

AGENDA

Meeting: Westbury Area Board
Place: Online
Date: Thursday 10 December 2020
Time: 7.00 pm

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If you have any queries please contact Stuart Figini (Democratic Services Officer), direct line 01225 718221 or email stuart.figini@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr Carole King, Westbury North (Chairman)
Cllr Russell Hawker, Westbury West
Cllr Gordon King, Westbury East
Cllr Suzanne Wickham, Ethandune (Vice-Chairman)

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Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

Items to be considered	Time
1. Chairman's Welcome and Introductions	
2. Apologies for Absence	
3. Minutes (<i>Pages 1 - 10</i>) To confirm the minutes of the meeting held on 8 October 2020.	
4. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5. Chairman's Announcements (<i>Pages 11 - 16</i>) The Chairman will provide information about: <ul style="list-style-type: none"> • COVID-19 Community Pack • Healthy Us Weight Management Programme Launch • Census 2021 Area Boards Notification 	
6. Partner and Community Updates To receive any updates from partners – Parish and Town Councils, Police, Fire and Rescue Service, NHS and Chamber of Commerce – and the BA13 Community Area Partnership.	
6.a Wiltshire Police Update (<i>Pages 17 - 22</i>) To receive a presentation from the Police and Crime Commissioner on the PCC Annual Report and Update	
6.b Dorset & Wiltshire Fire and Rescue Service	
6.c Parish and Town Councils	
7. Community Area Transport Group (<i>Pages 23 - 32</i>) To consider any CATG recommendations from their meeting held on 20 November 2020.	
8. Community Area Grants (<i>Pages 33 - 38</i>) To consider applications for funding from the Community Area Grants Scheme and the Community Youth Grant Scheme.	
9. Urgent items Any other items of business which the Chairman agrees to consider as a matter of urgency.	
10. Future Meeting Dates, Forward Plan, Evaluation and Close	

The next meeting of the Westbury Area Board will take place on
Thursday 11 February 2021 at 7.00pm

MINUTES

Meeting: Westbury Area Board
Place: Online Meeting
Date: 8 October 2020
Start Time: 7.00 pm
Finish Time: 8.30 pm

Please direct any enquiries on these minutes to:

Stuart Figini (Democratic Services Officer), Tel: 01225 718221 or (e-mail) stuart.figini@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Carole King (Chairman), Cllr Russell Hawker, Cllr Gordon King and Cllr Suzanne Wickham (Vice-Chairman)

Wiltshire Council Officers

Graeme Morrison – Community Engagement Manager
Dom Argar – Technical Support Officer
Stuart Figini -Senior Democratic Services Officer

Town and Parish Councillors

Westbury Town Council – Sheila Kimmins
Dilton Marsh Parish Council - Kathy Hutt

Partners

BA13 + Community Area Partnership - Phil McMullen
Wiltshire Police - Gill Hughes

Others

Westbury Juniors School - Richard Hatt
POPCAN - Tina Devereux, Samantha Shore

Leigh Park Community Centre - Debbie Cole
Westbury Community Project - Kevin Down
Fairfield Farm College - Tina Paget
Sovereign Housing Association - Scott Jacobs-Lange
Brian Smith

Total in attendance: 20

<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>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following written announcements included in the agenda pack:</p> <ul style="list-style-type: none"> • Covid-19 • Area Board Boundary Review • Connect 5
3.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Richard Humphrey – Dorset and Wiltshire Fire and Rescue Service.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the previous meeting held on 16 June 2020 were agreed as a correct record and would be signed by the Chairman at a later date, subject to minute 7 being amended as follows:</p> <ul style="list-style-type: none"> • To confirm Cllr Suzanne Wickham as the Area Board representatives on the Warminster and Westbury CCTV Committee.
6.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted updates from the following partners:</p> <ul style="list-style-type: none"> • Wiltshire Police – the Area Board noted the update attached to the agenda pack and that the update received from the Police was a joint report with Warminster Area Board, as this included the new neighbourhood areas of Warminster, Westbury, Mere and Tisbury. • Dorset and Wiltshire Fire and Rescue Service – the Area Board noted the update attached to the agenda supplement 2.

- BA13+ Community Area Partnership – There were no updates from the Partnership as no meetings were held since February 2020 due to the COVID-19 situation.
- Dilton Marsh Parish Council – the report of the Parish Council is attached at the appendix to the minutes.
- Westbury Town Council – The Area Board received an update from Shiela Kimmins on behalf of the Town Council. Shiela reported on the following matters:
 - The Town Council officers were closed in March and staff were working from home
 - Phone lines were very busy with many people were contacting the Town Council with their concerns and seeking help
 - Working with Westbury Link and set up a neighbourhood helpline, which was latterly manned by Crosspoint and church volunteers
 - Working with the Foodbank to deliver many food parcels
 - Supplied shops and businesses with over 400 signs and footprint signs to help with the re-opening of their businesses.
 - In contact with pub watch on a regular basis
 - The Town Council members continued to meet on a regular basis via virtual meetings.
 - Play areas are re-opening, although Penleigh Park was recently severely vandalised.
- Penleigh and Oldfield Park Community Action Network (POPCAN) – The Area Board received an update from Tina Devereux about the following matters:
 - Many challenges due to Covid-19 but still connecting virtually and at a sociable distance to keep engaged with the local community and partners in Westbury and beyond.
 - Food parcels have continued to be delivered by Sam Shaw over the last couple of months to the community and helping out with Abrahams kitchen.
 - POPCAN and Sovereign Housing have donated £500 towards Abrahams kitchen to help supply food and ingredients for families
 - A uniform hand it on event was organised for 28 August 2020 and 30 families were helped during the day. This event would be repeated in the future.
 - VE day was celebrated with the community earlier in the year.
 - Working closely with WCP to organise pop in sessions for the community on first Tuesday of every month.
 - Team 10 – a local group of school children from Westbury Junior school – had recently been nominated for an ‘Inspirational Young Tenants’ award at the national TPAS awards. Great achievement to be nominated for this award.

