

MINUTES (DRAFT)

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury School, Corn Gastons, Malmesbury SN16 0DF
Date: 15 January 2014
Start Time: 7.00 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

Samuel Bath (Democratic Services Officer) Tel: 01225 718211 or Email: samuel.bath@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Chuck Berry, Cllr Simon Killane (Vice Chairman), Cllr John Thompson (Chairman), Cllr Toby Sturgis

Wiltshire Council Officers

Samuel Bath – Democratic Services Officer
Laurie Bell – Associate Director: Communications and Communities
Miranda Gilmour – Community Area Manager
Barbara Gray – Senior Events and Campaigns Officer
Tracey Ruse – Highways and Streetscene Co-Ordinator
Sharon Smith – Senior Democratic Services Officer

Town and Parish Councillors

Malmesbury Town Council – John Gundry, Julie Exton, Kim Power
Ashton Keynes Parish Council – D. Wingrove,
Brinkworth Parish Council – John Beresford
Dauntsey Parish Council – Ellen Blacker
Great Somerford Parish Council – Sid Jevons
Luckington Parish Council – A. Stopforth, George Lynham
Minety Parish Council – Graham Thorne
Norton & Foxley Parish Council – Hugh Pitman
Sherston Parish Council – Jill Caine, Martin Rea, John Matthews
St Paul Malmesbury Without Parish Council – Deborah Clogg, Roger Budgen

Partners

Police – Inspector Mark Thompson and Sgt. Martin Alvis – Wiltshire Police
Kieran Kilgallen – Chief Executive of the Police and Crime Commissioners Office
Steve Wheeler – Healthwatch

Total in attendance: 50

<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 all those present at the meeting, and introduced a number of guests from Cornwall Council who were attending to observe the Area Board process.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies had been received from the following:</p> <p>Gareth Brown – Youth Service John Tremayne – Easton Gray Parish Council Mike Franklin – Wiltshire Fire and Rescue.</p>
3	<p><u>Minutes</u></p> <p>The Minutes of the previous meeting held 6 November 2013 were presented and:</p> <p><u>Decision</u></p> <p>Approve the Minutes of the previous meeting as a true and accurate record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman and the Area Board made the following announcements:</p> <p>1) <u>Flooding and Drainage Bye Laws</u></p> <p>Toby discussed the recent flooding and stated that it is considered to be a serious issue in Wiltshire. Toby said that the Council had responded to a number of significant flooding events which had affected communities across the region in recent years. Toby went on to discuss the Flood and Water Management Act 2010 and section 66 of the Land Drainage Act 1991 which allows local authorities to make land drainage byelaws. Byelaws can be used to create criminal offences which can be prosecuted in the Magistrate's Courts. Toby stated that Wiltshire Council was in the process of using its powers to make byelaws, to help it carry out its duties effectively and in doing so assist with reducing flood risk for local communities.</p>

2) Nos. 3,6,12 and 13 Oxford Street, Malmesbury.

Toby discussed the repossession of numbers 3,6,12 and 13 Oxford Street, Malmesbury and the actions the Council had taken with the aforementioned listed buildings, lying in the heart of Malmesbury and within the Malmesbury Conservation Area. The dilapidation of these buildings was said to have been a cause for concern for several years. Toby stated that after being purchased in the 1990s the owner allowed the property to fall into a state of disrepair with several examples of unauthorised and unacceptable works having been undertaken by the then owner. Despite the service of listed building enforcement notices, urgent repair notices and a successful prosecution at Swindon Crown Court, where the a substantial fine was imposed and costs awarded to Wiltshire Council, the owner had continued to allow the buildings to fall into a state of disrepair.

Earlier this year the finance companies, with the assistance of Wiltshire Council's Planning Enforcement Team, took the case to the High Court and after frustratingly lengthy proceedings, the buildings were ordered to be passed to the ownership and possession of The First County Trust Limited.

Unfortunately the physical repossession was thwarted on more than one occasion however The First County Trust limited now have full possession and, together with Wiltshire Council, have agreed to start planning in early January 2014, to ensure that the buildings are restored to an acceptable standard.

Toby stated that the adjacent graveyard would also be opened as soon as possible.

Residents with any questions are encouraged to contact: Allan Brown. Planning Enforcement at Wiltshire Council (allan.brown@wiltshire.gov.uk) at any time (tel. 01249706646) if further information is required.

