

# MINUTES

**Meeting:** Westbury Area Board  
**Place:** Leighton Recreation Centre, Wellhead Lane, Westbury BA13 3PT  
**Date:** 23 March 2023  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to: Ben Fielding - Senior Democratic Services Officer (Tel): 01225 718656 or (e-mail) [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Suzanne Wickham, Ethandune  
Cllr Matthew Dean, Westbury West (Chairman)  
Cllr Carole King, Westbury North  
Cllr Gordon King, Westbury East (Vice-Chairman)

### **Wiltshire Council Officers**

Graeme Morrison, Strategic Engagement Partnerships Manager  
Karlene Jammeh, Area Board Delivery Officer  
Ben Fielding, Senior Democratic Services Officer

### **Partners and Parishes**

Westbury Town Council  
Edington Parish Council  
Heywood Parish Council  
Inspector Kevin Harmsworth, Wiltshire Police  
Pete Eastland, Dorset & Wiltshire Fire and Rescue Service

**Total in attendance: 17**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Nic Courtice (Dorset &amp; Wiltshire Fire and Rescue Service), Cllr Jenny Jones (Dilton Marsh Parish Council), Camella Town, National Power Outage Project Officer and Chris Manuel, Community Resilience Lead Officer.</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 24 November 2022 were presented for consideration and it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign as a true and correct record of the minutes of the meeting held on 24 November 2022.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr Matt Dean declared an Other Registerable Interest in the grant applications submitted by Westbury Town Council, by virtue of being a member of Westbury Town Council. Cllr Dean received a dispensation from the Standards Committee to remain in the room and vote on the application. Additionally, Cllr Matt Dean declared an interest in the application placed by Westbury Marketplace Events CIC due to being the Director. Cllr Dean noted that he would speak to the application and then leave the room before a vote would take place.</p> <p>Cllr Gordon King declared an Other Registerable Interest in the grant applications submitted by Westbury Town Council, by virtue of being a member of Westbury Town Council. Cllr Gordon King received a dispensation from the Standards Committee to remain in the room and vote on the application.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements, which were available as written briefing notes contained in the agenda pack:</p> <ul style="list-style-type: none"> <li>• King Charles III Coronation - Community Celebrations</li> <li>• Wiltshire Families and Children's Transformation (FACT) Partnership Family Help Project Background Briefing</li> <li>• Family Help Hubs</li> </ul> <p>In addition, Cllr Gordon King made the following verbal announcement:</p>

	<ul style="list-style-type: none"> <li>• 4Youth Southwest Westbury Trustee – Cllr Gordon King outlined that 4Youth Southwest is an organisation that is based in Melksham but offers youth and outreach services in the Westbury area, it was explained that 4Youth were currently looking for a Westbury Trustee and that anyone interested should contact Cllr Gordon King.</li> </ul>
6.	<p><u>Area Board Priorities Update</u></p> <p>The Area Board received the following updates from Lead Councillors on the local Area Board Priorities:</p> <p><b>Combatting Social Isolation and Loneliness (encompassing the previous priority from 2021/22 of Digital Inclusion) (Cllr Gordon King)</b></p> <ul style="list-style-type: none"> <li>• Cllr King outlined that there was a standing project which sought to alleviate social isolation and to include older people in communities through the provision of laptops and data packages to enable them to set up contact lists and video calls.</li> <li>• It was stated that a Health and Wellbeing Event was set to take place on Sunday 25<sup>th</sup> June 2023 in partnership with Westbury Town Council as part of their Sunday Brunch event. This would be in the gardens near the library and would include live entertainment and would provide an opportunity for stalls to show case to residents. So far the Link, ShopMobility, Ramblers and a show by Dogs for Health had been confirmed to attend with people encouraged to get in touch with Karlene Jammeh (<a href="mailto:karlene.jammeh@wiltshire.gov.uk">karlene.jammeh@wiltshire.gov.uk</a>) should they be interested in setting up a stall.</li> </ul> <p><b>Wellbeing for Young People and Positive Activities (Cllr Carole King)</b></p> <ul style="list-style-type: none"> <li>• Cllr King stated that the Local Youth Network (LYN) had re-established and had met on 8 February at the Hub, which was attended by ten organisations. Discussions included what would be expected from such a strategic group, how often the group would meet and what organisations wanted to achieve through the LYN.</li> <li>• After the LYN meeting, Cllr King visited the Youth Club and conducted a Slido consultation with those in attendance using phones and QR codes.</li> <li>• It was noted that the Westbury Young People Awards would take place this year in partnership with Matravers School in June, with a date to be announced in the future. Nominations for possible award recipients were welcomed.</li> </ul> <p><b>Local Environmental Action (Cllr Suzanne Wickham)</b></p> <ul style="list-style-type: none"> <li>• Cllr Wickham outlined that she had been regularly updating residents through her Facebook page regarding the Pollinator Corridor programme, to introduce pollinator friendly areas across the local area. It was noted that wildflower seeds had been ordered and each area had nominated an area for sewing, with Bratton Primary School and Fairfield Farm College also involved.</li> <li>• It was outlined that a footpaths and cycleway meeting took place at the</li> </ul>

