

Marlborough Area Board

MINUTES OF THE MARLBOROUGH AREA BOARD MEETING HELD ON 28 JANUARY 2020 AT MARLBOROUGH TOWN HALL, 5 HIGH ST, MARLBOROUGH SN8 1AA.

Present:

Cllr Stewart Dobson (Chairman), Cllr Jane Davies and Cllr Nick Fogg MBE (Vice-Chair)

1 **Chairman's Welcome and Introductions**

The Chairman welcomed everyone to the meeting and invited the Councillors and officers present to introduce themselves.

The Chairman also welcomed Jess Gibbons, the new director of Communities and Neighbourhood Services.

The Chairman thanked Sally of the Jubilee Day Centre for providing the refreshments for the meeting.

2 **Apologies for Absence**

Apologies for absence were received from:

- Alexa Davies, Marlborough Community Engagement Manager

3 **Minutes**

The minutes of the meeting held on 19 November 2019 were considered and it was;

Resolved:

To approve and sign the minutes as a true and correct record.

4 **Declarations of Interest**

There were no declarations of interest.

5 **Chairman's Announcements**

The Chairman made the following announcements:

- **Wiltshire Family and Community Learning**

Wiltshire Family and Community Learning included a range of community-based and outreach learning opportunities. Courses were funded by the Education and Skills Funding Agency.

Learners had to be 19+, have been resident in UK/EU for three or more years, have less than five GCSEs grades A-C and/or be a service family and/or in receipt of benefits.

Call on 01225 770478 to find out more about the service. Or email: familyandcommunitylearning@wiltshire.gov.uk.

- **Flood Resilience in Your Local Area**

Communities may be interested in holding a workshop to enable any towns and parishes within the area the opportunity to sit down and work through drafting up a flood plan for their community along with a colleague from the Environment Agency.

Communities could find out if they were at risk of flooding here: <https://www.gov.uk/check-flood-risk>.

For more information please contact Renate Malton, Flood Resilience Officer on renate.malton@wiltshire.gov.uk.

- **Motiv8 Children and Young People's Service**

Motiv8 provided support services in Wiltshire for children and young people, up to their 18th birthday, with problematic substance use. They also supported children, young people and families affected by parental substance use. Its primary objective was to improve the health, welfare and life chances of those vulnerable to, or experiencing, substance misuse. For more information email: info@dhimotiv8.org.uk or call: 0800 1696136.

- **Joint Strategic Needs Assessment**

The Community Area Joint Strategic Needs Assessment (JSNA) worked to collaboratively set local area priorities, by combining service led data with local insight and opinion. This would act as a catalyst for community led action that helped meet local need and supported the delivery of the Wiltshire Council Business Plan. Through working with the area boards, Wiltshire Council was able to encourage and support communities to take action to sustainably meet their needs.

Marlborough Area Board was aiming to hold its JSNA 'Our Community Matters' event at the March meeting, on 24 March at Marlborough Town Hall.

- **Parish Name Change Proposal**

The parish of Fyefield and West Overton had requested to change its name to Kennet Valley Parish Council. The Chairman drew people's attention to a survey regarding this, on the community governance review page of the website: <http://www.wiltshire.gov.uk/council-democracy-cgr>.

- **Office of the Police and Crime Commissioner**

The OPCC were holding their annual precept consultation. The increase for a band D property would be £1 a month, taking the annual cost to £218 per year for an average property. There was a you tube video residents could watch here: <https://youtu.be/SnokAmvcZo8> and residents could comment on the proposals here: <https://www.surveymonkey.co.uk/r/8NQQJFW>.

6 **Partner Updates**

The Chairman referred to the updates set out in the agenda and invited further updates from Town/Parish Councils and other Partners.

- **Wiltshire Police**

Sgt Pete Foster was in attendance and summarised the report in the agenda. There had been some arrests for drugs in Marlborough with one individual being caught with 50 wraps of cocaine, they were now in prison. This person was from out of town but was not part of a county lines gang. Operation Spruce had taken place over the Christmas period to tackle crimes that historically increase at Christmas, such as shop lifting or drink and drug drive offences. Rural crime was increasing so patrols would be increased to try to increase visibility and tackle the problems.

