

## MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** The Paragon Hall, Haynes Rd, Westbury BA13 3HA  
**Date:** 13 June 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

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### **In Attendance:**

#### **Wiltshire Councillors**

Cllr Linda Conley, Cllr Russell Hawker, Cllr David Jenkins and Cllr Gordon King

#### **Wiltshire Council Officers**

Julia Cramp, Service Director for Commissioning and Performance  
Steve Milton, Head of Community Governance  
Roger Bishton, Democratic Services Officer

#### **Town and Parish Councillors**

Westbury Town Council – Cllr David Bradshaw, Cllr Ian Cunningham, Cllr Sue Ezra,  
Cllr Christine Mitchell, Cllr David Windess, Mr Keith Harvey (Town Clerk)  
Bratton Parish Council  
Coulston Parish Council – Cllr Dr M Whiting  
Dilton Marsh Parish Council  
Edington Parish Council – Cllr Mike Swabey  
Heywood Parish Council

#### **Partners**

Office of the Police & Crime Commissioner – Mr Sean Cooper  
Wiltshire Police – Inspector Alan Webb, PC Gavin Hucks, PS Suter  
Wiltshire Fire and Rescue Service  
Wiltshire NHS  
BA13+ Community Area Partnership – Mrs Carole King,

**Total in attendance: 40**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p><b><u>Decision</u></b></p> <p><b>To elect Cllr Russell Hawker as Chairman of the Westbury Area Board for the ensuing year.</b></p> <p style="text-align: center;"><u>Cllr Russell Hawker in the Chair</u></p>
2.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
3.	<p><u>Election of Vice-Chairman</u></p> <p><b><u>Decision</u></b></p> <p><b>To elect Cllr David Jenkins as Vice-Chairman of the Westbury Area Board for the ensuing year.</b></p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Revd. Jonathan Burke – BA13+ Community Area Partnership</li> <li>• Revd. Dai Davies – Minister, Westbury Leigh &amp; Stormore Baptist Church</li> <li>• Dr Peter Biggs – Wiltshire Involvement Network</li> <li>• Sally Hendry – Community Area Manager</li> </ul>
5.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the previous meeting held on 7 February 2013 were agreed as a correct record and signed by the Chairman.</b></p>
6.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7.	<p><u>Appointments to Outside Bodies, and Constitution of and Appointments to Working Groups 2013/14</u></p> <p>On considering a report requesting the appointment of representatives to</p>

outside bodies and Working Groups for the year 2013/14,

**Decision**

**(1) To appoint Councillor representatives to outside bodies for the Municipal Year 2013/14 as follows:-**

- **Leigh Park Community Association (Westbury) – Cllr Russell Hawker**
- **Warminster & Westbury CCTV Partnership – Cllr Russell Hawker**
- **Westbury Community Area Partnership – Cllr Gordon King**
- **Westbury Youth Issues Group (CAYPIGS) - Cllr David Jenkins & Cllr Gordon King**

**(2) To reconstitute and appoint Councillor representatives to the Westbury Community Area Transport Group (CATG) for the Municipal Year 2013/14 as follows:-**

**Cllr Linda Conley  
Cllr Russell Hawker  
Cllr David Jenkins  
Cllr Gordon King**

**(3) To appoint the following Councillor representative to the Shadow Community Operations Board (COB) for the Municipal Year 2013/14:-**

**Cllr David Jenkins**

8.

**Chairman's Announcements**

The Chairman made the following announcements:-

**(a) Integrated Youth Service**

The Chairmen briefly outlined the work of the youth service and the link between the youth advisory groups and the area boards.

**(b) Revised Multi-Agency Thresholds for Safeguarding Children**

It was noted that a thorough review of guidance on safeguarding thresholds had been undertaken jointly by the Wiltshire Safeguarding

Children Board and the Wiltshire Children and Young People's Trust.

9.

Wiltshire Local Transport Plan

Allan Creedy, Head of Service, Sustainable Transport, gave a verbal update on the Wiltshire Local Transport Plan, with particular reference to schemes in the Westbury area, and funding arrangements.

He explained that the Government's 1998 White Paper on Transport, 'A New Deal for Transport: Better for Everyone', introduced the concept of Local Transport Plans (LTP) to steer the development of national transport policies at the local level. The Transport Act 2000 then made it a statutory requirement for local transport studies to produce LTPs.

It was noted that the Wiltshire LTP set out the Council's objectives, implementation plans and targets for transport in Wiltshire. Furthermore, as a document developed through partnership working and extensive consultation, the LTP also provided the framework for all other organisations with a direct or in direct involvement in transport in Wiltshire.

