

# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** Leigh Park Community Centre, Leigh Park Way, Westbury BA13 3FN  
**Date:** 6 February 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 9.45 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Russell Hawker (Chairman), Cllr David Jenkins (Vice Chairman) and  
Cllr Gordon King

Cllr Jane Scott OBE (Leader of the Council)

### **Wiltshire Council Officers**

Sally Hendry, Westbury Community Area Manager

Julia Cramp, Service Director for Commissioning and Performance & School Effectiveness

Roger Bishton, Democratic Services Officer

### **Town and Parish Councillors**

Westbury Town Council – Cllr Ian Cunningham, Cllr Sue Ezra, Cllr Christine Mitchell,  
Cllr Francis Morland, Keith Harvey (Town Clerk)

Bratton Parish Council

Coulston Parish Council – Cllr Richard Bayliffe

Dilton Marsh Parish Council – Cllr Alison Irving, Cllr Francis Morland

Edington Parish Council – Cllr Mike Swabey,

Heywood Parish Council – Cllr Francis Morland, Cllr Keith Youngs

**Partners**

Police & Crime Commissioner – Clive Barker

Wiltshire Police – Inspector Alan Webb

Wiltshire Fire and Rescue Service – Mike Franklin

Wiltshire NHS

BA13+ Community Area Partnership – Revd. Jonathan Burke, Carole King, Michael Walter

Westbury Youth Advisory Group (YAG) – Sally Willox

**Total in attendance: 47**

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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 meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Phil McMullen - BA13+ Community Area Partnership</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the previous meeting held on 12 December 2013 were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr Gordon King declared a personal interest in the grant application for the Crosspoint counselling project as he was a member of the Crosspoint Management Committee.</p> <p>Cllr Russell Hawker declared a personal interest in the grant application for the Matravers School outdoor learning project as he was a governor of Matravers School. He also declared a personal interest in the grant application for a PA system at Leigh Park Community Centre as he was a member of the Leigh Park Community Centre (Westbury) Committee.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:-</p> <p>(a) <u>Community Infrastructure Levy</u> – it was noted that Wiltshire Council was in the process of preparing a Community Infrastructure Levy Charging Schedule which was a charge that local authorities could place on new development to help fund infrastructure needed to support growth. Consultation started on 13 January and would continue until 5.00pm on 24 February 2014.</p> <p>(b) <u>Integrated Performance Management Report</u> – a copy of the Report is available to view using the following link  <a href="http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf">http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf</a></p> <p>(c) <u>Wiltshire Core Strategy</u> – Following the examination in public on the draft</p>

Wiltshire Core Strategy that ended in July 2013, the independent Planning Inspector appointed by the Government to examine the Core Strategy had issued his preliminary findings. He had indicated that the housing requirement in the Core Strategy should be raised from 37,000 to 42,000 for the Plan period 2006 to 2026. Work was now being undertaken to review the evidence underpinning the Plan to determine how the higher housing growth should be disaggregated across Wiltshire and how this housing would be delivered including through the development of a new housing allocations development plan document. The Council had prepared timetables including public consultation for the production of two new development plan documents – one for Chippenham and the other to provide additional housing allocations elsewhere in Wiltshire. Further information on the Inspector's preliminary findings and the Council's response can be found on the Council's website at:

<http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm>

- (d) Ethandune By Election – 6 March 2014 – Following on from the sad death of Cllr Linda Conley it had been formally announced that the By-Election to elect a new Councillor for the Ethandune Division would take place on Thursday 6 March 2014 with the count taking place at Heywood Village Hall from 10.00am.
- (e) Call for New Members for COB – The Chairman reported that there was an opportunity to get involved in the Westbury campus project and help shape the future of services in the community area.

Local people from the Westbury community area are being invited to apply to be part of the Westbury Shadow Community Operations Board (COB).

The COB was made up of members of the community and its role was integral in helping to direct the project. The group reported to Westbury Area Board and had been working hard to develop a campus proposal, which was the term used to describe the buildings where council and partner services would be accessed for the Westbury area.

The COB had a number of vacancies and would like to invite applications from residents local to the Westbury community area who were interested in joining the group, to express an interest. People wishing to join should submit expressions of interest by February 28.

Application forms were available from the reception table at this meeting. They could also be found online at [www.wiltshire.gov.uk/westburycommunitycampus](http://www.wiltshire.gov.uk/westburycommunitycampus) or else a paper copy at Westbury Library and Leighton Recreation Centre.