	<ul style="list-style-type: none"> ○ Future projects included funding a container and CCTV to cover the Penleigh Park following the recent spate of vandalism in the Park; and objections were submitted to the planning application for the Westbury Incinerator.
7.	<p><u>Community Engagement Manager Update</u></p> <p>The Community Engagement Manager provided the following updates:</p> <ul style="list-style-type: none"> ● <u>Local Youth Network</u> <ul style="list-style-type: none"> ○ Reminded the Area Board of a youth themed Area Board meeting held at Matravers School towards the end of 2019. The aim of the meeting was to establish a set of priorities for a local youth network to provide positive activities for young people in the Westbury Community Area. ○ A local Youth Survey was undertaken and received 150-200 responses. From this a virtual mtg was held with a number of local organisations connected with arranging youth activities. Activities were arranged and social media engagement was positive, although actual participation levels were slightly lower than anticipated. ○ Further meetings would be held to discuss how the activities could be developed over the coming months. ○ Discussions were being held with POPCAN about a detached youth work proposal. ○ Westbury Young People Awards delayed until summer 2021. ● <u>Climate Change Themed Area Board</u> <ul style="list-style-type: none"> ○ The themed Area Board meeting was held in February 2020 where a number of priorities and themes were identified. ○ The aim of this meeting was to set up a working group to create local action plan and priorities. However, Covid-19 developed and work on the project had ceased during this time. It was anticipated that the first meeting would be held in January 21. ● <u>Health & Wellbeing</u> <ul style="list-style-type: none"> ○ The Area Board noted that a Health & Wellbeing Group had not been in operation for some time in Westbury and it was suggested that Group could be established with the aim of improving access to Health & Wellbeing services, improving the health of the Westbury population and reduce social isolation and loneliness. ○ A wider Group would consider the objectives and agree on the first project for the Health & Wellbeing Group to support. ○ Wiltshire Walking Group restarted in October 2020. ○ Westbury Library now open for order and collect.

	<ul style="list-style-type: none"> • <u>Covid-19</u> <ul style="list-style-type: none"> ○ The Area Board noted that that all Community Engagement Managers were being asked to prepare a Community Area Reports about the emerging themes and impact of COVID 19. A report would be prepared for Westbury and ideas on how local actions can be supported to respond to the themes and impacts, would be undertaken in consultation with many partners
8.	<p><u>Westbury Community Project</u></p> <p>The Area Board received an update from Richard Hatt, Chair of Trustees and Headteacher of Westbury Junior School and Kevin Down provided an update on the Westbury Community Project. They commented on the project and how it was formed and showed videos demonstrating refurbishment and repairs undertaken following recent vandalism at the site.</p> <p>The following comments were made on the Project:</p> <ul style="list-style-type: none"> • Original costs indicated that the project to refurbish the site would amount to £250,000, although the Trustees of the project were looking to spend £50,000 due to lack of funds. • Support for the project was received from the local community • Kevin Down was appointed as the development manager and although challenges arose due to increasing vandalism, he managed to complete an outstanding refurbishment. • The first phase of the refurbishment consisted of new windows and doors, new commercial boiler, new fire alarm system, new CCTV system and new intercom system. • The facility was being opened up for local groups and the community to use, along with office space for hire. • Fairfield Farm would be helping to run the Café, which would open at the beginning of November 2020. • Adult education course would be run by Wiltshire College in the first-floor rooms. • An online booking facility would be available shortly to make use of the facilities. <p>The Area Board thanked all involved, especially Richard and Kevin for driving the project forward and congratulated them on such a fantastic achievement.</p>
9.	<p><u>Local School Update</u></p> <p>The Area Board received an update from Richard Hatt, on behalf of Westbury Headteachers about COVID-19 and its impact on schools in the Westbury area.</p> <p>Videos from Westbury Leigh CE Primary School and Fairfield Farm College were shown to demonstrate how pupils dealt with the new ways of working at their places of education following the implementation of restrictions during this</p>