In response to a question regarding CCTV in Priory Gardens it was stated that Priory Gardens would always be patrolled as there was the risk of anti-social behaviour there. Although it was not felt it was a hot bed of crime. CCTV may help to identify perpetrators but did not necessarily prevent crimes. The police were working with Marlborough Town Council to get remote access to the CCTV system so that they could view images more easily and quickly without having to go to the council offices.

- **Wiltshire Fire and Rescue**

Station Manager Dave Adamson was in attendance and highlighted the report in the agenda. One of the main issues for the fire service was recruitment of on call firefighters. As a paid position, on-call firefighters committed anywhere between 40 to 120 hours per week, during which time they had to be able to respond to the station immediately. Many had 'normal' jobs during the day, then upon their return home made themselves available overnight or during the weekends. Some of their crew would respond from their workplaces during the day, and the fire service were very grateful to their employers for releasing them to

perform their vital duties. A one-week recruitment drive was to be held, hopefully in early March. Anyone interested in becoming an on-call fire fighter could find out more online at: www.dwfire.org.uk/working-for-us/on-call-firefighters/.

Flooding had also been relevant of late and the fire service had issued guidance and advice. They would also be attending the Marlborough Town Council Community Resilience Meeting that was being held at the Town Hall in the near future.

- **Health Services (Healthwatch Wiltshire and Wiltshire CCG)**

The Chairman referred the meeting to the written reports in the agenda. Audience members stated that they would like to see the CCG in attendance at some Marlborough Area Board meetings.

- **Transition Marlborough**

Milly Carmichael of Transition Marlborough gave an update to the meeting. Their theme for the year was to “Do Less – Better”, rather than engaging all the problems of the Climate Emergency, (which could feel overwhelming) they wanted to show how everyone could contribute by focusing on two areas.

There would be a major re-launch of their website soon (<https://www.transitionmarlborough.org/HomePage>) and much work had been undertaken on the Bee Roadzz Project. This was about connectivity in the landscape for wildlife and pollinators. They had joined forces with Buglife (<https://www.buglife.org.uk/our-work/b-lines/>), Transition Swindon and Transition Salisbury. There would soon be green corridors between the areas, which was great news and meant Marlborough was part of a much bigger network.

Transition Marlborough would soon be running some practical permaculture courses. For more information or to sign up email: permaculture@transitionmarlborough.org.

The next meeting would be on 13 February at the Green Dragon. For more information email: info@transitionmarlborough.org.

The Chairman stated that the May meeting was to be a themed meeting dedicated to the climate emergency and green issues and invited Transition Marlborough to attend.

The Mayor of Marlborough said that there were still problems with air quality in the town. The Chairman advised that he had asked officers from Wiltshire Council to attend the May meeting regarding air quality. For information regarding air quality people could see <http://www.wiltshireairquality.org.uk/>.

- **Town / Parish Councils**

Cllr Mervyn Hall, Mayor of Marlborough Town Council (MTC) gave an update to the meeting. Marlborough was to take part in the national finals of Britain in Bloom. So MTC was working hard with volunteers to impress the judges.

Keep Britain Tidy was taking place between 20 March 2020 and 13 April 2020.

A Community Resilience Event to discuss situations such as flooding and severe weather was taking place on Wednesday 29 January 2020 between 6.30pm and 8.30pm.

A Civic Dinner was taking place on 20 March 2020, more information and tickets were available at the MTC office.

It was hoped that Marlborough would soon be gaining Visit Wiltshire Coach Friendly status. Marlborough had recently undergone a 'Way finder' review. This consisted of a non-local person coming to the town and seeing how easy it was to find their way around the town and points of interest. This had been very worthwhile and had given the town ideas on how to improve signage.

As mentioned by the police earlier it was hoped they would soon be able to share information and give the police remote access to CCTV.

MTC had recently approved the council tax precept for 2020/2021, this would rise by 5.76%.

