

# AGENDA

**Meeting:** Westbury Area Board  
**Place:** Laverton Hall, Bratton Road, Westbury, BA13 3EN  
**Date:** Thursday 13 December 2018  
**Time:** 7.00 pm

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Including the Parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Refreshments and networking opportunity from 6:30pm .**

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Please direct any enquiries on this Agenda to Stuart Figini (Democratic Services Officer), direct line 01225 718221 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Cllr Russell Hawker, Westbury West  
Cllr David Jenkins, Westbury North (Chairman)  
Cllr Gordon King, Westbury East (Vice-Chairman)  
Cllr Jerry Wickham, Ethandune

## **RECORDING AND BROADCASTING NOTIFICATION**

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### **Public Participation**

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

<b>Items to be considered</b>	<b>Time</b>
1. <b>Chairman's Welcome and Introductions</b>	<b>7.00pm</b>
2. <b>Apologies for Absence</b>	
3. <b>Minutes</b> ( <i>Pages 1 - 8</i> )  To confirm the minutes of the meeting held on 18 <sup>th</sup> October 2018.	
4. <b>Declarations of Interest</b>  To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5. <b>Chairman's Announcements</b> ( <i>Pages 9 - 10</i> )  The Chairman will make the following announcements: <ul style="list-style-type: none"> <li>• Banning of Sky Lanterns and Balloon releases on Wiltshire Council land</li> </ul>	<b>7.05pm</b>
6. <b>Maternity Transformation Project</b>  To receive a presentation on the Wiltshire Clinical Commissioning Group Maternity Transformation Project, from Sarah MacLennan, Associate Director, Communications and Engagement, Wiltshire Clinical Commissioning Group.	<b>7.10pm</b>
7. <b>Shape Up 4 Life - Weight Loss Programme</b>  To receive a presentation from Matt Bearne, ShapeUp4Life about their latest weight loss programme.	<b>7.30pm</b>
8. <b>Local Area Coordination</b>  To receive an update from Steve Hubbard on his role as a Local Area Coordinator for Westbury.	<b>7.45pm</b>
9. <b>Community Fridge</b> ( <i>Pages 11 - 12</i> )  To receive an update on the Community Fridge Project.	<b>7.55pm</b>
10. <b>Partner and Community Updates</b> ( <i>Pages 13 - 20</i> )  To receive any updates from partners including: <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset and Wiltshire Fire and Rescue Service</li> </ul>	<b>8.05pm</b>

	<ul style="list-style-type: none"> <li>• Westbury LYN</li> <li>• BA13+ Community Area Partnership</li> <li>• Healthwatch Wiltshire</li> <li>• NHS Wiltshire Clinical Commissioning Group</li> <li>• Town and Parish Councils</li> </ul>	
11.	<p><b>Grant of lease of Westbury Youth Development Centre to Westbury Community Project</b> <i>(Pages 21 - 24)</i></p> <p>A report by the Westbury Community Engagement Manager is attached.</p>	8.25pm
12.	<p><b>National Armed Forces Day 2019</b></p> <p>To receive a presentation from the Westbury Community Engagement Manager about the Armed Forces Day 2019</p>	8.35pm
13.	<p><b>Age UK Event - Update</b> <i>(Pages 25 - 26)</i></p>	8.45pm
14.	<p><b>Community Area Grants</b></p> <p>To consider applications for funding from the Community Area Grants Scheme.</p>	8.50pm
15.	<p><b>Community Area Transport Group</b> <i>(Pages 27 - 36)</i></p> <p>To consider any recommendations arising from the CATG meeting held on 23<sup>rd</sup> November 2018.</p>	9.00pm
16.	<p><b>Urgent items</b></p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	9.05pm
17.	<p><b>Future Meeting Dates, Forward Plan, Evaluation and Close</b></p> <p>The next meeting of the Westbury Area Board will take place on:</p> <p style="text-align: center;"><b>Thursday 21<sup>st</sup> February 2019 at The Laverton Hall, Westbury BA13 3EN</b></p> <p>Future Meeting Dates</p> <p>Thursday 4<sup>th</sup> April 2019 at The Laverton Hall, Westbury BA13 3EN  Thursday 6<sup>th</sup> June 2019 at The Laverton Hall, Westbury BA13 3EN  Thursday 25<sup>th</sup> July 2019 at The Laverton Hall, Westbury BA13 3EN</p>	

# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** Laverton Hall, Bratton Road, Westbury  
**Date:** 18 October 2018  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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Please direct any enquiries on these minutes to:

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

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Russell Hawker, Cllr Gordon King (Vice-Chairman, in the Chair) and Cllr Jerry Wickham

### **Wiltshire Council Officers**

Jan Bowra – Local Youth Facilitator  
Dave Redfern - Head of Communities  
Stuart Figini – Democratic Services Officer  
Vicki Lofts – Local Area Coordination  
Steve Hubbard – Local Area Coordinator

### **Town and Parish Councillors**

Westbury Town Council – Ian Cunningham, Jane Russ

### **Partners**

Wiltshire Police – Sgt James Williams  
BA13+ Community Area Partnership – Carole King

### **Also in attendance**

West Wilts Gymnastics and Fitness - Sue Clark

White Horse News – Ben Fenlon  
Wiltshire Wildlife Trust – Jessica Thimbleby  
KP Youth Project – Dave Keay, Luke Pinnell, Luke Weston  
Westbury Junior School – Richard Hatt (Headteacher)  
Penleigh and Oldfield Park Community Action Network – Tina Devereux  
Sovereign Housing – Scott Jacobs-Lange  
Westbury Lions/Leos – Michael Pearce  
Crosspoint – Leon Clift