	<p>time.</p> <p>Comments made during the presentations included:</p> <ul style="list-style-type: none"> • Notifications that school would be closing were received on the Thursday, with closures starting the following Monday. • Headteachers from across Westbury met to discuss a plan of action and it was agreed that each school would implement their own plan of action due to the different nature of how each school operated. • Government guidelines developed over time including social distancing, so schools adapted their individual practices and policies to coincide with the guidelines. • Year 6 and 10 children return to school first, followed by other years. • Westbury parents had responded magnificently to the new ways of approaching the return to schools with new practices and procedures and support for the headteacher and teaching staff decisions. • Pupils welcomed the return to school in September 2020. • The six month timescale that children were away from school has had an impact on routines and the 'habit' of learning, and it is felt that children regressed about a year in their education. • Recovery plans being put in place to help children feel secure and motivated, and return to their expected age appropriate education. • Expectation that the school year group 'bubbles' would extend past Christmas 2020. <p>The Area Board also heard from Tina Paget from Fairfield Farm College, who spoke about the impact of Covid-19 on the college's young people, especially on their mental health. The College stayed open for all young people as they were all classed as vulnerable.</p> <p>The Chair thanked Richard for his update and felt that it was upsetting to hear that children could be a year behind in their education due to Covid-19. It was also felt that the impact of the pandemic would be wide ranging. The Headteachers, and all teaching staff were thanked for their hard work to implement the new procedures.</p>
10.	<p><u>Community Area Transport Group</u></p> <p>The Area Board received the minutes of the Community Area Transport Group of their meeting held on 4 September 2020 and 25 September 2020.</p> <p>Resolved: To adopt the recommendations of the Community Area Transport Group meetings held on 4 and 25 September 2020 as outlined in the report.</p>
11.	<p><u>Community Area Grants</u></p>

	<p>Consideration was given to one application made to the Community Area Grants Scheme.</p> <p>Resolved:</p> <p>To award Leigh Park Community Centre £4097.41 towards the Lounge Outside inclusive area.</p>
12.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
13.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>The next virtual meeting of the Westbury Area Board will be held on 10 December 2020.</p>

DILTON MARSH PARISH COUNCIL

Report for Westbury Area Board meeting on 08/10/2020

As with everyone, keeping things going hasn't been easy. During lockdown, we had a lot of active volunteers, but not really in a planned and organised way. We liaised as much as possible with other groups, especially Westbury TC. The issue now is to try and address the fear, loneliness and isolation that many still feel, via an emergency plan.

The PC has a lot going on:

Planning applications

PC objections sent to Wiltshire Council re NREL and land west of Dartmoor Rd.

Neighbourhood Plan

Steering group working on draft plan

Highways and traffic issues

Following the WC report on 20mph restriction assessment (October 2019) and other suggestions from residents, the PC is preparing a report with recommendations for consultation with the wider community.

Responses to Government consultations

- Planning for Change – very complex and in-depth planning knowledge required to make an informed response.
- Planning for the Future – agenda item for PC meeting on 15/10/2020. Ditto above I feel.
- Pavement parking – response to be submitted. An issue of concern around the parish.

Current PC projects

- Noticeboards being replaced or refurbished
- Dilton News – PC newsletter to be revived
- Telephone box – purchased by PC; usage being considered.
- New/replacement waste bins – working with WC
- Provision of additional grit bins
- Replacement of bench by Dilton Halt following vandalism
- Installation of additional barrier at Alan Powell Lane for prevention of misuse, especially fly tipping and drug dealing
- Consideration of installation of CCTV on playing field to reduce antisocial behaviour
- Improvements on playing field – signs, football pitch
- Use of SID

Issues over past few months

- COVID -19 support for residents – planning for future needs
- Fly tipping
- Antisocial behaviour – believed by young people from Westbury
- Suspected drug dealing – working with police (not mentioned on CPT report)
- Closure of the Prince of Wales, which was then advertised for sale by auction. The PC did not support a community bid on the sale. It attracted bids at auction but was not sold.

The PC applied for a grant to support families with IT equipment, but weren't successful. Dilton Marsh School was able to secure funding from another source.

We were unable to hold the annual Family Fun Day, but with support from Westbury Churches Together and Spurgeons, distributed activity packs for children to around 80 families.

A recent joint meeting with other PCs and MP, relating to NREL in this case, was useful and opened up more collaborative working.

Kathy Hutt
Chair, DMPC
08/10/2020

Chairman's Announcements

Subject:	COVID-19 Community Pack
Web contact:	communication@wiltshire.gov.uk

Wiltshire Council has created an updated community pack of information to help support communities during the ongoing COVID-19 pandemic and the current national restrictions.

The council previously created a community pack in March which was very well received, and with Individuals and community groups continuing to provide vital support across Wiltshire, the council has again collated all the key information in one place.

The new community pack features current guidance on key information, resources and contacts. This should help communities to make sure everyone in Wiltshire, including the most vulnerable, have access to the right support and know where to turn.

It contains information and advice on issues such as:

- The current restrictions, self-isolating and health advice
- How to access a COVID-19 test and the test and trace scheme
- What communities can do to support themselves
- The local support available
- Business support.

Leader of Wiltshire Council, Cllr Philip Whitehead, said: "Thank you to all of our communities supporting others and looking out for each other, and for playing their part in keeping as safe as possible. We continue to be humbled by the spirit and togetherness shown. We know 2020 has been tough, but it's important not to become complacent. We need to keep going.

"We will continue to work hard to protect our communities and provide them with the information they need to access vital support and services. We are sharing this updated version of our community pack with all of the key information in one place, and we hope our communities find it useful.

"Please share this far and wide with your community to support each other as much as possible during this time."

The pack can be found at the council's dedicated COVID-19 webpage at www.wiltshire.gov.uk/public-health-coronavirus#community-pack, alongside updates and the latest advice.

Chairman's Announcements

Subject:	Healthy Us Weight Management Programme Launch
Web contact:	https://www.wiltshire.gov.uk/public-health-weight-adults .

