

# MINUTES

**Meeting:** DEVIZES AREA BOARD  
**Place:** Devizes Community Hub and Library, 25 Sheep Street, Devizes, SN10 1DJ  
**Date:** 16 July 2018  
**Start Time:** 6.30 pm  
**Finish Time:** 8.00 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Anna Cuthbert, Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble, Cllr Simon Jacobs (Chairman), Cllr Laura Mayes and Cllr Philip Whitehead (Vice-Chairman)

### **Wiltshire Council Officers**

Deb Griffin (Health Trainer, Public Health)  
Graeme Morrison (Community Area Manager)  
Helen Bradley (Local Youth Facilitator)  
Lise Griffiths (Health Trainer, Public Health)  
Tara Shannon (Democratic Services Officer)

### **Town and Parish Councillors**

Devizes Town Council  
Potterne PC  
Worton PC

### **Partners**

Wiltshire Police

**Total in attendance: 42**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of a Chairman for 2018/2019</u></p> <p>The Democratic Services Officer opened the meeting and called for nominations for Chairman for 2018/19.</p> <p>Cllr Philip Whitehead, seconded by Cllr Richard Gamble, moved that Cllr Simon Jacobs be elected as Chairman.</p> <p>There being no other nominations, it was:</p> <p><b>Resolved:</b></p> <p><b>To elect Cllr Simon Jacobs as the Chairman for 2018-19.</b></p> <p>Cllr Jacobs then took the Chair.</p>
2	<p><u>Election of a Vice-Chairman for 2018/2019</u></p> <p>Nominations were sought for the position of Vice Chairman for 2018-2019.</p> <p>Cllr Simon Jacobs, seconded by Cllr Sue Evans moved that Cllr Philip Whitehead be elected as Vice Chairman.</p> <p>There being no other nominations, it was:</p> <p><b>Resolved:</b></p> <p><b>To elect Cllr Philip Whitehead as Vice Chairman for 2018-19.</b></p>
3	<p><u>Welcome</u></p> <p>The Chairman welcomed those present to the meeting and asked the board to introduce themselves. The Chairman also drew attention to free blood pressure checks that were being offered at the meeting by Wiltshire Council Health Trainers.</p>
4	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
5	<p><u>Minutes</u></p>

	<p><b>Resolved:</b></p> <p><b>To confirm the minutes of the meeting held on 14 May 2018 with the amendment under minute 40, paragraph 4, that the word ‘parish’ be changed to ‘division’.</b></p>
6	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>The Board considered the Outside Bodies and Working Groups report attached to the agenda.</p> <p>It was proposed that the Area Board reconstituted the working groups of the Area Board and appointed working group representatives and members to outside bodies as detailed in the report.</p> <p>An additional representative, Cllr Peter Evans, was appointed to the Outside Body - Devizes Air Quality and Transport Strategy Working Group.</p> <p>An additional representative, Cllr Philip Whitehead, was appointed to the Outside Body - Devizes Leisure Centre Group .</p> <p>The Devizes Community Area Wellbeing Group was to be known as the Devizes Health and Wellbeing Group going forward.</p> <p>An additional representative, Cllr Peter Evans, was appointed to the Devizes Health and Wellbeing Group.</p> <p>An additional representative, Cllr Peter Evans, was appointed to the Air Quality and Transport Strategy Working Group.</p> <p>The Older Persons Champion was to be known as the Health and Wellbeing Chairman going forward.</p> <p>Cliff Evans was appointed Health and Wellbeing Chairman.</p> <p><b>Resolved:</b></p> <p><b>The Devizes Area Board agreed to:</b></p> <ul style="list-style-type: none"> <li><b>a) Appoint Councillor representatives to Outside Bodies as set out at Appendix A, with the amendments above;</b></li> <li><b>b) Reconstitute and appoint to the Working Group(s) as set out in Appendix B, with the amendments above;</b></li> </ul>