The third Wiltshire Local Transport Plan (LTP3) covered the period from March 2011 to March 2026.

Mr Creedy explained that the Department for Transport's 'Guidance on Local Transport' (July 2009) set out five overarching national transport goals:

- support economic growth;
- reduce carbon emissions;
- promote equality of opportunity;
- contribute to better safety, security and health; and
- improve quality of life and a healthy natural environment.

In addition, the most recent transport White Paper 'Creating Growth, Cutting Carbon: Making Sustainable Local Transport Happen (January 2011) contained two main themes:

- offering people sustainable transport choices, particular for shorter journeys, that will stimulate behavioural change; and
- demonstrating how localism and the big society can work for transport.

LTP3's overall long-term strategy sought to address and support these goals and themes by providing a sustainable transport system.

There were four supporting strategies that also made up LTP3:

- car parking;
- freight;

- public transport; and
- road safety.

Mr Creedy went on to explain that Wiltshire Council's Cabinet had recently examined a lengthy list of potential transport schemes for consideration by the Swindon & Wiltshire Local Transport Body for prioritisation and had approved the following shortlist for consideration:-

- A350 Chippenham Bypass Dualling
- A350 North of Chippenham Dualling
- A350 West Ashton Relief Road
- A350 Yarnbrook Relief Road
- A36 Southampton Road Improvement
- Corsham Station
- M4 Junction 16 Improvements
- Royal Wootton Bassett Station
- Westbury Additional Platform
- Wilton Station

It could therefore be seen that although there were potentially three transport schemes which would have a direct impact on Westbury and surrounding area, there was no guarantee that they would receive final approval and funding from the Government.

Further information would be presented to the Area Board as and when it became available.

10.

Tackling Graffiti in Westbury

Mr Pat Whyte, Area Engineer, Highways & Streetscene, reported that his team was in the process of tackling graffiti in Westbury by means of an anti-graffiti spray. He explained that this spray could be used up to three times on a particular surface after which the spray would start to damage the affected sign.

PC Gavin Hucks, Beat Manager, stated that the situation was being monitored and additional resources were being used to help in identifying the culprit. It was noted that much of the graffiti was being found in Westbury and Westbury Leigh and members of the community were encouraged to help and be on the

	<p>alert for these acts of vandalism. PC Hucks explained that there was a need to actually catch the culprit in the act before a successful prosecution could be made.</p>
<p>11.</p>	<p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community update reports:-</p> <ul style="list-style-type: none"> <li>• Wiltshire Police – Inspector Webb presented his report and explained that the crime rate was generally falling. However, there was still a significant number of vehicle crimes taking place and police officers were giving this special attention. Members of the public were to be encouraged to report any suspicious vehicles to the Police.</li> <li>• Wiltshire Fire &amp; Rescue Service</li> <li>• NHS Wiltshire</li> <li>• NHS Wiltshire Clinical Commissioning Group</li> <li>• BA13 Community Partnership – Mrs Carole King tabled an update report on recent partnership activities (Appendix 1 to these minutes). She drew attention to the Partnership’s AGM which was due to be held on Tuesday 2 July 2013 at Matravers School, 7.00pm for 7.30pm, to which everyone was invited. She further reported that there was an urgent need for a new Treasurer.</li> <li>• Town/Parish Councils – no reports received.</li> <li>• Youth Advisory Group – Sally Willox, Integrated Youth Team Leader, presented an update on the work that was being carried out. (Appendix 2 to these minutes).</li> </ul>
<p>12.</p>	<p><u>Issues Update</u></p> <p>The Area Board received updates on the following issues:-</p> <ul style="list-style-type: none"> <li>• <u>Community Operations Board (COB)</u> – Lucy Murray-Brown, Head of Campus &amp; Operational Models, gave a presentation on progress made to date on ideas for a Westbury Campus.</li> </ul> <p>She explained that in February 2011 Wiltshire Council’s Cabinet approved the implementation of a Campus and Operational Delivery Programme which would, amongst other things, work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which would seek to bring together existing</p>

Council and partners services into ideally one accessible location within a community area.

It was noted that a campus development for Westbury would consider including services run by Wiltshire Council, such as the town's leisure and sports facilities and potentially the library and youth centre. Services could be provided from a single or multiple sites, and could use new or existing buildings.

An initial public consultation took place in January 2013 via the *White Horse News*, asking the people of Westbury what facilities they would like in the town and how they would like them to be realised. From the responses received, the following services were put forward:-

Access to a healthy lifestyle

Access to personal care facilities

Indoor sports & leisure facilities

Library facilities

Presence of Registrar of Births, Marriages & Deaths services

Presence of Revenue & Benefits services

From the public consultation, it became apparent that a campus should be sited as centrally as possible with adequate car parking facilities.