The Marlborough Neighbourhood Plan could now be found on the town council website here: <https://www.marlborough-tc.gov.uk/neighbourhood-plan>. Possible sites for affordable housing and other community facilities had been identified and were being assessed for suitability. It was hoped that the plan would be out for consultation fairly soon, followed by a referendum later in the year. MTC had secured grant funding of approximately £15,000, so costs were being covered.

In response to a question it was stated that the timescale was as follows: the draft plan should be ready in around 2 or 3 months; this would then be subject to a 6-week consultation; the plan would then be finalised; which would also be subject to a 6-week consultation period; this would be followed by a referendum.

There were no other parish council updates. The Chairman stated that all parishes were welcome to come and give updates at the area board. The Chairman thanked all the partners for their updates.

7 **Cyber Crime**

At the Chairman's invitation Lee Stipe and Kieran Hall of the Digital Investigations and Intelligence Unit, Wiltshire Police introduced themselves to the meeting. It was explained that the unit was fairly new, being established in 2018. They were part of a national network, dealing with cybercrime.

Cybercrime was an umbrella term for any crime involving computers. This was usually split into two categories:

- Cyber Dependant Crime was 'where a digital system was the target as well as the means of attack'. For example, malware, Distributed Denial of Service (DDOS) attacks and hacking.
- Cyber Enabled Crime was defined as 'existing crime transformed in scale or form by use of the internet'. For example, fraud or drug dealing.

Both these types of crime cost the UK £1.8 billion last year and in Wiltshire alone the cost was £40 million. Cybercrime was the fastest growing type of criminal activity affecting businesses. This was why the unit took part in

awareness events. Examples of crime the unit had encountered included passwords being compromised and phishing.

It was thought that cybercrime was increasing as it was attractive to criminals. For example, if a criminal was to rob a bank there would be planning and logistics involved and they had to physically be there to carry out the crime. They would be able to see the impact on their victims and it was high risk. To carry out cybercrime criminals did not even have to leave the house, it was far less risky and they would not see the impact on the victims.

The population of the UK was approximately 7.7 billion people in 2019. The number of connected devices was approximately 23 billion, equating to 3 per person. Any device connected to the internet could be hacked and people were reminded of the importance to keep software on devices up to date.

People were urged to think about their digital footprint. A person's digital footprint could be created passively, for example by buying items online and actively, for example by using social media. Friends and family could also contribute to a person's digital footprint. Criminals could use this digital footprint to gather information about someone and use it to try to access their accounts. People should consider what information about themselves they share and should use privacy settings to protect their information.

It was explained that emails were used in over 80% of cybercrime. Often phishing was used as the initial vector. An example of a phishing email was an email that looked like it was from your bank, asking you to authenticate your account. These emails often look identical to an email from your bank and would use the banks logo. Signs to look out for to see if the email was a phishing email include the domain name. Check to see the email address the email was sent from. A phishing email will originate from a different domain to actual bank emails. Check the greeting to see if it is generic. Usually authentic bank emails would be personalised whereas a phishing email would not be. Check the spelling and grammar used in the email. Does the email try to create a sense of urgency or panic? For example, "We will suspend your account if you do not follow these instructions". All these things can point to an email not being genuine. Do not click on links or open attachments in unsolicited emails.

Passwords were one of the simplest ways to secure a device. Although many people used passwords that could be easily cracked. Criminals used software to run algorithms to work out what a person's password was. The most commonly stolen passwords in 2018 were '123456' and 'password'. Never tell anyone your password and try not to use words that can be attributed to you. For example, your pets name, child's name, first school et cetera. A strong password could be made up of three random words, where some of the letters were changed to numbers or symbols. Biometrics and two factor authentication were another method that could be used to make devices more secure. Password managers could also be used and were recommended. These generate a different, unique password for each account. Although the password used for the password manager should be very strong.

There was a free website where you could check to see if your personal data had been compromised by data breaches. This could be found at <https://haveibeenpwned.com/>. The site owners trawl the dark web to see what personal information was available there and could advise whether your data has been breached.

