

# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** The Laverton Hall, Bratton Road, Westbury  
**Date:** 7 June 2018  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Other Wiltshire Councillors**

Cllr Richard Clewer

### **Wiltshire Council Officers**

Liam Cripps – Community Engagement Manager  
Jan Bowra – Local Youth Facilitator  
Stuart Figini – Democratic Services Officer

### **Town and Parish Councillors**

Westbury Town Council – Ian Cunningham

### **Partners**

Wiltshire Police – Inspector Andy Fee  
BA13+ Community Area Partnership – Carole King

### **Others**

Westbury Junior School – Richard Hatt (Headteacher), Declan (pupil and Team Ten), Bradley (pupil and Team Ten) and Harvey (pupil and Team Ten)  
Penleigh and Oldfield Park Community Action Network – T. Devereux and B. Smith  
Sovereign – Scott Jacobs-Lange

White Horse News – Ben Fenlon

KP Youth Project – Dave Keely, Luke Pinnell, Jack Pearce, David Radford, Layton Scott, Callum Farthing, Quinn Rice and Stanlea Carter

**Total in attendance: 31**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<u>Election of Chairman</u> <b>Resolved: To appoint Cllr David Jenkins as Chairman of the Westbury Area Board for the 2018/2019 municipal year.</b>
2.	<u>Election of Vice-Chairman</u> <b>Resolved: To appoint Cllr Gordon King as Vice-Chairman of the Westbury Area Board for the 2018/2019 municipal year.</b>
3.	<u>Chairman's Welcome and Introductions</u> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
4.	<u>Apologies for Absence</u> <p>Apologies for absence were received from Phil McMullen – BH13+ Partnership</p>
5.	<u>Minutes</u> <b><u>Decision</u></b> <b>The minutes of the meeting held on 12<sup>th</sup> April 2018 were agreed as a correct record.</b>
6.	<u>Declarations of Interest</u> <p>Cllr Russell Hawker declared a personal interest in agenda item no. 13 (Community Area Grants) as his brother is Chairman of Westbury and District Cricket Club that used the Bratton Recreation Ground and the Management Committee of the Recreation Ground had applied for a Community Area Grant.</p>
7.	<u>Chairman's Announcements</u> <p>The Chairman drew attention to the following written announcements included in the agenda pack:</p> <ul style="list-style-type: none"> <li>• Becoming a foster carer</li> <li>• Salisbury Recovery</li> </ul>
8.	<u>Appointment of Working Groups and Outside Bodies</u> <p>The Area Board considered a report requesting the appointment of representatives to Outside Bodies, and to reconstitute and make appointments to Working Groups for the year 2018/19.</p>

	<p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li><b>1. To appoint Councillor representatives to the outside bodies as set out in Appendix A of the report.</b></li> <li><b>2. To reconstitute and appoint to the working groups of Westbury Area Board as set out in Appendix B of the report, subject to Cllr Jerry Wickham being an additional appointed to the Health and Wellbeing Group.</b></li> <li><b>3. To note the Terms of reference for the Working Groups, as set out in Appendix C of the report,</b></li> <li><b>4. To reappoint Sandie Lewis as the Older People’s Champion.</b></li> </ol>
9.	<p><u>Electoral Review</u></p> <p>The Area Board received a presentation from Cllr Clewer, Cabinet Member for Corporate Services, Heritage, Arts &amp; Tourism &amp; Housing about the Electoral Review being undertaken by the Local Government Boundary Commission for England, (LGBCE) to determine both the overall number of councillors on the Council, and the pattern of divisions within the Council.</p> <p>Cllr Clewer explained that the Review was required because 25 Divisions within Wiltshire had a variance from the average in the size of their electorate of more than 10%, and 2 Divisions had a variance from the average of over 30%. In particular Cllr Clewer referred to the current electorate for Westbury and the projected electorate for 2024 along with the projected numbers for 2024 in each Parish.</p> <p>The Area Board noted that the LGBCE draft recommendations for the number of Councillors for Wiltshire Council had been delayed. Once the draft recommendations had been released there would be a period of public consultation, prior to final recommendations from the LGBCE and Parliamentary approval. The review’s outcome, if implemented, would apply from the next elections in May 2021.</p> <p>Cllr Clewer responded to a question about potential changes to Wards boundaries and their current alignment with Parish boundaries.</p> <p>The Chairman thanked Cllr Clewer for his presentation, and encouraged residents and parish councils to submit any comments or views to Wiltshire Council at <a href="mailto:committee@wiltshire.gov.uk">committee@wiltshire.gov.uk</a>.</p>
10.	<p><u>Future of Pavilion on Penleigh Park Recreation Ground</u></p> <p>The Area Board Welcomed Scott Lang, Richard Hatt (Headteacher at Westbury Junior School) and pupils from Westbury Junior School, formerly know as Team Ten, who spoke about the future of the Pavilion on Penleigh Park Recreation Ground.</p>