**Total in attendance: 24**

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<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>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor David Jenkins, Liam Cripps – Community Engagement Manager and Phil McMullen – BA13+ Community Area partnership</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 7<sup>th</sup> June 2018 were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<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"> <li>• Local Government Boundary Commission for England – Consultation</li> <li>• Localised Labour Markets Intelligence</li> <li>• Annual Electoral Canvass</li> <li>• Animal Licensing</li> <li>• Local Area Co-ordinator – Steve Hubbard</li> </ul>
6.	<p><u>Future of Pavilion on Penleigh Park Recreation Ground</u></p> <p>The Area Board received a presentation from Scott Jacobs-Lange, Sovereign Housing and Tina Devereux, (Penleigh and Oldfield Park Community Action Network (POPCAN), about the future of the Pavilion at Penleigh Park Recreation Ground.</p> <p>Scott and Tina commented on: i) recent listening community events about the potential rebuilding of the Pavilion; ii) the work of Team Ten (children who live in the area and attend Westbury Junior School); iii) the views of residents living in the area; iv) the issues associated with Penleigh Recreation Park and suggestions to improve the Park; v) the issues associated with Penleigh and Oldfield neighbourhood and suggestions to improve the area; and vi) work</p>

	<p>undertaken by the Network.</p> <p>The Chairman confirmed that the Area Board would be willing to help with the work of POPCAN in bringing the Pavilion back into community use and asked them to submit any requests for help to the Community Engagement Manager and also the Town Council.</p> <p>The Chairman thanked Scott and Tina for an excellent presentation.</p>
7.	<p><u>KP Youth Project - Grant Update</u></p> <p>The Area Board received a presentation from Luke Weston, Luke Pinnell and Dave Key of the KP Youth Project, that received a Local Youth Network grant at the Area Board meeting held on 7<sup>th</sup> June 2018.</p> <p>The Area Board were reminded that KP Garage and Body Shop worked with a group of local youths to teach them skills in the motor trade by designing and building a one of a kind BMW, which was then taken to a car show at Castle Coombe racing circuit. The car was currently being auctioned to raise funds for the charity, UK Youth, and for the next project. It was hoped that the project would continue for many years and encourage youth into careers in the motor industry.</p> <p>The Chairman thanked the representatives from the KP Youth Project for their very informative presentation and wished them well for future projects.</p>
8.	<p><u>Old Youth Centre Building Project</u></p> <p>The Area Board received a presentation from Richard Hatt, Headteacher of Westbury Junior School about the progress being made in relation to a proposed Asset Transfer of the Old Youth Centre, Westbury to a local community group.</p> <p>Mr Hatt explained the Community Asset Transfer (CAT) request had now been approved in principle by Wiltshire Council. He further explained the potential uses for the Centre following a completed CAT and how it would be of benefit to the local community. Mr Hatt then commented on the next steps and the need to secure a number of outcomes.</p> <p>One of the suggested outcomes concerned staffing support. It was suggested that the Community Engagement Manager (CEM) could support the project one day a week for an initial period of three months whilst the project was being established. The Head of Community Services confirmed that discussions were currently being held about the support offered by the CEM for the project.</p> <p>It was envisaged that the project would be up and running by the end of December 2018.</p>



	<p>The Chairman thanked Mr Hatt for his presentation and for taking up the challenge of the project.</p> <p><b>Resolved: That the Area Board are satisfied with the progress being made with the Old Youth Centre project and asks the Council’s Strategic Assets and Facilities Management Team to progress the project with all haste.</b></p>
9.	<p><u>Community Fridge</u></p> <p>The Area Board received a presentation from Jessica Thimbleby, Wiltshire Wildlife Trust about a proposal for a Community Fridge in Westbury.</p> <p>Jessica explained the concept of the Community Fridge, in particular, that local businesses and organisations donate food that had exceeded its ‘best before’ date, but not its ‘sell by’ date. The food is placed in the Community Fridge for residents to access and use the food. It was noted that Westbury Town Council had established a Task and Finish Group to consider the Community Fridge proposals. The Task Group were currently exploring options about where to place the fridge. It was expected that the project would be in place and running by the new year.</p> <p>The Chairman thanked Jessica for her very informative presentation, and asked for an update on the project at the next meeting of the Area Board.</p>
10.	<p><u>Westbury Neighbourhood plan</u></p> <p>The Chairman read out the following statement from Phil McMullen in relation to the Westbury Neighbourhood Plan:</p> <p>‘Westbury Town Council is progressing well with its vision for future land use in Westbury, the Neighbourhood Plan. At their Steering Group meeting held on 13th September, it was agreed to adopt formal Terms of Reference and a Communication Strategy, as well as dividing the work up into various theme group subjects.</p> <p>The agreed Theme Groups are Employment, Economy, Education and the Arts; Design, Development and Housing; Transport; Health, Leisure and Wellbeing; the Environment, and the future use of the Leighton House site.</p> <p>The Steering Group is very keen to hear from anyone in the community who has experience, knowledge or the interest in contributing to any of the above subjects.</p> <p>Please contact Justine Cook and Phil McMullen at:  <a href="mailto:neighbourhoodplan@westburycouncil.gov.uk">neighbourhoodplan@westburycouncil.gov.uk</a></p>

