

MINUTES

Meeting: WESTBURY AREA BOARD
Place: Bratton Jubilee Hall, Melbourne Street, Bratton, Westbury, Wiltshire,
BA13 4RW
Date: 5 June 2014
Start Time: 7.00 pm
Finish Time: 8.52 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713 035 or (e-mail) roger.bishton@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

Cllr Russell Hawker, Cllr David Jenkins and Cllr Gordon King

Cllr Christopher Newbury

Wiltshire Council Officers

Roger Bishton – Democratic Services Officer

Mal Munday – Head of Service – Integrated Youth, Early Intervention and Youth Prevention

Town and Parish Councillors

Westbury Town Council – Ian Cunningham, Christine Mitchell, Sue Ezra and David Bradshaw

Bratton Parish Council – Anita Whittlee

Dilton Marsh Parish Council – Francis Morland

Edington Parish Council – Helen O'Donoghue

Heywood Parish Council – Francis Morland

Partners

Wiltshire Fire and Rescue Service – Mike Franklin and Andy Green

BA13+ Community Area Partnership – Carole King

Total in attendance: 30

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>Roger Bishton, Democratic Services Officer opened the meeting and explained that as there were only two members present the meeting was inquorate, meaning it did not have enough members that is needed to allow voting or taking decisions. It was understood that Cllr Hawker was on his way to the meeting, and his arrival would allow the meeting to reach quorum and allow voting and decisions to be taken.</p> <p>Roger advised that as the meeting was not quorate it was not possible to elect a Chairman and Vice-Chairman for the municipal year 2014-15. These items would be deferred to the next formal meeting of the Board.</p> <p>He invited nominations for Chairman for this meeting only.</p> <p>Decision:</p> <p>Cllr David Jenkins was nominated as Chairman for this meeting only.</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> <p>He explained that agenda items that did not require a vote or decision would be taken first, to allow Cllr Hawker time to arrive.</p>
3.	<p><u>Election of Vice-Chairman</u></p> <p>This item was deferred to the next formal Board meeting.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Jerry Wickham Ms Julia Cramp – Associate Director, Quality Assurance, Commissioning, Performance, Schools and Early Years Effectiveness Mr Keith Harvey – Westbury Town Clerk Mike Swabey – Edington Parish Council Phil McMullin – BA13 Community Partnership</p>
6.	<p><u>Declarations of Interest</u></p>

	<p>Cllr King declared a personal interest in anything related to the BA13 Community Partnership as his wife was the chairman.</p>
<p>8.</p>	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the Public Health and Wellbeing announcement seen on page 33 of the agenda.</p> <p>Sally Hendry provided an update on the area board review. An overall review had been completed by overview and scrutiny in the context of community campuses. The outcomes and action plan had been presented to and approved by Cabinet at their meeting on 22 April 2014. A link to the cabinet papers which includes the report and action plan can be found below:</p> <p><u>Cabinet agenda and minutes - Tuesday 22 April 2014</u></p> <p>Sally noted that there would be fewer formal and more themed meetings. Times would be looked at, and the role of the Community Area Manager would be removed and replaced with a Community Engagement Officer.</p> <p>In response to questions Sally confirmed that hard copies of the Cabinet report and action plan would be available in local libraries.</p> <p>ACTION: Sally Hendry</p>
<p>11.</p>	<p><u>Youth Services</u></p> <p>With the agreement of the meeting, agenda item 11 – Youth Services was taken next to allow Mr Munday to attend another meeting which followed this.</p> <p>Mr Munday provided an update on the recent Wiltshire Council decision taken by Cabinet on 15 May 2014 on how youth services will be provided.</p> <p>There would be a change to the model of delivery, to a community-led model, the principle of which was to give money to local areas through the Area Board to commission services that had been identified locally as needed.</p> <p>A written communication would be sent to all Area Board Chairman and Community Area Managers next week, inviting them to a briefing being held on 17 June. Mr Munday recognised it was a difficult time with staff being put at risk.</p> <p>He confirmed that there would be no open access youth sessions from 1 October 2014. The Council would appoint and retain a full-time equivalent Community Youth Officer (CYO) in each of the area board areas, who could provide direct delivery, however their main focus would be to support the local offer and work with commissioning. In addition to the 18 CYO's, three Youth Support workers would also be appointed to do casework and 1:2:1 work with specific identified individuals. They would sit within the early intervention team.</p>

