

MINUTES

Meeting: Malmesbury Area Board
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ
Date: 7 June 2022
Start Time: 7.00pm
Finish Time: 9.15pm

Please direct any enquiries on these minutes to: Ben Fielding Democratic Services Officer, (Tel): 01225 718656 or (e-mail) benjamin.fielding@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

Cllr Chuck Berry, Minety
Cllr Gavin Grant, Malmesbury
Cllr Martin Smith, Sherston
Cllr Elizabeth Threlfall, Brinkworth

Wiltshire Council Officers

Alexa Davies, Community Engagement Manager
Dominic Argar, Assistant Multimedia Officer
Ben Fielding, Democratic Services Officer

Town and Parish Councils

Roger Budgen, Malmesbury St Paul Without Parish Council
Deborah Clogg, Malmesbury St Paul Without Parish Council
Ellen Blacker, Dauntsey Parish Council
Diane Wood, Dauntsey Parish Council
Catherine Doody, Malmesbury Town Council
Kim Power, Malmesbury Town Council
Tom Blanden, Charlton Parish Council
Jamie Botterill, Great Somerford and Startley Parish Council
Meriel Griffiths, Great Somerford and Startley Parish Council

Partners

Inspector James Brain, Wiltshire Police
Sergeant Jamie Ball, Wiltshire Police
Philip Wilkinson, Police and Crime Commissioner for Wiltshire and Swindon

Julie Dart, Health and Wellbeing Champion
Campbell Ritchie, Malmesbury Town Team
Tim Elliott, District Commander, Dorset & Wiltshire Fire and Rescue Service
Sid Jevons, Malmesbury and the Villages Community Area Partnership (MVCAP)

Total in attendance: 24

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of the Chairman</u></p> <p>Nominations were sought for a Chairman for the forthcoming year. On the nomination of Councillor Chuck Berry seconded by Councillor Elizabeth Threlfall, it was,</p> <p>Resolved:</p> <p>To elect Councillor Gavin Grant as Chairman of Malmesbury Area Board for the forthcoming year.</p>
2	<p><u>Election of the Vice-Chairman</u></p> <p>Nominations were sought for a Vice-Chairman for the forthcoming year. On the nomination of Councillor Gavin Grant , seconded by Councillor Martin Smith, it was,</p> <p>Resolved:</p> <p>To elect Councillor Elizabeth Threlfall as Vice-Chairman of Malmesbury Area Board for the forthcoming year.</p>
3	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Malmesbury Area Board. Cllr Grant thanked outgoing Chairman, Cllr Berry for his efforts and contributions to the Malmesbury Area Board. Additionally, Cllr Grant noted positive feedback that was received at the South West SLCC Training Conference, where a comment was received from the Former Chief Executive of Wiltshire Council that “Malmesbury Area Board leaves party politics at the door and its focus is on place & community”.</p>
4	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were provided from Phil Ray, Eleanor Lines (Sustainable Sherston), Hugh Thomas (the Parish Council grant application), David Drake (the Caerbladon grant application), Peter Gilchrist (MVCAP) and Woody Allen (MVCAP).</p>
5	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 22 February 2022 were presented for consideration and it was;</p> <p><u>Resolved</u></p>