The Shadow Community Operations Board (COB) was studying all the various views put forward by the public and would be developing a number of different options which would be brought to the next meeting of the Area Board for consideration and be the subject of further general consultation.

- Local Streetscene – Chris Clark, Area Manager, Local Highways & Streetscene, gave an update on the changes to the local highway and streetscene service. He explained that following on from Local Government Reorganisation in 2009, the various local highways and streetscene services as provided by the former County and District Councils were merged into one new Unit and further rationalisations had been carried out which resulted in one new highways and streetscene contract which came into effect on 1 June 2013, together with a new staffing structure to support the service. This new contract would allow for a single point of delivery and remove duplication in processes, such as invoicing and other back office services, thus maximising the economies of scale.

The existing Parish Steward Scheme, grass cutting, litter collection and town centre cleaning activities were all contained in the new contract and

	<p>would continue, but the operatives would be known as Community Stewards. The new contract would bring these activities together to deliver efficiencies and serve improvements.</p> <p>Each of the area boards would have a community coordinator to manage all the local highway and streetscene operational issues and they would be the point of contact for the parish and town councils. An Engineer would provide the technical support and attend the Community Area Board Transport Groups for two community areas.</p> <p>The new highway and streetscene contract, which commenced on 1 June, would reduce several contractors to one provider, Balfour Beatty Living Places. This would provide an opportunity to introduce new ways of working and the Council had arranged a series of workshops with town and parish councils to discuss this further and to ensure they were fully informed and involved with the new service arrangements.</p> <ul style="list-style-type: none"> <li>• <u>The Westbury Weaver Bus Service</u> – It was reported that a new simplified leaflet explaining the service, routes and timetable had been produced and would be delivered through the <i>White Horse News</i>.</li> <li>• <u>Reopening of Westbury Swimming Pool</u> – It was noted that Westbury Swimming Pool reopened on Monday 10 June following the carrying out of maintenance works and to celebrate this, free sessions would be available to all members of the community on Saturday 15 &amp; Sunday 16 June. However, it was pointed out that the men’s changing rooms would have to be closed for further repairs following damage caused by a water leak. Julia Cramp agreed to investigate and report back at the next meeting.</li> </ul>
13.	<p><u>Community Area Grants</u></p> <p>Steve Milton, Head of Community Governance explained there had been some changes to the Community Area Grant Scheme for 2013/14. There was up to £5,000 available for community projects linked to local priorities. The principal changes to the scheme were:-</p> <ul style="list-style-type: none"> <li>• that up to £500 for projects required no match funding</li> <li>• up to 50% of total projects where they exceed £500 required match</li> </ul>



	<p>funding</p> <ul style="list-style-type: none"> <li>all applications would now be submitted online and funding was available for capital projects only.</li> </ul> <p>Steve Milton explained the difference between capital and revenue projects and stated that projects would have to address and demonstrate a local need.</p> <p>He suggested that Sally Hendry, CAM, be contacted for any further information.</p>
14.	<p><u>Date of Next Meeting</u></p> <p>It was noted that the next meeting of the Area Board would be held on Thursday 15 August 2013 at All Saints Church Hall, Westbury, starting at 7.00pm.</p>
15.	<p><u>Any Other Business</u></p> <p>The Chairman introduced Mr John Hall, from AMEC planning consultants who was attending this meeting to make a presentation about a proposed new development to be built on land north of The Mead, Westbury by The Gloucester Land Company.</p> <p>John Hall explained the proposal pointing out that the area, which bordered The Mead and the A350, was currently an area of green space. The development would consist of up to 220 homes, mostly houses of a mix of sizes, and some flats and terraces. The development would also include up to 66 affordable homes and open space and two play areas would be provided.</p> <p>Discussions were taking place with Westbury Town Council and AMEC would be holding a two-day consultation in July (exact dates to be confirmed) at a local venue, with a planning application expected to be submitted soon after.</p> <p>He further explained that if plans for the site did proceed, the developer would be required to make a contribution to the community. Suggestions currently included a contribution to local schools and improved linkages to the town centre but the whole community was being asked to consider what other facilities would be welcomed. .</p>

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## **BA13+ Partnership** *The Community Area Partnership for Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury*

### **Up-date of Partnership activities for Westbury Area Board: 13 June 2013**

The BA13 Partnership Meeting, held on 9<sup>th</sup> May at the Leigh Park Community Centre, heard presentations and discussed “Community Safety” from the Area Community Plan.

