

# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Margarets Hall, Bradford on Avon, BA15 IDE  
**Date:** 11 May 2016  
**Start Time:** 7.00 pm  
**Finish Time:** 9.50 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Rosemary Brown Cllr Trevor Carbin, Cllr Magnus Macdonald (Chairman)  
and Cllr Ian Thorn

### **Wiltshire Council Officers**

Peter Dunford – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Emma Coombs - Community Youth Officer

### **Town and Parish Councillors**

Bradford on Avon Town Council – Gwen Allison, Alison Craddock, Pam Hyde  
Limpley Stoke Parish Council – Peter Wyatt  
South Wraxall Parish Council – Owen Atkin  
Westwood Parish Council – David Adcock, Julie Adcock & Alan Wheals

### **Partners**

Wiltshire Police – Sgt Louis McCoy

**Total in attendance: 38**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of the Chairman</u></p> <p>Cllr Magnus Macdonald was elected Chairman of the Bradford on Avon Area Board for the forthcoming year.</p>
2	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everybody to St Margarets Hall</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
3	<p><u>Election of the Vice Chairman and Appointments to Outside Bodies and Working Groups</u></p> <p>Cllr Trevor Carbin was elected Vice-Chairman of the Bradford on Avon Area Board for the forthcoming year.</p> <p>Bradford on Avon Local Youth Network – all members invited to attend.</p> <p>Community Area Transport Group (CAT-G) – all members invited to attend.</p> <p>Bradford on Avon Neighbourhood Plan Steering Group – Cllr Magnus Macdonald</p> <p>Bradford on Avon Air Quality Alliance Steering Group – Cllr Rosemary Brown</p> <p>Bradford on Avon Health and Wellbeing Group – Cllr Ian Thorn &amp; Cllr Magnus Macdonald</p>
4	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the Area Board meeting held on 9 March 2016 were signed as the correct record.</b></li> <li>• <b>The minutes of the Local Youth Network Management Group</b></li> </ul>

**meeting held on 11 April 2016 were signed as the correct record.**

7

Chairman's Announcements

The Following Chairman's Announcements were noted:

- Roadworks on Holt Road, Bradford on Avon  
*It was agreed that the Community Engagement Manager would contact the Highways Department, Wiltshire Council to flag up the Area Board's displeasure and concerns re the Holt Road closures.*
- Road to Rio Challenge – *information provided on tables*
- Iron Duke Community Engagement projects – *information provided on tables*
- Your Care Your Support Wiltshire – *information in packs*
- Wiltshire Carers' Strategy – *information in packs*
- Dementia Awareness Week, 15-22 May – *information provided on tables*
- Public Health Briefing Note - April 2016 – *information in packs*

8

Partner Updates

The Following Partner updates were noted:

- Wiltshire Police - written report  
*There were concerns re poor parking in the town centre. It was agreed that the local PCSO's would look into this issue.*  
  
*Good work carried out by the PCSO dealing with parking outside of Christchurch School.*
- NHS Wiltshire - *written report*
- HealthWatch Wiltshire - *written report*

9

Youth Grants recommended for approval by LYN Management Group:

*The Area Board members were asked to consider the application for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group:*

**Decision**

**Characters Stage School awarded £725 for Connecting Plays**

*Further to the Youth Service Review, the Chairman thanked Emma Coombs for her hard work over the last year or more in support of young people in Bradford on Avon.*

10

Housing - Meeting Local Needs

*Heather Alleyne – Head of Safeguarding and Quality Assurance, Wiltshire Council gave a presentation that outlined Wiltshire Council’s housing offer for Affordable Housing in the Bradford on Avon community area.*

*Points made included:*

*Nation Policy Context*

*Increase owner-occupation including low cost options.*

*Make best use of existing social housing stock.*

*Reduce burden on public sector (housing benefit bill).*

*Increase supply of new homes.*

*Promote independent living in the community.*

*Wiltshire priorities*

*Ensuring there are a range of housing options available to meet needs.*

*Promoting home ownership housing.*

*Enabling provision of homes for the most vulnerable.*

*To help people to achieve independence and choice enabling them to live at home for longer.*

*To improve the quality and make best use of existing stock.*

*Next steps*

*Commissioning research at community area level.*

*Developing housing strategy & agreeing priorities.*

*Work with local communities & partners to understand local need and deliver new homes.*

*Consider options to increase choices for those not able to meet needs in open market.*

*Respond to national policy changes*

*It was agreed that questions which were raised would be given to the relevant officers at Wiltshire Council and the answers feedback to the Area Board.*

*Questions raised included:*

- *Promoting home ownership – What is Wiltshire Council’s rationale?*

Answer: The Strategic Housing Market Assessment carried out in 2011 showed that 45% of all households in Wiltshire cannot afford to purchase or rent a property at full market value and therefore need some form of assistance to be able to afford a home. Of this 45% around 60% need rented accommodation but around 40% could afford home ownership if not at full market value.

The Council has historically focussed on meeting the needs of those who need rented accommodation. However, as 40% of all households in need could afford to purchase a property if not at full market value, we are aiming to ensure we provide housing options for this large group of residents across Wiltshire alongside continuing to deliver rented accommodation to meet needs. This will ensure that we are providing options for all residents in line with what they need and can afford.

- *Single occupancy housing – What is Wiltshire Council doing to promote this?*

Answer: The Council is working with partners to promote delivery of one bedroom accommodation across Wiltshire as well as being mindful of the need to ensure communities are sustainable in the longer term. In addition options are being considered particularly for young people who may be able to share housing and older people who would like to downsize from family accommodation.