	To approve and sign as a true and correct record of the minutes of the meeting held on 22 February 2022.
6	<p><u>Declarations of Interest</u></p> <p>Councillor Martin Smith declared a non-pecuniary interest in the Sustainable Sherston Grant Application he is a member of the Committee for Sustainable Sherston. Cllr Smith abstained from the vote regarding the grant.</p>
7	<p><u>Chairman's Announcements</u></p> <p>The following announcements were received:</p> <ul style="list-style-type: none"> <p>• Recruitment of Hackney carriage and private drivers</p> <p>Cllr Elizabeth Threlfall drew attention to a briefing note attached to the agenda which acknowledged the current shortage of taxi drivers in Wiltshire. It was outlined that Wiltshire Council has lots of contracts available which start at on average £30 a day for short routes, increasing to £250+ a day for longer routes. Additionally that to become a taxi driver it takes around six weeks and costs around £400; and to be licensed people need to provide proof and undertake a series of simple checks. Further information could be found within the briefing note.</p> <p>• Solar Together Wiltshire</p> <p>Cllr Martin Smith drew attention to a briefing note attached to the agenda which outlined a scheme that Wiltshire Council is driving forward locally called “Solar Together Wiltshire”. The note informed that Wiltshire Council is working with independent experts iChoosr and Swindon Borough Council to give homeowners the opportunity to invest in renewables through a group-buying scheme for solar panels and battery storage. Cllr Smith informed that this is a group-buying scheme which will offer solar panels with optional battery storage and EV charge points, as well as offering battery storage for residents who have already invested in solar panels and are looking to get more from the renewable energy they generate, as well as increase their independence from the grid.</p> <p>It was noted that the scheme is free to register and there is no obligation for people to go ahead with an installation. All residents living in the Wiltshire Council and Swindon Borough Council areas who own their own house (or have permission from the landlord to install a solar PV system) can register for the Solar Together group-buying scheme. Further information regarding the scheme and how to register could be found within the briefing note.</p> <p>• Fostering in Wiltshire</p> <p>Cllr Chuck Berry stated that currently in the north part of the county there is a shortage of foster parents and therefore encouraged the local community to promote fostering as a spiritually and financially rewarding gesture. Cllr Berry noted that fostering is a superb way of giving back to the local community and offers the opportunity to shape the lives of young people. Additionally, it was noted that the baseline payment for fostering was £350 a week, which would</p>

	<p>have the potential to increase.</p> <ul style="list-style-type: none"> Change to Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) <p>Cllr Elizabeth Threlfall noted that on 26 April 2022 Wiltshire Council Cabinet approved plans to change Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) – and increase funding for community highways projects.</p> <p>It was explained that the key difference between the new LHFIGs and the former CATGs is that the new groups would be able to improve or repair existing infrastructure such as highways and footways, while still investing in new infrastructure, as the previous CATGs could. The funding arrangements of LHFIGs was also explained with further information regarding LHFIGs and the Cabinet report available to access through the briefing note.</p> <ul style="list-style-type: none"> FUEL Camps <p>The Chairman provided information about FUEL camps, which are a programme of holiday activities and food provision. The camps are funded across England by the Department of Education (DofE) and aim to provide children who are eligible for benefits related free school meals with free access to enriching activities, nutritious meals and nutritional education during the Easter, Summer and Christmas holidays. Further information regarding FUEL camps as well as well as a report on the impact of FUEL in 2021 and a grant application form could be found within the agenda pack.</p>
8	<p><u>Partner Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> Wiltshire Police <p>The Area Board received a verbal update from Inspector James Brain, which covered the following points:</p> <ul style="list-style-type: none"> Inspector Brain noted an amendment to the report provided within the agenda pack, with Sergeant Jamie Ball introduced to the team as Sergeant Kate Smith had left to take maternity leave. It was stated that the anti-social behaviour mentioned within the report had since peaked, predominantly with the arson that took place at the Abbey. This is now a live investigation with a wider meeting for longer-term problem-solving set to take place. The Police also appealed for witness as well as descriptions of clothing worn by suspects. Sergeant Jamie Ball and the team had been conducting work on intervention. It was noted that the statistics provided for reporting are slightly disproportionate as there seemed to be more anti-social behaviour taking place than is being official recorded. Regarding community speed watch, Inspector Brain updated that

fortnightly tasking meetings take place in order to use data to decide where teams should be situated.

Following the presentation there was time for the following questions and points to be raised:

- Cllr Chuck Berry stated that its not only the town that is having anti-social behaviour problems, with issues taking place in rural areas such as Oaksey. Additionally, Cllr Berry stated that there could be an opportunity for the Police to liaise with social housing providers to make sure people more appropriately housed rather than teams having to travel long distances to deal with issues. The Police and Crime Commissioner acknowledged the issue of anti-social behaviour and stated that comprehensive packages have been in put in place, in locations such as Downton, which have been largely successful.
- Kim Power brought to the Police and Crime Commissioner's attention that Malmesbury Town Council and the Local Youth Network match fund to pay for youth outreach work, which has positive connections with the local PCSO and the Rise Trust. Therefore ensuring that young people do not go under the radar before issues escalate. The Police and Crime Commissioner noted that coordination is a challenge but 2 successful youth conferences have taken place with multiple organisations providing their time to support the youth.
- It was stated that if a community speed watch team do not support data then a back function office collate information for this area and then return data to team leaders and sector inspectors. However, such areas that do not supply data do not get discussed in as much detail, with those that do being placed in priority order.
- The Police and Crime Commissioner updated that 3 cameras have been purchased for mobile enforcement to reinforce community speed watch.
- The Area Board thanked The Police and Crime Commissioner for the work that he has completed so far, with it noted that he was translating his promises from electoral hustings into reality.
- It was suggested that the improvement of CCTV in Malmesbury town centre would help with anti-social behaviour issues.
- The Police and Crime Commissioner reported that Swindon and Wiltshire have placed bids to the Home Office for the Safer Streets Fund, in the hope of getting further funding.
- Cllr Berry raised the point that in the local area there were many faded speed signs and eroded white lining on roads; suggesting it would be positive if officers on patrol could report them to Highways in order to make upgrades.

