

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: St Bartholomew's C of E School, The Rosary, Royal Wootton Bassett SN4 8AZ
Date: Wednesday 28 November 2012
Time: 6.00 pm

Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact the Democratic Services Officer.

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to:

Alexa Smith (Democratic Services Officer), 01249 706610 / alexa.smith@wiltshire.gov.uk or Penny Bell (Community Area Manager – Royal Wootton Bassett and Cricklade Area), 01249 706613 / penny.bell@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk.

Press enquiries to Communications on direct lines 01225 713114/713115.

Wiltshire Councillors

Allison Bucknell	Lyneham
Peter Colmer (Vice Chairman)	Cricklade & Latton
Peter Doyle (Chairman)	Royal Wootton Bassett South
Mollie Groom	Royal Wootton Bassett East
Jacqui Lay	Purton
Bill Roberts	Royal Wootton Bassett North

	Time
<p>1 Chairman's Welcome, Introductions and Announcements</p>	<p>6.00pm</p>
<p>2 Apologies for Absence</p>	
<p>3 Minutes</p> <p>To approve the minutes of the meeting held on Wednesday 26 September 2012.</p>	
<p>4 Declarations of Interest</p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests, or dispensations granted by the Standards Committee.</p>	
<p>5 Wiltshire - The Wider Picture (<i>Pages 1 - 10</i>)</p> <p>News and information on what's going on in your local community, and across the county:</p> <ul style="list-style-type: none"> i. Informal Adult Education – an update ii. Victim Support iii. Community-Led Planning iv. Neighbourhood Planning – an update v. Youth Funding. 	
<p>6 Spotlight on Parishes and Partners (<i>Pages 11 - 28</i>)</p> <p>To receive updates from our key partners, including:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Wiltshire Fire and Rescue Service iii. Military Civilian Integration Programme iv. Defence Technical Training v. NHS Wiltshire vi. Parish and Town Councils vii. Youth Services viii. Neighbourhood Planning – updates from NEWV, Cricklade and Royal Wootton Bassett ix. Community-Led Planning Steering Groups x. Chambers of Commerce/Business Associations xi. Community Groups xii. Housing Associations. 	<p>6.05pm</p>
<p>7 Task Group Reports and Decisions</p> <p>To consider reports from the following task groups and make any necessary decisions:</p>	<p>6.20pm</p>

	<ul style="list-style-type: none"> i. Community Area Transport Group ii. Cricklade Shadow Community Operations Board iii. Royal Wootton Bassett Shadow Community Operations Board iv. Dog Fouling Task Group. 	
8	<p>Community Area Grants (<i>Pages 29 - 34</i>)</p> <p>To ask Councillors to consider officer recommendations in respect of 2 applications seeking 2012/13 Community Area Grant Funding:</p> <ul style="list-style-type: none"> i. Thames Pre School – award £395 for the provision of 6 outdoor waterproof coats for staff. ii. Cricklade United Church/Community Hall – award £600 towards the provision of fixed emergency lighting for the hall. 	6.25pm
9	<p>Break</p> <p>A short interval will be held for refreshments and networking opportunities.</p>	6.30pm
10	<p>Valuing the Wider Local Environment</p> <p>To include presentations from:</p> <ul style="list-style-type: none"> • Wiltshire Wildlife Trust – Stephen Davis, Head of Conservation Policy • Cotswold Water Park Trust – Matthew Millett, Managing Director • Wessex AONB – Andrew Lord, Planning Advisor <p>To be followed by a Question & Answer panel session with the presenters, and also including:</p> <ul style="list-style-type: none"> • Richard Broadhead – Rights of Way and Countryside Manager, Wiltshire Council • Councillor Dick Tonge, Wiltshire Council Cabinet member for Highways & Transport. 	7.00pm
11	<p>Wiltshire Online: Digital Literacy in Wiltshire</p> <p>To receive information from Jenny Wilcockson, Digital Literacy Coordinator, on the Council's Digital Literacy Project, and to recruit local people to act as Digital Champion volunteers to support local people to get online.</p>	8.00pm
12	<p>"Get it Off Your Chest!"</p> <p>An open, public question and answer session to raise issues with</p>	8.15pm

your local representative (please note that if answers cannot be provided on the night, written responses will be provided after the meeting).

