

# MINUTES

**Meeting:** Royal Wootton Bassett and Cricklade Area Board  
**Place:** Cricklade Town Hall, High Street, Cricklade, SN6 6AE  
**Date:** 28 September 2022  
**Start Time:** 6.00 pm  
**Finish Time:** 8.36 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Area Board Members

Cllr Allison Bucknell (Chairman), Cllr Bob Jones MBE (Vice-Chairman),  
Cllr Steve Bucknell, Cllr Mary Champion and Cllr Jacqui Lay

Also present:

Cllr Jane Davies (Cabinet Member for Adult Social Care, SEND and Inclusion)

### **Wiltshire Council Officers**

Sarah Valdus – Assistant Director Environment  
Andrew Jack – Strategic Engagement and Partnerships Manager  
Dominic Argar – Assistant Multimedia Officer  
Matthew Hitch – Democratic Services Officer

**Total in attendance: 40**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
51	<p data-bbox="336 376 504 414"><u>Networking</u></p> <p data-bbox="336 443 1487 555">Guests enjoyed refreshments provided by Cricklade Town Council. Local groups, Cricklade Climate Change Action Group, Cricklade Development Foundation and Bloomers set up stalls for the networking session.</p> <p data-bbox="336 591 1377 629">The Chairman announced the winners of the Cricklade Scarecrow Raffle.</p>
52	<p data-bbox="336 660 1153 698"><u>Chairman's Welcome, Introductions and Announcements</u></p> <p data-bbox="336 728 1487 797">Thanks were given to Cricklade Town Hall, the stall holders, and Cricklade Town Council.</p> <p data-bbox="336 835 1487 1021">The Area Board asked the Chairman to write a letter of thanks to Community Engagement Managers Alexa Davies and Jane Vaughan for their work helping the Board in recent years. The Chairman then introduced the new officers supporting the Area Board, Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, and Assistant Director for Environment, Sarah Valdus.</p> <p data-bbox="336 1059 1487 1128">The Cabinet Member for Adult Social Care, SEND and Inclusion, Cllr Jane Davies, was also introduced.</p> <p data-bbox="336 1167 1487 1236">The Chairman then referred the Area Board to the written updates available in the agenda pack:</p> <ul data-bbox="336 1274 1015 1460" style="list-style-type: none"> <li>• Post-16 Skills and Participation (pg. 1)</li> <li>• Building Bridges project (pg. 3)</li> <li>• Wiltshire Centre for Independent Living (pg. 5)</li> <li>• Annual Canvas (pg. 7)</li> <li>• Temporary Event Notices (pgs. 10-11)</li> </ul> <p data-bbox="336 1498 1487 1684">The Community Engagement Manager of Purton Parish Council reported that a Community Safety Roadshow and Councillor Surgery would take place in Purton Village Hall on 1 October. Attendees would be able to visit a police accident car, speak to the Wiltshire Council Road Safety Team, learn about Neighbourhood Watch and other key schemes.</p> <p data-bbox="336 1722 1487 1908">The Chairman noted that she ran a support hub for Ukrainian refugees in Royal Wootton Bassett and that families throughout the Area Board would be welcome to attend. She drew the Area Board's attention to the English language courses being run by Wiltshire Council's Family and Community Learning Service on 10 October in Royal Wootton Bassett Methodist Church.</p>
53	<p data-bbox="336 1933 663 1971"><u>Apologies for Absence</u></p>

	<p>Apologies for absence were received from the following:</p> <ul style="list-style-type: none"> <li>• Cllr David Bowler</li> <li>• Phil Peuple from DW Fire and Rescue</li> <li>• Amy Dallimore – Army Welfare Service</li> <li>• Lyneham and Bradenstoke Parish Council</li> </ul>
54	<p><u>Minutes</u></p> <p>On the proposal of the Vice-Chairman, seconded by Cllr Lay, it was resolved:</p> <p><b>Decision</b></p> <p><b>To confirm the minutes of the previous meeting, held on 15 June 2022, as a true and correct record.</b></p>
55	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
56	<p><u>Spotlight on Parishes and Partners</u></p> <p>Written updates were available in the agenda pack from:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police (pgs. 25-31)</li> <li>• Dorset and Wiltshire Fire and Rescue (Agenda Supplement 1)</li> <li>• BaNES, Swindon and Wiltshire Integrated Care Board (pgs. 33-34)</li> <li>• Hills Purton Liaison Committee (pgs. 35-36)</li> <li>• Purton Community Fridge (pgs. 37-40)</li> <li>• Horizons College (pg. 41)</li> <li>• Broad Hinton and Winterbourne Bassett Parish Council (pg.43)</li> <li>• Cricklade Town Council (Agenda Supplement 1)</li> </ul> <p>Verbal updates were provided by the following partners:</p> <p><u>Wiltshire Police</u></p> <p>Inspector James Brain and Sergeant Jamie Ball gave an update about recent crime figures across Wiltshire as well as details of incidents in the local area. Key points included:</p> <ul style="list-style-type: none"> <li>• The Police and Crime Commissioner had updated his crime plan to reflect the findings of a recent report by His Majesty’s Inspectorate of Constabulary.</li> <li>• Crime had increased since the previous year, partly due to the easing of Covid restrictions, although Wiltshire’s crime rate was still below the national average.</li> <li>• Crime in June-August 2022 was lower than the equivalent period in 2021.</li> <li>• Four suspects had admitted responsibility for graffiti in Royal Wootton Bassett. The suspects, all young people, had written letters of apology to the victims. The officers praised the parents of the children involved for supporting the</li> </ul>