	<p>The Chairman encourage anyone who was interested in becoming involved to contact the Steering Group on the email address detailed above.</p>
<p>11.</p>	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p> <p>(a) <b>Wiltshire Police</b> Sgt James Williams presented his report which referred to domestic abuse, a number of operational staffing matters, the Wiltshire Police website update, crime exceptions data for Westbury, community policing priorities in the Westbury area and community speedwatch. Sgt Williams responded to a number of issues raised at the meeting including, drug crime, arrests and the impact on public health and Police response to incidents.</p> <p>(b) <b>Dorset and Wiltshire Fire &amp; Rescue Service</b> The written report was received and noted.</p> <p>(c) <b>Westbury LYN</b> Jan Bowra, Locality Youth Facilitator (LYF), presented a report requesting the Area Board to consider one application for Youth Grant Funding as detailed in the agenda pack.</p> <p>The LYF explained that the funding request received from the Westbury Youth Club was for £2655, and the LYN budget remaining for 2018/19 was £2796. Following consideration of the funding request, the LYN were recommending £2796 be awarded to the Youth Club, leaving a £0 balance for the remainder of the 2018/19 financial year.</p> <p>The Area Board received a brief statement from representatives of the Youth Club about the reasons for their grant request.</p> <p><b>Resolved: That the Youth Grant application for Westbury Youth Club for £2796 be agreed.</b></p> <p>(d) <b>BA13+ Community Area Partnership</b> The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Community Area Partnership) presented the report and highlighted that (i) The Partnership's AGM was being held on 1<sup>st</sup> November 2018, (ii) referred to the presentation and action plan of POPCAN, (iii) that a sub-committee of the community partnership known as the Neighbourhood Tasking Group met 4 or 5 times annually with a police representative, with representatives of other "Neighbourhood Watch" schemes also attended and (iv) updates on a number of current projects.</p> <p>The Area Board agreed that the notes of the Tasking Group should be presented to future meetings of the Area Board.</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. The Area Board were reminded about the importance of certain people groups receiving flu vaccinations and recommended to explore the Sound Doctor website which contained a number of short videos containing expert information about managing six long term health conditions.</p> <p><b>Westbury Town Council</b> The Mayor of Westbury Town Council, referred to (i) the Civic Service on 21<sup>st</sup> October, 2018, (ii) Christmas in Westbury, (iii) the anniversary of WWI and the lighting of beacons at the White Horse as part of a national event celebrating the end of WWI.</p>
12.	<p><u>Westbury Festival - Update</u></p> <p>Ian Cunningham, Mayor of Westbury Town Council, reported on the Westbury Festival was held between 21<sup>st</sup> September 2018 and 7<sup>th</sup> October 2018. The Mayor explained that a larger budget and increased sponsorship, including a donation from Westbury Town Council, had contributed to a very successful Festival.</p> <p>The Area Board noted that events had been planned for each day of the Festival, which included arts and crafts, music, historical talks, work with schools, comedy theatre and circus workshops. The Mayor thanked everyone involved in the Festival for their time and energy in making it a success.</p>
13.	<p><u>Community Area Grants</u></p> <p>Members considered three applications for the Community Area Grants Scheme funding as detailed in the agenda pack. The applicants 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> <ul style="list-style-type: none"> <li><b>i) West Wilts Gymnastics and Fitness - £1000 towards parkour safety pits</b></li> <li><b>ii) Westbury Lions/Leos - £500 towards Leos restoration of lost Quaker Grave yard</b></li> <li><b>iii) Westbury Youth Football Club - £2750 towards Westbury Youth FC Security &amp; Water Supply</b></li> </ul>
14.	<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 28<sup>th</sup> September 2018.</p> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li><b>i) Notes the discussions and updates outlined in the minutes of 28<sup>th</sup> September 2018.</b></li> <li><b>ii) Approves the following:</b> <ul style="list-style-type: none"> <li><b>a. An allocation of £600 towards dropped kerb works at Penwood Close, Westbury</b></li> <li><b>b. An allocation of £750 towards a 20mph request in Coulston</b></li> <li><b>c. An allocation of £50 towards a ‘No Through Road’ sign on Edward Street, Westbury</b></li> <li><b>d. An allocation of £2500 towards a speed limit assessment B3098 Bratton Road – Issue 6667</b></li> </ul> </li> <li><b>iii) To remove the following issues from the system as they are now complete:</b> <ul style="list-style-type: none"> <li><b>a. issue no. 6153 - Mane Way, Westbury</b></li> <li><b>b. issue no.s 5625, 5627 and 5630 – Old Dilton</b></li> <li><b>c. issue no. 6053 – Naynton House Lodge</b></li> <li><b>d. issue no. 6224 – Warminster Road, Westbury</b></li> <li><b>e. Bus layover, B3097 Hawkeridge Road and Link Road</b></li> </ul> </li> </ul>
15.	<p><u>Urgent items</u></p> <p>The Chairman suggested that, in the absence of the Community Engagement Manager, the issue referred to in the Supplementary agenda as urgent - Health and Wellbeing Grant – Age UK Event, should be deferred until the next meeting of the Area Board in December 2018.</p> <p><b>Resolved – That the issue referred to in the Supplementary agenda as urgent - Health and Wellbeing Grant – Age UK Event, be deferred until the next meeting of the Area Board in December 2018.</b></p>
16.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>Future meetings of the Westbury Area Board will be held on:</p> <ul style="list-style-type: none"> <li>• Thursday 6<sup>th</sup> December 2018 at the Laverton Hall, Westbury BA13 3EN</li> <li>• Thursday 21<sup>st</sup> February 2019 at The Laverton Hall, Westbury BA13 3EN</li> <li>• Thursday 4<sup>th</sup> April 2019 at The Laverton Hall, Westbury BA13 3EN</li> </ul>

# Agenda Item 5.

## ***Chairman's Announcements***

**Subject: Banning of Sky Lanterns and Balloon Releases on Wiltshire Council Land.**

Large scale balloon and sky lantern releases are familiar sights and are often carried out at events to remember lost loved ones or mark other special events. Wiltshire Council is the latest to pass the ban on the release of balloons and sky lanterns on its land, following a report on the environmental and wildlife impact. The ban includes biodegradable balloons, as balloons cannot degrade quickly enough to not prove a hazard for wildlife.

