

# MINUTES

**Meeting:** Corsham Area Board  
**Place:** Corsham Town Hall, High Street, Corsham SN13 0EZ  
**Date:** 6 November 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 9.05 pm

---

Please direct any enquiries on these minutes to:

Libby Johnstone Tel: 01225 718214, Email: [libby.johnstone@wiltshire.gov.uk](mailto:libby.johnstone@wiltshire.gov.uk)

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

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Brian Mathew (Vice-Chairman), Cllr Ruth Hopkinson, Cllr Philip Whalley (Chairman) and Cllr Ben Anderson and Cllr Allison Bucknell

### **Wiltshire Council Officers**

Frank Coleman (Head of Customer Services)  
Kate Knowles (Solutions Architect)  
Ros Griffiths (Community Engagement Manager)  
Libby Johnstone (Democratic Governance Manager)  
Rhys Schell (Communities Specialist Manager)

### **Town and Parish Councils**

Corsham Town Council  
Colerne Parish Council  
Lacock Parish Council  
Box Parish Council

### **Partners**

Wiltshire Police

**Total in attendance: 33**

---

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
62	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed those present to the meeting and invited councillors to introduce themselves.</p>
63	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
64	<p><u>Minutes</u></p> <p><b>Resolved:</b></p> <p><b>To confirm the minutes of the meeting held on 24 July 2019.</b></p>
65	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
66	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to announcements in the agenda pack in relation to Dementia Friendly Wiltshire and Fly Tipping. It was highlighted that Wiltshire Council was targeting fly tipping and if a tip off from a member of the public resulted in prosecution they would be eligible for a £200 reward in vouchers.</p>
67	<p><u>Fire &amp; Rescue Update</u></p> <p>There was no Fire and Rescue Service representative in attendance.</p>
68	<p><u>Police Update</u></p> <p>Inspector Mark Luffman drew attention to his written update on policing in the area.</p> <p>Jerry Hubb, Deputy Police and Crime Commissioner, updated the community the Annual Report from Wiltshire Police was available and detailed how tax payers' money was being spent in Wiltshire. Mr Hubb was pleased to announce the year's precept increase had gone directly into additional frontline policing staff.</p>

### Our Digital Community

The Chairman introduced the themed meeting on digital technology and gave the example of renewing a driving license online as to how digital advancements were improving services. The Chair also spoke about the importance of the digital industry to Corsham and invited speakers on the digital theme to present.

Inspector Mark Luffman gave a presentation on cybercrime and explained a specific policing unit had been set up in Wiltshire to help prevent and fight cybercrime. Examples of cyber-dependent crime and cyber-enabled crime were provided and it was highlighted £10.2m was lost by victims in each year to cybercrime. It was explained Phishing techniques started most cybercrimes.

Examples of 'warning signs' of cybercrime were explained and included:

- emails requesting urgent action
- emails providing links for users to follow
- emails from unknown and strange email addresses

It was recommended the public or businesses not use public wifi for sensitive transactions and not insert unknown devices, such as USB sticks, into laptops.

Ros Griffiths, Community Engagement Manager, was invited to present and encouraged local groups and residents to use the Community Matters website. It was explained the website included local news, a project bank and volunteer opportunities, amongst other features. The website could be edited by the public and local organisations, and the news would reach 750 subscribers locally, therefore was a great platform to promote local matters.

Guy Wendon, Groop Commercial Director, invited local groups and clubs to use the Groop membership management software for free. The evolution of the company was explained, and it was noted the company put common club documentation all in one place online to save duplication of effort. A further benefit the company could offer was personalised mail shots to members, rather than generic mail shots.

Frank Coleman, Wiltshire Council, updated on the new My Wilts App which was to go live in early 2020 and a demonstration was provided by Kate Knowles. All current features from the My Wiltshire App were to be available on the new App, and it would also be expanded in time to include additional services. Examples of using the App by way of reporting incidents and providing a location were given, it was also shown how the reporter could see an update on how the matter was being progressed after logging it.