13 Area Board Priorities' Updates

8.45pm

To receive updates from members leading on the Area Board's priorities, as follows:

- i. HGV volume and routes – Councillor Jacqui Lay
- ii. Affordable housing and making it attractive/modern – Councillor Allison Bucknell
- iii. Urban Sprawl – Councillor Peter Colmer
- iv. Lack of bus services in rural areas – Councillor Bill Roberts
- v. Increasing traffic on A419/M4 creating rat-runs – Councillor Mollie Groom.

14 Evaluation and Close

9.00pm

The Chairman will invite any remaining questions from the floor.

The meeting is asked to note the future meeting dates below and is asked to participate in the evaluation.

Future Meeting Dates

Wednesday 26 September 2012

6pm
Cricklade Town Hall

Wednesday 28 November 2012

6pm
St Bartholomew's School, Royal Wootton Bassett

Wednesday 23 January 2013

6pm
Bradon Forest School, Purton

Wednesday 20 March 2013

6pm
Cricklade Town Hall

Chairman's Announcements

Subject:	Informal Adult Education In Wiltshire - update
Officer Contact Details:	Simon Burke Head of Business and Commercial Services Schools and Learning Wiltshire Council Tel. 01225 713840 Simon.burke@wiltshire.gov.uk

Summary of announcement:

At its meeting held on 10th September 2012, Cabinet received a report on the outcome of the consultation on adult education in Wiltshire which had been undertaken and invited the cabinet to determine the future role of Wiltshire Council in respect of the provision of informal adult education. The full report can be found at <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=6122&Ver=4>

The cabinet agreed to support the option which had been recommended by ten area boards and Children's Select Committee and resolved:

- i. that the council adopt the role to facilitate the provision of informal adult education at a local level;
- ii. to approve the appointment of a 0.6 full-time equivalent part-time adult education officer to work with local community networks to develop a sustainable locally-based adult education provision including information on, and promotion of, opportunities;
- iii. to allocate budget of £32,000 from the revenue savings accrued from the closure of Urchfont Manor College to meet the costs associated with the appointment.

It is envisaged that the adult education officer will work with a few community areas at a time, to develop appropriate systems which will become sustainable. The officer's work could relate to the development of the community campuses if supported by the relevant area boards.

We will now seek to appoint to this position as soon as possible. When in post, the officer will be able to brief Area Boards on the priorities for their work and how it may benefit individual community area.

Subject:	Victim Support
Officer Contact Details:	Julie Locks, Victim and Witness Development Officer 01380 738878 Julie.locks@victimsupport.org.uk
Weblink:	www.victimsupport.org.uk
Further details available:	Victim Support 01380 738878

Summary of Announcement:

Victim Support offers free confidential support to those people who have been a victim of crime. We have a team of professionally trained volunteers who can offer emotional and practical support whatever the impact on the victim.

We have specialist support workers who assist those that have been a victim of a serious crime including domestic violence and anti-social behaviour.

We are looking to raise our profile in the local communities and ensure that our service is available to all. We would therefore appreciate any opportunities to come along to community groups/events to talk about what we do.

We are also looking for venues to display our posters.

Any help would be greatly appreciated. Please ring Julie Locks on 01380 738878.

Royal Wootton Bassett & Cricklade Area Board – Wednesday 28 November 2012

Chairman's Announcement

Community-Led Planning

In February 2011, the Royal Wootton Bassett & Cricklade Area Board took the decision to allocate the sum of £15,200 to support applications for Community-Led Planning. This decision was followed by a succession of applications from Parish Councils and Community-Led Planning Steering Groups.

Further to this decision, there was no commitment from the Area Board to provide additional or ongoing funding support to the Community-Led Planning process.

At this stage, approaches have been made to the Area Board from some groups seeking additional financial support in order to complete their Community-Led Plans.

In order to ensure that all groups have an equal opportunity, the Area Board invites any groups in need of additional financial support to submit an application. Any applications received will be considered by the Area Board at its meeting on Wednesday 23 January 2012. Please note that any such funding is not applicable to groups allied to the Neighbourhood Planning process.

For further information or an application form, please contact Penny Bell, Royal Wootton Bassett & Cricklade Community Area Manager, on 01249 706613 or penny.bell@wiltshire.gov.uk

Neighbourhood Plans in Royal Wootton Bassett and Cricklade community area - Update

The proposed single neighbourhood for the Royal Wootton Bassett and Cricklade community area is to be replaced by at least three Neighbourhood Plans being prepared in tandem.