*The Chairman thanked Heather Alleyne for her presentation.*

*i. Bradford on Avon Neighbourhood Plan*

*Colin Johns - consultant to Bradford on Avon Town Council gave a preview to the public exhibition which would be on display at the Bradford on Avon Library from 16-27 May 2016.*

*Points made included:*

*The Vision*

- *Good Architecture – old and new.*
- *Housing for all – lifetime homes.*
- *An economy that works.*
- *Green spaces – to see and enjoy.*
- *Community activities and facilities.*
- *Minimise the impact of traffic.*
- *Dealing with climate change.*
- *That the draft plan was now out for consultation, with closing date 17 June 2016.*

*Questions raised included:*

*Was a 10 year plan long enough?*

*a. The 10 year plan ties in with Wiltshire Council's 2016-20 plan.*

*Employment – new businesses moving into Bradford on Avon was important.*

*a. The importance of encouraging new businesses to come to Bradford on Avon.*

*The Chairman thanked Colin Johns for the plan that had been produced.*

*ii. Freshford and Limpley Stoke Neighbourhood Plan 2014-2039*

*Peter Wyatt - Limpley Stoke Parish Council*

*Points made included:*

*Why do a Neighbourhood Plan*

- *Prevent falling between the cracks of two core strategies.*

- *Cement the two communities together*
- *Facilitate existing development projects.*
- *Benefit from improved CIL payout.*
- *Take control of our own destiny.*

*Why a joint Neighbourhood Plan?*

Pros

- *More resources*
- *Increase pool of volunteers*
- *Wider pool of experts to draw upon*
- *More support from the council*

Cons

- *Differing priorities*
- *Assymetric demands*
- *Cultural differences*
- *Difficulty in getting the two parish councils to buy-in*

*Lessons learnt*

- *Make sure you know what you want to achieve before you start.*
- *Have a strong and committed management team with a clear mandate.*
- *Don't underestimate the work required.*
- *Communication, communication, communication.*

*The Chairman thanked Peter Wyatt for his presentation.*

Asset Review and Community Hub Scoping Report

*Peter Dunford - Community Engagement Manager - outlined plans to commission a scoping study to investigate the opportunities for the further transfer of assets to the community and the potential for the more efficient use of public buildings and land in Bradford on Avon, including opportunities to establish a community hub of public services.*

*This group would need to involve public sector stakeholders and landowners such as Wiltshire Council, Town Council, NHS, Dorset and Wiltshire Fire and Rescue Service, Wiltshire Police and Network Rail.*

12

**Decision**

**That the Bradford on Avon Area Board agrees to:**

- **Establish an Assets Working Group, reporting to the Area Board and the Town Council.**
- **Prepare a consultancy brief to procure an asset review and community hub scoping study.**
- **To report back to the Area Board and Town Council for authority to proceed and to secure project funding**

The Chairman thanked Peter Dunford for his presentation.

13

Establishment of a Bradford on Avon Health and Wellbeing Group

*Peter Dunford - Community Engagement Manager - outlined plans to establish a working group reporting to the Area Board, to coordinate health and social care provision in the community by partnering and pooling resources with other agencies to deliver a shared action plan.*

*Much joint working is already underway for example on dementia, disability and befriending schemes. A dedicated post, jointly funded between Age UK Wiltshire, Wiltshire Council and the Town Council, would provide activities and targeted care to old and isolated people in the community and would support the operation of the Health and Wellbeing Group.*

**Decision**

- **That the Bradford on Avon Area Board agrees to establish a Health and Wellbeing Group, reporting to the Area Board on activities and expenditure.**
- **That the Bradford on Avon Area Board agrees to contribute £ 6,000 matching funding towards the 2 year temporary post of Older Persons Co-ordinator, subject to matching contributions being forthcoming from other partners.**

The Chairman thanked Peter Dunford for his presentation.

14

Applications to Community Grant Scheme 2016/17

The Wiltshire Councillors were asked to consider three application seeking 2016/17 Community Area Grant funding and one Member Initiative.



Community Area Grant funding

**Decision**

**Holy Trinity Church awarded £1,000 towards disabled facilities as part of the regeneration project for the Church.**

**Reason**

***The application meets grant criteria 2016/17.***

***Note: that the Area Board would consider granting this project further funding during the forthcoming year if funds become available.***

**Decision**

**Bradford on Avon Swimming Club awarded £750 for BOA Swimming Club – Deaf Friendly Swimming.**

**Reason**

***The application meets grant criteria 2016/17.***

**Decision**

**Lamb Yard Events awarded £3,000 for Lamb Yard Events**

**Reason**

***The application meets grant criteria 2016/17.***

***Note: That funding is conditional on match funding from Bradford on Avon Town Council.***

Member Initiative

Footbridge Feasibility Study – Cllr Magnus Macdonald requesting £2,500

*The need to improve pedestrian access and safety in Bradford on Avon was a major finding from the results of the resident survey commissioned by Michelle Donelan MP and is a key issue raised in the Neighbourhood Plan for Bradford on Avon. How to make the town centre more “user-friendly” to pedestrians has been the subject of recent talks between the Town Council and the Wiltshire Council Highways department.*

*This initial feasibility study would include an analysis of possible sites, types of viable pedestrian bridge and an indication of the costs involved.*

**Decision**

- **That the Footbridge Feasibility Study application be deferred for the prior consideration of Bradford on Avon Town Council and brought back to the July Area Board meeting if the Town Council agreed the proposal.**

	<ul style="list-style-type: none"><li>• Wednesday 13 July at St Margaret's Hall, Bradford on Avon.</li></ul>
16	<u>Close</u>