	<p>The pupils from the school commented on a recent community consultation event held at the Recreation Ground where residents were asked whether they supported the idea of the Pavilion being rebuilt. It was noted that the overwhelming response received from those attending the event was ‘yes’ they would like to see the pavilion rebuilt.</p> <p>The Area Board noted the desires of the local residents about the future use of the pavilion and the issues/opportunities at Penleigh Park including the management of the recreation space. The following issues and comments were raised:</p> <ul style="list-style-type: none"> <li>- History of the Pavilion</li> <li>- Skate park and request for the installation of CCTV and lighting</li> <li>- The status of the site – Town Green</li> </ul> <p>The Community Engagement Manager confirmed that the Pavilion would need to be demolished as it was beyond repair. The demolition would be to slab level, allowing the rebuild of a new pavilion in the future.</p> <p>The Area Board thanked Team Ten for an excellent presentation and noted that this was the start of the journey to have the Pavilion rebuilt for use as a local asset.</p> <p><b>Resolved: That the Community Engagement Manager confirm the status of the site with the Council’s Facilities Management team and future rebuilt requirements.</b></p>
11.	<p><u>Leigh Park - Public Open Space (POS) - Part of Penleigh Park Recreation ground</u></p> <p>The Area Board received an update from Cllr Hawker about a strip of land in Penleigh Park Recreation Ground that was currently in the ownership of Persimmon Homes. Cllr Hawker spoke about the importance of the Council adopting the strip of land. The Technical Team Leader of Waste and Environment Commissioning had contacted Persimmon and had received the following response:</p> <p style="text-align: center;"><i>‘As you may recall, there were certain areas at the northern end of the Leigh Park development that were not offered for adoption at the time we were progressing all of the other POS adoptions. This is currently being discussed at Director level, whereupon I will be able to get back to you’</i></p> <p>Cllr Hawker explained that he would continue to monitor the situation and update the Area Board once further information was available.</p>
12.	<p><u>Asset Transfer - Old Youth Centre, Westbury</u></p> <p>The Area Board received a presentation from Richard Hatt, Headteacher of</p>

	<p>Westbury Junior School about a proposed Asset Transfer of the Old Youth Centre, Westbury to a local community group.</p> <p>Mr Hatt explained the process undertaken by the community group to achieve charitable status and that the asset transfer submission had been made to the Council's Facilities Management Team for consideration. He further explained the potential uses for the Centre, how it would be of benefit to the local community and asked the Area Board to support their submission.</p> <p>Cllr King asked the Area Board to not confuse the potential application with the strategic transfer of assets and services to town &amp; parish council's, a process which is currently delayed owing to resource and process issues. He indicated that the request is a genuine, standalone application made on behalf of the community, for the benefit of the community. The request was not associated with the strategic and corporate objectives of either the unitary or town council and Cllr King suggested that Westbury Area Board, as the local executive of Wiltshire Council, should require this matter to be immediately progressed.</p> <p>The Councillors noted that they could not prejudge any decisions about the requested asset transfer, prior to it being considered at a future Area Board meeting. However, they could ask officers to consider progressing the application as a matter of urgency.</p> <p><b>Resolved: That the Area Board asks the Council's Facilities Management Team to progress the application process for the asset transfer of the Old Youth Centre, Westbury to a local community group as a matter of urgency.</b></p>
13.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p> <ul style="list-style-type: none"> <li>(a) <b>Wiltshire Police</b> Inspector Andy Fee presented his report from which referred to a number of operational staffing matters, the new Control Strategy and areas of focus for the next 12 months, community policing priorities in the Westbury area and community speedwatch. Inspector Fee responded to the following issues raised at the meeting concerning modern slavery, anti-social behaviour in areas close to the town centre, and crimes against vehicles.</li> <li>(b) <b>Dorset and Wiltshire Fire &amp; Rescue Service</b> There was no update.</li> <li>(c) <b>Westbury LYN</b> Jan Bowra, Locality Youth Facilitator (LYF), presented a report requesting the Area Board to consider three applications for Youth Grant Funding as detailed in the agenda pack. The Area Board were reminded that these applications had been deferred</li> </ul>