The council understands that there are different reasons that people may wish to take part in organised balloon / sky lantern release events, however there are other activities that can be undertaken. We hope this move by Wiltshire Council will help to raise awareness of the issue and will encourage other Town and Parish Councils to take a similar approach.



**WILTSHIRE COUNCIL**

**WESTBURY AREA BOARD  
13 DECEMBER**

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## **Westbury Community Fridge – Update**

Westbury Town Council approved setting up a 'Task & Finish Group' in September to work with community partners and businesses to support the development of a Community Fridge in Westbury. This group has met a couple of times and has found a venue for the fridge - Crosspoint on Westbury Market Place have kindly agreed to host the fridge initially on a trial basis, some funds have also been secured to buy a fridge and cleaning supplies etc.

The Group anticipate needing at least six regular volunteers to run the fridge with a couple of key volunteers to co-ordinate the scheme – we have one of these volunteer co-ordinators, Radek Evans, and a number of volunteers who were signed up at the Westbury Christmas Celebrations and at events earlier in the year and we are looking for other residents interested in becoming regular volunteers. The main regular volunteer tasks are likely to be: checking the temperature of the fridge, cleaning the fridge, collecting food from suppliers (you may need a car depending on which store you collect from), putting the food into the fridge and removing any food from the fridge that hasn't been taken and is now passed it's use by date – depending on how many volunteers sign-up these tasks may be weekly or fortnightly and it's estimated they would take less than a couple of hours to complete. The Town Council are currently drawing up the documents for volunteers and the plan is to run an induction and training session for volunteers in January. If you would like to become a community fridge volunteer, please contact Kieran at Westbury Town Council [kieran.thorburn@westburytowncouncil.gov.uk](mailto:kieran.thorburn@westburytowncouncil.gov.uk) or Tel: 01373 822 232

**Jessica Thimbleby  
Community Engagement Officer, Waste Team - Recycle for Wiltshire  
Business Development and Community Engagement**







## BA13 COMMUNITY AREA PARTNERSHIP Report November 2018

The most recent BA13+ Community Area Partnership meeting took place on 1st November at the Laverton and focussed on Children and Young People in the Westbury area.

This latest in an increasingly popular series of public meetings, which have in the past year also covered issues as diverse as the Environment, the Arts, Transport, Health, Community Safety and Business issues, welcomed as guest speaker on this occasion Ruth Brooks-Martin from Spurgeons.

Ruth began by outlining her background as manager of the Childrens' Centre and latterly her role within the Spurgeons Children's Charity which supports vulnerable and disadvantaged children and families.

The Wiltshire Together For Families project started in March 2017. Ruth works for 21 hours a week, supporting existing parent and toddler groups or helping churches and community groups to set up new groups across West Wiltshire. She is supporting the White Horse Ministry team to set up a parent and toddler group on Thursday afternoons at the parish Hall in Westbury as there are no groups left in the centre or the north of the town, and the housing on the northern side is expanding rapidly.

Ruth also runs a scheme called Baby Bundles. From her previous work in the Childrens Centre in Westbury she is aware that there is nothing in West Wiltshire to support families who are in financial need and who have a young baby or are about to have one. Since launching the scheme on 28<sup>th</sup> April she has had 47 referrals, all of whom have been actioned within a 3 week time-frame. Referrals are universal, through health visitors and midwives for example.

Ruth has set up a baby bundles bank in a storage unit in Bromham, with generous supplies of donated clothing and equipment for new parents, although a new (free) storage location is desperately needed as Bromham is inconvenient in many ways. The search is on for a dry, secure unit nearer to Westbury and preferably one with access to tea-making facilities and a loo!

In summarising, Carole King the Chair of BA13 CAP warmly thanked Ruth for a very engaging and interesting presentation. There followed the AGM of the Partnership, with Carole King once again unanimously elected Chair for the coming year. Minutes are available on request.

The date of the next Steering Group meeting is Wednesday 12th December 2018 at Crosspoint. The venue and focus of the next Partnership meeting, which takes place on 21st February 2019, will be decided by the Steering Group at that meeting.

Phil McMullen  
Administrator, BA13+ Community Area Partnership  
BA13plus@outlook.com



# Area Board Update December 2018

## Have your say on Healthwatch Wiltshire

We're asking for your feedback on how we can improve our work in 2019.

We've launched a short online survey for Wiltshire residents which will help us to focus our work in the new year.

The survey, which takes just a few minutes to complete, is available here:

<https://www.surveymonkey.co.uk/r/wiltsresidentssurvey>

Wiltshire healthcare providers and commissioners are also invited to give their feedback in a separate survey, which can be accessed here:

<https://www.surveymonkey.co.uk/r/wiltsprovidersurvey>

Stacey Plumb, Healthwatch Wiltshire Manager, said: "This survey will help give us a flavour of what we do well and what we can improve on, as well as giving us ideas of where we can go to listen to more people about their experiences.

"All feedback is important, as it will help us gain a better understanding of the impact we're making."



