

# MINUTES

**Meeting:** Westbury Area Board  
**Place:** Matravers School, Learning Resource Centre, Springfield Road,  
Westbury, Wiltshire, BA13 3QH  
**Date:** 5 December 2019  
**Start Time:** 6.00 pm  
**Finish Time:** 8.10 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Stuart Figini (Senior Democratic Services Officer)  
Graeme Morrison (Community Engagement Manager)  
Steve Hubbard – Local Area Co-Ordinator, Wiltshire Council

### **Town and Parish Councillors**

Westbury Town Council – Ian Cunningham, Ryan Child, Sheila Kimmins  
Bratton Parish Council – Jeff Ligo, Fredrick Forsyth  
Edington Parish Council – Helen O'Donoghue, David Pike

### **Others**

Wiltshire Council - Cllr Allison Bucknell  
Matravers Combined Cadet Force -Edward Fairnington  
Westbury Shed – Fred Beckett  
Cygnets Pre-School – Emma Osmond  
Matravers School – Dr Simon Riding  
CEO and Principal Fairfield Opportunity College – Tina Padgett

<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 and thanked the staff at Matravers School for hosting the meeting.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from John Pollard representing Edington Parish Council, Hazel Bardsley representing Heywood Parish Council and Kathy Hutt representing Dilton Marsh Parish Council.</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman subject to the last bullet point of minute 6 – Update from Western Gateway Sub-National Transport Body, being amended to reflect that no particular route for the A350 around Westbury would be ruled in or out and that all possible schemes would be considered in any future viability study.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr Carole King declared a personal interest in the partner update from BA13+ Partnership in her capacity as Chair of the Partnership.</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>• British Telecom – Proposed Payphones Removal Consultation – The Area Board heard from Ian Cunningham, Westbury Town Council, in relation to the consultation and the Town Council's wish to retain the telephone box at the Junction of Brook Lane PC01, The Ham, Westbury. The Area Board expressed its support for the Town Council's proposed response.</li> </ul>

	<ul style="list-style-type: none"> <li>• Wiltshire Green Pledge</li> <li>• Warm and Safe Wiltshire</li> <li>• Wiltshire Family and Community Learning</li> </ul>
6.	<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>• Wiltshire Police – Sgt Kevin Harmsworth and Insp Andy Fee presented a verbal report to the Area Board. Insp Fee commented on changes to the local force structure and was pleased to report that there would be an increase in officers and resources for the area neighbourhood policing team. Sgt Harmsworth spoke about the three local policing priorities – shoplifting, rural/heritage crime and anti-social behaviour.</li> </ul> <p>Sgt Harmsworth and Insp Fee responded to a number of questions from the Area Board in particular about home doorbells that incorporated cameras and how they have helped to solve crime, the process for the public to report crime and the knowledge of recently enlisted police officers in the use/availability of doorbell camera footage.</p> <p>The Chairman welcomed Sgt Harmsworth to his first Area Board meeting and wished him well for the future.</p> <ul style="list-style-type: none"> <li>• Dorset and Wiltshire Fire and Rescue Service – The written report was received and noted.</li> <li>• BA13+ Community Area Partnership – The written report was received and noted.</li> <li>• Town and Parish Councils – <ul style="list-style-type: none"> <li>○ Westbury Town Council – The written update from Mike Sutton, Chair of Westbury Town Council was received and noted. In addition, Ian Cunningham reported that the Town Council was celebrating the 200 anniversary of Abraham Laverton on 14 December 2019 with a free event at the Laverton Hall and all were welcome to attend.</li> <li>○ Bratton Parish Council – The written update from Jeff Ligo, Chair of the Parish Council, was received and noted.</li> <li>○ Dilton Marsh Parish Council – The written update (minutes of their meeting held on 26 September 2019) circulated at the meeting, was received and noted.</li> </ul> </li> </ul>

7.	<p><u>Matravers - Future Leaders Programme</u></p> <p>The Area Board received two presentations from pupils attending Matravers School who (i) spoke about their personal experiences and how they engaged with the Schools Future Leaders Programme. In particular they commented on a project they had been involved with to install shelters around areas of the school that would be of benefit to pupils and provide protection from the elements; and (ii) were members of the Combined Cadet Force (CCF) and spoke about their leadership experiences within the CCF.</p> <p>The pupils responded to a number of questions from the Area Board, including (i) how the shelters would be used, the number pupils the shelters could accommodate at any one time, the pupils overall involvement in the project and budget issues; and (ii) the activities undertaken by the CCF, including expeditions and Ten Tours.</p> <p>The Chairman thanked the pupils for their presentations and staff for their support in the delivery of the Future Leaders Programme and ongoing work with the Combined Cadet Force.</p>
8.	<p><u>Update - Fairfield Farm College</u></p> <p>The Area Board received a presentation from Tina Pagett, CEO/Principal of the College, who spoke about the history of the college, how it had established itself in the local community and developed over the years with an emphasis on teaching life skills to the young adults attending the College and preparing them for life in the community. Tina also reported on the Colleges future plans to build a riding arena and a large indoor sports event space.</p> <p>The Chairman thanked Tina for her presentation.</p>
9.	<p><u>Update - Local Youth Network</u></p> <p>The Area Board received an update from Graeme Morrison, Community Engagement Manager about the recent meeting to discuss the Westbury Local Youth Network (LYN).</p> <p>Issues that were considered during the meeting included:</p> <ul style="list-style-type: none"> <li>• The current Lyn situation</li> <li>• Priorities for young people in Westbury</li> <li>• Gaps</li> <li>• How to move forward</li> </ul> <p>The Area Board noted that the Westbury LYN had previously existed but had not</p>