6.	<p><u>What Matters to You</u></p> <p>The Community Area Manager reported that an event would be held on Wednesday 26 February 2014 in The Laverton at 6.00pm providing a wealth of information about the Westbury community ranging from health and wellbeing statistics through to education, life expectancy, leisure and culture. This would provide an opportunity for local people to have a real say about this community and put forward their ideas about how to address the issues raised. Ideas would be fed into the Community Plan and the Area Board would make these a priority for funding.</p> <p>The Community Area Manager thereupon provided a brief review of actions taken to address local health and wellbeing since the Westbury Forward event in 2012 as follows:-</p> <ul style="list-style-type: none"> <li>• Request - help unemployed people back into work Action - Area Board funded set up of Job Club based at Crosspoint in the Market Place.</li> <li>• Request - boost tourism and make more of heritage Action - Area Board helped fund cleaning of the White Horse; installed information boards at local beauty spots; helped fund a blue plaque trail and a new website for Westbury history.</li> <li>• Request - what about our environment - tackle dog fouling, create allotments and improve access to countryside. Action - Area Board funded an awareness campaign; is working with the Town Council on restoration of allotments and has installed kissing gates, steps and horse stiles. Funded maintenance of community orchard and creation of village allotments.</li> <li>• Request – young people need more activities Action - Area Board helped fund keep fit equipment in Grassacres. Grants given to variety of activity and sports groups including Girl Guides, ATC and Scouts; cricket club, football tournament, swimming club; music room at youth centre and transport project for young people.</li> </ul>
7.	<p><u>A36 and A350</u></p> <p>Allan Creedy, Head of Service, Sustainable Transport, explained the forthcoming temporary closure of Trunk Road A36 at Limpley Stoke. He informed the Area Board that the Highways Agency rather than the Local</p>

	<p>Authority was responsible for the maintenance of all trunk roads and had advised local authorities through which the A36 passed that a further closure was required at Limpley Stoke in order to carry out more maintenance works on Limpley Stoke Hill near the Viaduct at Monkton Combe. There had been ongoing problems with this particular stretch of road for several years and although previous attempts had been made to shore up the hillside, further work was now required which would necessitate closure of this stretch of highway for a period of three months. The Highways Agency intended to give maximum notice to vehicles of this closure and erect signs drawing attention to this and advising on alternative routes as far as Southampton Docks and Gloucestershire.</p> <p>Allan Creedy also informed the Area Board that Bath &amp; North East Somerset Council (BANES) had been investigating possible ways of diverting heavy vehicles away from the historic City of Bath but unfortunately some of these proposals would have resulted in more heavy vehicles being directed further along the M4 Motorway to Chippenham and thence on to Road A350 in Wiltshire which was not acceptable to Wiltshire Council in view of the heavy traffic load already using that road. The closure of Trunk Road A36 at Limpley Stoke which had been programmed to take place in September 2014 for three months would provide an opportunity for BANES and Wiltshire Council to monitor traffic movements.</p>
8.	<p><u>A Campus for Westbury</u></p> <p>Consideration was given to a report and presentation by town councillor Sue Ezra and parish councillor Alison Irving of the Westbury Shadow Community Operations Board (COB) and Matthew Woolford from the Campus Team on the recent consultation which had taken place concerning the provision of a campus in Westbury.</p> <p>A survey had been carried out by the COB between August and November 2013 to help determine where and how local people would like to see the proposed campus developed and aimed to build on the results of an earlier consultation undertaken in January 2013. The survey had provided three options which were as follows:-</p> <p>A – A three site campus split between the library, swimming pool and Leighton Recreation Centre.</p> <p>B – A two site campus split between the Library and Leighton Recreation Centre.</p> <p>C – A single build campus site.</p> <p>The key results were as follows:</p>

- There had been 1,045 responses
- Four out of five people wanted Option 1 (library, swimming pool and Leighton Recreation Centre) (824 responses – 78.9%)
- Majority of people taking part were from BA13 3 and BA13 4
- The biggest issues were keeping the library and pool, protecting the health of the town centre, and accessibility.

It was explained that the next steps would be to develop a working proposal on how services could be delivered from the three sites, meeting with service representatives, partners and community groups. Once a working proposal had been developed, this would be presented to the Area Board hopefully in Summer/Autumn 2014.