	<p>It was hoped that an apprenticeship scheme would be available from next year, providing an opportunity for engaged young people who were interested in a career in youth work.</p> <p>Whilst embracing the localism principle of enabling communities to do more for themselves he recognised that it would not be fully embedded before March 2015.</p> <p>When asked about the existing youth centre Mr Munday confirmed that an audit of youth premises was currently underway and no decision had been taken regarding premises, which formed part of the corporate estates budget.</p> <p>He drew attention to the significant challenges facing the Council and accepted that current relationships with youth workers may in time be made with new people.</p> <p>Mr Munday explained his understanding was that 48% of young people who responded to the consultation had preferred the community-led model, with 28 preferring to keep existing arrangements. Other options had been offered but the community-led model had been the preferred option. All views had been taken in account from all areas of the community.</p> <p>The criteria for the allocation for funding would be announced next week, and although understood this was based on the area board funding formula, it would be a Wiltshire Council Cabinet decision and transparent what each area would receive.</p> <p>Mr Munday confirmed that mapping work had been carried out in the voluntary sector and the CYO would enable these relationships. Wiltshire Council accepted the need to support communities, and would address any needs identified where there was no support available.</p> <p>A Local Youth Network (LYN) which would include the existing Youth Advisory Group (YAG) would be set up in each area with the key principle of young people having a voice and influencing delivery. These would be run by the CYO. The CYO would have access to a range of services through the early intervention team. Open access would change unless the Area Board used their funding to try and deliver a local open access model.</p> <p>Specific training events were being planned for Area Board members, CAM's and CYO's (if in place) to build knowledge on commissioning and procurement.</p> <p>The Board thanked Mr Munday for the update.</p>
9.	<u>Health Matters - Update from the White Horse Health Centre</u>

	<p>Dr Debbie Beale provided an update to the Board, noting that the extra facility was beginning to be used one day a week, with plans to increase.</p> <p>Dementia services had been developed with Alzheimer's Support, and changes to who could diagnose meant that waiting lists were down to three weeks from 9 months last year.</p> <p>A day surgery unit was being developed for vasectomies, hernias and it was hoped cataracts would be treated there soon.</p> <p>The challenge was the recruitment of GPs. Over the next three years between 400 to 600 GPs would reduce hours or retire. The government was encouraging a seven day working week, from 8am till 8pm. There was an ongoing recruitment drive and a new partner would be starting in August. Nurse practitioners skills would be increased and multi-disciplinary teams developed. She noted a shortage of Occupational Health Therapists and Physiotherapists.</p> <p>In response to questions Dr Beale confirmed that electronic notes provided a summary of patient's visits, and there was a need to understand the patient, perhaps by working in teams to get continuity of care. Care closer to home was being developed and it was thought that community hospitals would not be opened.</p> <p>The Board thanked Dr Beale for her update.</p> <p>Cllr Hawker joined the meeting at 7.50pm.</p>
10.	<p><u>White Horse and Bratton Camp</u></p> <p>Cllr King highlighted the recent improvements in the White Horse area and plans to set up a community group. Recent improvements include:</p> <ul style="list-style-type: none"> • Information boards; • Birdproof litter bins; • New bollards; • Dog fouling reminders <p>He thanked Leo Wirtz, Senior Countryside Ranger and his team and appealed for volunteers to join the community group, asking them to email <u>Sally Hendry</u>, <u>Cllr King</u> or <u>Leo Wirtz</u> with their interest.</p>
12.	<p><u>LEADER Funding 2015 - 2020</u></p> <p>Alan Truscott gave a presentation on LEADER funding. He explained that during this transition year they were reviewing the areas and working with Wiltshire Council to ensuring funding was across the whole council area. A full bid for funding would be presented on 5 September 2014</p>

Westbury had previously received funding from both Plain Action and Sowing Seeds in the last ten years.