- **Dorset & Wiltshire Fire and Rescue Service**

Tim Elliott, District Commander, Dorset & Wiltshire Fire and Rescue Service provided an update which covered the following issues:

- The Fire Service has been conducting prevention work through giving

Safe and Well visits to explain to the public what can cause fires, how they can be prevented and how they can be extinguished.

- The Fire Setters Scheme has been promoted by the service, which aimed to provide focused information to people who have tendencies to be fascinated by fire. If there was a youth element involved in the recent Abbey fire, then the scheme could potentially be used to educate those involved.
- Regarding response, it was stated that the community fire team in Malmesbury are on-call fire fighters and therefore have other primary employment. It was however stressed that this is not a volunteer service and those involved are paid professionals.
- The Fire Service is looking to recruit more people who would like to give back to the community. It was noted that there is an age criterion of being over 18, needing to live between 5-8 minutes of the station and having a level of physical fitness. It was however stressed that it is better to have some over than no cover if certain areas of the criteria cannot be met.

Following the presentation there was time for the following questions and points to be raised:

- It was stated that when the incident at the Abbey took place, the Malmesbury station did not have firefighters available on call to attend the incident and it was therefore queried how often on average a week is this the case. District Commander Elliott stated that there is a fire cover model in operation, with support coming from Chippenham, Corsham, Calne and Royal Wootton Bassett. Additionally, the on-call firefighters in tend to commit 40-120 hours a week of their time to the cause.

- **BaNES, Swindon & Wiltshire Clinical Commissioning Group (BSW CCG)**

The Area Board noted a written update attached to the agenda. Cllr Berry noted that the CCG will cease to exist on 1 July and will be replaced by the Integrated Care Alliance (ICA), which will combine care and health into one entity.

- **Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

- **Malmesbury and the Villages Community Area Partnership (MVCAP)**

Sid Jevons. Chairman of MVCAP, provided an overview that the Malmesbury and the Villages Community Area Partnership is a Charitable Incorporated Organisation with charitable objectives. Examples of the work that MVCAP conducts were provided, including providing free IT advice to voluntary groups, supporting access to funding, acting as a bank account for groups as well as running and setting up local projects such as recently a life skills training session for a primary school.

- **Riverside Community Centre**

Malmesbury Town Cllr Catherine Doody provided an update on behalf of the

Riverside Community Centre, which noted that the centre had been busy providing community facilities for the public, including most recently Tai Chi and Jiu Jitsu sessions. Additionally, though there had been a recent concern for a drop in membership, last week the Last Baguette had used the facilities for a socially inspired project. It was stated that the Centre will be assisting with the town carnival and will be restarting its Saturday Friends sessions for older people in June.

- **Malmesbury Area Health and Wellbeing Forum**

Kim Power, Chair of the Malmesbury Area Health and Wellbeing Forum, provided an update to the Area Board, which covered the following points:

- The Health and Wellbeing Forum last met on 26 April and now has 48 members, with a good proportion of those attending meetings and keeping in touch via email and phone.
- An outline of the wide-ranging membership was provided to the Area Board.
- Successful partnership working was highlighted, with the Forum having positive working relationships with doctors, the Centre for Independent Living, local homecare providers and Celebrating Age Wiltshire. Such partnership working has allowed individuals to be identified and then referred to other services.
- Events organised by the Forum have included musical events worked alongside Celebrating Age Wiltshire and a Florence Nightingale production in Malmesbury Abbey, which was attended by residents from 5 care homes.
- Support has continued towards groups such as the Tuesday club, with it being investigated as to whether a Wednesday club can be started.
- The Forum is looking at options to support those effected by the financial climate, with a consideration towards heating in the winter months.
- Wiltshire Sight have now come on board with the Forum, with there being 45 people with sight loss locally.
- Initial meetings have taken place to provide extra Alzheimer's support work as well as identifying a potential place for work to take place.