During the following discussion, questioned the cost of this provision and enquired how it would be funded. Cllr Sue Ezra explained that it would be necessary for the COB to develop a business plan once it had obtained a steer from this Area Board meeting. Once the business plan had been developed, then it would be possible to cost the provision of the campus.

Cllr Jane Scott explained that in 2009 the Council reviewed its leisure services and discovered that there would be a cost of £177 million just to retain the existing facilities for a period of 20 years. Some of the existing facilities were good but others were in a dreadful condition and Cabinet decided to ask the various Wiltshire communities to examine the facilities in each area and come back to Cabinet with proposals for which £177 million would be made available. Cabinet did not anticipate that each community area would suggest the same model but considered it most important that each community area was able to determine what facilities were best suited to its area.

Cllr Ezra stressed that the Westbury COB were very keen for members of the community to put forwards their views and stated that meetings of the COB could be flexible so that at least some members could meet with local people at times most suitable to them if necessary. She noted with pleasure the request from members of the Youth Advisory Group to be actively involved particularly in safeguarding facilities for the young in Westbury.

After further discussion,

**AGREED:**

**To adopt Option 1 - A three site campus split between the library, swimming pool and Leighton Recreation Centre and to request the Westbury Shadow Community Operations Board (COB) to work up this option into a business plan and then bring back to this Board for approval prior to it being submitted to Cabinet as the Area Board's favoured proposal for campus facilities in Westbury.**

9.	<p><u>Wiltshire Legacy 2014</u></p> <p>Cllr Jane Scott, Leader of Wiltshire Council, presented an update on the events and activities following the success of 2012 (Olympics and Diamond Jubilee) and how Wiltshire was delivering a legacy as a result of this extraordinary year. She highlighted events which had been supported since 2012 and also events which were being planned in Wiltshire for 2014 which included:</p> <p>The local economy</p> <ul style="list-style-type: none"> <li>• More Wealth of Wiltshire Fayres to support small businesses</li> <li>• Business and sporting dinner to support future Olympians and Paralympians - March</li> <li>• Hosting business breakfasts</li> <li>• Support for the Big Business event in Salisbury - April</li> <li>• A large EXPO event in Chippenham - June</li> </ul> <p>Keeping healthy and active</p> <ul style="list-style-type: none"> <li>• More health fairs and checks – February in Trowbridge</li> <li>• Support for schools Olympic Games</li> <li>• Cycle Wiltshire - May</li> <li>• The Big Pledge - what will you do as an individual, a group or team, or a community to make a difference to improve your health and Wellbeing?</li> </ul> <p>Bringing communities together</p> <ul style="list-style-type: none"> <li>• The Big Pledge</li> <li>• Cycle Wiltshire</li> <li>• WW1 commemorations <ul style="list-style-type: none"> <li>• Local events and remembrance</li> <li>• Briefing for communities – 1 May</li> <li>• County wide event – with the military – 30 July</li> <li>• Programme of education</li> <li>• Local stories and history</li> <li>• Marking the date in your community</li> </ul> </li> </ul> <p>Supporting local Olympians and Paralympians</p> <ul style="list-style-type: none"> <li>• Business and sporting dinner to raise funding</li> <li>• Set up a foundation for the future</li> <li>• Connecting business and sports stars</li> <li>• Promoting our local talent</li> </ul> <p>Cllr Scott then went on to describe what was being planned in Westbury as follows:</p> <p>WW1 commemorations</p> <ul style="list-style-type: none"> <li>• community group formed to coordinate events</li> </ul>