There were currently 5 Local Action groups within Wiltshire:

- Cotswold ANOB
- Plain Action leader
- North Wessex Downs Leader
- Heart of Wessex Local Action Group
- New Forest Leader

Mr Truscott noted that this was the first national programme that had used national statistics. Westbury had not been included as a market town, and this was being addressed with DEFRA.

They had identified three themes: - Military, Climate Change / Environment and Economy and objectives identified around Skills and Training, Business and Employment, Communities and Low Carbon.

In response to questions Mr Truscott explained that they did not promote equipment like steam turbines or bio-digestive plants, just funded projects. It was up to communities to come to them.

The Board thanked Mr Truscott for attending.

13.

What Matters to You

Sally Hendry explained that the themes had been divided amongst the four councillors, as detailed below:

Theme	Councillor Lead
Community Safety	Gordon King
Environment	Jerry Wickham
Transport	Russell Hawker
Children and Young people	Russell Hawker
Culture	David Jenkins
Economy	Jerry Wickham
Health and Wellbeing	David Jenkins
Leisure	David Jenkins
Housing	Gordon King

Work had already started on the priorities, with an exhibition arranged for October in Westbury on 'Being Safe from Fire'. The rate for recycling and residual waste in the area was one of the worst in the county, and awareness would be raised through a joint stand with Wiltshire Council at Westbury Town

	<p>Fair on 12 July. A meeting had taken place with both Wiltshire Council and Wiltshire Police on raising awareness of domestic abuse and a feasibility study would be undertaken over the creation of a new cycle route.</p>
14.	<p><u>Partner and Community Updates</u></p> <p>Wiltshire Police</p> <p>There was no update report.</p> <p>Wiltshire Fire and Rescue</p> <p>Mike Franklin drew attention to the upcoming public consultation regarding the proposed merger with Dorset Fire and Rescue. This was a result of a shortfall in funding of between £3.1 million and £3.5 million by 2017/18 which needed to be resolved. A decision would be taken in September 2014.</p> <p>Although not able to answer questions regarding the merger at the board meeting, the following question was asked:</p> <p>‘Once the management team was integrated with Dorset, and in reference to a situation like the winter flooding, how would a very small management team cover and support staff on the ground in managing and eradicating local emergencies over a wide area?’</p> <p>Mr Franklin agreed to arrange for a response to be provided to the board.</p> <p>ACTION: Mike Franklin</p> <p>He highlighted that the Chief Finance Officer was prepared to attend area boards over the June – August 2014 period to give a formal presentation of required.</p> <p>Andy Green was introduced as the Station Manager for Trowbridge, Bradford on Avon and Westbury.</p> <p>BA13 Community Area Partnership</p> <p>In addition to the written update seen at page 37 of the agenda Carole King noted that the partnership was in phase 2 of the Safe Places project, and 17 local premises had now agreed to take part. There was a move to combine this with being a dementia friendly town, and contact with the Wiltshire Council co-ordinator for this had been set up for tomorrow.</p> <p>The partnership’s updated community area plan was being considered at its meeting next week and would be presented at the next area board meeting.</p>