Following a successful pilot, Wiltshire Council has launched Healthy Us, a group weight management programme on 9 November.

Healthy Us is a free 12 week course open to anyone living in Wiltshire, aged 18 or over, with a BMI of 28 or above. Courses will be held throughout the year and will be delivered virtually over Microsoft Teams. We plan to run face to face group courses across the county when circumstances allow and it is safe to do so. We are now accepting referrals for the virtual courses starting in January 2021.

Cllr Simon Jacobs, Cabinet Member for Public Health said; "The programme is designed to give participants the tools they need to make small but sustainable changes that can be maintained long term, so that participants lose weight and maintain their weight loss.

We are excited to be working with Wiltshire IAPT service who are delivering two sessions during each course looking at emotional eating and wellbeing."

Each interactive session is one hour and covers topics such as balanced nutrition, portion sizes, eating out, physical activity and healthy habits for life. Participants will be supported to eat well, move more and feel better.

Healthy Us is one of three services that form the recently launched Wiltshire Health Improvement Hub, a single point of access for referrals to the Health Improvement coaches (adult health and mental wellbeing service), Healthy Me (child and family weight management service), and Healthy Us.

More information about the Healthy Us and how to calculate your BMI can be found on our website at <https://www.wiltshire.gov.uk/public-health-weight-adults>.

Alternatively, to join a course people can email the Health Improvement Hub health.coaches@wiltshire.gov.uk or call 0300 003 4566 – select option 1.

CENSUS 2021

Households across the local authority area of Wiltshire, will soon be asked to take part in Census 2021.

The census is a once-in-a-decade survey that gives us the most accurate estimate of all the people and households in England and Wales. It has been carried out every decade since 1801, with the exception of 1941.

It will be the first run predominantly online, with households receiving a letter with a unique access code, allowing them to complete the questionnaire on their computers, phones or tablets.

“A successful census will ensure everyone from local government to charities can put services and funding in the places where they are most needed,” Iain Bell, deputy national statistician at the Office for National Statistics, said.

“This could mean things like doctors’ surgeries, schools and new transport routes. That’s why it is so important everyone takes part and we have made it easier for people to do so online on any device, with help and paper questionnaires for those that need them.”

Census day will be on March 21, but households across the country will receive letters with online codes allowing them to take part from early March.

The census will include questions about your sex, age, work, health, education, household size and ethnicity. And, for the first time, there will be a question asking people whether they have served in the armed forces, as well as voluntary questions for those aged 16 and over on sexual orientation and gender identity.

Results will be available within 12 months, although personal records will be locked away for 100 years, kept safe for future generations.

For more information, visit [census.gov.uk](https://www.census.gov.uk).

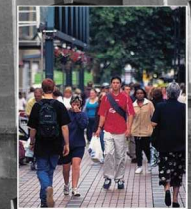
If you need help to promote the census, visit our [Downloadable resources](#) page.