3) Scaffolding in Malmesbury

Simon stated that the scaffolding that had been erected in the town centre that had been causing significant difficulty for local people has now been removed. John went on to thank all those involved with resolving this issue.

4) JSA Event

John said that the Joint Strategic Assessment (JSA) for Malmesbury and the surrounding villages would be published during the spring of 2014. John reminded the meeting that the JSA would provide Wiltshire Council with local data about the area we live in and would play a key role in ensuring the Council is in a position to make informed decisions about the future of the local community. John stated that this year's JSA would include new chapters on culture and leisure, thus giving Wiltshire Council and the local community, a broader picture of the wider community.

John stated the importance of the community coming together to examine this data, and to agree local priorities and projects for the area board, our partners and the community to address. John urged enthusiasts from across the community area to join the JSA event for the Malmesbury community on Wednesday evening, 2 April 2014 which will be held in Malmesbury School

As an invitation only event, communities were reminded that those who would like to receive an invitation, should please contact Miranda Gilmour, Malmesbury Community Area Manager, by email: miranda.gilmour@wiltshire.gov.uk or telephone 01672 515742 as soon as possible.

5) Network Rail Bridge Closures

Network Rail had originally planned to provide an update to the meeting, but this had not been forthcoming. Instead, Toby discussed the planned bridge closures around the region and stated that Network Rail had agreed to attend a Dauntsey Parish Council meeting in future to discuss the local closures. Toby said that communications between all contractors had been limited and therefore a coordinated approach had not been managed. John Matthews and Martin Rea from Sherston Parish Council stated that they felt Sherston and Luckington Parishes had at times, been entirely overlooked by Network Rail.

6) Community Infrastructure Levy

Toby discussed how Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

A Consultation is being undertaken on a Draft Charging Schedule that sets out the proposed rates of CIL to be charged on new developments for different types of land use. The consultation starts on 13th January 2014 and ends at 5pm on 24 February 2014. Further documentation has been published [here](#) on the Council' website.

An appendix containing more information on CIL and the consultation including how to comment and the next steps would be made available on the blogsite.

Representations can be made online, by email or by post to the following addresses:

- Consultation portal: <http://consult.wiltshire.gov.uk/portal>

- Email: CIL@wiltshire.gov.uk

- Post: Spatial Planning, Economic Development and Planning, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

7) Extra Care Scheme

John was delighted to say that Wiltshire Council have now made significant progress on the development of an extra care scheme.

This was said to be great news for Malmesbury and would not only see some much needed, new older people's housing in the town, but will also see the development of the former Burnham House Care Home site.

The scheme will see, subject to planning approval and consultation, the development of a 53 unit extra care scheme on the site, of which 35 units will be for affordable rent. The rest will be for open market sale. The scheme will also include extensive communal facilities that will benefit the wider community across Malmesbury.

The Developer is currently in the process of finalising the scheme layouts and external designs and we will share those with the Working Group before a planning application is submitted next month. We will also share these with the Area Board members and hold a public consultation event for residents of Malmesbury to view and comment on the plans.

John confirmed that the Developer is working towards a start on site by the summer of 2014 with the scheme completed by the end of summer 2015.

8) Malmesbury Neighbourhood Plan

Simon confirmed that Malmesbury Town Council have had discussions regarding the Malmesbury Neighbourhood Plan, and along with the two neighbouring parishes of St Paul Without and Brokenborough, had prepared a draft neighbourhood plan, entitled the Malmesbury Neighbourhood Plan. Simon confirmed that the plan sets out a vision for the future of the area and planning policies which will be used to determine planning applications locally.

The Plan had been submitted to Wiltshire Council to carry out the formal consultation stage leading to an independent examination of the Plan. The consultation begins on 20th January and closes on 5th March. Representations can be made in writing or preferably online through Wiltshire Council's consultation portal. All the representations received during this period will be considered by an independent examiner who will prepare a report on the Plan. Subject to the Inspector's findings the Plan will then proceed to a referendum of the local community expected to be held by autumn this year. The Malmesbury Neighbourhood Plan is the first Wiltshire neighbourhood plan to reach this advanced stage.

