

# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB  
**Date:** 2 July 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 9.05 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Pip Ridout, Cllr Andrew Davis (Vice Chairman), Cllr Keith Humphries,  
Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

### **Wiltshire Council Officers**

Jessica Croman (Democratic Services Officer)  
Jacqui Abbott (Community Area Manager)  
Sandra Samuel (Community Youth Officer)  
Bill Parks (Head of Local Highways North)

### **Town and Parish Representatives**

Warminster Town Council (Sue Fraser, Heather Abernethie)  
Codford Parish Council (Louis Hoareau)

### **Partners**

Wiltshire Police

**Total in attendance: 22**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>Jessica Croman, Democratic Services officer, called for nominations for Chairman.</p> <p><b>Decision</b></p> <p><b>Councillor Christopher Newbury was elected as Chairman of the Warminster Area Board for 2015/16.</b></p> <p>Cllr Christopher Newbury in the Chair.</p>
2.	<p><u>Election of Vice Chairman</u></p> <p>The Chairman called for nominations for Vice Chairman.</p> <p><b>Decision</b></p> <p><b>Councillor Andrew Davis was elected as Vice Chairman of the Warminster Area Board for 2015/16.</b></p>
3.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Sarah Jefferies representing Maiden Bradley, Horningsham, Upper Deverills</li> </ul>
5.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the meeting held on 30 April 2015 were agreed as a correct record and signed by the Chairman.</b></p>
6.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>

7.	<p><u>Chairman's Announcements</u></p> <p>The Board noted the following information items attached and detailed in the agenda:</p> <ul style="list-style-type: none"> <li>• Street lighting</li> <li>• Joint health &amp; Wellbeing Strategy</li> <li>• Leader Funding</li> <li>• Army rebasing</li> </ul> <p>It was noted that the Leader funding would not be available until the start of next year. Plain Action would be launching the start of their application process in September and funding would be available next year.</p>
8.	<p><u>Appointments to Outside Bodies</u></p> <p>The Board noted the report attached to the agenda, and considered the recommendations of representatives to Outside Bodies and Working Groups as detailed in the papers.</p> <p>An amendment was made to:</p> <ul style="list-style-type: none"> <li>• Replace Cllr Newbury on the CATG with Cllr Andrew Davis.</li> </ul> <p>Decision</p> <p><b>The Warminster Area Board, subject to the amendment above, agreed to:</b></p> <ol style="list-style-type: none"> <li><b>a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;</b></li> <li><b>b. Reconstitute and appoint to the Working Group(s) as set out in Appendix B; and</b></li> <li><b>c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.</b></li> </ol>
9.	<p><u>Warminster Petition</u></p> <p>The Board discussed a petition which had been received about scaffolding at No. 3 High Street in Warminster and noted the formal response submitted by Wiltshire Council.</p> <p><b>Decision</b></p> <p><b>To note the petition and that Cllr Fleur De Rhe-Philippe will continue to pursue the issue.</b></p>

10.

Updates from Partners

Some written updates had been received before the meeting and were included in the agenda.

**Police**

The Chairman welcomed Warminster's new Police Sector Inspector Chris Chamblings.

Inspector Chamblings introduced himself and referred to the Police report which had been handed out. A new Operational Policing Pilot would start in Warminster in September 2015 introducing a new way of working within communities to enhance local policing. For more information the public were asked to contact Racheal Kirby at [Rachael.kirby@wiltshire.pnn.police.uk](mailto:Rachael.kirby@wiltshire.pnn.police.uk)

A question was asked about reinstating the Neighbourhood Watch/ Policing Teams.

Answer: The Inspector was unaware the town group had stopped and would take the issues away to investigate.

Question: Will the Police liaise with the Army?

Answer: The Inspector was unaware the town group had stopped and would take the issue away to investigate.

Question: Would the Police liaise with the Army?

Answer: Yes they would continue to build relationships with the MOD.

Question: Would the Police continue to support the LYN?

Answer: Yes. They would make contact to discuss the best way forward.

Question – Would the Police continue to work with the health care community?

Answer: Yes they would continue to build and develop better communications.

Police – Andy Nobel from the Police and Crime Commissioner's Office informed the Area Board about the Wiltshire Police Custody Estate Review. The review was looking at the custody provision within Wiltshire.

Recently the Salisbury Police Station had closed along with the custody unit and had been sold off to become a technical college. Officers had partnered with Wiltshire Council and were now sharing facilities.

The review so far had identified that the Salisbury custody unit was the least

used compared to Swindon and Melksham units. It was also identified that they would not need 3 custody units, 2 would provide enough cover because trends for arrests were down with offences being dealt with in other ways.