	<p>Laverton, which was attended by a large group of volunteers from Warminster, who had recently helped to upgrade local Warminster footpaths and had been funded by the Warminster Area Board.</p> <ul style="list-style-type: none"> <li>• It was stated that there was a desire for the footpaths and cycleways in Westbury to be upgraded, particularly from the villages to the train station and that it would be positive to establish a similar group of volunteers.</li> </ul> <p><b>Child Poverty</b> (Cllr Matt Dean)</p> <ul style="list-style-type: none"> <li>• It was outlined that Cllr Dean had set up several initiatives over the past year and that he was currently working on setting up a free concert in the marketplace for the benefit of young people, on the day of the King's Coronation. It was hoped that the day would include local bands, a tea party for older residents as well as a professional singer.</li> </ul>
7.	<p><u>Partner and Community Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b></li> </ul> <p>In addition to the written updates within the agenda pack and supplement, the Area Board received a verbal update from Inspector Kevin Harmsworth, which included the following points:</p> <ul style="list-style-type: none"> <li>• Following anti-social behaviour in the town centre, the police had been working alongside agencies which had seen a consequent decline in such crime.</li> <li>• There has been a rise in non-dwelling burglaries to sheds and outbuildings, however an arrest recently took place including two males with some stolen items recovered. Inspector Harmsworth spoke about the use of Select DNA (<a href="#">SelectaDNA Forensic Coding   SelectaDNA</a>) in order to prevent such crime. Across the county there had also been an increase in car key thefts.</li> <li>• It was stated that there had been incidents of anti-social motorcycling in the Oldfield Park area and that residents were encouraged to report such incidents to the police to enable them to target future patrols.</li> <li>• Inspector Harmsworth outlined the new structure of the Westbury policing team, with reference drawn to the new Chief Constable Catherine Roper, who had set out new strategic priorities for the police to focus on.</li> </ul> <p>Following the presentation there was time for the following questions and points to be raised:</p> <ul style="list-style-type: none"> <li>• The Area Board congratulated Inspector Harmsworth for his recent promotion.</li> <li>• It was clarified that there had been 4 dwelling burglaries in Westbury recently.</li> <li>• Regarding the PCSOs listed within the team structure, it was clarified that PCSO Stewart Hunt would be located in the town and PCSO Alice Moore would be located in rural areas however they would generally gravitate towards the centre.</li> </ul>

- Regarding anti-social motorcycling, it was suggested that residents report such incidents by calling 999.
- Feedback was provided regarding the Road Safety report, with it noted that it had been difficult to distinguish the colours used within the Community Speedwatch data due to the size.
- The Area Board thanked the local Community Speedwatch teams and agreed that the Chairman would write to them to show gratitude for their efforts.
- It was referenced that a pilot using SIDs was currently taking place in Wiltshire, which included Edington.
- Feedback was provided, that it was unclear how the figures showed within the Overview of Hate Crime related to each other and that Inspector Harmsworth would look to clarify this with the OPCC.