Further information is available from:

<http://www.wiltshire.gov.uk/neighbourhoodareadesignations>

6	<p><u>Partner Updates</u></p> <p>The Area Board noted the following partner updates:</p>
6.1.	<p><u>Wiltshire Police</u></p> <p>Inspector Mark Thompson and Sgt Martin Alvis were in attendance to discuss the Crime and Community Safety Report. The report detailed local crime activity for the Malmesbury Area.</p> <p>A question was asked on behalf of Ashton Keynes Parish Council regarding the removal of a PCSO from the local Area. Mark confirmed that the area in question had been amalgamated with the neighbouring area, and due to the limited crime activity and restructuring, no longer required separate policing resources.</p> <p>In addition Mark and Martin discussed the local burglaries that had been reported, and was pleased to announce that 3 male suspects had been arrested, charged and remanded in custody pending a crown court hearing. Martin and mark also discussed the slight increase in minor assaults throughout the region, and the continued drop in Anti Social Behaviour across the community area.</p>
6.2.	<p><u>Wiltshire Fire and Rescue Service</u></p> <p>There was no update from Wiltshire Fire and Rescue Services given at the meeting. An electronic report was provided and would be attached to the Minutes.</p>
6.3.	<p><u>NHS Wiltshire</u></p> <p>There was no update given from NHS Wiltshire at the meeting.</p>
6.4.	<p><u>Malmesbury and the Villages Community Area Partnership (MVCAP)</u></p> <p>MVCAP Discussed the WW1 Commemorative project that will be taking place across the Malmesbury and Villages Community Area to Mark the centennial anniversary of the beginning of WW1. The Project will create a living memorial to mark the centenary, with volunteers across the community area planting poppy seeds.</p> <p>MVCAP also noted that works on the topographical survey at Station Yard had been completed, with the Task Group set to meet in February to discuss the findings.</p>
6.5.	<p><u>Town and Parish Councils</u></p> <p>Jill Caine, Sherston Parish Council, spoke about broadband speeds and the developments in rural areas. Jill presented details of research currently being undertaken around internet connectivity in rural areas on behalf of OFCOM.</p>

	<p>Details were provided and local residents were invited to get involved. John also outlined that details on the full rollout of broadband across the county was being withheld to allow for a competitive tendering process. Therefore exact details of the planned switch-on for Malmesbury could not be revealed, but was able to specify that it would be available by late 2014. John stated that WiltshireOnline would contain further details when available.</p>
6.6.	<p><u>Malmesbury Youth Advisory Group</u></p> <p>There was no update given by the Youth Advisory Group at the meeting.</p>
7	<p><u>Community Operations Board</u></p> <p>The Area Board discussed the nominations that had been received from those wishing to form the membership to the Shadow Community Operations Board. The Area Board were pleased to have received expressions of interest from all the necessary community groups required to constitute the membership.</p> <p>The Area Board also discussed the appointment of Miranda Gilmour to the COB. At the end of the discussions, the Area Board:</p> <p><u>Decision</u></p> <p>1) Agreed the membership of the Community Operations Board as follows:</p> <p>Wiltshire Council Officer: Sofie Nottingham, Area Board Representative: Cllr Simon Killane Town/Parish Council Representative: Catherine Doody Education and Young People Representative: Dr Alison Simpson Wider Community Representative: Pete Gilchrist User and Community Groups: Kim Power, Phillip G Thompson, Miriam Nicholls, Julie Exton. Additional COB Members: Miranda Gilmour</p> <p>2) Agreed that Cllr John Thomson be appointed to the COB, until such time as the COB is deemed to be fully operational.</p> <p>Agreed that the newly appointed Malmesbury Community Operations Board would discuss dates to arrange a formal inaugural meeting.</p>
8	<p><u>Community Issues Update</u></p> <p>Miranda Gilmour, Community Area Manager, gave a summary of the Issues report, highlighting in particular the recommended issues for closure.</p> <p>A number of questions were asked in relation to the proposed closure of issue 3035, regarding the speed of HGV's on School Hill, Brinkworth. The Area Board</p>