	<p>Youth Advisory Group (YAG)</p> <p>In addition to the written update seen in pages 39 to 41 of the agenda Sally Willox drew attention to the youth services review and how it was an anxious time for young people.</p> <p>She drew attention to the summer programme being planned which would be advertised through Sparksite, the press and schools.</p> <p>Westbury Campus</p> <p>An update report was contained in the pack.</p> <p>Town and Parish Councils</p> <p>There were no update reports.</p> <p>World War 1 Commemoration</p> <p>There was no update report.</p> <p>The lack of written reports available was highlighted at the meeting.</p>
15.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report from the Community Area Manager in which councillors were asked to consider applications for funding from the 2014/15 Area Board Grants Budget. She then explained each application in turn.</p> <ol style="list-style-type: none"> 1. BA13+ Community Area Partnership – annual running costs <p>Decision:</p> <p>To approve a grant of £5566 towards the annual running costs of the partnership.</p> <p>Reason:</p> <p>This application meets the grants criteria for 2014/15</p> 2. Bratton Community Orchard – purchase of a new juicer <p>Decision:</p> <p>To approve a grant of £554 towards the purchase of an apple juicer.</p>

	<p>Reason:</p> <p>This application meets the grants criteria for 2014/15</p> <p>3. Edington Ringing Centre – purchase of a simulator</p> <p>Decision:</p> <p>To approve a grant of £800 towards the purchase of a simulator.</p> <p>Reason:</p> <p>This application meets the grants criteria for 2014/15</p> <p>4. Westbury Parent Carer Support Group – purchase of a laptop</p> <p>Decision:</p> <p>To approve a grant of £300 towards the purchase of a laptop.</p> <p>Reason:</p> <p>This application meets the grants criteria for 2014/15</p> <p>ACTION: Sally Hendry</p>
16.	<p><u>Community Area Transport Group and Air Quality Management Group</u></p> <p>The Chairman drew attention to the draft minutes seen at pages 69 to 73 of the agenda.</p> <p>Decision</p> <p>The Board agreed to fund £400 towards the installation of signs at Coulston and £200 for horse warning signs at Edington.</p>
17.	<p><u>Urgent Items</u></p> <p>There were no urgent items.</p>
5.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>

7.	<p><u>Appointments to Outside Bodies, and Constitution of and Appointments to Working Groups 2014/15</u></p> <p>Amendments to the appointments to outside bodies to change 'Leigh Park Community Association (Westbury) to read 'Leigh Park Community Centre (Westbury); and to add Cllr Jerry Wickham as a representative on Community Area Transport Group was agreed.</p> <p>Decision</p> <p>The Area Board agreed</p> <p>(1) To appoint Councillor representatives to outside bodies for the Municipal Year 2014/15 as follows:-</p> <ul style="list-style-type: none"> • Leigh Park Community Centre (Westbury) – Cllr Russell Hawker • Warminster & Westbury CCTV Partnership – Cllr Russell Hawker • Westbury Community Area Partnership – Cllr Gordon King • Westbury Youth Advisory Group (YAG) - Cllr David Jenkins & Cllr Gordon King <p>(2) To reconstitute and appoint Councillor representatives to the Westbury Community Area Transport Group (CATG) for the Municipal Year 2014/15 as follows:-</p> <p>Cllr Russell Hawker Cllr David Jenkins Cllr Gordon King Cllr Jerry Wickham</p> <p>(3) To appoint the following Councillor representative to the Shadow Community Operations Board (COB) for the Municipal Year 2014/15:-</p> <p>Cllr David Jenkins</p> <p>(4) To note the terms of reference for the working groups as set out in appendix C to the report presented.</p>
18.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 7 August</p>

2014 at Heywood and Hawkeridge Village Hall, Church Road, Heywood, Westbury, Wiltshire BA13 4LP.

Concern was raised over the grass height at Old School Green / Bashkir Road, Westbury and this would be fed back by the area board.

The announcement that mini re-cycling sites would be maintained for the next 12 months in certain areas which did not include Westbury was discussed.

Decision

The Area Board agreed that the board's concern over the removal of mini-recycling sites be fed back to Wiltshire Council and it be requested that the list of sites to be maintained for 12 months be revised to include Westbury.

The Chairman thanked everyone for attending.