	<p>c) <b>Note the Terms of Reference for the Working Group(s), as set out in Appendix C.</b></p> <p>d) <b>Appoint an Older Person’s Champion for the Area Board, in accordance with Appendix D, with the amendments above.</b></p> <p>e)</p>
8	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li>• <b>UK Youth Parliament Elections and Activity</b> The Chairman summarised the agenda report on the UK Youth Parliament.</li> <li>• <b>London Road/Windsor Drive works</b> Cllr Philip Whitehead, at the Chairman’s invitation gave details regarding the London Road/Windsor Drive road works. Work was due to commence on 23 July 2018 and inevitably would cause some congestion. However effects were to be minimised by doing evening works and utilising overnight road closures. The works would increase the throughput of traffic by five times.</li> <li>• <b>New Devizes Town Council Clerk</b> The Chairman welcomed and congratulated the newly elected Devizes Town Council Clerk, Simon Fisher on his appointment. Simon Fisher briefly introduced himself to the meeting.</li> </ul>
9	<p><u>Partner Updates</u></p> <p>Written updates were available in the agenda pack from Wiltshire Police, Fire and Rescue Services, Healthwatch Wiltshire and the Wiltshire Clinical Commissioning Group.</p> <p>In addition to the written updates, the following verbal updates were given by partners present.</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b> Inspector Chris Martin gave an update stating that there had been a reduction in vehicle crime, however burglaries had increased so this would be made a priority. Wiltshire Police had endured an extremely busy time, dealing with the Salisbury and Amesbury major incidents, the World Cup, the Air Tattoo and Donald Trump’s visit to the UK. The hope was that work levels would return to a more normal level. Work had been undertaken at the prison to help prevent contraband and drugs entering the premises. The Inspector’s new deputy Sergeant Peter Fisher would be starting work in a few weeks.</li> <li>• <b>CCG</b> It was noted that the CCG would be attending the next meeting of the Devizes Area Board to give an update.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Schools Update</b> Representatives from Devizes School and Lavington School gave a joint update regarding a satellite sixth form centre that would be opening at Lavington School in September 2018. This would enable students at Lavington School to undertake 8 sixth form subjects on site at Lavington, with further subjects available at Devizes School. Approximately 25 students were enrolled to start in September. The hope was that this project would grow over time preventing the loss of young people to out of area colleges. The Board offered their congratulations.</li> <li>• <b>Town and Parish Councils</b> Devizes Town Council gave a brief update stating that they were planning many events for the centenary commemorations of World War One. They requested that anyone locally also running an event for this contact the Town Council so that they could capture all the information and include it in their publicity.</li> </ul>
10	<p><u>Local Youth Network</u></p> <p>Helen Bradley, Local Youth Facilitator gave an update on the LYN and introduced the youth grant funding as detailed in the agenda.</p> <p>It was requested the Board note the following application for youth grant funding as this had already been awarded under delegated powers:</p> <ul style="list-style-type: none"> <li>• Lavington School, £900 towards their Rainbow Shower project.</li> </ul> <p>It was requested that the Board consider the LYN recommendation for the following application for youth grant funding:</p> <ul style="list-style-type: none"> <li>• Make Devizes Makaton Friendly, £1000 towards licenses. (The LYN recommendation was to award £500 of the £1000 requested).</li> </ul> <p><b>Resolved:</b></p> <p><b>To note that Lavington School had been awarded £900 under delegated powers, towards their Rainbow Shower Project.</b></p> <p><b>To award Make Devizes Makaton Friendly, £500 of the £1000 requested, for licences for youth friendly organisations, as per the LYN recommendation.</b></p> <p>The Chair advised the meeting that Helen was leaving her role as Local Youth Facilitator for Wiltshire Council and thanked Helen for all her hard work.</p>
11	<p><u>The Yarn Day Centre</u></p> <p>A presentation was given by Rachel Farr of The Yarn Day Centre, for adults with</p>

	<p>learning disabilities.</p> <p>It was explained that although the centre was for adults with learning disabilities, often service users had dual diagnoses and had health problems as well.</p> <p>The centre runs planned activities that promote independence and community integration, for example friendship skills and kitchen skills. The timetable was changed every six months, after consultation with clients to determine what they found most helpful and enjoyable. Other activities the clients took part in were karaoke, bowling, swimming, gardening and yoga. Anything which got them out into the community was deemed to be helpful. Opportunities for clients to undertake volunteering work were being looked at.</p> <p>Referrals to the service could be made by social workers, or community coordinators.</p> <p>The service was located at the Southbroom Centre, next to the Leisure Centre and it was currently being refurbished. The refurbishment was due to be completed by the beginning of November 2018 and amongst other things was going to improve accessibility, the kitchen area and the sensory area.</p> <p>The Chairman thanked Rachel for her presentation.</p>
12	<p><u>Parking in Devizes</u></p> <p>Cllr Whitehead gave an update on parking in Devizes.</p> <p>After a third meeting with Devizes Town Council and a second meeting with local businesses, it was reported that good progress was being made towards a decision. All areas were being looked at and nothing had been rejected. It was possible that they may incorporate more than one idea into the final plan.</p> <p>In response to questions, it was stated that it was unlikely that anything would be finalised before next year. There were no problems with finances, however the decision would not be made on cost alone. It was reiterated that the Council would work with Devizes Town Council and local businesses on a solution.</p>
13	<p><u>Community Engagement Manager Update</u></p> <p>The community engagement manager, Graeme Morrison, gave an update.</p> <p><b>Devizes Community Area Wellbeing Day</b></p> <p>The first Community Area Wellbeing Day was held on Saturday 23 June 2018 on the green. The aim of the event was:</p> <ul style="list-style-type: none"> <li>• To provide a fun and entertaining day for older and more vulnerable people in the community.</li> <li>• To allow promotion for clubs, societies, charities and other organisations.</li> </ul>