Wiltshire and Swindon



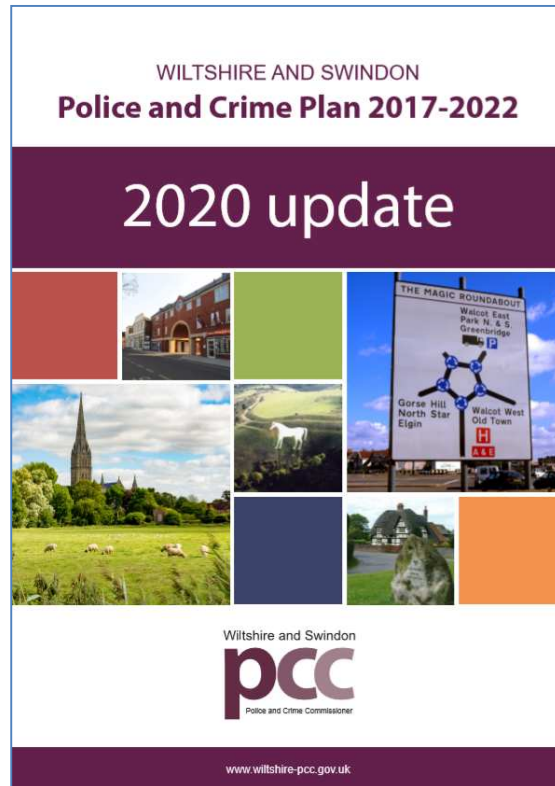
Police and Crime Update

Police and Crime Commissioner -
Angus Macpherson

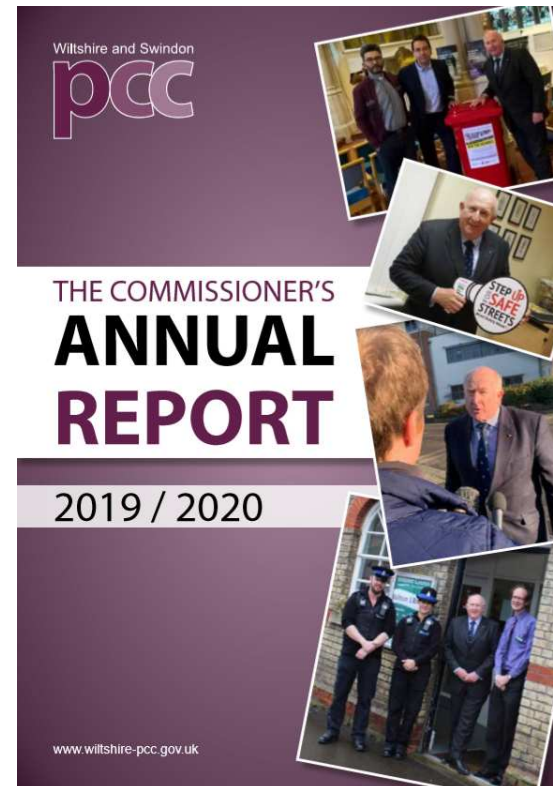


www.wiltshire-pcc.gov.uk

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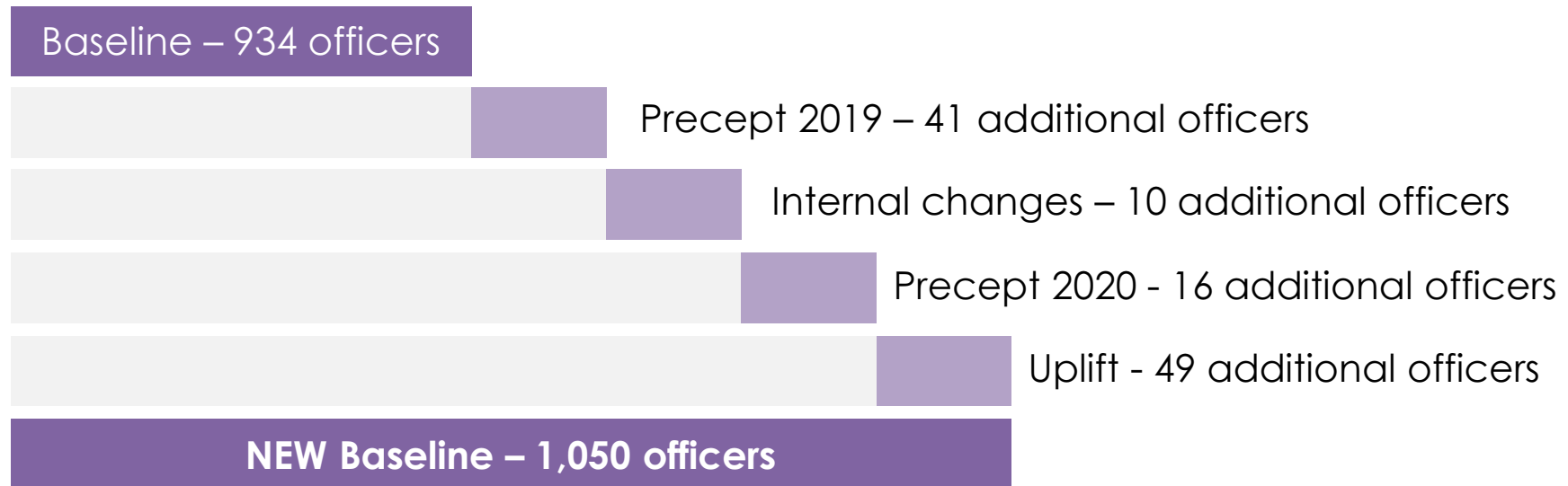
www.wiltshire-pcc.gov.uk/article/1844/Annual-report

'Operation Uplift'

Operation Uplift is the **national** announcement of a further **20,000 police officers** to be achieved by March 2023

The police service has been asked to introduce **2,000 extra officers by March 2020**, rising to **6,000 extra officers by March 2021**.

Local context:



Recruitment intakes

Police officers:

Date officers start training	Number of officers	When the officers join local teams	When the officers finish tutorship
Feb-20	20	Aug-20	Oct-20
Jun-20	40	Nov-20	Jan-21
Oct-20	20	Apr-21	Jun-21
Jan-21	40	Jul-21	Sep-21
Mar-21	20	Aug-21	Oct-21

Police Community Support Officers:

Date PCSOs start training	Number of PCSOs	When the PCSOs join local teams
Aug-20	17	Nov-20
Jan-21	16-20	Mar-21
Jul-21	16-20	Oct-21

Wiltshire and Swindon



Policing during the pandemic

- The Government has provided the police service with additional powers to police regulations issued because of the pandemic. The detail of these powers has changed on a number of occasions
- Wiltshire Police follows the College of Policing guidance to ENGAGE, EXPLAIN and ENCOURAGE, only ENFORCING as a last resort
- All Fixed Penalty Notices issued are scrutinised both for correct use of the legal powers and for proportionality. Wiltshire has led the way in the latter, and in the transparency it demonstrates in reporting this. Only a small proportion of the FPNs have been rescinded
- The latest report can be found on the PCC's website at:

www.wiltshire-pcc.gov.uk/article/5952/Coronavirus



Credit: Furlong/Getty

SUMMARY OVERVIEW - FIXED PENALTY NOTICES RELATING TO COVID-19 REGULATIONS

Wiltshire and Swindon PCC

Lockdown period covering 24 July - 20 August 2020

In response to the global COVID-19 pandemic and lockdown, the Government introduced new legislation on 24 July aimed at slowing the spread of the virus and protecting the public as lockdown eases and businesses begin to re-open. The legislation requires members of the public who do not hold an exemption card to wear face coverings in a number of different settings including shops, supermarkets and on public transport.