- **Dorset & Wiltshire Fire and Rescue Service**

In addition to the written updated within the agenda supplement, the Area Board received a verbal update from Station Manager Pete Eastland, which included the following points:

- It was outlined that the Westbury Fire Station was an on-call fire station, meaning that all staff live in the local area and are expected to respond to alerts within 5 minutes whilst at home or from working locally.
- A key objective for the fire service is prevention, with free Safe and Well visits available to the community via the phone number within the report. Such visits allow for fire and smoke alarms to be fitted as well as discussing fire concerns within households.
- Regarding recruitment, there had recently been a recruitment drive which had led to 7 applications being received.
- From January to February the service attended 14 incidents in the local area: including 0 deliberate fires, 2 accidental dwelling fires, 3 automatic fire alarm triggers in domestic properties and 4 non-domestic alarm triggers as well as 5 road traffic collisions in the local area.
- Reference was made to a significant fire in Netheravon, which had been caused by a disposable vape which had been attempted to be recharged.
- It was noted that a fire had taken place on 22 March in Westbury at a scrap yard on the trading estate at 12am, which was extinguished at 4.30am.

Following the presentation there was time for the following questions and points to be raised:

- The Area Board thanked Pete Eastland for attending the meeting as well as for his work efforts.
- It was suggested that if the Fire Station were interested in holding an open day event, the Area Board would be happy to promote and support it.
- It was queried whether Salamander courses would be taking place, to which it was clarified that the budget for Salamander courses had been cut however a new service wide initiative named Spectre Courses would

	<p>be taking place.</p> <ul style="list-style-type: none"> <li>• <b>BSW Together (Integrated Care System)</b> The Area Board noted a written update attached to the agenda.</li> <li>• <b>Healthwatch Wiltshire</b> The Area Board noted a written update attached to the agenda.</li> <li>• <b>Community First</b> The Area Board noted a written update attached to the agenda.</li> <li>• <b>Town and Parish Councils</b> The Area Board received an update from Sheila Kimmins on behalf of Westbury Town Council. The update covered the following points: <ul style="list-style-type: none"> <li>• It was noted that though the report from the planning officer confirmed that the incinerator would now be going ahead, the Town Council was looking to find reasons to either delay the incinerator or make it difficult for the incinerator to be ran. The Town Council was working alongside people and taking on legal advice, which had suggested that scope was running out for judicial review with a meeting set to take place on Monday 27 March for further discussions.</li> <li>• Cllr Dean noted that Wiltshire Council had several planning policies to be reviewed and would be inviting Town and Parish Councils to contribute.</li> </ul> </li> </ul> <p>The Area Board received an update from John Pollard on behalf of Edington Parish Council. The update covered the following points:</p> <ul style="list-style-type: none"> <li>• It was stated that the Pollinator Project had been progressing, the village now had a 20mph speed limit on many of its roads and that additionally no post had been received for almost a week.</li> <li>• Cllr Wickham stated that she had contacted Local MP Andrew Murrison about the post issue and the Chairman stated that he would contact the Westbury Depot Manager regarding the issue.</li> </ul> <p>An update was received from a resident of Bratton who stated that the village now had a 20mph speed limit, that the Bratton Week would be resurrected with events set to take place at the end of June and that work had been taking place for the King's Coronation.</p> <p>The Area Board received an update from James Clack on behalf of Heywood Parish Council. The update covered the following points:</p> <ul style="list-style-type: none"> <li>• The Pollinator Programme had been progressing and that it would be positive to have a safe cycle route from Heywood to Westbury train station.</li> <li>• The Chairman also stated that he was pushing for a condition survey to be completed for the bus shelters in the Westbury Area.</li> </ul>
8.	<p><u>Proposal of Emergency Contact Hubs and their purpose - Helping Resilience in the Community</u></p>