	<ul style="list-style-type: none"> <li>• Restoration of war memorials</li> <li>• Exhibitions and window displays in Heritage Centre</li> <li>• Music and Arts Festival</li> <li>• WW1 battlefield guide specialist talks</li> <li>• Concert of WW1 music, songs and film</li> <li>• Dilton Marsh Village at War project funded by HLF</li> <li>• Research project - WW1 soldiers</li> </ul> <p>Community events</p> <ul style="list-style-type: none"> <li>• Street fayre</li> <li>• Children’s carol concert and recording with the Lions</li> <li>• Men’s health awareness campaign</li> <li>• Westbury Music and Arts festival</li> </ul> <p>The Chairman thanked Cllr Jane Scott for her presentation.</p>
10.	<p><u>Police and Crime Commissioner Precept</u></p> <p>Clive Barker, Chief Finance Officer, Wiltshire Police &amp; Crime Commissioner’s Office, gave a presentation on the police precept for 2014/15.</p> <p>Funding for the police had reduced and main government grants had also reduced. Following the precept freeze in 2010-2011 the Commissioner had recommended lifting the freeze and raising council tax payments by £3.15 per household (an increase of 1.99%) in order for the police to continue to be funded adequately. This recommendation had been approved at a meeting of the Police &amp; Crime Panel earlier that day.</p> <p>Clive Barker presented statistics explaining that funding for Wiltshire compared to the rest of the south west was the third lowest. Since 2010-2011 there had been reductions in the police force which had been offset with partnerships and collaborations.</p> <p>Dr Peter Biggs referred to the Neighbourhood Policing Policy and enquired if there were any mechanisms in place to measure its efficiency and value for money. Clive Barker explained that there was much cooperation between Police Forces with regard to such services as administration, IT and procurement. There were a number of contracts that had been agreed between Forces for the supply of various items of uniform and equipment. This was an ongoing exercise and the benefits of standardisation were fully recognised. He also explained that Neighbourhood Policing was regarded by the Police &amp; Crime Commissioner as a high priority as the general public considered this to be of major importance.</p>

	<p>The Chairman thanked Clive Barker for his presentation.</p>
<p>11.</p>	<p><u>Issues Updates</u></p> <p>The Community Area Manager gave an update on the following issues that had previously been highlighted:</p> <p>Streetscene  Flooding  Blocked drains  Litter  Traffic management including double yellow lines  Transport</p> <p>Much of this was being examined by the Community Area Transport Group (CATG)</p> <p>The Chairman also referred to the appearance of horses near the Dilton Marsh roundabout at Leigh Park which were either tied to posts or allowed to roam in small fields. The RSPCA had investigated the wellbeing of these horses but did not find any problems. However, it seemed that these horses were damaging trees which had been planted as part of the Leigh Park Housing Development Agreement by eating the bark of these trees. This was being investigated and the outcome would be reported back to the Area Board in due course.</p>
<p>12.</p>	<p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community updates:-</p> <ol style="list-style-type: none"> <li>a. <b>Town/Parish Councils</b> There were no updates.</li> <li>b. <b>Wiltshire Police</b> Inspector Alan Webb presented an update report, which had been tabled at the meeting. <b>(Appendix 1 to these minutes)</b> He reported that whilst there had been an increase in domestic burglaries, there had been a reduction in anti-social behaviour. He was pleased to report that Westbury remained one of the safest areas in Wiltshire.</li> <li>c. <b>Wiltshire Fire and Rescue</b> An update report was received and noted.</li> <li>d. <b>Youth Advisory Group (YAG)</b> Sally Willox together with young people from the Westbury Youth Centre presented an update report which was tabled at the meeting. <b>(Appendix 2 to these minutes)</b></li> <li>e. <b>BA13+ Community Area Partnership</b> The minutes of the Steering Group meeting held on 22 January 2014 were tabled at the meeting. <b>(Appendix 3 to these minutes)</b></li> </ol>

	<p>f. <b>NHS</b> There was no update report.</p> <p>g. <b>Chamber of Commerce</b> There was no update report.</p>
13.	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Community Area Manager presented an update on the issues raised at the CATG and the actions which had been taken as set out in the minutes of the CATG meeting held on 17 January 2014.</p> <p>It was noted that on the rising of the CATG an Air Quality Management Working Group had met for the first time with a remit to compile an air quality action plan for the Westbury community.</p>
14.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Area Manager in which councillors were asked to consider applications for funding from the 2013/14 Area Board Grants Budget. She then explained each application in turn.</p> <p><b>(a) Bratton Parish Council – Reroofing of the Pavilion</b></p> <p><b><u>Decision</u></b></p> <p>To approve a grant of £5,000 towards the reroofing of the Pavilion.</p> <p><b><u>Reason</u></b></p> <p>This application meets the grants criteria for 2013/14.</p> <p><b>(b) Coulston Village Hall Management Committee – Renovation of the Village Hall.</b></p> <p><b><u>Decision</u></b></p> <p>To approve a grant of £5,000 towards the cost of renovating the Village Hall.</p> <p><b><u>Reason</u></b></p> <p>This application meets the grants criteria for 2013/14.</p> <p><b>(c) Westbury Music and Arts Festival – Purchase of Display Boards</b></p> <p><b><u>Decision</u></b></p> <p>To approve a grant of £500 for the purchase of display boards.</p> <p><b><u>Reason</u></b></p>

This application meets the grants criteria for 2013/14.

