

# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Rd, Bradford on Avon, BA15 1DZ  
**Date:** 12 November 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

### **Wiltshire Council Officers**

Peter Dunford – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Mal Munday - Head of Service – Early Help  
Emma Coombs - Community Youth Officer

### **Town and Parish Councillors**

Bradford on Avon Town Council – Alison Craddock & Martin Newman  
Holt Parish Council – Andrew Pearce  
Monkton Farleigh Parish Council – Matthew Midlane

### **Partners**

Wiltshire Police – Insp Chris Chammings  
BoACAN – Jim Lynch

**Total in attendance: 40**

<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 everybody to St Laurence School.</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Mike Franklin – Wiltshire Fire &amp; Rescue Service.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the Bradford on Avon Area Board meeting held on 17 September 2014 were signed as the correct record.</b></li> <li>• <b>The minutes of the Bradford on Avon Community Area Transport Group meeting held on 8 September 2014 were signed as the correct record.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements and Updates</u></p> <p>Chairman's Updates</p> <p>i) Car Parking Consultation – details in pack, the consultation runs until 16<sup>th</sup> January 2015.</p> <p>ii) Campus Update – Jim Lynch from BoACAN reported that he had attended the Wiltshire Council Cabinet meeting to lobby for the inclusion of Bradford on Avon in the capital programme for campus development 2014-17, but this had been unsuccessful. The Community Operations Board was deeply unhappy at this decision and was seeking clarification from the Council on its implications.</p> <p>iii) Changes to Electoral Registration System – details in pack, all registrations to electronic register due by 1<sup>st</sup> December.</p>

- iv) Emergency Planning Workshop for Bradford on Avon Community Area, 26 November at St Margaret's Hall – details in pack, all parishes encouraged to attend.

#### Partner Updates

##### Wiltshire Police – Inspector Chris Chammings

- The written report was noted.

Youth Advisory Group (YAG) – Emma Coombs (Community Youth Officer) and the YAG representatives.

##### Points made included:

- Young Peoples' Open Day - that the group had been planning a young people's open day, to be held at Bradford on Avon Youth Centre. This would be used as a consultation day to find out what services and facilities young people want in Bradford on Avon. A questionnaire would be devised for young people who attend the open day.
- End of Six Week Sessions and Survey - at the last Area Board the group explained how they had been given the use of Bradford on Avon's Youth Development Centre once a week for six weeks on Tuesdays. These sessions allowed them to speak to other young people about what the group can do next and in the future to provide young people with a source of activities and facilities that they need and require.

From these sessions a short, 5 question survey for young people was put together in order to receive more detail about exactly what facilities young people are looking for in Bradford on Avon.

#### Survey Results

##### Question 1. "Where would you go to get support and advice?"

From the four options available, we found that 55% of young people selected the 'other' option, and their answers consisted of turning to youth workers or parents for support.

Question 2. "Do you currently use any leisure activities?"

The results of this question show that just over 60% of young people answered 'yes' to currently using leisure activities.

Question 3. "What activities would you like to see available in BoA?"

65% of people said that they would like to see a young persons' meeting place and 16% mentioned that they would like to have activities with youth workers, in the 'other' section.

Question 4. "Would a service that offered support and advice be of value to you?"

We then found out that 74% of people said that a service which offered support would be of use to them. The remaining quarter of young people answered 'no'.

Question 5. "Any other comments or suggestions?"

This was one of our most important questions, as young people were able to write out any comments they had, in detail.

- One comment said *"There's not much to do in BoA so maybe if young people had some adults to do activities with, with other young people too, it could give us things to do. Then if a young person has a problem, they could talk to the adult."*

Another comment said *"I would like to see a youth centre with youth workers that I could talk to when I have a problem. They have helped in the past and now I have absolutely no one."*

- Most of the comments mentioned said that young people would benefit, if there were youth workers to complete activities with or a youth worker to speak to. Many young people suggested having street based youth workers and a young people's meeting place held at a certain time each week on a regular basis.
- From drawing up this survey and looking at the results, the group agreed that they would use this as a preliminary questionnaire and have decided that they would like to draw up another survey to gain

	<p>more information about what specifically young people want regarding facilities in Bradford on Avon.</p> <p>It was proposed to do this at the young people's open day.</p> <p>The Chairman thanked the Partners for their updates.</p>
6	<p><u>Building the Local Youth Network and the community-led model for youth activities</u></p> <p>Mal Munday - Head of Service, Early Help, Wiltshire Council &amp; Emma Coombs - Community Youth Officer, Wiltshire Council.</p> <p>Points made included:</p> <p>The Vision</p> <ul style="list-style-type: none"> <li>• All young people have access to a varied and innovative youth offer.</li> <li>• The right help when they need it.</li> <li>• Taking into account the views of young people and other stakeholders.</li> <li>• Bring young people and the community together.</li> </ul> <p>The role of the Community Youth Officer (CYE)</p> <ul style="list-style-type: none"> <li>• Be the “go to person” for young people’s issues.</li> <li>• Engage with young people - champion their voice decision making.</li> <li>• Establish and support the Local Youth Network.</li> <li>• Support local youth and community projects.</li> <li>• Find out and write up the needs, outcomes, priorities and objectives for positive activities in the local area.</li> </ul> <p>The role of the Local Youth Network</p> <ul style="list-style-type: none"> <li>• Be a sub-group of the Community Area Board.</li> <li>• Represent a wide range of community stakeholders.</li> <li>• Come together at events, workshops, youth fairs, meetings and</li> </ul>

consultations.