- **Malmesbury Area Footpaths Group**

The Area Board noted a written update attached to the agenda. Furthermore, Alexa Davies (Community Engagement Manager), outlined that this group was newly established and led by Cllr Elizabeth Threlfall to bring together reps from Town and Parish Councils to coordinate better working with Countryside Access Officer, Stephen Leonard.

- **Health & Wellbeing Champion**

Julie Dart, Health and Wellbeing Champion reported that she had started to get up and running to source information for people to draw upon in the economic crisis. Additionally, Julie stated that she had started to make positive links in bringing together the Wiltshire Council Social Care department, the Malmesbury

	<p>Town Library rep and the Malmesbury Health Centre Manager. Linking up with Jan Forsythe and the Wiltshire Centre for Independent Living, there will be a social living room starting in Malmesbury, to provide a non-agenda space for people who need support; with previously successful examples cited such as the one in Devizes.</p>
9	<p><u>Community Engagement Manager Presentation</u></p> <p>The Area Board received a presentation from Alexa Davies, Community Engagement Manager. The presentation covered the following points:</p> <ul style="list-style-type: none"> • It was explained that the reasoning behind the review was to build on practice and evident success of the Area Boards and to address areas where there was inconsistency in practice and approach. • An overview of the review process was provided, which acknowledged that an Overview and Scrutiny process followed between January – March 2022, which resulted in 24 recommendations. • Attention was drawn to the new Area Board Handbook, which has been published and is available on the Council website. • An overview of the updated Area Board Grant Funding Criteria was provided, with it noted that Malmesbury Area Board had agreed to provide financial support for applications up to £2,500. It was also stated that the requirement for matched funding had now reduced to £500 and that applications must be received at least 4 weeks before an Area Board meeting. Also meeting two aims of the Wiltshire Council Business Plan and an Area Board Local Priority. • The setting of and working to local priorities was detailed, with it noted that up to five priorities can be agreed by an Area Board following the first business meeting after Full Council; with at least one Councillor requested to lead each priority. <p>The following priorities from 2021/2022 were reviewed with examples of achievements provided:</p> <ul style="list-style-type: none"> • Positive activities for young people • Green Issues • Reducing loneliness and social isolation • Highway Safety • Recovery of Local Economy
10	<p><u>Annual Review of Local Priorities</u></p> <p>The Area Board received a report from Alexa Davies, Community Engagement Manager. Alexa Davies provided an overview of the report which included a progress update from the 2021/22 local priorities work.</p> <p>After which, it was;</p>

	<p><u>Resolved</u></p> <ol style="list-style-type: none"> 1. That Malmesbury Area Board acknowledged the progress update from the 2021/22 local priorities work. 2. That Malmesbury Area Board having considered the report along with its appendices decided upon the following priorities it wished to focus on in the coming year: <ul style="list-style-type: none"> • Positive activities for young people • Green Issues • Reducing loneliness and social isolation • Highway Safety • Community resilience 3. That Malmesbury Area Board appointed the following lead Councillor for each of selected priorities: <ul style="list-style-type: none"> • Positive activities for young people – Cllr Gavin Grant • Green Issues – Cllr Martin Smith • Reducing loneliness and social isolation – Cllr Chuck Berry • Highway Safety – Cllr Elizabeth Threlfall • Community resilience – Cllr Gavin Grant 4. That Malmesbury Area Board agreed to appoint any required working groups in relation to each priority.
11	<p><u>Outside Bodies and Working Groups</u></p> <p>The Chairman introduced a report attached to the agenda, which provided information regarding the appointment of Area Board Lead Councillors.</p> <p>After which, it was;</p> <p><u>Resolved</u></p> <ol style="list-style-type: none"> 1. That the following appointments to outside bodies and working groups for the forthcoming year were made: <ol style="list-style-type: none"> a. Malmesbury Area Parishes Alliance (MAPA) – Cllr Martin Smith b. Malmesbury Local Highways and Footways Improvement Group (LHFIG) – Cllr Elizabeth Threlfall c. Malmesbury Local Youth Network (LYN) – Cllr Gavin Grant d. Malmesbury Health and Wellbeing Forum (HWB) – Cllr Chuck Berry e. Malmesbury Community Safety Forum – Cllr Gavin Grant