If you have any questions about the surveys, please contact Stacey at [stacey.plumb@healthwatchwiltshire.co.uk](mailto:stacey.plumb@healthwatchwiltshire.co.uk), or Emma Leatherbarrow, Director of Partnerships for Help and Care, at [emma.leatherbarrow@helpandcare.org.uk](mailto:emma.leatherbarrow@helpandcare.org.uk)

Both surveys close on **Friday 21 December**.



## November 2018

### The right healthcare, for you, with you, near you

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

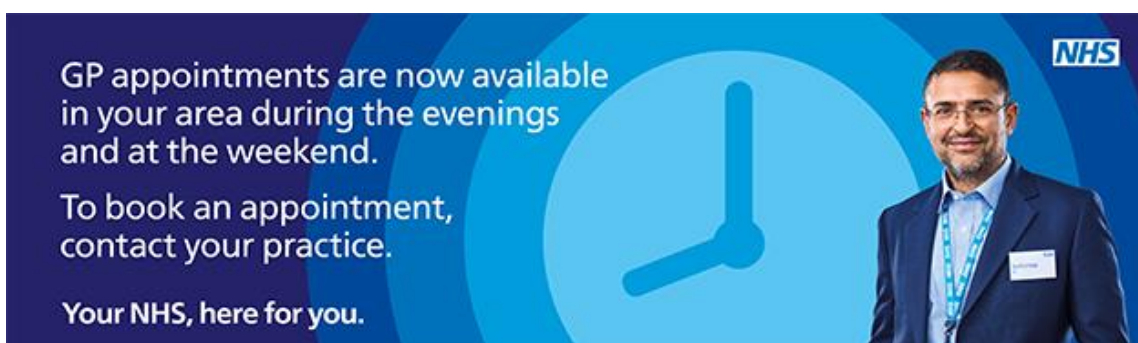
Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

## News

### Extended GP access

In December we will be promoting the extended GP opening hours for routine appointments. People can book appointments in the evenings and at weekends to see a GP, practice nurse or other health professional at a surgery in their area.

You won't always be able to see your registered GP and may need to go to a different practice in your area to take up the after-hours and weekend appointments.



GP appointments are now available in your area during the evenings and at the weekend.

To book an appointment, contact your practice.

Your NHS, here for you.



## Transforming maternity services together

Consultation on a proposal to transform maternity services across Bath and North East Somerset (BANES), Swindon and Wiltshire was launched on 12 November 2018.

Over the last 18 months, the organisations that commission and buy maternity services in the area have worked with over 2000 women and families, staff and partner organisations to look at ways we can improve the service. We have used the information gathered to put together a proposal that aims to make efficient use of our resources and has the right staff in the right place to deliver the kind of care women want.

We will be attending all the Area Board meetings in Wiltshire during the consultation period, which runs until 24 February 2019, to provide you with more information and answer questions on the proposal.

We are also organising public meetings and engagement opportunities across the county for people to talk to the clinicians and professionals about the proposed changes.

The consultation document, link to the online survey and further information on engagement opportunities is available on the Transforming Maternity Services Together website [www.transformingmaternity.org.uk](http://www.transformingmaternity.org.uk).



## BaNES, Swindon and Wiltshire Sustainability and Transformation Partnership

Click on the banner to read the November update from the STP or go to [www.bswstp.nhs.uk/news](http://www.bswstp.nhs.uk/news).



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### Governing Body meeting

Our latest Governing Body meeting was held on 27 November 2018. You can read the papers on our website [www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public](http://www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public)

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### News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – [www.wiltshireccg.nhs.uk/news/news-archive](http://www.wiltshireccg.nhs.uk/news/news-archive)

## Campaigns

### Stay Well This Winter – get your flu jab now

The national Help Us Help You campaign continued in November, encouraging people to stay well this winter.

Getting a flu vaccination is the single best way to protect yourself and others against the flu – it's not too late to see your GP practice or pharmacist for your flu jab.

A graphic with a white background and a blue border. It contains the text "HELP US" in large, bold, blue capital letters on the top line, and "HELP YOU" in large, bold, blue capital letters on the bottom line.

A graphic with a white background and a blue border. It contains the text "STAY WELL THIS WINTER" in large, bold, blue capital letters.

### Helping each other to stay well this winter

We promoted Self Care Week in November in partnership with Wiltshire Council. This year, the theme was 'Choose Self Care for Life' and we were encouraging people to prepare now for the winter ahead, particularly supporting those who are elderly or vulnerable to stay as well as possible.

Our campaign featured our easy-to-use eight-step guide, to help people know what simple steps they can take to help keep themselves well over the winter months.



To find out more about the campaigns we are supporting visit [www.wiltshireccg.nhs.uk/campaigns](http://www.wiltshireccg.nhs.uk/campaigns)

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WILTSHIRE COUNCIL

AGENDA ITEM

WESTBURY AREA BOARD  
13 DECEMBER

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**Lease to Westbury Community Project CIO.**

**Westbury, Grant of lease of Westbury Youth Development Centre to  
Westbury Community Project**

**Executive Summary**

Westbury Community Project CIO (Charity number 1176867) - was established to address significant local disadvantage in Westbury, particularly in the Oldfield Park area, and to provide a community space for residents to meet, to participate in activities and make use of the facilities on offer. There are intentions to secure the provision for adult learning, social welfare activities, employment support, leisure opportunities, all supported by a strong programme of community development.

It is proposed that an Area Board decision is made to grant a lease of the building and surrounding land for 125 years to the organisation.

**Proposal**

That an Area Board decision be made to grant a 125 year contracted out lease of Westbury Youth Development Centre to Westbury Community Project CIO.

**Reasons For Proposal**

This proposal supports and implements Wiltshire Council's current Community Asset Transfer Policy.

