CATG funds. The Parish Council have agreed to fund the remaining 1/3.</p> <p><b>Atworth Bath Road improvements</b> –to acknowledge receipt of a petition and for the project to be awarded a grant of £1,750 from the Area Board and to approve £1,750 from CATG funds. The Parish Council have agreed to fund the remaining £3,000.</p> <p><b>Installation of bollard in Bowmans Court</b> – awarded £500 from CATG funds.</p> <p><b>No cycling signage at Berkshire Green</b> – awarded £1,000 from CATG funds.</p> <p><b>Melksham station signage improvements</b> – awarded £500 from CATG funds.</p> <p><b>Dropped kerbs, DeHavilland Place, Bowerhill</b> - this project be prioritised and to award a grant of £400 from the Area Board and to approve £400 from CATG funds. The Parish Council have agreed to fund the remaining £400.</p> <p><b>Petition for the introduction of road markings at the exit of Marigold close to Sweetbriar Road</b> – Highways officer to respond with recommendation for no further action.</p> <p>It was noted that Melksham Town Council requested an update on when work would start on the provision of new bus shelters at Gloucester Square,</p>

	<p>Blackmore Rd, Snowberry Lane and Semington Rd / Longford Rd, Melksham.</p> <p><i>Cllr Jonathon Seed advised that the Area Board would send a formal letter requesting an update on this matter to Cllr Philip Whitehead - Cabinet Member for Highways. Cllr Seed would also discuss the matter with Cllr Whitehead.</i></p> <p><i>Note: Cllr Seed advised that after discussions with Cllr Whitehead, the shelters would be installed by March 2016.</i></p> <p>The Chairman thanked Cllr While for his update.</p>
11	<p><u>Older Persons Champion</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>It was agreed by the Melksham Area Board that Chris Pickett would be appointed as the Melksham Older Person Champion.</b></li> </ul>
12	<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>• That the Canberra Youth Centre had now re-opened, and was looking to run an after-school club. Thanks to the hard work of Ceri Evans and the Trustees of Young Melksham for their hard work in getting the centre back up and running.</li> <li>• That the You Chose Award night was being held on Wednesday 2 December 2015.</li> </ul> <p><b>Economy – Cllr Roy While</b></p> <ul style="list-style-type: none"> <li>• That the first edition of the Hampton Park Industrial Bulletin had now been distributed.</li> <li>• That the new Bowerhill Sports Pavillion was now open.</li> </ul> <p><b>Health and Wellbeing Network - Cllr Pat Aves</b></p> <ul style="list-style-type: none"> <li>• Currently looking to sort a date for the next meeting.</li> </ul>

	<p><b>Transport - Cllr Terry Chivers</b></p> <ul style="list-style-type: none"> <li>• That the Public Transport Review was out to consultation.</li> </ul> <p><b>Read Easy Project - Cllr David Pollitt</b></p> <ul style="list-style-type: none"> <li>• Cllr Pollitt was unable to attend the meeting, a full update would be given at the next meeting.</li> </ul> <p>The Chairman thanked all members for their updates.</p>
13	<p><u>Partner Updates</u></p> <p>To following written updates were noted:</p> <p>Community Area Partnership - Colin Goodhind</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That MCAP were currently supporting Neighbourhood Watch, No Cold Calling, Safe Places scheme and Smart Water.</li> <li>• Melksham CCTV – Some 30 volunteers now involved in operating the system.</li> <li>• Ongoing partnership working with the Community Area Transport Group and Community Speedwatch.</li> </ul> <p>Wiltshire Police – the written report was noted.</p> <p>Wiltshire Fire and Rescue Service – the written report was noted.</p> <p>Melksham Town Council – the written report was noted.</p> <p>Melksham Without Parish Council – the written report was noted.</p> <p>Melksham Senior People’s Forum – Brian Warwick</p> <ul style="list-style-type: none"> <li>• The importance of checking up on OAPs over the winter months.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>

Grant Funding

The Wiltshire Councillors considered the following Grant Applications:

**Decision**

**YMCA Green Shoots Nursery, part of Bath YMCA - YMCA Little Fir Tree Nursery electronic assessment project - awarded £750.**

**Reason**

***The grant meets the 2015/16 grants criteria.***

**Decision**

**Young Melksham – Re-equip Canberra Youth Centre awarded £600**

**Reason**

***The grant meets the 2015/16 grants criteria.***

***Note: Cllr Jon Hubbard abstained from the vote after declaring an interest.***

**Decision**

**Seend Trust and Community Centre - Seend Community Centre Backstage and Storage Extension awarded £5,000.00 in principle, with the condition that the funds would be allocated if other expected funding is successfully awarded.**

**Reason**

***The grant meets the 2015/16 grants criteria.***

**Decision**

**West Wiltshire Multi Faith Forum – ESOL classes for women in Melksham awarded £844.**

**Reason**

***The grant meets the 2015/16 grants criteria.***

**Decision**

**Bloom in Melksham – Closed churchyard path awarded £950.**

**Reason**

***The grant meets the 2015/16 grants criteria.***

**Decision**

**Poulshot Village Trust – Control of invasive plants in Poulshot green pond awarded £997.**

**Reason**

***The grant meets the 2015/16 grants criteria.***

15	<u>Any Other Items of Public Concern</u> There was none.
16	<u>Next Meeting</u> Melksham Assembly Hall - Wednesday 10 February 2016.
17	<u>Close</u>