**(d) Westbury Cricket Club – Purchase of New Site Screens**

**Decision**

To approve a grant of £1,754 for the purchase of new site screens.

**Reason**

This application meets the grants criteria for 2013/14.

**(e) Leigh Park Community Centre – Purchase of PA Equipment**

**Decision**

To approve a grant of £1,500 towards the purchase of PA equipment.

**Reason**

This application meets the grants criteria for 2013/14.

**(f) The John of Gaunt School, Trowbridge – Purchase of Adventure Equipment for Pupils**

**Decision**

To approve a grant of £450 towards the purchase of adventure equipment for pupils.

**Reason**

This application meets the grants criteria for 2013/14.

**(g) Matravers Outdoor Learning Project – Led by Cllr Gordon King**

**Decision**

To approve a grant of £5,000 towards this project.

**Reason**

This application meets the grants criteria for 2013/14.

**(h) Westbury Junior School Outdoor Learning Area and Sensory Garden – Led by Cllr David Jenkins**

	<p><b><u>Decision</u></b></p> <p>To approve a grant of £4,500 towards this project.</p> <p><b><u>Reason</u></b></p> <p>This application meets the grants criteria for 2013/14.</p> <p>(i) <b>Crosspoint Counselling Service – led by Cllr Russell Hawker</b></p> <p><b><u>Decision</u></b></p> <p>To approve a grant of £3,982 towards this project.</p> <p><b><u>Reason</u></b></p> <p>This application meets the grants criteria for 2013/14.</p> <p>(j) <b>Restoration of World War 1 War memorial in All Saints’ Churchyard, Westbury – Led by Cllr David Jenkins</b></p> <p><b><u>Decision</u></b></p> <p>To approve a grant of £3,000 towards this project.</p> <p><b><u>Reason</u></b></p> <p>This application meets the grants criteria for 2013/14.</p> <p>The Community Area Manager reported that with the approval of the above-mentioned grants there remained a grant fund balance of £1,324 which would now revert to central area board funds together with any outstanding amounts from other area boards and which would be available for other projects upon application.</p>
15.	<p><b><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></b></p> <p>It was noted that the next meeting of the Westbury Area Board would be held on Thursday 10 April 2014 at The Laverton, Bratton Road, Westbury, BA13 3EN, starting at 7.00pm.</p>

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# Crime and Community Safety Briefing Paper Westbury Community Area Board 6th February 2014



## 1. Neighbourhood Policing

Town Team:

Pc Gavin Hucks  
PCSO Neil Turnbull  
PCSO Matoyizi Katsande

Rural Team:

Pc Darren Foulger  
PCSO Lukas Breedt  
PCSO Caroline Wright

## 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 new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

## 3. Performance and Other Local Issues

PCSO Hanna Jamieson has moved to a new job within Wiltshire Police working at the Multi Agency Safeguarding Hub at Trowbridge. PCSO Matoyizi Katsande joined the team on the Sunday the 5<sup>th</sup> January 2014.

The Performance table shows an overall reduction in crime.

Burglary offences remain a focus for the Warminster and Westbury areas and I have been supported with significant specialist resources including Neighbourhood Tasking Teams, Priority Crime Teams and Specialist Response which has led to the arrest of four separate offenders two of which have been charged and remanded for burglary offences. At this time although linked to Westbury area, there have been no charges for specific Westbury offences.

Further operations are planned to target this priority area.

CBM Gavin Hucks and his team have been conducting targeted patrols aimed at reducing ASB and violent crime.

We continue to see a reduction in reports of ASB. However, this reduction is larger in the rural area than with in the Town of Westbury. (-22% Rural, -8% town).

EG Westbury NPT	Crime				Detections*	
	12 Months to January 2013	12 Months to January 2014	Volume Change	% Change	12 Months to January 2013	12 Months to January 2014
Victim Based Crime	710	655	-55	● -7.7%	21%	14%
Domestic Burglary	32	44	+12	● +37.5%	13%	25%
Non Domestic Burglary	54	55	+1	● +1.9%	7%	0%
Vehicle Crime	109	78	-31	● -28.4%	7%	4%
Criminal Damage & Arson	171	146	-25	● -14.6%	17%	8%
Violence Against The Person	153	152	-1	● -0.7%	42%	29%
ASB Incidents (YTD)	564	502	-62	● -11.0%		

\* Detections include both Sanction Detections and Local Resolutions

Alan Webb

Westbury Sector Inspector.