The Swindon custody unit would remain and the Melksham custody unit would be relocated due to the travel times between Melksham and the south of the county not being viable. The most suitable and preferred site for the second custody unit would be Warminster because of its location between the north and south of the county.

Scoping had begun to identify a suitable location for the unit within the Warminster area.

Question: Who would make the final decision and how would the Warminster Area be consulted? Would the unit be in Warminster town or the community area?

Answer: The Police & Crime Commissioner would make the final decision. The usual planning and consultation process would be followed with all the relevant information available within the packs handed out at the meeting.

The exact site for the unit had yet to be identified because they had not started looking at suitable sites, for that reason no more information was available. An officer would keep the Area Board up to date. It was noted that the project would take years and not months.

Question – Would the Melksham site be sold if opening one in Warminster? What other potential facilities would be based at the new unit?

Answer: There were no specific details yet. The current site in Warminster already had 6 custody units but is old and unfit for purpose.

Question – Would there be a strategy alliance with the possibility to hold a tri-force unit in Warminster?

Answer: Not aware of that being the case and this review did not form part of the tri-force restructure. Wiltshire Police would like to partner with Avon and Somerset Police and hope to share more general services. They would monitor the Operational Policing Pilot as that could change the whole police force's way of working.

Question: Would court hearings continue to be held in Chippenham?

Answer: Yes. Technology would be used to carry out court appearances.

Question: Would the PCC engage with the plans for the redevelopment of Warminster?

	<p>Answer: Yes. All of the local plans had been taken into consideration and they hoped to collaborate with all partners.</p> <p><b>Fire &amp; Rescue</b></p> <p>An update was included in the agenda pack.</p> <p><b>Town &amp; Parishes</b></p> <p>Updates were included in the agenda pack.</p>
11.	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>Sandra Samuel gave an update noting that the LYN was working well. Three provisions were up and running and growing in numbers.</p> <p>A needs analysis was developed and taken to Kingdown school where the children were able to note what provisions they were interested in and what they wanted to see in and around Warminster. The analysis would be used to focus the priorities of the LYN.</p> <p>The starting point for the LYN was the town centre which was now working well, the focus would now be on the surrounding villages who noted that transport, youth centres, sports facilities and advice services were important to them.</p> <p>Currently there were two vacancies on the LYN and they were encouraging more youths to get involved.</p> <p><b>Grants</b></p> <p>Ashley Sykes and Rene Austin presented the grants.</p> <p>Questions were asked about the Street based youth work grant about the hours involved and what the grant would cover.</p> <p>Response: The grant would cover 3 vacancies, 1 fully qualified street based youth worker and 2 apprentices for 3 hours per week for a year. The Warminster and Villages Community Partnership would employ the youth workers.</p> <p>A question was asked about the Villages Summer Activities grant, how many trips, youths and villages would be involved.</p> <p>Response: All of the villages would be involved. There would be three trips carrying between 20 to 50 youths.</p> <p>It was noted that around £20,000 of the budget was left. The Board asked that</p>

	<p>future updates and grant requests included an up to date budget.</p> <p>Organisations were encouraged to get in touch with Sandra Samuel to apply for the LYN funds.</p> <p><b>Decision</b></p> <p><b>1. To award the LYN £5000 for street based youth work for 2015/16.</b>  <b>2. To award Ben Cooke £2040 for Village summer activities for 2015/16.</b></p>
12.	<p><u>Your Local Issues</u></p> <p>The Community Area Manager referred to the issues report in the agenda pack.</p> <p>It was noted that the Warminster Maltings would be added to the issues list to discuss at the next CATG meeting.</p> <p>A question was asked about providing a drop down kerb to provide disabled access to the residence house.</p> <p>Response: To log the issue online, it would then be taken to the CATG meeting.</p>
13.	<p><u>Local Health and Wellbeing Plans</u></p> <p>Dr Lindsay Kinlin &amp; Jo Cullen from the Clinical Commissioning Group (CCG) gave a presentation on the new models of community health care in Warminster.</p> <p>The presentation focused on helping people take responsibility for their own health through education and support with an ambition to deliver seamless services centred on home care and to join up services through integrated teams.</p> <p>There were a number of initiatives taking place in Warminster such as:</p> <ul style="list-style-type: none"> <li>• Care co-ordinators to identify difficult to manage patients and provide help.</li> <li>• TCOP – Transferring care for older people where the CCG aims to reach out to over 75's to work on prevention to illness and assess for social isolation.</li> <li>• A Friday admission review which was a coffee morning, with all of the GP practice, to review all of the cases throughout that week and look at reasons behind the admissions. They would also try to identify prevention measures, share challenges and best practice.</li> </ul> <p>A question was asked if the CCG attended the recent focus group that the Area Board held.</p> <p>Response: The CCG did not attend but was aware the Area Board are aiming to appoint elderly champions.</p>