investigation and noted that the young people had received assistance from their youth offending team. They spoke about the importance of rehabilitation and the impact of criminalising individuals at a young age.

- A weekly meeting was being held to discuss illegal car meets.

During the discussion the following points were made:

- The Area Board thanked the officers for the update and praised the police for the sensitive way in which they had handled the graffiti investigation.
- A contextual safeguarding meeting was due to be held to discuss restorative justice.
- The police praised the work of the Rise Trust in supporting young people, including those that had committed criminal offences.
- The Vice-Chairman of Cricklade Town Council praised the work of police community support officers in the town.
- Inspector Brain noted that there were 27 Speed Watch teams in his area of jurisdiction and spoke about the importance of education and the Road Safety Strategy. He also noted that stopping vehicles for speeding offences often yielded information about other crimes.
- The Area Board's Vice-Chairman thanked the police for stopping 33 vehicles for speeding on Calcutt Street in Cricklade on 27 September. The police noted that seven of the individuals stopped were residents from the town. Cllr Steve Bucknell asked about the age profile of the offenders stopped on the 27th and the police noted that they would be able to confirm that information.

The Chairman informed those present that PCSO Andy Singfield was leaving the police after 16 years of working in our Community Area and the Area Board asked the Chairman to write a letter of thanks to him for his work.

#### Broad Hinton and Winterbourne Bassett

The Chairman of Broad Hinton and Winterbourne Bassett Parish Council, Cllr Alex LaRoche, thanked the Area Board Local Highway and Footway Improvement Group (LHFIG) for its help with a local footpath and for its support in getting signs added to the A4361.

#### Horizons College

The Chairman noted that the college had relocated from Swindon and that they were looking for opportunities for local engagement.

#### Community Fridges

Cllr Lay reported that Purton Community Fridge was due to open on 5 October. The Chairman also noted that a community fridge was due to open at Little Ducklings Nursey in Lyneham.

	<p>Wiltshire Councillors gave updates about the progress made towards priority areas identified in the Area Board's action plan.</p>
58	<p><u>Youth Forum</u></p> <p>The Chairman reported that she would work with the SEPM to arrange a meeting for local stakeholders.</p>
58a	<p><u>RWB&amp;C Environmental Forum</u></p> <p>Cllr Steve Bucknell explained that background work had been going on and that he looked forward to working with the new SEPM to develop the Environmental Forum. He then provided information about the Queen's Green Canopy, noting that the project had be extended until 31 March 2023. Cllr Steve Bucknell mentioned that the Environmental Forum had also discussed the possibility of procuring a thermal camera to help local people to identify areas of poor energy efficiency within their homes. Local businesses had been approached to see if they would have an interest in supporting the project.</p> <p>The Assistant Director for the Environment highlighted that an online briefing about electric vehicle charging was planned for 4 October and that it would include information about how to access funding. The Vice-Chairman noted that Cricklade was due to receive funding for eight new charge points in the town.</p>
59	<p><u>Community Care Group</u></p> <p>Cllr Champion referred the Area Board to the notes of the previous meeting included in the agenda pack, noting that the meeting planned for 28 September had had to be postponed. She stated that that Community Information Booklet had now been printed and that electronic copies would be available in due course. Cllr Champion also took the opportunity to thank all of the volunteers for their help with the Community Care Group. The Chairman of the group, Stevie Palmer, encouraged parishes not already involved to contact Cllr Champion and Cllr Bowler.</p> <p>The Cabinet Member for Adult Social Care, SEND and Inclusion welcomed the idea of a local information booklet and requested a copy.</p>
60	<p><u>Economy</u></p> <p>Information about the Vibrant Wiltshire Scheme, a grant scheme to help high streets in towns, was provided by the Vice-Chairman. He reported that the Cricklade High Street Strategy Group had already made enquiries and encouraged Royal Wootton Bassett (RWB) to make an application. Cllr Nic Hughes from RWB Town Council informed attendees that they had installed street furniture behind Sparrow Lane and in Boroughfields.</p> <p>Cllr Lay reported that the last bank in RWB was due to close in December but that a number of sites were under consideration for a possible banking hub to</p>