6<sup>th</sup> February 2014



**Integrated Youth Services**  
**Youth Advisory Group update and**  
**Youth Work Update for Westbury**  
**Youth Work team, Wiltshire Council**

**YAG update (Youth Advisory Group)**

**YAG-Youth Advisory Group** development takes place on Tuesdays and Thursdays, this is a Wiltshire Council initiative and is a forum for young people to plan with adults, professionals, committees and the community, activities and events for young people, as well as help to take and or initiate action or change to improve where they live. The YAG is part of Wiltshire Councils policies and Business Plan and is a vital process for young people to have a voice and influence. The YAG is chaired by a young person and involves professionals/adults to support the process and help take action/make change, with young people, in response to their needs. The YAG will update at each area board, the intention of it being a young person reporting and the YAG will be the partner, as opposed to Youth Service/Integrated Youth Service. The YAG used to be referred to as the CAYPIG and the processes are very similar. Westbury CAYPIG was very successful and instrumental. The YAG is open for all young people to engage with, they do not have to be youth centre members. Invitations to participate have recently been sent to volunteer and community sector organisations, church's and other young people's clubs. These included local church's, community run youth clubs, swimming club, cadets, young carers and Matravers school council. Young people do not have to attend either, they can feed their input in via other young people or youth development workers.

**YAG issues to date-**

**Westbury campus**-young people wish to have more involvement in the campus development group and be represented further by a young persons representative. The development officer has been spoken with and it has been very positive. Young people will be speaking with the officer shortly.

**Review of open access youth work**-young people are aware of this review of the youth service, specifically the open access area and are familiarising themselves with the suggested four options, made public Monday 3rd February 2014. They will be consulted with over the next 3 months too and are very keen to get involved. They have lots of questions and concerns.

**Lighting**-young people are concerned about lighting in certain areas of Westbury, specifically the pathways leading to the youth centre and local parks. It makes them feel very unsafe and vulnerable.

**Input from young people who don't attend the youth development centre**-Young people are being engaged with, who do not currently attend the Youth Development Centre. They have been speaking with the police NPT and this has been brought to Youth Development Workers attention. The young people wish to be listened too and have their opinions and ideas raised. They will be incorporated into the YAG and are very valued. Opportunities for them to engage with the service, through activities initially, will be planned shortly so that they can benefit from the service. Street Based Youth Workers have committed to engage with young people within the community, which has previously been carried out for a number of years. The Youth Development Centre will work closely with the police and Area Board over the coming 6 months to ensure positive outcomes for young people.

**YAG Development residential**-young people are planning this with Youth Development Workers, the aim being that they can spend a weekend developing their YAG, understanding more about the process and the Area Board, discussing current issues and developing debating skills.

## Youth Work update

Sessions that run in the Youth Development Centre and within the community as of January 2014 are as follows:

**Tuesdays 6.30-9.15pm**-Girls Night, as there was a need for single gender work, this includes ASDAN Award Scheme & trampoline coaching with qualifications from BAGA, as well as building self-esteem and confidence, developing new skills and interests.

From November 2013, a new project Virtual Landscapes commenced, this is Heritage lottery funded and focuses on young people learning about their local chalk hill figures, so for Westbury this will be Westbury White Horse and Fovant military badges. They will be exploring what they learn through film production/photography/visual art art from on Tuesdays and achieving Arts Awards, nationally recognised qualifications. The hope is for there to be a community showcase on completion, Spring 2014.

**Wednesdays 5-7pm**- Junior Club & Young Leaders at the centre, for younger 'young people', years 6-7 and older 'young people' aged 13 plus to train as Young Leaders. Young leaders engage juniors in the Heritage Project called Virtual Landscapes, in partnership with Salisbury Arts Festival. This caters for a Universal Youth Work offer for all young people, as well as some focused projects. The young leaders are completing ASDAN Leadership/Peer Mentoring Awards and Activities Awards. A celebration event will take place by May 2014.

**6.30-9.15pm**- Universal mixed gender open night & focused projects, including Arts Awards, Duke of Edinburgh. The universal aspect allows young people to turn up, socialise, develop new skills and interests and have fun, as well as talk with qualified youth workers and receive any support needed. This session is very quiet currently and the plan is for this to be a young males open night after December, as they have asked us for this.