Sarah Hopkins, who is the Junior Schools Link for Wiltshire Council’s Extended Services, spoke about an exciting project with years 3-6 from 6 schools within the Westbury Cluster of schools. Two pupils from each year group in each school will be chosen to represent their school and they will come together on June 13<sup>th</sup> for a “Pupil Voice” Conference They will note 3 things they like about the BA13 area and 3 things they would like the area to improve on. The pupils will then repeat this exercise with their schools.

Julie Locks, a Victim & Witness Development Officer with Victim Support, handed out leaflets about Domestic Violence, Going to Court and Helping You Find the Strength. This organisation will listen and assist you, if you want, whether you contact the police or not.

So how does this relate to the Community Plan? The Schools Project links to our first priority around Communication and engagement to promote community spirit which is linked to encouraging responsibility and involvement for where we live. This Schools project will then lead on to the “Safe Places” project which Wiltshire Council has already started in Salisbury and which will hopefully move to Westbury sometime later this summer. Secondly, improving communication around Domestic Violence so people know where to get help is at the top of our Other Priorities for Action.

The audience then held a discussion around the rest of the priorities and key aspirations mentioned in the Plan. Comments were made around how a high percentage of issues within the town are committed by such a small percent of the population, how the fear of crime far outweighs the reality of crime and how we can convey the facts to the BA13 residents. Young people supporting older people with computing skills is listed as an example in the Plan to increase social contact between the young and older generations and an exciting Wiltshire Council project of older people becoming ‘buddies’ in schools and talking to pupils about life skills is about to begin in the Warminster area. We are waiting to hear when Matravers School will be engaging a trainer so they can expand their Restorative Practise project and we would welcome Neighbourhood Watch groups keeping in touch with BA13 Partnership about some of the issues they contend with.

Last November’s Partnership meeting looked at Health & Social Care and Housing with speakers from the White Horse Surgery and Wiltshire Councils Strategic Head of Housing.

Our next meeting will be our AGM, to be held at Matravers School on July 2<sup>nd</sup>, 7pm for 7.30pm start. Our theme for discussion from the Community Plan will be Arts, Culture and Leisure. Do please join us to find out what we do as we would value your interest and participation.

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Contact the Partnership on [ba13.partnership@live.co.uk](mailto:ba13.partnership@live.co.uk) or tel. 01373 822650

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# **Integrated Youth Services Youth Work Update for** **Westbury** **Wiltshire Council**

## **Youth Work update**

Sessions that run in the Youth Development Centre and within the community as of June 2013 are as follows:

Tuesdays-Girls Night, as there was a need for single gender work, this includes ASDAN Award Scheme & trampoline coaching with qualifications from BAGA

Wednesdays-Open night & focused projects, including Arts Awards, Duke of Edinburgh & Heritage Project, this caters for a Universal Youth Work offer for all young people, as well as some focused projects

Thursdays-Junior Club & Young Leaders at the centre, for younger 'young people', year 6-7 and older 'young people' aged 16 plus to train as Young Leaders. Street Based Youth Work runs in the community after this session where youth workers engage with young people where they live and socialise

Targeted 1:1 work at Matravers School on Tuesdays, Wednesdays & Thursdays for intensive support and guidance/intervention work

Our overarching aims of the service are to engage young people in positive developmental activities to help them reach their full potential. This is all done with an informal approach and is on a voluntary basis. Young people take part in a diverse range of activities which they plan with youth developmental workers. They can achieve a range of accreditations with us.

The youth work team provides a high quality Universal Service encompassing early intervention and Safeguarding. Young people can be referred to the service for engagement and intervention and we can make referrals to other specialist services as needed.

If anyone would like Youth Workers to engage with young people in their community/village/estate, please contact Sally Willox on [sally.willox@wiltshire.gov.uk](mailto:sally.willox@wiltshire.gov.uk)

Young people's issues will from time to time be brought to the Area Board to be discussed and young people will present this. A YAG, Youth Advisory Group will be implemented soon where Young People can help shape services and activities for them within their community and to make improvements to these, as well as raise, debate and take action on issues that affect them and or are important to them. Partners will be invited to engage in this and there is an Area Board representative. The chair of this YAG will be a nominated young person.

Full Youth Work reports will be submitted to the Area Board prior to each one so that it can be included in the agenda packs and either myself or a member of staff and young people will attend Area Boards to present a verbal update and participate. I will give updates on the numbers of young people engaging with the service too as this is always very helpful.

We offer a busy programme of activities during school holidays too so the summer break will be a valuable time to engage more young people.

Regards

Sally Willox June 2013