**Recommendation**

For the Board to agree the decision and approve the grant of a 125 year contracted out lease of Westbury Youth Development Centre to Westbury Community Project CIO.

**Liam Cripps**  
Westbury Community Engagement Manager

WESTBURY AREA BOARD  
13<sup>TH</sup> DECEMBER 2018

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**Grant of lease**

Westbury, grant of lease of Westbury Youth Development Centre

**Purpose of Report**

1. The Area Board is asked to note the proposed grant of a 125 year lease of Westbury Youth Development Centre to Westbury Community Project CIO at a peppercorn rent.

**Background**

1. The Youth Development Centre in Westbury currently sits empty following the restructuring of youth services and a move to a community led model some years ago. There is desire within the community to reopen the building and provide a number of much needed services in order to tackle local issues.
2. Westbury Community Project CIO have applied to take a Community Asset Transfer (CAT) of this building and the accompanying outside space.
3. It is proposed that Westbury Community Project CIO be offered a 125 year lease on a peppercorn rent.
4. The Community Engagement Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Cllr Thomson, Cabinet Member for the campus programme, has been apprised.

**The views of Council officers**

5. On behalf of the Council, Strategic Assets & Facilities Management (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
6. Early concerns surrounding the original business case and underestimating the costs and requirements for running the building itself have now been satisfied and the group have been provided with a fully detailed and costed breakdown of all of the statutory and regulatory activity that will be required to run the building, along with forecasts of all the other likely operating costs.

## **Recommendation**

7. To agree the proposal of a 125 year contracted out lease of the land to Westbury Community Project CIO on full repairing and insuring terms at a peppercorn rent.

**Liam Cripps**

Westbury Community Engagement Manager

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## WILTSHIRE COUNCIL

### WESTBURY AREA BOARD 13 DECEMBER

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#### Age UK Event

1. An Age UK community event has been arranged by Sandie Lewis, the Older People's Champion for the Westbury Community Area, with funding coming from unspent Westbury Health and Wellbeing Group funding during 2017/18. The funding was allocated under delegated powers by the Community Engagement Manager to the Older People's Champion, in order to fund the event and to produce a local directory of services.
2. The applications referred to above account for the remaining budget from last year.
3. The detail of the applications are as follows:
  - i) **To improve the health and well-being of adult residents in Westbury Community Area particularly those people who live alone and who feel lonely or isolated from their community. The project will provide information on what is available to people in their community and how to access it as well as responding to need by the development of new facilities. The project will include liaison with a wide range of statutory and voluntary sector groups and organisations and will identify gaps as well as current provision. Age UK Wiltshire and Healthwatch Wiltshire have offered to support this project. The costs detailed below are for a year 1 set up development provision. Future provision would be for maintenance and expansion of services to tackle loneliness and social isolation**
  - ii) **As the identified voluntary Health and Wellbeing Champion for Westbury Community Area I am leading this project with the aim to benefit all those adults who feel lonely or isolated and who need information and potentially support in order to access those facilities and services that would make them feel less isolated and more included. The plan is to build on an existing pilot scheme in the village of Edington which is auditing available facilities and ensuring appropriate information about them is available along with access for those people in need of them. Generally, and increasingly**

**this will include older people who either live alone or spend long periods alone or feel socially isolated. It would also include people who are carers for family members friends or neighbours and adults who feel isolated through physical or mental health problems or learning difficulties. One of the outcomes of the project following a facilities audit will be the production of an online and hard copy brochure of how and where to seek support and social opportunities. There will also be at least two events within the Community Area as well as a supported lunch club developed with input from those local people who would attend.**

4. Councillor King has suggested that the Area Board give consideration to the following:

- i) The Area Board support the grant application by the Health & Wellbeing Group approved under delegated powers, to cover the cost of the older people's event on a date to be announced.

Reason: all costs / expenditure must be approved by the Area Board in public.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 23<sup>rd</sup> November 2018</b>			
1.	<b>Attendees and apologies</b>			
		Cllr Jerry Wickham (Chair), Cllr Russell Hawker, Cllr Francis Morland, Cllr Sally Hendry, Cllr Mike Swabey, Cllr Frederick Forsyth, Liam Cripps, Pat Whyte, Sarah Harris, Kirsty Rose		
	<b>Apologies</b>	Cllr David Jenkins, Cllr Gordon King, Carole King, Spencer Drinkwater		
2.	<b>Notes of last meeting</b>			
		The minutes of the previous meeting were agreed at the Westbury Area Board meeting on the 18 <sup>th</sup> October 2018.  <a href="https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=173&amp;MId=11979&amp;Ver=4">https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=173&amp;MId=11979&amp;Ver=4</a>		
3.	<b>Financial Position</b>			
		The available CATG budget for 2018/19 is £5566		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	Issue <a href="#">5088</a> Bitham Mill – Signing	Works pack and order with contractor.	Await installation	
b)	Issue <a href="#">6192</a> Westbury to Bratton (links to 6161)	A draft questionnaire for consultation was prepared by BA13+ however upon further discussion it was decided that consultation would not progress at this time, as a one-way system is likely to create a number of other issues in the surrounding area. CK stated that the parking occurring on Bratton Road near to Alfred Street causes issues and asked if it is possible to determine who the vehicles belong too. KR agreed to undertake site observations to determine if the parking is by residents of Bratton Road, Alfred Street or other users.	KR to undertake further observation	KR
c)	Penwood Close Westbury	Selwood Housing have confirmed that they will undertake works at Penwood Close/Phoenix Rise. The issue raiser has been updated. The works pack for highway works is to be issued by start of December.	Await works completion	
d)	Issue <a href="#">6274</a> Dropped Kerbs Newfield Close/Oldfield Park, Westbury	PW has visited site. KR & PW have agreed maintenance works to be undertaken by area office to alleviate the issues faced by the issue raiser. The issue raiser has been updated. Area highways have completed some of this work already with remaining works to be undertaken in due course.  GK, CK and KR met to walk Queens Road and Oldfield Road, identifying a number of locations where dropped kerbs and footway improvements are required. KR to prepare plan	PW to progress completion of maintenance works.  KR to prepare outline of improvements for Oldfield Park estate.	PW  KR



COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		outlining requirements to open discussions with Selwood Housing and highways maintenance colleagues.		
e)	Issue 6328 A350 Roundabout The Mead/Bitham Park	<p>Costs to provide arrow markings on the approach to the Lidl roundabout are £450 if taken forward as part of ad-hoc road markings programme.</p> <p>Highways development control have confirmed there are no plans to reduce the speed limit in light of the new development and associated new roundabout. DC are in talks with the developer with regard to the pedestrian links from the estate to the town.</p> <p>Cllrs requested that the concerns regarding the new roundabout on the A350 be reported back again to highways development control with particular emphasis on the concerns regarding the speed limit and lack of pedestrian facilities</p>	<p>No further action to be taken at The Mead/Bitham Park roundabout.</p> <p>KR to report back to Highways DC re A350 roundabout and request development control officer attends next CATG meeting.</p>	KR
f)	Issue <a href="#">6667</a> B3098 Bratton Road	Atkins have been instructed to undertake speed limit assessment	Await outcome of assessment	
<b>5.</b>	<b>Other Priority schemes</b>			
a)	Issue <a href="#">5674</a> Coulston – 20mph request	Substantive bid successful. Formal advert documents are with TRO team with formal advertisement likely to be early 2019.	Await formal advert consultation	
b)	Issue <a href="#">5874</a> Footway/path conditions, Westbury	Pat Whyte has reviewed both Frogmore Road and Castle View and Atkins have provided cost estimates for the required works. The costs are estimate at £4,236 and £5,355 respectively. This exceeds the available budget however WTC	Footway improvements to proceed with works likely to take place early 2019. Each site will be approx. 1 week of work	PW

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		has confirmed that it will provide the additional funds.		
c)	Issue <a href="#">6199</a> A3098 Leigh Park Way Waiting Restrictions	H-Bar marking is feasible and has been put forward for implementation as part of the ad-hoc lining programme.	Awaiting completion	
d)	Issue <a href="#">6206</a> Slag Lane Westbury – Speed Calming	Concerns regarding speeding on Slag Lane, Westbury. A metrocount has been requested.	Awaiting metro count results	
e)	Issue 6337 Speeding Bratton Road – Alfred Street to Bitham Park	Metrocount results – 85 <sup>th</sup> %ile 38.9mph, 34.3mph mean speed. Eligible for CSW.	KR to bring results to attention of Cllr King	
f)	Edward Street, Westbury	Works pack and order with contractor	Await completion	
g)	Bus layover, B3097 Hawkeridge Road and Link Road	<p>Wiltshire Council Passenger Transport Unit have passed the concerns raised onto First, who have stated that they will discuss this internally and consider what solutions may available.</p> <p>Passenger Transport colleagues have advised that First would be unable to use the depot on Link Road to turn the bus around as it is not a site owned by First and therefore insurance for passengers to be on site is not in place. There are no other safe turning points on Link Road.</p> <p>A response has not been forthcoming from First bus to date. Cllr Wickham has requested a meeting be arranged to discuss these issues further with First and Wiltshire Council Passenger Transport team before the next CATG meeting. The CATG have strong concerns regarding the need for HGVs to pass the</p>	KR to contact PTU to request meeting to involve First, PTU and local member Cllr Wickham	KR/PTU

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		parked buses when exiting the trading estate, putting them into conflict with vehicles approaching from Trowbridge.		
h)	White lining issues – Edington	KR to prepare cost estimate for edge lining works on B3098	On hold pending site meeting to discuss B3098 strategy with Cllr Wickham and representative of Edington PC.	KR
i)	Springfield Road, Westbury	Metrocount to be requested following completion of building works on school grounds.		KR
j)	Issue <a href="#">6500</a> , 6504 & 6505 Speeding The Mead	Metrocount undertaken in July 2017 showed 85 <sup>th</sup> ile of 36.7mph and mean speeds of 32mph. The location is eligible for CSW.	KR to bring results to the attention of Cllr King in the absence of Cllr Jenkins.	
k)	Issue <a href="#">6502</a> The Mead Westbury (footway)	<i>To build up pavement as currently part of the pavement is missing. From the new Barratts homes in Westbury off A350 to where the Nature Reserve starts apparently there is no pavement and vehicles drive very fast along there. Cst also says The Mead doesnt have any speed restrictions. Finally she commented on the lack of speed restrictions on the A350 through Westbury from near Tesco right up to Warminster Road.</i>	KR to investigate feasibility	
l)	Issue <a href="#">6538</a> Speeding Leigh Park Way and Sandalwood Road, Westbury	<i>Speeding occurs along this stretch of road from the Roundabout of Tesco in Leigh Park to the roundabout through the estate in Sandalwood Road.</i>  <i>Set up a community speed watch to measure the speed of vehicles in and out of the road or traffic calming put in place to reduce the speed</i>	Await outcome of metrocount	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