**Thursdays**-Street Based Youth Work within the community whereby youth workers walk around targeted areas (after community, professional/police requests) meeting young

people, talking to them and promoting our service, as well as signposting them. This is currently not operating due to staff shortages but will recommence in 2014.

Targeted 1:1 work, as and when required, requested from other agencies, for intensive support and guidance/intervention work (as and when required, or through referrals from other panels). Contact Sally Willox to make referrals.

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, including Food Safety, First Aid, ASDAN, Arts Award, BAGA Trampoline Awards and Duke of Edinburgh Award. Young people will also have a safe, welcoming, non-judgmental place to come, that is purely for them.

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/establishment including any voluntary sector organisations-as one off sessions or regular ones, 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. The YAG, Youth Advisory Group is the method for achieving this (as detailed above) 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. We also strive to empower young people to participate in local forums and community groups, like the BA13 Community Partnership, so that they can be involved and represent young people.

Full Youth Work/YAG 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. The summer break was a valuable time to engage more young people. This summer saw the service engage approximately 100 new young people from the community area, in a diverse range of activities and trips, of which were thoroughly enjoyed. The Christmas period was very busy too. We have activities planned for February half term and Easter holidays as well.

Regards, Sally Willox and Westbury YAG, January 2014

Locality Team Leader Youth Work for Westbury & Warminster, Integrated Youth Services

Children and Families Social Care, Department for Education, Wiltshire Council

(01373) 822335 [sally.willox@wiltshire.gov.uk](mailto:sally.willox@wiltshire.gov.uk), [www.sparksite.co.uk](http://www.sparksite.co.uk)

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## **MINUTES OF THE STEERING GROUP MEETING**

Held at Crosspoint, Westbury on  
Wednesday 22nd January 2014 at 7.30pm

### **Agenda**

1. Welcome
2. Apologies
3. Minutes of the Previous Meeting
4. Matters Arising
5. Partner Updates
6. Treasurer's Report
7. Community Plan
8. Grant funding applications
9. Any Other Business
10. Date of Next Meeting

### **Present:**

Carole King (Chair), Gordon King, Cllr Ian Cunningham, Jonathan Burke (Vice Chair), Bill Fanning (Health), Michael Walter (treasurer), Sally Hendry (Community Area Manager), and Phil McMullen (Administrator)

### **1. Welcome**

Carole welcomed everyone to the meeting at Crosspoint.

### **2. Apologies**

Phil reported that apologies had been received from Sally Willox (youth leader) and Laura Pictor (WfCAP). Sally reported that Dai Davies was away on holiday. David Jenkins has sent his apologies.

### **3. Minutes of the Previous Meeting**

Steering Group meeting on 7th November 2013 - the minutes were agreed as a true record.

### **4. Matters arising**

Carole reported that at the last meeting, we talked about the COB, Crosspoint, Restorative Westbury and various grants. There were no issues with the minutes noted

other than the fact that Phil Grocock's name is spelled with two O's. Bill Fanning noted that he is no longer Patient Participation Group; he is the Health Member for this group. On Page 6 it was noted that Carole was to draft a letter regarding £2,000 held by the League of Friends as ring-fenced funding suggesting that we could include it in the BA13+ pot of money and ring-fence it for health related projects such as Dai's counselling project. The treasurer is Peter Baker of Studland Park.

## 5. Partner updates

**a) Town Council.** Ian reported that there was nothing of note to report. The grants evening was to be held on 29<sup>th</sup> January. The precept is going up by 13p a week (ie 10%). He remarked that a town piano would be a nice thing to have. An interesting idea might be that Matravers School could make use if it. Ian is chair of the Arts festival this year. The next planning meeting takes place next week. There is a programme of events for the Summer Event in July being put together. A blog is up and running.

**b) Area Board.** Sally the Community Area Manager said there is a working group looking at WW1 commemorations. Peter Tyas has a heritage Wordpress blog site; Sally promised to send Phil the details. There is to be a poppy cut into the chalk at Fovant. Sally went on to say 6<sup>th</sup> February is the next Area Board meeting. Jane Scott the Council Leader will be attending. There will be a thorough update on the campus consultation. At Matravers there is an outdoor learning project underway. Finally, on 26<sup>th</sup> February there is a What Matters to You event in Westbury. The full JSAs will be web-based only, and available on a new website: [www.wiltshirejsa.org.uk](http://www.wiltshirejsa.org.uk) (not live yet).

It was noted that the new bus shelter had been agreed. Plans had been submitted to contractors.