	<p>from the previous meeting.</p> <p>The LYF explained that the LYN budget for 2018/19 had now been released and there were sufficient funds available to meet the proposed expenditure.</p> <p><b>Resolved:</b></p> <p>i) <b>That the following Youth Grant applications be agreed:</b></p> <ul style="list-style-type: none"> <li>• <b>KP Garage and Body Shop for teaching skills in the motor trade to local young people for £3,000.</b></li> <li>• <b>Matraver’s School for a combined cadet force corps of drums for £2,000.</b></li> <li>• <b>Youth Adventure Trust for vulnerable young people 2018 Forest Camps for £1,200;</b></li> </ul> <p>(d) <b>BA13+ Community Area Partnership</b> The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Partnership) presented the report and highlighted that (i) Dementia Action Week had taken place between 21<sup>st</sup> – 27<sup>th</sup> May 2018, (ii) Westbury Junior School had undertaken the Dementia Friendly training, and (iii) that the Partnership would be involved in a metrocount with speeding on the B3098 Baynton House Lodge.</p> <p>(e) <b>Healthwatch Wiltshire</b> The written report was received and noted.</p> <p>(f) <b>Wiltshire Clinical Commissioning Group (CCG)</b> The written report was received and noted.</p> <p>(g) <b>Westbury Town Council</b> The Mayor, Westbury Town Council, referred to the Westbury summer celebration and concert due to be held on 7<sup>th</sup> July 2018. He explained that this year’s event had a Caribbean theme and he encouraged everyone to attend to sample authentic Jamaican street food and enjoy the sound of Samba music.</p>
14.	<p><u>Community Area Grants</u></p> <p>Members considered an application for the Community Area Grants Scheme funding as detailed in the agenda pack. The applicant gave a brief statement about the reasons for their grant request.</p> <p><b>Resolved:</b></p> <p><b>That the following grant application be agreed:</b></p> <p>a. <b>Bratton Recreation Ground Management Committee</b></p>

	<b>towards improvements to Bratton Recreation Ground - £1,500</b>
15.	<p><u>Community Area Transport Group</u></p> <p>The Area Board received the notes of the Westbury Community Area Transport Group (CATG) meeting held on 23<sup>rd</sup> March 2018 and 25<sup>th</sup> May 2018.</p> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li><b>i) Notes the discussions and updates outlined in the report of 23<sup>rd</sup> March 2018 and 25<sup>th</sup> May 2018.</b></li> <li><b>ii) Approves the allocation of £1125 towards additional/amended street name plates for Bitham Mill and Bitham Mill Courtyard, with a contribution of £375 from Westbury Town Council. (Issue No. 5088)</b></li> <li><b>iii) To remove issue no. 5644, The Mead Lakes, Westbury from the the Top 5 Priority Scheme list following its completion.</b></li> </ul>
16.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
17.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on</p> <p style="text-align: center;"><b>Thursday 26th July 2018 at The Laverton Hall, Westbury BA13 3EN</b></p> <p>Future Meeting Dates:</p> <p>Thursday 18th October 2018 at The Laverton Hall, Westbury BA13 3EN</p> <p>Thursday 6<sup>th</sup> December 2018 at The Laverton Hall, Westbury BA13 3EN</p>