Further to this, legislation also requires members of the public to self-isolate for 14 days after return to the UK from a number of countries on the COVID-19 'at risk' list.

Failure to comply with this government legislation gives police the power to sanction a £100 fine with the serving of Fixed Penalty Notices (FPNs).

Throughout the easing of the lockdown period, Wiltshire Police have continually adopted an approach to Engage, Explain, and Encourage compliance with COVID-19 guidance and we resort to Enforcement only as a last resort. This approach has been very successful, with very high levels of compliance from the public within the county.

This updated summary of the use of FPNs in Wiltshire and Swindon covers the new regulations in order to ensure transparency and openness with our communities around any enforcement action that Wiltshire Police have taken.

Therefore, this report covers the period from 24 July 2020 to 20 August 2020.

During this timeframe, Wiltshire Police have created 161 COVID-19 logs, which includes online reports relating to COVID-19. Out of these logs Wiltshire Police received 10 calls for assistance to help enforce the face covering legislation from businesses and concerned members of the public.

There have been zero FPNs issued by Wiltshire Police in relation to Covid regulations since 31 May 2020.

To date Wiltshire has issued zero FPNs regarding individuals not wearing a face covering in public and individuals who are required to self-isolate post travel.

The Police and Crime Commissioner for Wiltshire and Swindon has approved a process to provide scrutiny and oversight of the legality and proportionality of FPNs. A Scrutiny Panel meets regularly to review and test all pro-forma templates issued in Wiltshire and Swindon with an option to rescind unlawful and/or disproportionate notices.

These reviews also ensure learning is captured at an organisational and individual level. As part of the scrutiny, disproportionality is considered and, if appropriate, local inspectors will be tasked to engage with their local Independent Advisory Groups (IAGs).

The Scrutiny Panel reports into a Strategic Leaders meeting and is also reported into the Wiltshire Police strategic oversight governance meeting which is attended by the Office of Police and Crime Commissioner. The process as a whole is overseen by the Deputy PCC and Deputy Chief Constable.

WILTSHIRE POLICE and THE POLICE AND CRIME COMMISSIONER FOR WILTSHIRE AND SWINDON

www.wiltshire.police.uk
www.wiltshire-pcc.gov.uk

Wiltshire and Swindon

pcc

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 20th November 2020			
1.	Attendees and apologies			
		Cllr Carole King (Chair), Cllr John Pollard, Cllr Gordon King, Cllr Nick Pyne, Cllr Russell Hawker, Cllr Suzanne Wickham, Sarah Harris, Kirsty Rose		
	Apologies	Cllr Chris Johns, Cllr Francis Morland, Cllr Freddy Forsyth, Cllr Jeff Ligo, Pat White		
2.	Notes of last meeting			
		The notes of the last meeting required an amendment to move item 5m 18-20-09 to the top 5 priority schemes.	Notes to be amended	KR
3.	Financial Position			
		The available CATG budget at the start of the meeting is £4687.		
4.	Top 5 Priority Schemes			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	<p>Issues 6667 6939 6562 B3098 Bratton Road</p>	<p>1. <u>The length of the 50mph speed limit between Edington and Bratton</u></p> <p>KR explained that change to 30mph was not recommended on the basis that it would likely to lead to reduced compliance with the speed limit in the populated sections of the villages due to the lack of terminal signs between the villages. A 40mph speed limit could be introduced to replace the 50mph limit. The cost of implementing this, including the legal advert, is estimated at £2918.</p> <p>JP informed the group that both Edington and Bratton Parish Councils did not feel it was appropriate to be required to contribute financially as it was felt that this was an error made by the highway authority in the first place and the parishes have limited funding due to their size.</p> <p>The group discussed this and while members appreciated the funding limitations, they felt that the changes had been requested by the parishes and so a contribution was warranted.</p> <p>It was agreed that the required contribution from the parish councils could be reduced to £364.75 each with the CATG funding the remaining £2188.50. Bratton and Edington Parish Councils are to consider this and report back to CATG.</p> <p>2. <u>Parking on the B3098 near Salisbury Hollow – causes issues with visibility, is there scope to make improvements</u></p> <p>The parking issue has reduced due to a local social media campaign however the parish council would like to retain the option for changes should this issue return.</p>	<p>CATG will consider funding 75% of the cost for the speed limit change. The new CATG allocation would be £2188.50 (an additional £729.50) subject to the agreement of the PCs contributing £364.75 (x2).</p> <p>Parish Councils to confirm contribution.</p> <p>CATG has not yet agreed the additional funding – this will be allocated upon receiving the PC decision.</p> <p>Place on hold and move this item to 'other priority schemes'.</p>	<p>EPC/BPC</p> <p>EPC</p> <p>KR</p>
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>3. <u>Westbury Road, Bratton – is there scope to move the 30mph terminal point further out of the village?</u></p> <p>The cost of relocating the terminal point is substantial as the existing coloured surfacing would need to be removed. It was agreed that KR would draw up a plan showing the potential location for a relocated terminal point and a cost estimate to be provided to the parish council to be included in any future negotiations with developers of the adjacent land.</p>	KR to provide plan and estimate	
b)	18-19-8, 18-20-26 Frogmore Road (From Rosefield Way to Slag Lane).	<p>The surfacing works have been completed. The vegetation around the Slag Lane junction has been cut back.</p> <p>KR gave a presentation of options detailed 3 levels of intervention in accordance with the concerns and requests raised by members of the public.</p> <p>The group discussed the options and agreed that the high level intervention option would be preferred. KR explained the options shown are a starting point, with further design work to be undertaken. To progress this further, a topographical survey would be required. A previous quote for this was provided by Brunel Surveys at a cost of £4295.</p> <p>It was agreed that KR would present the options to Westbury Town Council for their consideration and identification of a preferred option. Should they identify a preferred option, the town council will be asked to confirm a 25% contribution to the cost of the topographical survey.</p> <p>A CATG contribution of £1818.50 currently sits with this scheme.</p>	<p>KR to present options to WTC.</p> <p>WTC to confirm preferred option and financial contribution.</p> <p>A 25% contribution would be £1073.75. CATG would be required to allocate a total of £3222, which is an additional £1404 alongside the £1818.50 already allocated.</p>	KR