Following the CATG the first meeting of the new Air Quality Management Group had met. Westbury unfortunately is one of the towns in West Wiltshire which has issues with air quality. Various ideas had been put forward, including planting trees. There was to be another meeting in March. Bill asked whether there was any intention to warn people with bad chests that air quality was particularly bad – the Met Office used to issue warnings, but no longer do. It's interesting that although cars are now far more efficient, there are far more of them – every family seems to have two or three.

**c) Crosspoint update.** Jonathan Burke said that the counselling service is about to start. Two sessions a week are being offered, funded by charitable funding. The Area Board has contributed significantly. Quite a lot of food boxes as well – people are being very generous.

### **d) Health Group:**

Bill Fanning said there was a new health centre survey coming out, giving people a chance to have their say about health issues locally. The COPD group unfortunately has been wound up, primarily through lack of support and interest from Warminster. Chippenham and Bath would now be the nearest groups. Healthwatch is still looking

for volunteers. There are to be public events held on 29<sup>th</sup> January at the Corn Exchange, Devizes; 4<sup>th</sup> February in Salisbury Methodist Church; 6<sup>th</sup> February at the Neeld Hall, Chippenham. There was some discussion regarding the use of community pharmacists and the fact that often the community pharmacists know patients better than the GPs do. Of particular note was that often the doctors seem happy to keep prescribing drugs, whereas the pharmacy were competent in ensuring that certain combinations could be detrimental.

Restorative Justice. Carole reported that she had attended a meeting with Tim Mason, who works for Wiltshire Council, along with two people from Calne Town Council as well. It was decided that Westbury and Calne would both restart their restorative justice programme at the very lowest level. In retrospect they had aimed previously at the secondary level, which was too ambitious at that time. We now have an action plan to look at voluntary groups, such as cadets, St Johns Ambulance, church groups etc, to see if any leaders are open to being trained in restorative practice methods in the hope that if they came across conflicts within their group they might be able to use the practice to prevent further conflict. It was hoped to resurrect the steering group. Phil to send Carole a list of the current Partnership address list. Ian Cunningham remarked that the Town Council might benefit from restorative justice practices. There is to be another meeting in Calne in a couple of months time.

## **6. Treasurer's Report**

Michael distributed copies of the Treasurers Report. Half way through the year, we are in quite a healthy position. At the moment we have a considerable amount of money available and need to look at ways of spending it. Sally remarked that after the JSA event there may well be new ideas coming out of the discussions there. Sally also suggested that it might be an idea to use the Jubilee Expenses, which was expected to cover the hire of jousting tents and printing at the Salisbury Jubilee event but not used at the time; it was considered that this should be ring-fenced for future use.

## **7. Community Plan**

The next Partnership Meeting takes place 19<sup>th</sup> March and has a Safety theme. Phil has arranged for Tim Mason, Partnership Manager, Wiltshire Community Safety Partnership to address the meeting at Dilton Marsh, along with Gwyn Comley Chairman Wiltshire & Swindon Neighbourhood Watch Association and Julie locks, Victim Support Victim and Witness Development Officer talking about the Safe Places scheme.

Gordon mentioned that Community Spirit is something that Westbury Town Council do really well at, with various events taking place. The same people tend to come to events though, with poor penetration for example into the Leigh Park area. Cllr Cunningham remarked that what was needed was a piano.

## **8. Grant Funding Applications**

A request had been received from Steve Lloyd [mastsl@aol.com](mailto:mastsl@aol.com) regarding the possibility of funding towards a new roof for the pavilion on the green in Bratton. Sally said that the Area Board had agreed it was a worthwhile project. Michael said that we would like to support this. £500 was normally our upper grant figure. Phil to ask Steve to complete an application, which he would then circulate amongst the group so that a decision could be made before the next meeting.

PMN: Action completed 23/1/14, awaiting return of form

#### **9. Any Other Business**

There was no further Any Other Business reported, other than Ian requesting again a Town Piano.

#### **10. Date of next meeting(s)**

Note that BA13+ meetings all start at 7.30pm

Wednesday 19<sup>th</sup> March - Partnership meeting at the Baptist Mission Chapel, Stormore, Dilton Marsh BA13 4BH

Wednesday 22<sup>nd</sup> January - Steering Group Meeting at Crosspoint

Wednesday 4<sup>th</sup> June - Steering Group Meeting at Crosspoint

Wednesday 2<sup>nd</sup> July - Partnership AGM: venue to be decided