

# MINUTES

**Meeting:** CORSHAM AREA BOARD  
**Place:** Lacock Village Hall, East St, Lacock SN15 2LF  
**Date:** 19 September 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 8.25 pm

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Please direct any enquiries on these minutes to:

Marie Todd (Area Board and Member Support Manager) on 01225 718036 or [marie.todd@wiltshire.gov.uk](mailto:marie.todd@wiltshire.gov.uk).

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Alan MacRae (Chairman), Cllr Sheila Parker (Vice Chairman), Cllr Dick Tonge and Cllr Philip Whalley

### **Wiltshire Council Officers**

Dave Roberts – Community Area Manager  
Marie Todd – Area Board and Member Support Manager  
Sue Odams – Public Health Consultant  
Graeme Morrison - Communications

### **Town and Parish Councillors**

Corsham Town Council – Peter Anstey  
Box Parish Council – Pauline Lyons  
Colerne Parish Council – John Bull and Tom Hall  
Lacock Parish Council – Andrew Barley, Annabel Cessford  
Biddestone Parish Council – Tim Smith

### **Partners**

Police – Inspector Phil Staynings  
Healthwatch – Anne Keat  
Shadow Community Operations Board – Anna Mackie  
CCAN – Kevin Gaskin

**Total in attendance: 32**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the area board meeting at Lacock Village Hall.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Ruth Hopkinson – Corsham Town Council  David Martin – Corsham Town Council  Jennie Hartless – Box Parish Council  Mike Franklin – Wiltshire Fire and Rescue Service  Sue Stockley – Corsham Chamber of Commerce</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 18 July 2013 were confirmed and signed as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>(a) <u>Wiltshire Core Strategy</u></p> <p>Following the examination hearing sessions the council had published a Schedule of Proposed Modifications (August 2013) containing “main” and “minor” changes to the Core Strategy to give all interested parties the opportunity to comment before the inspector compiled his report.</p> <p>The consultation would take place for a six week period from Tuesday 27 August to Wednesday 9 October 2013 inclusive.</p> <p>Details of where you can view the Core Strategy, Schedule of Proposed Modifications and associated documents (including the SA update, HRA update, ministerial statements and planning practice guidance document) will be available on the Wiltshire Council website from 27 August 2013: <a href="#">Core Strategy</a></p> <p>Alternatively, copies of the documents will be available to view at the main council offices and at all libraries across Wiltshire during normal opening hours.</p>

	<p>(b) <u>Pest Control Update</u></p> <p>An update was given regarding the role of the Pest Control Team which covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests such as rats, mice, fleas, bedbugs and cockroaches.</p> <p>(c) <u>Review of Corsham Town Bus Service</u></p> <p>Information was circulated with the agenda papers regarding the bus service that is currently provided and details of the proposed changes. The consultation will close on 4 October 2013 and responses can be sent by post to the Passenger Transport Unit, Wiltshire Council, County Hall, Trowbridge, BA14 8JN (attn Ian White) or by email to <a href="mailto:buses@wiltshire.gov.uk">buses@wiltshire.gov.uk</a></p> <p>(d) <u>Katherine Park Play Area</u></p> <p>The Katherine Park Residents' Association had consulted widely with local people regarding the proposed play area. The play area would be officially opened to the public on Saturday 21 September 2013.</p>
6	<p><u>Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>Inspector Phil Staynings gave an update report:</p> <ul style="list-style-type: none"> <li>• There had only been one drink related incident during the month of August and police were called resulting in a male being charged for being drunk and disorderly.</li> <li>• There was a focus on prolific offenders. Vehicle crime was also of concern, particularly in beauty spots in the area where thefts from cars had taken place.</li> <li>• There was a small increase in incidents of anti-social behaviour.</li> <li>• The Police now had a Facebook page at <a href="https://www.facebook.com/CorshamPolice">Facebook.com/CorshamPolice</a></li> <li>• The minister, Damian Green had recently visited the Monkton Park offices to see how joint working between the Police and the Council was developing. It was noted that the co-location was working very well and had improved communication and safeguarding as well as saving money.</li> </ul>