Always update your devices. Software updates usually fixed vulnerabilities that had been found. Anti-Virus software should also be kept up to date. One should also be wary when using removable media and only use trusted devices. When using websites people should be aware of the web address, sites that start with 'https://' are secure (as opposed to 'http://'). These websites will run end to end encryption which means hackers cannot read it. People should also be careful when using public Wi-Fi as it is less secure. Either use a Virtual Private Network (VPN) when on public Wi-Fi or do not use your device for anything private. It was also a good idea to forget the network when you leave.

Backing up data was good practise. You can either back up to an external drive or to the cloud.

To report or get advice about fraud and cybercrime go to: <https://www.actionfraud.police.uk/> or call 0300 123 2040.

8 **Community Area Transport Group**

Cllr Nick Fogg, MBE, gave a brief update to the meeting. The last CATG had been held on 12 December 2020. It was stated that the group seemed to be doing well with their budget and the top 5 priorities scheme was still working well to progress items through the system.

9 **Update from Community Engagement Manager**

The Chairman announced that the Marlborough Community Engagement Manager, Alexa Davies would be starting maternity leave on 14 February 2020. During her absence her duties would be covered by Andrew Jack.

It was noted that the next Area Board in March would be the Joint Strategic Needs Assessment.

The Chairman wished Alexa well and thanked her for her hard work.

10 **Health and Wellbeing Group**

Jill Turner, Chair of the Health and Wellbeing Group gave an update to the meeting. Ms Turner advised that she had been a mix-up with the HWBG reports, for which she apologised. She advised that the correct version to look at was published in agenda supplement 3.

Planning for the “Health Fair” was continuing. The fair would be held in Priory Gardens on 6 June 2020 and aimed to promote health and wellbeing for adults.

A range of activities was being developed to support older and vulnerable adults attending the Jubilee Day Centre, these included:

- Art therapy
- Alzheimer’s support sessions, and
- Exercise classes, with a focus on falls prevention.

A representative of Carer Support Wiltshire spoke in support of their grant Application. The application to the Health and Wellbeing Grant fund was considered and it was;

Resolved:

- **To grant Carer Support Wiltshire (CSW), £ 2,084.00, towards their Carer Outreach Campaign at Savernake Community Hospital.**

Dementia Friendly Marlborough

In an addition to the agenda the Chairman invited Sally Rhodes of Dementia Friendly Marlborough to give an update to the meeting.

Sally explained that the population was aging and the population of Marlborough had above the national average of 55 year olds. There were over 42,000 people in Wiltshire living with Dementia. Reasonable adjustments could make things much easier for these people.

People could attend a free course to become a ‘Dementia Friend’, which only takes one hour. Ms Rhodes encouraged anyone interested to get in touch and requested that everyone spread the word.

The Chairman thanked Ms Turner and Ms Rhodes for their presentations. The Chair stated that Dementia Friendly Marlborough was an extremely worthwhile cause.

11 **Local Youth Network Update and Applications for Youth Funding**

Representatives of organisations applying for grants spoke in support of their application.

It was explained that the application from Marlborough RFC was actually an application to the community area grant fund so would be considered under that item. The applications for youth funding were considered and it was;

Resolved:

- **To grant Aldbourne Youth Council, £4,565.00, towards their Winter programme.**

12 **Community Area Grant Scheme**

Representatives of organisations applying for grants spoke in support of their applications.

The applications to the community area grant fund were considered and it was;

Resolved:

- **To grant Marlborough RFC, £2822.40, towards new floodlights.**
- **To grant Friends of Aldbourne Band, £2,300.00 of the £4,781.00 requested, towards new instruments.**

REASON: To ensure there were enough funds to support other worthwhile causes for the rest of the year.

13 **Any Other Questions**

There were none.

14 **Urgent items**

There were no urgent items.

15 **Evaluation and Close**

The Chairman thanked everyone for attending. It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 24 March 2020 and would be the Joint Strategic Needs Assessment.

(Duration of meeting: 7.00 - 8.45 pm)

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