	<p>2. That the Area Board Non-Priority Working Groups as set out in Appendix B were reconstituted to include the respective Lead Members from Appendix A.</p> <p>3. That the Terms of Reference for the LHFIG as set out in Appendix C were noted.</p>
12	<p><u>Local Highways and Footway Improvement Group (LHFIG)</u></p> <p>Cllr Elizabeth Threlfall introduced the minutes and recommendations from the LHFIG meeting held on 26 April 2022.</p> <p>Resolved:</p> <p>The minutes of the Local Highways and Footway Improvement Group meeting held on 26 April 2022 were agreed as a correct record.</p>
13	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications for funding:</p> <p><u>Community Area Grants:</u></p> <p>1. Oaksey Village Hall - £3,318.30 towards Oaksey Village Hall Electrical Efficiency Project.</p> <p><u>Resolved:</u></p> <p>Oaksey Village Hall was awarded £2,500 towards Oaksey Village Hall Electrical Efficiency Project.</p> <p>2. Caerbladon CIC - £5,000 towards Caerbladon Arts startup costs.</p> <p><u>Resolved:</u></p> <p>Caerbladon CIC was awarded £2,500 towards Caerbladon Arts startup costs.</p> <p>3. Sustainable Sherston - £1,396.66 towards Apple Day juicing equipment grant.</p> <p><u>Resolved:</u></p> <p>Sustainable Sherston was awarded £1,047.50 towards Apple Day juicing equipment grant.</p> <p>4. Leigh PCC - £2,500 towards Disabled Eco Loo at Leigh Parish Church.</p>

	<p><u>Resolved:</u></p> <p>Leigh PCC was awarded £2,500 towards Disabled Eco Loo at Leigh Parish Church.</p> <p>The Area Board noted that the following applications for funding had been awarded under Community Engagement Manager delegated authority between meetings:</p> <p><u>Health and Wellbeing Grants:</u></p> <ol style="list-style-type: none"> 1. Charlton Parish Council - £75 towards Charlton and Village Parish Platinum Jubilee Tea Party. 2. Malmesbury Town Council - £75 towards Jubilee Picnic in the Cloister Gardens Sunday 5th June 2022. 3. Hankerton Parish Council - £75 towards Hankerton Village and Parish Platinum Jubilee Tea Party. 4. St Paul Malmesbury Without Parish Council - £75 towards Parish celebrations for the Queen’s Platinum Jubilee 2022. 5. Luckington Church PCC on behalf of 3 village groups - £100 towards Luckington Platinum Jubilee picnic. 6. Crudwell Parish Council - £75 towards Crudwell Jubilee Village Green Party. 7. Little Somerford Parish Council - £75 towards Somerfords and Startley Jubilee Street Party. 8. Ashton Keynes Parish Council - £75 towards The Queen’s Platinum Jubilee Celebrations 2022. <p>After which, it was;</p> <p><u>Resolved</u></p> <p>That the Area Board ratified the respective grants awarded under Community Engagement Manager delegated authority between meetings.</p>
14	<p><u>Malmesbury Town Team</u></p> <p>The Area Board received a presentation from Campbell Ritchie representing the Malmesbury Town Team. The presentation covered the following matters:</p> <ul style="list-style-type: none"> • The vision of the Malmesbury Town Team was outlined, with it noted that

	<p>the Town Team had become a Community Interest Company (CIC) in 2000, a not-for-profit organisation, whose activities are now funded by multiple sources of self-generated income.</p> <ul style="list-style-type: none"> • An overview of the Malmesbury High Street was provided, with it stated how the current economy and cost of living crisis had affected the High Street. Additionally, the challenges of supermarkets taking money out of the High Street was acknowledged, with the High Street now looking to provide an offer of convenience and social opportunity with new openings and expansions set to take place. • The Town Team have an aim of increasing the amount of time people spend in the town centre. • The core offers of the Malmesbury Town Team were outlined, including Discover Malmesbury, Explore Malmesbury and the Malmesbury Giftcard. • Further developments included a Malmesbury Visitor Guide, which had been supported by Area Board funding. Additionally, guided walks take place on a weekly basis and can be booked in advance. • Plans for the future were presented, including a commemorative event for the Malmesbury Witch Trial 350-year anniversary.
15	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
16	<p><u>Evaluation and Close</u></p> <p>The date of the next meeting is 20 September 2022.</p>