	<p>(b) <u>Wiltshire Fire and Rescue Services</u></p> <p>A written report was circulated with the agenda papers.</p> <p>(c) <u>Box Parish Council</u></p> <ul style="list-style-type: none"> <li>• Box had come second in the County round of the Best Kept Village competition.</li> <li>• A children’s circus would be coming to the recreation ground on 7, 8 and 9 October.</li> <li>• The Parish Council thanked Wiltshire Council for its help in putting a Dog Control Order in place on the recreation ground. A dog warden had visited the area and one fixed penalty had been issued along with one warning.</li> </ul> <p>(d) <u>Colerne Parish Council</u></p> <ul style="list-style-type: none"> <li>• Colerne had come 4<sup>th</sup> in the County round of the Best Kept Village competition.</li> <li>• There had recently been an incident of graffiti in the village and the Police were dealing with this.</li> <li>• The Parish Council supported the grant application that had been submitted for the Colerne Village Hall.</li> </ul> <p>(e) <u>Corsham Town Council</u></p> <ul style="list-style-type: none"> <li>• The plans to extend the cemetery had been put on hold but this would not cause any problems in the short term</li> <li>• Work on strategic planning was progressing well and issues and priorities in the community were being identified.</li> <li>• The town had won gold in the South West in Bloom competition.</li> </ul> <p>(f) <u>Corsham Chamber of Commerce</u></p> <p>A number of networking events were taking place in the area and details were available on the Chamber of Commerce website.</p> <p>(g) <u>Shadow Community Operations Board</u></p> <ul style="list-style-type: none"> <li>• Work was well underway with the building of the campus.</li> <li>• The Library would form a very important part of the campus facility and a consultation would soon be taking place to enable people to put forward their views about what they would like in the library.</li> </ul>
7	<p><u>Public Health</u></p> <p>The Area Board received a presentation from Sue Odams, Public Health Consultant, and viewed a short DVD about the service. Public health facilitates</p>

	<p>and promotes healthy behaviours, environments and practices to ensure populations remain healthy. The team also manages infectious diseases and ensures health resilience.</p> <p>The following issues were discussed:</p> <ul style="list-style-type: none"> <li>• The public health team moved from the NHS to Wiltshire Council on 1 April 2013.</li> <li>• Public health aims to increase life expectancy and to encourage people to lead healthy lives.</li> <li>• The team works closely with colleagues such as the CCG and NHS England.</li> <li>• They also undertake various initiatives such as that undertaken during the recent measles epidemic.</li> </ul>
8	<p><u>Joint Strategic Assessment</u></p> <p>Sue Odams, Public Health Consultant, talked about the plans to produce the Joint Strategic Needs Assessment (JSA) for the community area. The following issues were discussed:</p> <ul style="list-style-type: none"> <li>• The JSA would provide an opportunity to use evidence to understand the issues at a local level.</li> <li>• There would also be a chance to compare the data with that from 2011 to see what has changed – have things got better or worse?</li> <li>• New chapters around leisure and culture would be added.</li> <li>• There would be a better, punchier, user friendly format.</li> <li>• The JSA would contain census information including local profiles and also education results for the area.</li> <li>• Issues would be relevant to each different community.</li> <li>• The JSAs and community events would be promoted through community blogs.</li> <li>• It was important to engage with the Youth Advisory Board for their input.</li> <li>• The JSA event for the Corsham area would take place on 25 February 2014 at Corsham School. The event would take a similar format to the last one with themed round table discussions of the issues followed by voting on the key issue for each chapter and a discussion about how to take forward the key issue.</li> <li>• The output from the events will be used to feed into the community plans for the area.</li> <li>• The previous JSA document for the Corsham community area is available on line using the following link <a href="#">Joint Strategic Needs Assessment</a></li> </ul>
9	<p><u>Corsham Community Area Network (CCAN)</u></p> <p>Kevin Gaskin from CCAN gave a presentation regarding the work of the organisation. The following issues were covered:</p>