m)	Issue <a href="#">6557</a> A3098 Hisomley Crossroads,Speeding	<p><i>Excessive speed Hisomley Crossroads on the A3098. Vehicles travelling in excess of speed limit in both directions but especially Westbound. Frequent near misses at the crossroads with vehicles turning out from The Hollow. Dangerous for horses crossing from Old Dilton Road. There have been several accidents on A3098 between Westbury Leigh and the A36 junction. Speed should be reduced to 40 mph.</i></p> <p>PW has had vegetation cut back around the junction which has improved visibility for vehicles exiting both The Hollow and Old Dilton Road. Visibility at The Hollow is restricted by the hedgerow, which is on private land, and as such the junction is a 'STOP' junction rather than giveaway. Visibility can only be further improved by removing said hedgerow.</p>	Await outcome of metrocount	
n)	Issue <a href="#">6562</a> Speeding B3098 into Bratton	<p><i>Large amounts of speeding racing cars driving side by side on both sides of a rural road. Speeding up to 90-100mph regularly overtaking slower cars etc going into Bratton. I have witnessed numerous near misses and in fact myself and my parents have been inches away from being hit crossing the road several times by these idiots.</i></p> <p><i>Double white lines from just before The Hollow to Bratton Village to try and stop people overtaking Speeding has been a long standing issue on that road hence the number of accidents</i></p> <p>A metrocount has been requested. The area in question is also included within the speed limit assessment being undertaken as part of the top 5 priority schemes.</p>	Await outcome of metrocount and speed limit review as previously agreed.	
<p><b>6. New Requests / Issues</b></p>				

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Issue <a href="#">6703</a> CATG speeding – Frogmore Road, Westbury	<p>Concerns regarding speeding on Frogmore Road between Rosefield Way and the mineholes.</p> <p>A metrocount has been requested</p>	Await outcome of metrocount	
b)	Issue <a href="#">6826</a> Rosefield Way, Westbury	<p>Road safety on Rosefield Way. The traffic has increased on this stretch of road the nearby new housing developments have probably had an impact on traffic using this road. The increased traffic and speed of traffic on this road makes it increasingly difficult for pedestrians to cross - especially children on route to and from school and the elderly.</p> <p>Westbury Town Council would like to see pedestrian crossings along this stretch of road to help improve the safety of people trying to cross the road.</p> <p>KR explained that CATG had previously undertaken pedestrian surveys on Rosefield Way and introduced informal crossing points with tactile paving at 3 locations. Pedestrian numbers at that time did not meet the criteria for a formal crossing and vehicle numbers were such that there are frequent gaps in which pedestrian can safely cross.</p> <p>CATG agreed to request a metrocount to determine any change in vehicle volume in the first instance with further consideration to be given to a pedestrian crossing survey once the results of the metrocount are received.</p>	KR to request metrocount	
c)	Heywood Village – HGV concerns	<p><i>Cllr Wickham explained that there have been numerous incidences whereby HGV's are using the route through Heywood in order to avoid Yarnbrook and as a result are finding themselves stuck on the rail bridge in Heywood or are attempting to turn within the village to avoid the weight restriction.</i></p>	KR to review signing of weight limit and pass details to parish council re Lorry Watch	KR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>KR agreed to look at the signing of the weight limit to identify any improvements that may be required. KR also suggested Lorry Watch may be an appropriate mechanism for resolution should there be willing volunteers within the village. KR is to send details of Lorry Watch to the parish council. The police are also able to undertake enforcement where any vehicles flout the weight limit.</p>		
<b>7.</b>	<b>Other items</b>			
a)	Leighton Green, Westbury	<p>Cllr Hendry explained that the HP&amp;D committee had received and considered a request for waiting restrictions close to 1 Leighton Green. The residents of no1 are experiencing issues whereby parking close to and opposite their driveway blocks their vehicular access. Prior to a waiting restriction request being made to Wiltshire Council, the HP&amp;D committee requested that this be looked at by CATG to determine if any other action may be suitable. It was agreed that KR will undertake a site visit.</p>	KR to visit	KR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	Pedestrian signing and crossing, White Horse Health Centre, Mane Way.	<p>Cllr Hawker re-iterated concerns regarding an incorrect pedestrian route sign on Leigh Park Way directing pedestrians to the doctor's surgery on Mane Way. KR is aware of this and will arrange for this to be rectified.</p> <p>Cllr Hawker also explained that he had numerous residents state that they felt unable to cross safely at the informal crossing on Mane Way that links to the surgery ped entrance. KR explained that the CATG undertook pedestrian counts previously and this identified the informal crossing as the most appropriate facility. Crossing numbers and gap availability are unlikely to have changed significantly since then to now meet the criteria for a formal crossing. It was agreed that KR would investigate the feasibility of a pedestrian refuge island.</p> <p>Cllrs also asked who is responsible for road signing to the health centre from other parts of the town. KR is to report back.</p>	KR to have signing rectified, investigate feasibility of ped refuge and report back re road signing.	KR
c)	Edington – Road Markings	Cllr Swabey asked if there is any timescale or strategy in place for the refreshing of worn road markings as a number of locations in Edington are in need of this. PW asked that a list of locations be forwarded to him as monies are likely to be available as part of the recently awarded government funding, to allow these works to be undertaken.	Cllr Swabey to provide PW list of locations	MS/PW
8.	<b>Date of Next Meeting: 8<sup>th</sup> February 2019, 10:00, The Laverton Westbury</b>			

**Westbury Community Area Transport Group**

**Highways Officer – Kirsty Rose**

**1. Environmental & Community Implications**

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Westbury Area Board will have a remaining Highways funding balance of £ 5566

### **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**