	<p>As apologies had been received from Town (National Power Outage Project Officer) and Chris Manuel (Community Resilience Lead Officer), the Area Board agreed to defer the presentation on the Proposal of Emergency Contact Hubs and their purpose until the next meeting. It was also noted that Westbury did have an emergency plan and that anything that could be done to adapt this might be a good example to use for progression.</p>
9.	<p><u>Fostering in Wiltshire</u></p> <p>The Area Board received a presentation on Fostering in Wiltshire from Graeme Morrison, Strategic Engagement Partnerships Manager. The presentation provided information about the fostering service, an overview of the current numbers of children in care, common fostering myths and what makes a good foster carer. The presentation also included a short video of someone who lived in care, to explain the positive impact that fostering had had on her life. The presentation ended with a call to action to get involved in or support fostering via social media.</p> <p>Following the presentation there was a discussion about positive examples of fostering in the local area, with it noted that during previous years local newspapers had highlighted fostering recruitment drives.</p>
10.	<p><u>Local Highways and Footway Improvement Group (LHFIG)</u></p> <p>The Chairman introduced the minutes and recommendations from the LHFIG meeting held on 24 February 2023. In addition, the Chairman noted that there was an awareness that the task list was growing, and that frustration had been voiced at a recent Westbury Town Council meeting. The Chairman assured those in attendance that item by item he was working through the list with the respective highways officers. Additionally, Cllr Gordon King stated that he had recently written with concerns to the Environment Select Committee. Cllr Carole King also noted that information had now been released about the substantive bid and that the application for Bratton Road had been successful.</p> <p>After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>The minutes of the Local Highways and Footway Improvement Group meeting held on 24 February 2023 were agreed as a correct record as well as approving the spending recommendations within.</b></p>
11.	<p><u>Community Area Grants</u></p> <p>The Area Board considered the following applications for funding:</p> <p><b><u>Area Board Initiatives:</u></b></p> <ul style="list-style-type: none"> <li>• Westbury Area Board - £1,350 towards Westbury Community Area Health and</li> </ul>

Wellbeing Day.

**Resolved:**

**Westbury Area Board was awarded £1,350 towards Westbury Community Area Health and Wellbeing Day with the funding to be provided from the Older and Vulnerable Adults allocation.**

- Westbury Area Board - £1,312.50 towards Youth Pop Up Event Westbury.

**Resolved:**

**Westbury Area Board agreed to defer the application for funding towards a Youth Pop Up Event Westbury until the next meeting with changes to the application.**

**Community Area Grants:**

- The Laverton Institute Trust - £5,000 towards The Laverton New Audio System.

**Resolved:**

**The Laverton Institute Trust was awarded £4,445 towards The Laverton New Audio System.**

- Westbury and District Cricket Club - £3,426 towards Cricket Ground Improvements.

**Resolved:**

**Westbury and District Cricket Club was awarded £3,426 towards Cricket Ground Improvements.**

- Bratton Institute Management Committee - £5,000 towards Institute roof repair refurbishment insulation and retiling.

**Resolved:**

**Bratton Institute Management Committee was awarded £4,445 towards Institute roof repair refurbishment insulation and retiling.**

**Youth Grants:**

- Westbury Town Council - £1,000 towards Soapbox Derby Workshops.

**Resolved:**



	<p><b>Westbury Town Council was awarded £566.95 towards Soapbox Derby Workshops.</b></p> <ul style="list-style-type: none"> <li>• Westbury Parochial Church Council All Saints Church - £697.50 towards Drop in Youth Café.</li> </ul> <p><b><u>Resolved:</u></b></p> <p><b>Westbury Parochial Church Council All Saints Church was awarded £597.50 towards Drop in Youth Café.</b></p> <p><b><u>Older and Vulnerable Adults Funding:</u></b></p> <ul style="list-style-type: none"> <li>• Crosspoint Westbury - £5,000 towards Counselling to improve mental health and resilience.</li> </ul> <p><b><u>Resolved:</u></b></p> <p><b>Crosspoint Westbury was awarded £5,000 towards Counselling to improve mental health and resilience.</b></p> <ul style="list-style-type: none"> <li>• Westbury Marketplace Events CIC - £2,350 towards Westbury Community Tea Dance and Celebration.</li> </ul> <p><i>Due to his earlier declaration in relation to this item, Cllr Matt Dean left the room, therefore Cllr Gordon King took the role of Chairman for this item only.</i></p> <p><b><u>Resolved:</u></b></p> <p><b>Westbury Marketplace Events CIC was awarded £2,350 towards Westbury Community Tea Dance and Celebration.</b></p>
12.	<p><b><u>Urgent items</u></b></p> <p>There were no urgent items.</p>
13.	<p><b><u>Close</u></b></p> <p>The date of the next meeting is 19 July 2023.</p>