	<p>retain services in the town. She explained that it was hoped to conduct a six-month trial with a representative from a major bank attending on a weekly basis.</p> <p>Several measures to help with the cost of living were discussed including a scheme to help food banks promoted by the Faith Leaders' group and Wiltshire Council's Engagement and Partnerships Team. The Chairman discussed proposals for a cooking course to make food in batches, to make it more economical. The SEPM also reported that they were working on a warm spaces scheme. Cllr Lay highlighted that a volunteer café in Purton would be running throughout the winter and would give residents a warm place to stay. In order to coordinate and publicise the support on offer, it was suggested that a list of all useful local contacts could be shared with the CCG.</p>
61	<p><u>Area Board Action Plan Update</u></p> <p>The SEPM stated that he had been working with the Area Board for 28 days and looked forward to helping to deliver the Board's priority goals. He then invited the Area Board to add four actions related to its environmental goals as highlighted in the report on pages 47-48 of the agenda pack.</p> <p>On the proposal of Cllr Steve Bucknell, seconded by Cllr Champion, it was resolved:</p> <p><b>Decision</b></p> <p><b>To add the following actions to the Community Area Action Plan:</b></p> <ol style="list-style-type: none"> <li><b>1. Action 3.3 – The creation of a repair shop and library of things.</b></li> <li><b>2. Action 3.4 – The provision of a thermal imaging camera to improve household insulation.</b></li> <li><b>3. Action 3.5 – Footpath improvements to promote access for all users onto the extensive footpath network.</b></li> <li><b>4. Action 3.6 – To create a food directory listing local farmers and producers to promote, buy local, and to identify opportunities/gaps.</b></li> </ol>
62	<p><u>Community Safety Forum</u></p> <p>The Chairman referred the Area Board to the information included on pages 49 and 50 of the agenda pack. She encouraged interested parties to attend the next meeting on 14 October via Microsoft Teams.</p>
63	<p><u>Local Highway and Footway Improvement Group (LHFIG)</u></p> <p>Cllr Bob Jones MBE, Chairman of the LHFIG, provided an overview of the projects discussed at their last meeting on 7 September. The SEPM noted that the public could send enquiries to a new email address: <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a>.</p> <p>It was mentioned that it was planned to hold an additional LHFIG meeting to</p>

	<p>consider the closure of the C70, due to expire in November 2022. However, it was explained that the LHFIG would ultimately not have the authority to make the decision about whether the road should be reopened.</p> <p>On the proposal of Cllr Jones MBE, seconded by Cllr Allison Bucknell it was resolved:</p> <p><b>Decision</b></p> <p><b>1) To note the discussions and updates in the attached report.</b></p> <p><b>2) To close the following issues:</b></p> <ul style="list-style-type: none"> <li>• <b>11-21-11 – Broad Hinton, Elm Cross Junction safety measures.</b></li> <li>• <b>11-20-02/03 – Cricklade, effectiveness of crossings on High Street and Calcutt Street</b></li> </ul> <p><b>3) To move the following issues to the priority A list:</b></p> <ul style="list-style-type: none"> <li>• <b>11-22-1 - Lydiard Millicent, Greenhill Crossroads speed reduction.</b></li> <li>• <b>11-21-2 – Bradenstoke, dropped kerbs.</b></li> </ul> <p><b>4) To move the following issues to the priority B list:</b></p> <ul style="list-style-type: none"> <li>• <b>11-22-16 – Cricklade – Chelworth Crossroads improvements.</b></li> <li>• <b>11-22-2 – Lydiard Millicent, The Elms/Washpool speed reduction</b></li> </ul>
64	<p><u>Funding Applications</u></p> <p>Members considered the applications to the Community Area Grant scheme as outlined in the agenda pack.</p> <p><u>Royal Wootton Bassett Rugby Club requesting £5,000 towards solar panels</u></p> <p>Th SEPM introduced the grant application, highlighting that the solar panels had already been installed. He explained that, although retrospective grant applications were not normally permitted under grant criteria, this application had received approval from Wiltshire Council’s Grant Assessment Panel to be considered in the same way as other applications. Chris from Royal Wootton Bassett Rugby Club spoke in favour of their application noting that they had made their application in good faith, but the opportunity had arisen to have the panels installed earlier than originally planned in November. He reported that the project was environmentally friendly and would cover around half of their energy costs during the winter.</p> <p>During the discussion members welcomed the environmental credentials of the project as well as the work of sporting groups in the community in</p>

supporting health and wellbeing. Some members did express concern about the level of funding and that the panels had already been installed, noting that they would have been more comfortable with a smaller grant. On the proposal of the Vice-Chairman, seconded by Cllr Steve Bucknell, it was resolved:

**Decision**

**To award Royal Wootton Bassett Rugby Club £5,000 towards solar panels.**

**Reason**

**The application was permitted for consideration by Wiltshire Council's Grant Assessment Panel.**

Jubilee Gardens 1978 Ltd. requesting £5,000 towards a new greenhouse

Peter from Jubilee Gardens spoke in favour of their application noting that they provided training to 18 people with additional needs. They had raised £2,500 for a new greenhouse and highlighted that they provided fresh vegetables for the local community. The Cabinet Member for Adult Social Care, SEND and Inclusion reported that there had been an increase in enquires from people with SEND looking for day opportunities.

During the discussion members welcomed the support provided to vulnerable individuals by Jubilee Gardens, as well as that it had received support from Swindon Borough Council during the pandemic. Some members did note that they would feel more comfortable with a lower grant than £5,000 as only five of the 18 individuals currently benefiting from the scheme were Wiltshire based. However, the applicant did note that historically there had been an even split in those attending between Wiltshire and Swindon and they hoped to increase numbers. He also confirmed that they were open to the idea of using environmentally friendly heating options for the new greenhouse.

It was suggested that the Area Board might consider a future application for environmentally friendly heating options, and offers were made from others in the room to advise on this.

On the proposal of Cllr Lay, seconded by Cllr Steve Bucknell, it was resolved:

**Decision**

**To award Jubilee Gardens 1978 Ltd. £4,000 towards a new greenhouse.**



### **Reason**

**The application met Community Area grant Criteria for 2022/23. A lower amount was awarded than requested to reflect that the number of Wiltshire residents directly benefiting from the project.**

Members considered an application to the Older and Vulnerable People's Grant Scheme as outlined in the agenda pack:

Wiltshire Music Centre requesting £1,500 towards their Celebrating Age Project

Pat Hughes, a volunteer with Celebrating Age Wiltshire explained that they helped older and isolated individuals in the community, recently including 72 individuals in the Area Board's area. The projects that they offered included creative conversations and live music performances. Members welcomed the scheme, and it was noted that the group also received National lottery funding. On the proposal of Cllr Lay, seconded by Cllr Champion, it was resolved:

### **Decision**

**To award Wiltshire Music Centre £1,500 towards their Celebrating Age project.**

### **Reason**

**The application met Older and Vulnerable People's Grant Criteria for 2022/23.**

Members considered an application to the Youth Grant Scheme as outlined in the agenda pack:

Cricklade Town Council requesting £2,915 towards Cricklade Local Youth Network

The Vice-Chairman of Cricklade Town Council spoke in favour of their application, which would enable youth workers to attend on a bi-weekly basis. She explained that the town council would pay for 50 percent of the funding, and she felt that the project met Wiltshire Council's grant criteria. It was a popular scheme with 47 children signed up to attend an event with the Rise Trust on Tuesday nights.

	<p>The SEPM confirmed that revenue funding criteria, in place since 2015, allowed Area Boards to help set up innovative projects but cannot support continued year-on-year running costs for groups.</p> <p>On the proposal of the Chairman, seconded by Cllr Steve Bucknell, it was resolved to:</p> <p><b>Decision</b></p> <p><b>To award Cricklade Town Council £2,915 towards Cricklade Local Youth Network.</b></p> <p><b>Reason</b></p> <p><b>The application met Youth Grant criteria for 2022/23.</b></p>
65	<p><u>Get It Off Your Chest</u></p> <p>Cllr Steve Bucknell reported that Wiltshire Council was working in partnership with Swindon Borough Council, Sustrans and National Highways to advance plans to install a new cycleway between Royal Wootton Bassett and Swindon providing a segregated route for cyclists travelling over the M4. Cllr Steve Bucknell welcomed a recent announcement that the project was found to meet Highways England's cost benefit analysis. However, he expressed frustration about the level of progress that had been made, explaining that issues still needed to be resolved with local landowners before a formal planning application could be submitted. The project was still under the jurisdiction of National Highways, so had not yet formally been handed over to Wiltshire Council.</p>
66	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
67	<p><u>Evaluation and Close</u></p> <p>The date of the next business meeting of the Area Board was confirmed as 18 January 2023, at 6:00pm.</p>