

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Royal Wootton Bassett Library, Borough Fields, Royal Wootton Bassett, SN4 7AX  
**Date:** 18 May 2016  
**Start Time:** 7.00 pm  
**Finish Time:** 8.10 pm

---

Please direct any enquiries on these minutes to:

Kevin Fielding, direct line 01249 706612 or e-mail [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Wiltshire Council website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

---

## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Alexa Smith – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer

### **Town and Parish Clerks/Councillors**

Cricklade Town Council – Mark Clarke  
Lyneham & Bradenstoke Parish Council – John Webb,  
Royal Wootton Bassett Town Council – Sue Doyle  
Tockenham Parish Council – Diana Kirby

### **Partners**

Dorset and Wiltshire Fire and Rescue Service – Jason Underwood  
Royal Wootton Bassett Arts Festival – John Davies

**Total in attendance: 50**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Appointments</u></p> <p>Cllr Allison Bucknell was elected Chairman for the forthcoming year.</p> <p>Cllr Jacqui Lay was elected Vice Chairman for the forthcoming year.</p>
2	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and introduced the councillors and officers present.</p>
3	<p><u>Appointments to Outside Bodies and Working Groups.</u></p> <p>To note the appointments to outside bodies and working groups for the forthcoming year:</p> <p>Community Area Transport Group (CAT-G) – all Area Board members.</p> <p>C&amp;DCA (Cricklade Leisure Centre) – Cllr Bob Jones.</p> <p>Community &amp; RAF Fairford Liaison Group – Cllr Bob Jones.</p> <p>Neighbourhood Planning Forum – Cllr Mollie Groom.</p> <p>Royal Wootton Bassett Local Youth Network (LYN) – Cllr Mary Champion &amp; Cllr Allison Bucknell.</p> <p>Cricklade &amp; Purton Local Youth Network (LYN) – Cllr Jacqui Lay</p> <p>Caring for Dementia – Cllr Mary Champion &amp; Cllr Allison Bucknell.</p> <p>Health &amp; Wellbeing Board – all Area Board members.</p>
4	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Chris Hurst – Wiltshire Council, Veronica Stubbings – Broad Town PC and Paul Harrison – Royal Wootton Bassett Sports Association.</p>

5	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>To approve the minutes of the meetings held on Wednesday 23 March 2016 and 21 April 2016.</b> <i>It was noted that Cllr Jacqui Lay was the Vice Chairman and not Cllr Mollie Groom.</i></li> <li>• <b>To note the Commissioning Agreement for Health and Wellbeing Champion as agreed at the Area Board 21 April 2016.</b></li> </ul>
6	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Carers in Wiltshire Joint Strategy 2016-2020</li> <li>• Help Royal Wootton Bassett &amp; Cricklade win the Road to Rio</li> <li>• Meet the Funder event – 22 June 2016</li> <li>• Groundwork and Tesco "Bags of Help" funding</li> <li>• Adult Care Charging Policy Consultation</li> <li>• Funding for Public Toilets</li> <li>• Network Rail – Broad Town bridge update</li> </ul>
8	<p><u>Strengthening our Communities</u></p> <p>Wiltshire Citizens Advice</p> <p>Wiltshire Citizens Advice</p> <p>Sarah Cardy - Chief Executive Officer, Wiltshire Citizens Advice gave a presentation which highlighted the work of Wiltshire Citizens Advice, a local independent charity committed to helping people find a way forward and overcome the problems they face.</p>

Points made included:

- In 2013 the Citizens Advice guide website was visited by one third of United Kingdom's online population.
- Citizens Advice's own research shows that four in ten of the British population contact Citizens Advice at some point during their lives.
- In 2014 Citizens Advice celebrated its 75th anniversary and in 2015 the charity was named Charity of the Year at the 2015 Charity Awards.
- Citizens Advice have over 19 locations in Wiltshire where advice can be sought and help given.
- That Wiltshire Citizen's Advice is changing the way it provides its service to meet the revised funding structure, and many more transactions will be via the much improved website.

The Chairman thanked Sarah Cardy for her presentation.

Ellen Blacker was introduced as the new Royal Wootton Bassett & Cricklade Health & Wellbeing Champion.

Ellen's role would include supporting people to live independent, happy, healthy and fulfilling lives by offering information on a variety of topics.

Working to improve outcomes for people by representing their needs at decision making level.

Ellen has previously provided help to our more rural communities. Her new role will include towns and will not just be for older people.

Working with our Young People to Provide Positive Leisure Activities  
Youth grant funding applications

#### **Decision**

**Cantanti Choir youth grant application awarded £1,300.**

Supporting Community Projects and Facilities

Grant funding and financial statement – Alexa Smith – Community Engagement Manager, Wiltshire Council.