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c)	18-19-11 Edington – various roads (excl. B3098) 20mph request	Report circulated to CATG members in April setting out recommendations for the implementation of 20mph speed limit on various roads in the village at an estimated cost of £13,000. The group agreed to submit a bid for funding via the Substantive CATG bid process. CATG have allocated £1000 toward this. Edington Parish Council have confirmed £1000 contribution	Substantive bid to be made in next round. CATG allocation of £1000.EPC £1000	KR
d)	18-20-1 A350 Heywood - Request to reduce speed limit	KR explained that her colleagues who deal with signing are taking this forward and will have a plan and cost estimate for the proposed signing improvements to present to the next CATG meeting.	Await preparation of plan and estimate	All
e)	18-20-09 Dursley Road and Hawkeridge junctions with B3097	The speed limit assessment has been ordered with Atkins but there will be a delay to the assessment being completed due to the current restrictions in place for Atkins employees.	Await outcome of speed limit assessment.	KR
5.	Other Priority schemes			
a)	Bus layover, B3097 Hawkeridge Road and Link Road	As a result of timetable changes, there are half the number of buses using the B3097 stops for driver changeover. It was agreed that CATG would continue to monitor this issue with feedback from the parish council. GK provided an update that the town council had recently appraised MP Andrew Murrison of the issue and he has agreed to progress this.	Area board to note.	AB
b)	Issue 6557 A3098 Hisomley Crossroads, Speeding	Awaiting update from parish council regarding one-way use of The Hollow.	Dilton Marsh Parish Council to consider/consult upon one-way for The Hollow and feedback to CATG.	DMPC

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	18-19-5 Tower Hill, Dilton Marsh	The group felt that this item could be closed as no further complaint had been received. SW to ask DMPC if they support this issue being closed.	SW to liaise with DMPC re closure of issue.	SW
d)	Issue 7163 Dilton Marsh	The advisory 20mph limit outside of the primary school has now been installed. The provision of a 20mph speed limit on various roads in the village is being consulted upon by the parish council.	Await outcome of wider consultation by Dilton Marsh Parish Council.	
e)	18-20-3 Leighton Green, Westbury - H Bar marking request	This is now complete and can be removed from the list	To note	AB
f)	18-20-06 H Bar Marking, Queens Road, Westbury	This is now complete and can be removed from the list	To note	AB
g)	18-20-07 H Bar Marking Request – 125 Oldfield Park, Westbury	This is now complete and can be removed from the list	To note	AB
h)	18-20-17 Hillside Park, Westbury – Parking concerns	KR presented a plan (enclosed) that shows how reboundale poles may be used in the footway to prevent parking on the footway. The group discussed this and agreed that CATG would allocated funding subject to a 25% contribution from the Town Council.	CATG allocated a contribution of £1361.25 subject to a contribution from Westbury Town Council of £453.75. Await Town Council decision	WTC
i)	18-20-4 Parking Oldfield Park Westbury (nr 103) – Request for additional parking	A meeting of Westbury Town Council and Selwood Housing is being held on the 23 rd November to discuss this issue. KR will also attend.	Await outcome of meeting – to be reported back to CATG	WTC
j)	18-20-5 Oldfield Park, Westbury - Parking (nr 71)	This was discussed as part of the item i – see comments	As item above	

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k)	18-20-8 Bratton – 20mph Speed Limit Assessment	The surveys to inform the assessment have been ordered but are currently on hold due to the national lockdown.	Assessment to proceed when surveys can be undertaken	
l)	18-20-11, 18-20-12, 18-20-23 - A350 Warminster Road, Westbury – speeding	It was agreed to await the outcome of the traffic survey to determine the extent of the issue.	Await traffic survey results	
m)	18-20-15, 18-20-19 -Bratton Road, Westbury – speeding	It was agreed to await the outcome of the traffic survey.	Await survey results.	
n)	18-20-18 Bratton Road Westbury – narrow section	<p>KR explained that the scheme had been installed without priority in order to encourage more co-operative, courteous approach between drivers. In most instances this appears to be working. Priority being given to those exiting the town centre toward Bratton would require parking on Bratton Road to be removed in order to allow space for queuing and passing vehicles. Priority being given to those travelling toward the town centre may lead to queuing back toward the Laverton with drivers approaching around a bend without forward visibility of a queue.</p> <p>The group discussed the issue and the town council felt that priority to those approaching from the town centre should be given further consideration.</p>	KR to review feasibility and report back to CATG.	KR