- Royal Wootton Bassett Neighbourhood Plan
- Cricklade Neighbourhood Plan
- North-East Wiltshire Villages Neighbourhood Plan (NEW-V)

The move away from a single plan was necessary after Cricklade and Royal Wootton Bassett Town Councils indicated their intention to officially withdrawal from the 'frontrunner' scheme for which Wiltshire Council had secured money from the Government. The original funding from the Government frontrunner scheme will still be available to the NEW-V neighbourhood area, as the continuing plan.

The parishes involved with the NEW-V neighbourhood plan, Broad Town, Clyffe Pypard, Lydiard Millicent, Lydiard Tregoze, Lyneham & Bradenstoke, Purton and Tockenham are in the process of obtaining individual resolutions to agree to be part of this new neighbourhood area. The parishes of Braydon and Marston Meysey have also been invited to join the process. The next step will be to submit an application to Wiltshire Council outlining the parameters of the proposed neighbourhood area.

Common Places are still engaged by the NEW-V area to assist in the preparation of the Neighbourhood Plan. Common Places have also been separately engaged by Royal Wootton Bassett Town Council to assist in the preparation of their Community and Neighbourhood Plans helping to create continuity across the Community Area.

Wiltshire Council has received an application from Cricklade Town Council to designate their parish as a single neighbourhood area and Cricklade are preparing for an initial consultation on the themes of the plan, date to be confirmed. Wiltshire Council will undertake a consultation on the proposed neighbourhood area in line with Regulations as soon as possible.

Wiltshire Council will continue to support all three neighbourhood areas and look forward to working with each of the steering groups overseeing the proposed neighbourhood plans. The move to three neighbourhood areas will present particular challenges concerning policies that may relate to cross boundary issues between plans It may be possible through the development of shared evidence base and joint working, as appropriate, for cross boundary issues to be addressed.

Royal Wootton Bassett & Cricklade Area Board – Wednesday 28 November 2012

Chairman's Announcement

Youth Funding

The Royal Wootton Bassett & Cricklade Area Board has been awarded a budget of £8,894 to be allocated to local youth-related projects and initiatives in 2012/13.

Applications for funding are welcome from local youth clubs and groups, or from informal groups of 6 or more young people, for projects that will benefit young people in the Royal Wootton Bassett & Cricklade Community Area.

Applications must be received by Wednesday 19 December 2012 and will be considered by the Area Board at its meeting on Wednesday 23 January 2013.

For further information or to obtain an application form, please contact Penny Bell, Royal Wootton Bassett & Cricklade Community Area Manager, on 01249 706613 or penny.bell@wiltshire.gov.uk

Crime and Community Safety Briefing Paper Wootton Bassett & Cricklade Community Area Board –Nov 2012



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Martin Alvis

Wootton Bassett Town Centre Team

Beat Manager – PC Nick Spargo

PCSO – Jim Wale

PCSO- Andrea Hector

Wootton Basset Lyneham & Rural villages Team

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

Cricklade & Purton Team

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit our website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

We have seen a busy period over the late summer months into Autumn leading in the last month to the capture of the suspect for the series of dwelling burglaries that occurred in Royal Wootton Bassett. I am pleased to report that the male responsible is on remand at her majesty pleasure awaiting trial. Cricklade saw a number of non-dwelling burglaries with a possible link to some similar matters in the Malmesbury area. We have been liaising closely with our partners in Avon and Somerset Police. Although an arrest was made, no charges have been laid. Anti social behaviour over the Halloween and bonfire periods was low. All Officers stepped up over this period and carried out high visibility patrols.

As I write over the last few days we have had 4 motor vehicles broken into on the sector. Sat Navs and personal effects were amongst the items stolen. As always here

please ensure that all possible security measures are taken when leaving your cars and ensure you remove valuables including sat navs, phones, lap tops and alike. Its no good hiding things in the glove box or under seats, they will find it.

Finally, some of you may have heard that Insp Chris Martin has moved from our area and been replaced by Insp Mark Thompson as the new Sector head who started at the end of October. Insp Thompson brings a lot of experience with him to the team and area having been involved in firearms, general Policing and neighbourhood Policing.