Feedback included that it would be helpful to have a target response time for reported matters to be addressed, and an improved map would be a benefit. A question was raised on data sharing and officers advised they would take that question back.

	<p>A written update on Corsham's Digital Mansion was provided.</p>
70	<p><u>Corsham Parking Permits</u></p> <p>Richard Hovey, a local resident spoke about fees for residents parking permits in the High Street . It was highlighted the cost of parking permits in the town had increased over the last 10-15 years.</p> <p>Cllr Ruth Hopkinson spoke against the council's charging policy, and suggested it caused dispersal of car parking onto other areas of the town to avoid paying the charge.</p> <p>The Chair invited Mr Hovey to send his statement to local councillors to raise with Wiltshire Council. A written statement from Wiltshire Council was provided which explained that new applications for Residents Parking Permits were not being accepted at the current time.</p> <p>Cllr Allison Bucknell highlighted the car parking charges were reviewed in at the end of 2017 and a consultation was undertaken at that point.</p>
71	<p><u>Partner Updates</u></p> <p>A representative from Colerne Parish Council updated the council had changed its standing order and was reducing its meetings from 24 to 11 per year.</p> <p>A written update was provided from Corsham Town Council and a verbal update encouraged residents to vote in the forthcoming Neighbourhood Plan referendum.</p> <p>Lacock Parish council updated that progress was being made on traffic management issues especially relating to Whitehall Garden Centre, and the area was currently undergoing a Community Governance Review.</p> <p>Jane Roberton, Transcoco updated on forthcoming events, notably a 'Give and Take' day to be held at Springfield Campus.</p>
72	<p><u>Community Area Grants</u></p> <p>The Area Board considered grant applications as detailed in the agenda pack.</p> <p>Anne Nicholas, Colerne Village Hall, spoke to her application and updated the Village Hall had been awarded some funding from the parish council and the lottery fund.</p> <p>A representative from Wiltshire Scrap Store updated councillors the organisation</p>

	<p>was able to stay at its current site and the current grant application would support this. Cllrs Anderson and Hopkinson spoke in support of the application.</p> <p>A representative from Martin Croft Play Area showed a video and explained the work that had been done to improve the play area, and why additional funding was sought. Colerne Parish Council indicated it would support the application with match funding. Following a question on finances it was confirmed the group did not have a surplus income and required the funding to complete the planned project.</p> <p>The Board agreed to defer the application from Corsham Football Club until the club could respond to queries on the application.</p> <p>John Connelly gave his thanks from Corsham Bowls club for a previous grant and updated on the new application.</p> <p>Jean Collier, Box Bowls Club, explained the necessity of a defibrillator for the club and how a grant would support this.</p> <p><b>Resolved:</b></p> <p><b>To grant Colerne Village Hall Association £2,250 to facilitate disabled-access toilets.</b></p> <p><b>To grant Wiltshire Scrapstore and Resource centre £3,213 for the purchase of storage unit racking.</b></p> <p><b>To grant Martins Croft Play Area £4,933 for a double tower slide unit and sensory tunnel, subject to match funding from Colerne Parish Council.</b></p> <p><b>To defer consideration of the application from Corsham Football Club for to a future meeting at which the applicant is able to respond to queries on the application.</b></p> <p><b>To grant Corsham Bowls Club £2,895 for fencing to preserve the new Green.</b></p> <p><b>To grant Box Bowls Club £1,000 towards a defibrillator for Box Pavilion.</b></p>
73	<p><u>Working Group updates and requests for funding</u></p> <p>Kevin Gaskin, Corsham Health and Wellbeing Group, updated that an action tracker was available updating on all the projects the group was supporting, in particular at the moment 'Corsham Connectors' and a 'Recollection' display of memories and photos.</p> <p>A written update from the CATG was provided.</p>

	<b>Resolved:</b> <b>To note the written update from the Community Area Transport Group.</b>
74	<u>Public Question time</u> There were no public questions.
75	<u>Close</u> The next meeting of the Area Board was to be held in Box on 15 January 2020.