Grants

**Decision**

**Purton Community Café awarded £5,000 for Equipping PIPS kitchen and wheelchair accessible toilet.**

**Reason**

***This application meets the grants criteria and has been classified as a capital project.***

**Decision**

**Royal Wootton Bassett Tennis Club awarded £940 for Royal Wootton Bassett Tennis Club Ball Machine.**

**Reason**

***This application meets the grants criteria and has been classified as a capital project.***

Councillor Led Initiatives

**Wiltshire Police requesting £605.07 to fund equipment for the Police to enable them to be highly visible within our community areas. This would be in the way of one pedal cycle for Police to use, for patrolling the Cricklade area. *Note: this application was withdrawn by Wiltshire Police.***

**Decision**

**Royal Wootton Bassett Hounds Running Club awarded £760 for Beginners running sessions.**

Royal Wootton Bassett & Cricklade Area Board Budget

- Discretionary Capital £51,880
- Roll forward Capital £0
- CATG Funding Capital £14,200
- CATG Roll Forward Capital £33,640
- Health and wellbeing Revenue £6,700
- Older Peoples' Champion Revenue £1,000
- Public Toilets £1,000
- Youth Review Revenue £24,340
- LHF roll forward Revenue £57,430

**Total Area Board budget - £190,190**

Area Board Review of 2015/16

Alexa Smith – Community Engagement Manager updated the Area Board on the successes and priorities at a community level over the last 12 months.

Points made included:

## Successes of 2015/16

- £57,648 committed in financial year 2015/16 to 30 projects in the Royal Wootton Bassett & Cricklade Community Area, with a total projects value of £290,832.
- Representing a leverage of £4.90 for every £1 of funding invested through the Community Area Grant Scheme.
- £3,415 invested in youth projects through the Local Youth Network.
- CATG investments helping to promote local road safety improvements.
- New Health and Wellbeing Champion appointed to continue to meet the needs of our most vulnerable residents.
- Continued support for the Caring about Dementia group whose work has developed to include the Safe Places scheme in Royal Wootton Bassett.
- Strong partnership working with Wiltshire Police, Dorset & Wiltshire Fire Service, Healthwatch Wiltshire and a wide range of community and voluntary groups.

## Moving Forwards in the Community Area

An update on Joint Strategic Assessment data was now due. The 2015/16 priorities set would continue to be worked on in the meantime. In addition the Area Board would:

- Enhance the provision of activities for young people in the community area, including the development of opportunities for young people to learn music.
- Bring new Wiltshire Council sports activities to the north of the county, such as Purton Fun in the Sun.
- Involve local young people more closely in the Area Board process, starting with a youth themed meeting in July.
- Establish a Health and Wellbeing Group working alongside the Health and Wellbeing Champion to provide a community led local forum to facilitate the coordination of joined up services for older people, vulnerable people and their carers.
- Enhance the local volunteering capacity, encouraging volunteers and matching them to local opportunities.

	<ul style="list-style-type: none"> <li>• Work with the Caring about Dementia group to increase numbers of Dementia Friends and Champions.</li> <li>• Have Royal Wootton Bassett and Cricklade Community Area accredited with the Dementia Action Alliance.</li> <li>• Develop the community hub model in Royal Wootton Bassett and Cricklade, working in partnership with the libraries to enhance the services they can offer the community.</li> <li>• Support the start-up of a Men’s Shed in the community area and similar local projects and initiatives.</li> <li>• Encourage involvement in Wiltshire’s Big Pledge Road to Rio campaign - making a difference to health and wellbeing by people signing up to one of this year’s sporting challenges, either as an individual or as a team.</li> <li>• Support The Queen’s 90<sup>th</sup> birthday celebrations.</li> </ul>
9	<p><u>Spotlight on Parishes and Partners</u></p> <p>Updates were received from the following Partners, Towns and Parishes:</p> <p>Wiltshire Police - the written report was noted.</p> <p>Dorset and Wiltshire Fire &amp; Rescue Service – District Commander Jason Underwood</p> <ul style="list-style-type: none"> <li>• That the Royal Wootton Bassett Fire Station was being re-roofed.</li> <li>• That Cricklade Fire Station required more firefighters.</li> </ul> <p>NHS Wiltshire - the written report was noted.</p> <p>Healthwatch Wiltshire - the written report was noted.</p> <p>Cricklade and Royal Wootton Bassett Children’s Centres – the written report was noted.</p> <p>Royal Wootton Bassett Town Council – the written report was noted.</p>

	<p>Cricklade Town Council – the written report was noted.</p> <p>Lyneham &amp; Bradenstoke Parish Council – the written report was noted.</p> <p>Royal Wootton Bassett Sports Association- the written report was noted.</p> <p>Cricklade Memorial Hall – Sheila Dunn</p> <ul style="list-style-type: none"> <li>• A big thanks to the Area Board for the grant funding which helped to repair the leaking roof.</li> </ul> <p>The Chairman thanked all partners for their updates.</p>
10	<p><u>Task Group Reports and Decisions</u></p> <p>Community Area Transport Group – Cllr Bob Jones</p> <ul style="list-style-type: none"> <li>• The Area Board was asked to note the minutes of the meeting held on Thursday 14 April 2016.</li> <li>• That three Metro Counts were agreed by the Area at a cost of £4,500. (Issues: 4019, 4473 and 4474)</li> <li>• Currently had five priority projects to take forward.</li> <li>• That the CAT-G has a budget of approx £15,000.</li> <li>• Next meeting 1 September 2016.</li> </ul> <p>Neighbourhood Planning Working Group (NEW-V) – Cllr Allison Bucknell</p> <ul style="list-style-type: none"> <li>• That the group was gradually making progress.</li> </ul>
11	<p><u>Wrap Up</u></p>