	<ul style="list-style-type: none"> <li>• To enable people who would otherwise not hear or know about these services to find out more about what is available in their community.</li> </ul> <p>Thanks were given to those who helped, in particular: The Devizes Rotary Club, Cliff Evans, Anne Dunham, Mike Challinor, Devizes Town Cllr Judy Rose, Devizes Town Cllr Albert Wooldridge, Tina Perryman, St James Church, Coral Cove and Devizes PHAB and everyone who attends the Devizes Community Area Wellbeing Group.</p> <p>The day itself was a success with the weather being kind, lots of members of the public attending and over 40 clubs and associations exhibiting.</p> <p>There was to be another Wellbeing Day held next summer, which was pencilled in for Saturday 22 June 2019.</p> <p><b>First World War Commemorative Tree Planting Update</b>  After this concept was first floated at the Area Board in summer 2017 all 17 Devizes Parishes were invited to take part and the parishes took the lead identifying suitable sites where trees could be planted. The decision was taken to only plant trees in communities. Confirmation had been received from the Woodland Trust that the bid for trees had been successful. Planting would take place in November 2018.</p> <p><b>Bradbury Manor</b>  Bradbury Manor provides respite care for people with learning disabilities, some of whom may also have additional physical care needs. The gardens had become overgrown and many volunteers had given time to improve the gardens, with work to be ongoing. Thanks were given to these volunteers and also to the Devizes Men’s Shed who were going to volunteer their services for maintenance etcetera. Further volunteers are needed and the CEM requested that if anyone could give up time they get in contact.</p>
14	<p><u>Open Floor</u></p> <p>The Chairman invited the public to ask questions of its local councillors.</p> <p>Cllr Albert Wooldridge, Devizes Town Council, advised the meeting that Wiltshire Council had voted at a recent meeting to ban Chinese lanterns on their land.</p> <p>There were no questions from the public to the Board.</p>
15	<p><u>Area Board Funding</u></p> <p>Applications to the Community Area Grants Scheme were considered.</p> <p>A representative from DOCA spoke in support of their application for their</p>

Getting Seen project. The representative explained that the funds would be used for signage, t-shirts and materials to promote DOCA and fundraise for the Devizes Street Art festival. Substantial funds had already been secured from the Arts Council, however they would only fund artistic materials, hence the need for further fundraising. The street arts festival was thought to bring around 35,000 people into Devizes.

The Chair noted that £2,708 of this application has been approved in between meetings via a delegated decision by Graeme Morrison. The balance of £2,292 was to be considered by the Area Board.

Cllr Gamble and Cllr Jacobs spoke in support of DOCA and praised the events they run.

A representative from Caenhill Countryside Centre spoke in support of their application for mechanical equipment. It was;

**Resolved**

**To grant Devizes Outdoor Celebratory Arts (DOCA), the balance of the £5000 requested in their application - £2,292, towards signage, t-shirts and materials for their Getting Seen project. (£2,708 of this application has been approved in between meetings via a delegated decision by Graeme Morrison).**

**To grant the Caenhill Countryside Centre, £3000.00 towards mechanical equipment.**

The board considered the recommendations for Health and Wellbeing Funding.

A representative from Richmond Fellowship spoke in support of their application. It was explained that they planned to hold a half day forum for local businesses on mental health awareness. Uptake had been good so far and a draft agenda for the day was shown to the Board.

Lucy Heasman of the Make Devizes a Makaton Friendly Town spoke briefly in support of her application.

It was;

**Resolved:**

**To grant Richmond Fellowship £650.00 for their project Improved Mental Health in the Workplace.**

**To grant Lucy Heasman £500.00 for her Make Devizes a Makaton Friendly Town project.**

In response to questions the Chairman clarified the grants to Lucy Heasman, for



	<p>the Make Devizes a Makaton Friendly Town project. The Board has resolved to give her £500.00 from Health and Wellbeing Funding and £500.00 from Youth Grant funding. The Youth Grant funding was to be used for licenses for youth oriented businesses.</p>
16	<p><u>Community Area Transport Group (CATG)</u></p> <p>The board received a brief update on the CATG from Cllr Whitehead. There had been two meetings since the last area board. A standard CATG meeting and a special meeting to allocate spending on pavements. The minutes of the special meeting were attached to the agenda and the minutes of the ordinary CATG meeting were published as an agenda supplement on 16 July. The Devizes CATG achieved more schemes than any other area board and thanks were passed to the CATG team. The next CATG meeting would be on Thursday 19 July at 10.00am and all were welcome to attend.</p> <p>Cllr Gamble added that if parishes had schemes they wished to promote that were too expensive for CATG they may be able to use the substantive highway funding scheme. A briefing note (number 361) had been circulated regarding this.</p> <p>The new A303 Consultation would be open from 17 July 2018 to 14 August 2018 and the meeting was encouraged to look at the Highways England website and take part in the consultation.</p>
17	<p><u>Air Quality</u></p> <p>Graeme Morrison gave a brief update. There had been no Devizes Air Quality and Transport Strategy Group since the last Area Board. However the figures for air quality had come back and there had been an improvement across the town and across Wiltshire.</p>
18	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
19	<p><u>Close</u></p> <p>The next meeting of the Devizes Area Board would be held on 10 September 2018 at Devizes Hub and Library.</p>