	<p>It was noted that the recent event identified 11 priorities for the elderly with the top priorities being transport and communication.</p> <p>The Chairman thanked Dr Lindsay Kinlin and Jo Cullen for the presentation and asked for a written report for the next Area Board.</p>
14.	<p><u>Big Pledge - Make a Difference Campaign 2015</u></p> <p>The Community Area Manager gave a presentation on Wiltshire Council's Big Pledge – Make a Difference Campaign 2015.</p> <p>The campaign aimed to make a difference to an individual's health and wellbeing and make a difference in the community. There were 12 pledges to choose from which could be completed as an individual, a group, a business or a community.</p> <p>The Board agreed to pledge to work with partners to establish a safe places programme in Warminster.</p> <p>The Chairman thanked the CAM for the presentation.</p>
15.	<p><u>Community Asset Transfer - Warminster Park</u></p> <p>The Community Area Manager referred to the report in the agenda pack. Warminster Town Council expressed their desire to take on ownership of the park and the approval from the Area Board would be welcomed.</p> <p>The Chairman referred to paragraph 9 of the report for the Board Members to note.</p> <p><b>Decision</b></p> <p><b>To approve the asset transfer subject to the matters in paragraph 9.</b></p>
16.	<p><u>Shadow Warminster Community Operations Board</u></p> <p>The Shadow Warminster Community Operations Board were currently in discussions with stakeholders.</p> <p><b>Decision</b></p> <p><b>To note the notes of the Shadow Warminster Community Operations Board.</b></p>
17.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The Community Area Manager verbally introduced a Members initiative to construct a new path between the Warminster Park and Small Brooke Meadows for wheelchair access.</p>



It was noted that the land was owned by Wiltshire Council although the rights of way team did not have funds to construct the path. The Area Board would be able to fund the path themselves. A quote of £6,000 had been provided by a supplier.

The discussion focused on the specifications of the path and problems with flooding of the area.

#### **Decision**

**To approve in principle up to £6,000, with the final details including flood avoidance, to be agreed by the Chairman and Vice-Chairman by September.**

#### **Grants**

The Board considered applications for funding from the Community Area Grant Scheme for 2015/16, as detailed in the report attached to the agenda. Applicants present were invited to speak in support of their applications. Following discussion the Board Members then voted on each application.

#### **Decision**

**Sutton Veny Flower Show was awarded £400 towards gazebos and banners.**

**Reason – The application met the Community Area Grants criteria 2015/16.**

#### **Decision**

**Codford Village Hall was awarded £1290 for rain water drains.**

**Reason – The application met the Community Area Grants criteria 2015/16.**

#### **Decision**

**Warminster Watermeadows was awarded £4100 for the Watermeadows project conditional to match funding.**

**To write a letter of support for the Warminster Watermeadows to secure funding from the Heritage Lottery.**

**Reason – The application met the Community Area Grants criteria 2015/16.**

#### **Decision**

**REFRESH GROUP was awarded £840 for tables.**

**Reason – The application met the Community Area Grants criteria 2015/16.**

	<p><b>Decision</b>  <b>Longbridge Deverill was awarded £750 for their flower show.</b>  <b>Reason – The application met the Community Area Grants criteria 2015/16.</b></p> <p><b>Decision</b>  <b>Cornerstone was awarded £2730 for their expansion project.</b>  <b>Reason – The application met the Community Area Grants criteria 2015/16.</b></p>
18.	<p><u>Urgent items</u></p> <p>A representative from the Athenaeum requested support from the Area Board and Wiltshire Council to secure £5,000 from the Bridge House Trust. A condition to securing the funds is based on the youth centre transferring into the Athenaeum's ownership and due to the Bridge House Trust closing down the Athenaeum would need to secure the asset transfer and funds by the 28 July 2015.</p> <p>It was noted that the project was a high priority at Wiltshire Council and would be discussed in a meeting with Corporate Directors on the 3 July 2015.</p> <p><b>Decision</b></p> <p><b>To note the request and follow up on the problem.</b></p>
19.	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next meeting of the Area Board would be on:</p> <p>10 September 2015, 7pm at the Chapmanslade Village Hall.</p>