- Encourage active engagement and improved partnership working between key stakeholders and young people.

#### The role of the Local Youth Network Management Group

- 10 – 12 Members.
- Young people must play a central role.
- Coordinate the design, development, delivery and review of positive activities for young people.
- Evaluate grant requests and identify suitable providers.
- Make recommendations to area board on how funding should be deployed.

#### Grants Funding and Procurement

- Voluntary and community sector.
- Must be for activities for young people aged 13-19.
- Application form available online.
- Evaluated by the LYN and recommended to the area board for funding.
- Corporate suppliers can apply to be in a catalogue of providers.
- Application form available online.
- Applications are evaluated by commissioning officers.
- The Area Board will seek quotes, evaluate and consider the competition.

#### Grant Criteria

- Applicants must have policies and procedures that fulfil legal requirements.
- Can be up to a value of £5,000 per project.
- Must help meet the needs, outcomes, priorities and objectives for positive

	<p>activities in the local area.</p> <ul style="list-style-type: none"> <li>• Young people must be involved in the completion of the application to ensure the activity is accessible, affordable, wanted and valued by them.</li> <li>• Activities that involve or benefit groups of vulnerable young people or that include matched funding will be given additional weighting in the decision making process.</li> </ul> <p>The point was made that Bradford on Avon Town Council were in discussions with Wiltshire Council re an asset transfer of the Youth Centre building. Early indications from these discussions had not been encouraging, with Wiltshire Council reluctant to agree to a full asset transfer, but wishing to remain landlords of the building with Bradford on Avon Town Council paying for the building's upkeep.</p> <p>It was agreed that the Community Area Manager would write to Wiltshire Council on behalf of the Bradford on Avon Area Board supporting Bradford on Avon Town Council in its bid to secure the Youth Centre building from Wiltshire Council through a full asset transfer.</p> <p>The Chairman thanked Mel Munday and Emma Coombs for their presentation.</p>
7	<p><u>Roll-out of Superfast Broadband</u></p> <p>Matt Lloyd – British Telecom gave an update on the roll out of Superfast Broadband to the Bradford on Avon community area.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• £30.9m Partnership between Wiltshire Council, BDUK and BT to deploy a Next Generation Access infrastructure and transform broadband services.</li> <li>• Deploying fibre broadband to the intervention area within the county.</li> <li>• Delivering Fibre to the Cabinet (FTTC) and latest technology developments.</li> <li>• Deployment in phases based on exchanges, throughout the area with fibre delivery complete by Spring 2016.</li> <li>• Significant challenges in deploying to rural areas across the area.</li> </ul> <p>What Next</p> <ul style="list-style-type: none"> <li>• Community packs sent to Parish Councils when parish is able to order a</li> </ul>

	<p>new service.</p> <ul style="list-style-type: none"> <li>• Website is primary tool for communication: <ul style="list-style-type: none"> <li>– Post code checker</li> <li>– Exchange area update</li> <li>– Total number of homes</li> <li>– Very simple FAQ</li> <li>– How to order the new service</li> </ul> </li> </ul> <p>Questions raised included:</p> <p>Is this service only available from BT?  <i>a.No, BT were only obliged to provide the open access network.</i></p> <p>Westwood has had telephone issues for a while can this be looked into as nothing appears to be progressing?  <i>a.Yes, we would follow up this issue.</i></p> <p>The Chairman thanked Matt Lloyd for his presentation.</p>
8	<p><u>Bradford on Avon Historic Core Zone - Town Poll</u></p> <p>This agenda item was deferred until the 7<sup>th</sup> January 2015, Area Board meeting.</p>
9	<p><u>Wiltshire Air Quality Action Plan</u></p> <p>Peter Dunford – Community Area Manager gave a short update on the county-wide plan and final contributions towards an action plan for Bradford on Avon.  Points made included:</p> <ul style="list-style-type: none"> <li>• Air Quality Alliance formed in 2012.</li> <li>• Public consultation events held; goals for legal air quality by 2015 and to be known as a Clean Air Town by 2020.</li> <li>• New analyser on Masons Lane monitoring nitrogen dioxide and small particulate emissions in ‘real time’.</li> <li>• Wiltshire-wide web site and text alert system.</li> <li>• Origin and Destination Traffic Study.</li> <li>• Historic Core Zone scheme to promote pedestrian priority.</li> <li>• Promotion of cycling, walking, public transport, EVs.</li> </ul>



	<ul style="list-style-type: none"> <li>• That the Consultation closes on 16 January 2015.</li> </ul> <p>The Chairman thanked Peter Dunford for his update.</p>
10	<p><u>Community Grant Scheme</u></p> <p>The Wiltshire Councillors were asked to consider one application seeking 2014/15 Community Area Grant funding:</p> <p><b>Decision</b>  <b>West Wilts Esprit Gymnastics Club was awarded £1,000 for a Changing Room Upgrade and Fitness Suite.</b></p> <p><b>Reason</b>  <b><i>The application meets the grant criteria 2014/15.</i></b></p>
11	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> <li>• Wednesday 7<sup>th</sup> January 2015 – St Margarets Hall.</li> <li>• Wednesday 11<sup>th</sup> March – venue to be confirmed.</li> </ul>
12	<p><u>Close</u></p>