	<p>discussed suggestions to introduce a 20 mph speed limit in the area, and its enforceability. Mark Thompson and Martin Alvis from Wiltshire Police were able to confirm that the Police and Crime Commissioner and Chief Constable for Wiltshire Police had expressed intentions to enforce restrictions in 20 mph zones in future. The Area Board then discussed possible speed restriction devices that could be managed by the school during school hours.</p> <p>Discussion was also held over issue 3135: Installation of Bollards in Burnivale. Some local representatives expressed concern over the installation of bollards. John and Simon were able to confirm that whilst some residents had concerns, the private land owner had the legal right to place such measures on the land, and as a result, Wiltshire Council was powerless to prevent such installations. John and Simon suggested that community pressure may be the only measure to prevent the land owner installing the bollards, and suggested that those with concerns address the land owner directly. At the end of the discussions, the Area Board:</p> <p><u>Decision:</u></p> <p>1) Agreed to close the following community issues:</p> <ul style="list-style-type: none"> a) Issue 2419: Severe and prolonged flooding in Back Lane, Alderton. b) Issue 3035: Number of HGV and their speed using School Hill, Brinkworth. c) Issue 3155: Installation of bollards in Burnivale, Malmesbury. d) Issue 3173: Safety concerns about fence at old Railway Close, Malmesbury. e) Issues 2599 and 2798: Perceived speeding and HGV on Callow Hill, Brinkworth and HGV/weight limits on School Hill. <p>2) Agreed to refer the following Community Issues to the Community Area Transport Group.</p> <ul style="list-style-type: none"> a) Issue 3134: Consideration of a pedestrian crossing in Corston to improve pedestrian safety. b) Issue 3151: Consider a range of options to address speeding through Foxley village and the Malmesbury town end of Foxley Road (C68). <p>Issues 3164 & 3190 Concerns about pedestrians crossing the A429 at Blicks Hill, Malmesbury</p>
9	<p><u>Area Board Funding</u></p> <p>Miranda Gilmour, Community Area Manager, presented the Community Funding Report and highlighted the projects that had applied for funding.</p>

	<p><u>Decision</u></p> <p>1) APPROVE Athelstan Museum application for £2,000 towards the installation of mezzanine lighting.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide excellent facilities for the community.</p> <p>2) APPROVE Ashton Keynes Junior Football Club application for £698 towards goal posts for Bradstone Sports Ground.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide facilities for exercise and enjoyment.</p> <p>3) APPROVE Minety Munchkins application for £311 towards the cost of play mats.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would provide materials to support local parents and children.</p> <p>4) APPROVE Alderton Village Hall application for £500 towards the cost of renewing the flat roof.</p> <p><u>Reason</u> The application met the core funding criteria 2013/14 and would ensure the provision of excellent local community space.</p>
10	<p><u>Healthwatch</u></p> <p>Steve Wheeler, Healthwatch Wiltshire, was in attendance to discuss the role of Healthwatch in Wiltshire. Steve discussed the background and history regarding the formation of Healthwatch as a watchdog agency for healthcare services.</p> <p>Key roles of Healthwatch include its role in promoting the voice of consumers in the development of health and social care strategies. Healthwatch also aims to be a critical friend to commissioners and providers of health and social care across the regions, and to act as a signposting and information sharing service for users. Steve outlined the agencies that Healthwatch work alongside, and the reporting structure for its findings.</p> <p>Steve stated that Healthwatch was reliant on volunteers to fulfil its responsibilities. Healthwatch is looking for volunteers who will bring a variety of skills and a fresh perspective, offer time and passion to particular projects, add value to the work of Healthwatch Wiltshire and support its sustainability.</p>