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o)				
p)	18-20-13 & 14 Newtown, Westbury – Traffic Calming request	It was agreed to wait for the traffic survey results before determining the next course of action.	Await traffic survey results	
q)	18-20-20 Newtown, Westbury – request for 'unsuitable for HGV' sign	The traffic survey to be undertaken on Newtown has been asked to include vehicle types to identify the extent of this issue. The group agreed to await the outcome of the traffic survey.	Await outcome of traffic survey.	
r)	18-20-21 & 22 The Mead, Westbury	The pedestrian crossing survey has been ordered (£600 previously allocated) but is on hold due to the national lockdown.	KR to undertake assessment once survey is completed	KR
s)	18-20-25 Bremeridge Road, Westbury – Parking Issues	The bar markings re to be refreshed by PW when the ground is dry. KR presented a plan (enclosed) showing the provision of 2 reboundable poles to prevent vehicles mounting the footway. The group agreed to allocate funding subject to a contribution from Westbury Town Council. The resident also has WR1 forms to complete and send back to Westbury Town Council.	CATG agreed an allocation of £570 subject to a contribution of £190 from Westbury Town Council. Town Council to confirm contribution.	WTC
6.	Traffic Surveys			
a)	18-19-4 Newtown and Long River Road, Westbury	Metrocount undertaken prior to lockdown, however was subject to flooding therefore no data available. Count to be re-done in next batch.	Await outcome of metrocount. Police have stated to Westbury Town Council that they cannot undertake enforcement until they have information from the metrocount in order to target resources effectively.	
b)	Warminster Road, Westbury	Survey requested	Await results	

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c)	Bratton Road, Westbury	Survey requested	Await results	
7.	New Requests / Issues			
a)				
b)				
8.	Other items			
9.	Date of Next Meeting: 29th January 2021, 10am – Microsoft Teams.			

Westbury Community Area Transport Group

Highways Officer – Kirsty Rose

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Westbury Area Board.

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2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Westbury Area Board will have a remaining Highways funding balance of £1353.28

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

Report to	Westbury Area Board
Date of Meeting	10/12/2020
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Westbury Parochial Church Council Project Title: Screen Projector All Saints Church View full application	£3000.00
Applicant: Wiltshire Wildlife Trust Project Title: Bitham Brook Habitat Improvement Project View full application	£3000.00
Applicant: Westbury Town Council Project Title: Westbury Speed activated vehicle Signs View full application	£5000.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council’s website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2020/2021 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3931	Westbury Parochial Church Council	Screen Projector All Saints Church	£3000.00
Project Description: Installation of retractable screen and wall mounted screen within All Saints Church.			
Input from Community Engagement Manager: This grant application meets the necessary criteria for a community area grant.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3913	Wiltshire Wildlife Trust	Bitham Brook Habitat Improvement Project	£3000.00
<p>Project Description: The project aims to improve the Bitham Brook through Westbury for wildlife and people by 1.Introducing in-channel habitat using woody material with the help of local volunteers 2.Creating formalised dog access points using wood and gravel to restore areas of eroded bank prevent silt entering the river and protect dogs. The project will benefit a host of species including invertebrates fish and kingfisher and help tackle water quality issues. Working with volunteers and schools will help connect the local community with the river and ensure the continued enjoyment of the river for everyone whilst protecting the river itself.</p> <p>Input from Community Engagement Manager: This grant application meets the necessary criteria for a community area grant.</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
3914	Westbury Town Council	Westbury Speed activated vehicle Signs	£5000.00
<p>Project Description: WTC have received reports of increased speeding in the town. Speed activated signs are a method of alerting drivers that they are speeding and at the same time collecting data to pass to the police and Wiltshire council. W.T.C have 7000.00 which will cover the purchase of two signs and associated equipment. WTC would like a match fund grant to allow the purchase of two further devices total of four and associated equipment to allow better coverage around the town. There are three different signs available all at the same cost. It is intended to have permanent sites at the five main road entrances to the town that the signs can be moved around so that drivers do not see the same sign all the time and become complacent. The signs can also be mounted temporarily at reported trouble spots to monitor Drivers behaviour in selected areas.</p> <p>Input from Community Engagement Manager: This grant application meets the necessary criteria for a community area grant.</p>			
<p>Proposal That the Area Board determines the application.</p>			

No unpublished documents have been relied upon in the preparation of this report

Report Author:

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Report to	Westbury
Date of Meeting	10/12/2020
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Westbury Area Board.

Application	Grant Amount	
Applicant: 4Youth Project Title: Detached Youth Work and Teen Talk	£4950.00	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2020/21 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

Community Youth Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

Applicant: 4Youth Project Title: Detached Youth Work and Teen Talk	Amount Requested from Area Board: £4950.00	
This application meets grant criteria 2014/15.		
Project Summary: The project is planned to be a jointly funded project between Westbury Town Council Wiltshire Community Foundation and Wiltshire Council Youth. The project will deliver 12 months of detached youth work and 12 months teen talk counselling for the young people of Westbury with local employees and volunteers guided by 4Youth formerly Young Melksham an experienced youth work charity.		
Report Author: Graeme Morrison graeme.morrison@wiltshire.gov.uk 07986 365943		