	<p>met for over a year. All Lyn funding applications go directly to the Area Board for consideration, meaning no youth voice in LYN funding and youth groups working in isolation. The LYN budget for 2019/20 was £14,246, with £7,802 remaining.</p> <p>The Community Engagement Manager reported that the conclusions reached by the group included a wish for a Youth Club to be established, the role of volunteers, potential to fund a youth worker through LYN budgets and further consultation via survey monkey.</p> <p>The Chairman thanked the Community Engagement Manager for his presentation and indicated that the establishment of a youth club for Westbury was worthy of further investigation and he looked forward to considering the outcomes from the Survey Monkey consultation.</p>
10.	<p><u>Update on Future Events in Westbury</u></p> <p>The Area Board received a presentation from Ryan Child, Westbury Town Council Events Manager about the activities that had taken place during the year. Ryan also commented on a number of event/project ideas that the Town Council would be interested in promoting over the coming months. These included engaging with various community groups, inter-generational projects, and a number of adult education projects.</p> <p>The Chairman thanked Ryan for his enthusiastic presentation and wished him well in the development and delivery of the proposed events /projects.</p>
11.	<p><u>Community Area Grants</u></p> <p>Members considered five applications for the Community Area Grants Scheme funding as detailed in the agenda pack. A number of applicants gave a brief statement about the reasons for their grant request.</p> <p><b>Resolved:</b></p> <p><b>1. That the following grant applications be agreed:</b></p> <ul style="list-style-type: none"> <li><b>a. Wiltshire Council TEST – Request from Edington Parish Council for £2122.96 for a speed indicator device</b></li> <li><b>b. Edington PCC Parish Hall – Request for £500 for LED light fittings</b></li> <li><b>c. Cygnets Pre School – Request for £4,000 towards Bratton new early years setting</b></li> </ul>

	<p>(Note: The Community Grant awarded at the Area Board meeting held on 10 October 2019 of £1,000 had been returned by the Pre-School and this application combined the previous request with an additional request totalling £4,000)</p> <p>d. Bratton Parish Council – Request for £2,100 for a speed indicator device</p> <p>2. That the request from the Independent Living Centre for £3,000 towards the ILC Benefits Advice Service be deferred for further information.</p>
12.	<p><u>CATG Minutes</u></p> <p>The Area Board received the notes of the Westbury Community Area Transport Group (CATG) meeting held on 22 November 2019.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li>1. Notes the discussions and updates outlined in the minutes of 22 November 2019.</li> <li>2. Approves the following: <ol style="list-style-type: none"> <li>a. To remove the scheme for a Bus Layover on the B3097 Hawkeridge Road and Link Road from Section 4 - Top 5 Priority Schemes list and place it in Section 5 - Other Priority Schemes.</li> <li>b. To remove Issue 7163 Dilton Marsh from Section 4 - Top 5 Priority Schemes list and place it in Section 5 - Other Priority Schemes.</li> <li>c. To move 18-19-6 Monastery Road, Edington from Section 6 – New Requests/Issues to Section 4 – Top 5 Priority Schemes.</li> </ol> </li> <li>3. To divide the remaining monies in this year’s allocation equally between items 4d (18-19-6) and 4e (18-19-8) less £500 which would be retained to commission small projects such as white ‘H’ bar lining that might occur before the end of the financial year.</li> </ol>
13.	<p><u>Update on Leigh Park</u></p> <p>The Community Engagement Manager presented an update report on the progress in adopting a portion of the green space at Penleigh Park recreation Ground, Westbury.</p> <p>It was noted that the Council’s legal team had recently contacted Persimmon seeking a response to queries about the S106 agreement. Persimmon had now responded and confirmed that they would be progressing the adoption of the southern half of Penleigh Recreation Ground. A legal transfer plan had been</p>

	<p>produced and solicitors on both sides were progressing the adoption.</p> <p>Cllr Hawker thanked the Community Engagement Manager for the update and was pleased that progress was being made.</p>
14.	<p><u>Urgent items</u></p> <p>The were no urgent items.</p>
15.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on:</p> <p style="text-align: center;"><b>Thursday, 6 February 2020 at The Laverton Hall, Westbury, BA13 3EN – 7.00pm</b></p> <p>Future Meeting Dates:</p> <p>Thursday 23 April 2020 at The Laverton, Westbury BA13 3EN Thursday 4 June 2020, venue to be confirmed.</p>
16.	<p><u>Matravers Tour</u></p> <p>The Area Board members attended a tour of Matravers School new Science, Technology, Engineering and Maths building.</p>