	<p>The following roles are available for volunteers who express an interest in supporting the remit of Healthwatch. These include:</p> <p>Healthwatch Associates - people in the community who are sympathetic to HWW’s aims and objectives and who wish to be kept informed of its activities in the field of health and social care;</p> <p>General Volunteers - needed to establish and maintain liaison between Healthwatch and existing organisations and groups by attending networking events and meetings, manning display stands at such events, and collecting and disseminating information;</p> <p>Specialist Volunteers - who will take part in all of the above, but will also have appropriate skills to undertake Enter and View assignments.</p> <p>Steve also discussed the possibility of appointing a representative to the Malmesbury Area Board who would act as a liaison between Healthwatch and the Community Area.</p> <p>Steve outlined the following Volunteer Consultation Dates where interested individuals could attend and learn more about the potential roles available:</p> <p>Wednesday 29 January 2014: Corn Exchange Devizes: 10 am – 12 noon Tuesday 4 February 2014: Salisbury Methodist Church: 1 – 3 pm Thursday 6 February 2014: Neeld Hall Chippenham: 10 am – 12 noon</p> <p>Simon questioned the role and relationship with the CQC and how the organisations overlapped in their remit. Simon asked for clarity regarding the two. Steve was able to confirm that Healthwatch reported findings to the CQC and also conducted inspections, although not to the same level of detail. A discussion was had regarding care packages, and how Healthwatch could inspect care agencies. It was confirmed that Healthwatch is primarily concerned with the quality of care providers.</p>
11	<p><u>Legacy for Wiltshire and the World War One Centenary</u></p> <p>Laurie Bell, Associate Director: Communications and Communities, made a presentation to the Area Board on the Legacy for Wiltshire over 2014.</p> <p>Laurie gave a presentation outlining what had been done since 2012 to support the local economy. This included local trade expo’s and big business events to attract independent business across the region to build new relationships and attract new customers. Laurie outlined plans for Business and Sporting Dinners, which were events to link local elite athletes with sponsorship and support. In addition, trade EXPO events had been planned for June in Chippenham.</p> <p>Laurie outlined what had been done to promote healthy and active lifestyles since 2012, including health fairs and a number of health challenge initiatives.</p>

	<p>Future events for 2014 include the Cycle Wiltshire event taking place in May. All levels of cyclists are encouraged to attend the event, which will see a number of cycle routes. Laurie outlined 'The Big Pledge' which encourages individuals and groups to make a pledge to improve health and wellbeing. Laurie outlined some potential pledge ideas.</p> <p>Laurie then outlined the plans for WW1 Commemorations across the county including a county wide event in connection with the military to take place on 30 July 2014. Laurie also welcomed MVCAP plans to mark the centenary with poppies across Malmesbury and recognised the success of the PHEW programme that saw over 4000 people take part in nearly 70 events during 2013.</p>
12	<p><u>Police and Crime Plan and Budget</u></p> <p>Kieran Kilgallen, Chief Executive of the Police and Crime Commissioners Office, was in attendance to discuss plans to increase the precept. Kieran outlined the reduction in central government funding and the £25m funding gap expected by 2016/17 at the current rate of contribution. Kieran discussed the value for money in terms of precept rates for surrounding counties and local authorities. Kieran then outlined the strain on frontline resources at the current precept rate and highlighted the reduction in Police Officers, PCSO's and Support Staff since 2011.</p> <p>Kieran outlined the proposals for a £3.15 increase per household which would provide an additional £750k for 2014-15. This would reduce the funding gap by £2.3m over three years, which would in turn reduce the amount of savings required to be made by the Commissioner from £14.8m to around £12.5m.</p> <p>Kieran outlined a number of initiatives that are aimed at saving the police money. These include a £1.8m investment in communications centre 'refresh', a £1.3m for new mobile and remote working equipment and £8m for IT infrastructure improvements. The Police were also exploring ways to enable flexible working for its staff, and pointed to the success of the arrangements between Wiltshire Police and Wiltshire Council at the Monkton Park Offices in Chippenham.</p> <p>Kieran ended by stating the consultation period was due to run from Monday 6 January – Monday 3 February 2014, during which time all comments and concerns raised would be considered. Further information can be found on www.wiltshire-pcc.gov.uk.</p> <p>Chuck stated that universal funding presented a problem for community areas such as Malmesbury, who essentially paid the same rate for Police Services as those who place a higher burden on resources.</p>
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	<p><u>Neighbourhood Plans and Core Strategy Q&A</u></p> <p>Toby and Simon outlined the developments to the Core Strategy stating that a draft plan had been submitted and reviewed by the planning inspectorate. Within the core strategy, a detailed plan of housing needs was identified and this was considered to be an insufficient amount. Of the 5000 homes planned within the Core Strategy, currently 1900 had been identified. It was expected that the Core Strategy would be formally ratified by the Council in August 2014. The impact for Malmesbury and the Villages would be co-ordinated and communicated at a later date.</p>
14	<p><u>Evaluation and Close</u></p> <p>The Area Board conducted a satisfaction survey with those in attendance to identify the success or failures of the evening's events. Overall the meeting was well received, with particular satisfaction noted for the venue, agenda and Chairman...</p> <p>The next meeting of the Malmesbury Area Board would be at Malmesbury Town Hall, Cross Hayes, Malmesbury SN16 9BZ, Wednesday 5 March 2014 at 7pm.</p>