	<ul style="list-style-type: none"> <li>• At the last Corsham Area Board meeting the members agreed a new way of working with CCAN.</li> <li>• The consultation regarding the town bus service would end very soon but if anyone wanted to explore community transport options they should contact Liam Tatton-Bennett at Community First.</li> <li>• Transcoco was setting up a sustainable homes group. A meeting to discuss this would take place at The Pound in Corsham on 11 October.</li> <li>• The Campus Transport Group was currently looking at parking proposals for the campus.</li> <li>• The First Bus customer panel was currently considering facilities for disability groups.</li> <li>• CCAN was looking for opportunities to work with local community groups.</li> <li>• With regard to the JSA, Wiltshire Council has responded to comments from 2012 about what is important to the community and intends to add a chapter regarding arts and culture. Area Partnerships had been asked to help to develop supporting evidence.</li> <li>• Work was taking place to map assets in the local area such as local facilities, attractions and interest groups.</li> <li>• A forum would also be held to work on drafting the new chapter including identifying opportunities to improve the local offering.</li> <li>• Work was taking place to map assets in the local area such as local facilities, attractions and interest groups.</li> <li>• A forum would also be held to work on drafting the new chapters in the JSA regarding arts and culture and to identify opportunities.</li> </ul>
10	<p><u>NEETs Project</u></p> <p>Cllr Sheila Parker updated the area board regarding the work had been carried out on the “NEETs” project, working with young people not in education or employment. This was part of a Wiltshire wide initiative to work with hard to reach groups in the community.</p> <p>A DVD was shown at the meeting which showed examples of work that had taken place. One of the young people the group had worked with had been linked with a radio station and proposals had been put forward to create a local radio station for Corsham.</p> <p>Another issue that had been highlighted was the lack of available transport for young people as public transport could be very expensive for them. The group had discussed subsidies and projects where young people could hire scooters for a period of time to enable them to access facilities and attend work or college.</p> <p>The work carried out had helped to build the confidence and self-esteem of the young people.</p>

11	<p><u>Community Area Grants</u></p> <p>The Area Board considered three applications to the Community Area Grants scheme:</p> <p><b><u>Decision</u></b></p> <p><b>(1) To award £500 to Colerne Village Hall to purchase a computer to contribute towards the Wiltshire Digital Literacy programme.</b></p> <p><i><u>Reason for Decision</u></i>  <i>The application meets the Digital Literacy Grant criteria for 2013/14.</i></p> <p><b>(2) To award £439 to the Mansion House Playgroup towards the installation of computer equipment at the premises.</b></p> <p><i><u>Reason for Decision</u></i>  <i>The application will provide activities for young people.</i></p> <p><b>(3) To award £4,993 to KIK Radio towards setting up a radio station for young people in the community area. The grant is conditional upon the balance of funds being in place and upon the group achieving “not for profit” status. The equipment shall remain the property of the Corsham Area Board for a period of three years.</b></p> <p><i><u>Reason for Decision</u></i>  <i>The application will provide activities for young people. It demonstrates a direct link to the JSA by targeting young people not in education and employment to get involved in the project. It will also be open to all residents of the community area.</i></p> <p><b>ACTION:</b> Dave Roberts, Community Area Manager</p>
12	<p><u>CATG Recommendations</u></p> <p>The Area Board considered recommendations from the Community Area Transport Group.</p> <p><b><u>Decision</u></b>  <b>To allocate £1,500 to install a dropped kerb crossing at West Park Road, Corsham.</b></p> <p><b>ACTION:</b> Dave Roberts, Community Area Manager</p>
13	<p><u>Marie Todd - Area Board and Member Support Manager</u></p> <p>The Chairman informed members that this would be Marie Todd’s last Corsham Area Board meeting as she would soon be leaving Wiltshire Council. The Area Board thanked Marie for all her work for the area board over the last four years</p>



	and wished her well.
14	<u>Future Meeting Dates</u> It was noted that future meetings would take place on the following dates: 21 November 2013 – 7pm – Corsham Town Hall 23 January 2014 – 7pm – Corsham Town Hall 20 March 2014 – 7pm – Corsham Town Hall