PERFORMANCE

EO Royal Wootton Bassett	Crime				Detections	
	November 2010 - October 2011	November 2011 - October 2012	Volume Change	% Change	November 2010 - October 2011	November 2011 - October 2012
Victim Based Crime	821	840	19	2%	17%	27%
Domestic Burglary	51	48	-3	-6%	2%	27%
Non Domestic Burglary	122	101	-21	-17%	2%	2%
Vehicle Crime	80	57	-23	-29%	1%	11%
Criminal Damage & Arson	177	182	5	3%	15%	18%
Violence Against The Person	117	153	36	31%	46%	56%
ASB Incidents (Year to Date)	491	436	-55	-11%		
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Violence Against the Person and Domestic Burglary in the previous 12 month period (October 2011 -September 2012).						

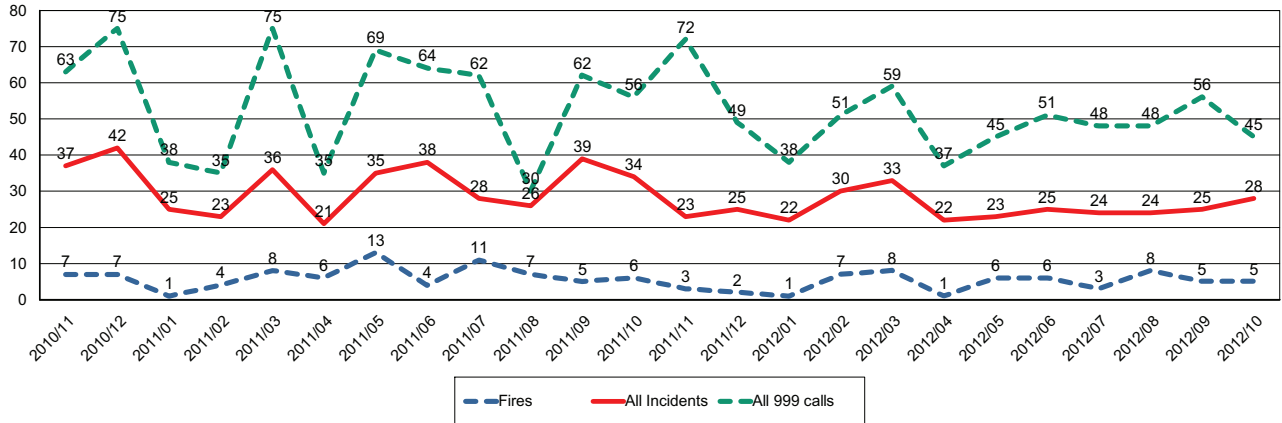
Sgt Martin Alvis



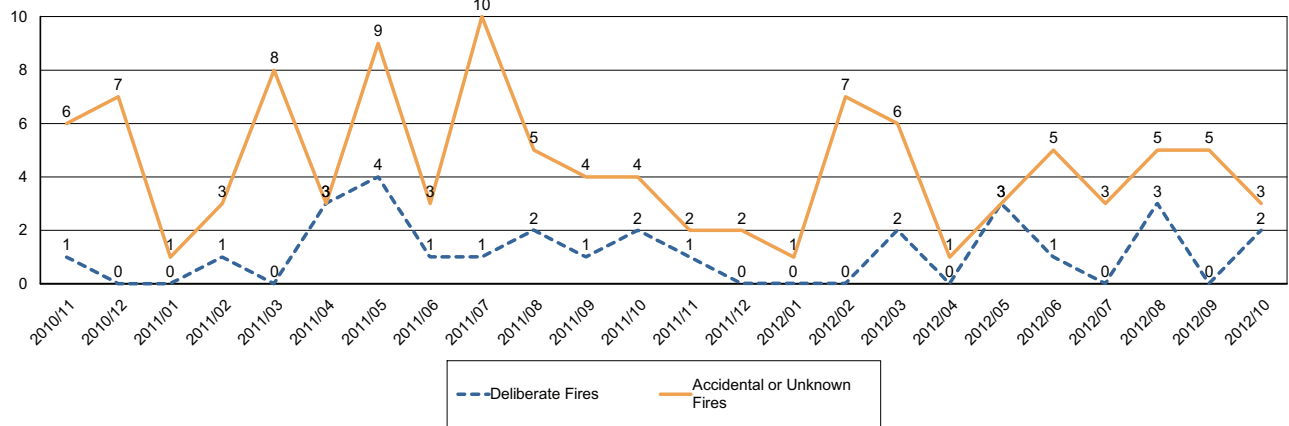
Report for Wootton Bassett & Cricklade Area Board

The following is an update of Fire and Rescue Service activity up to and including October. It has been prepared using the latest information and is subject to change.

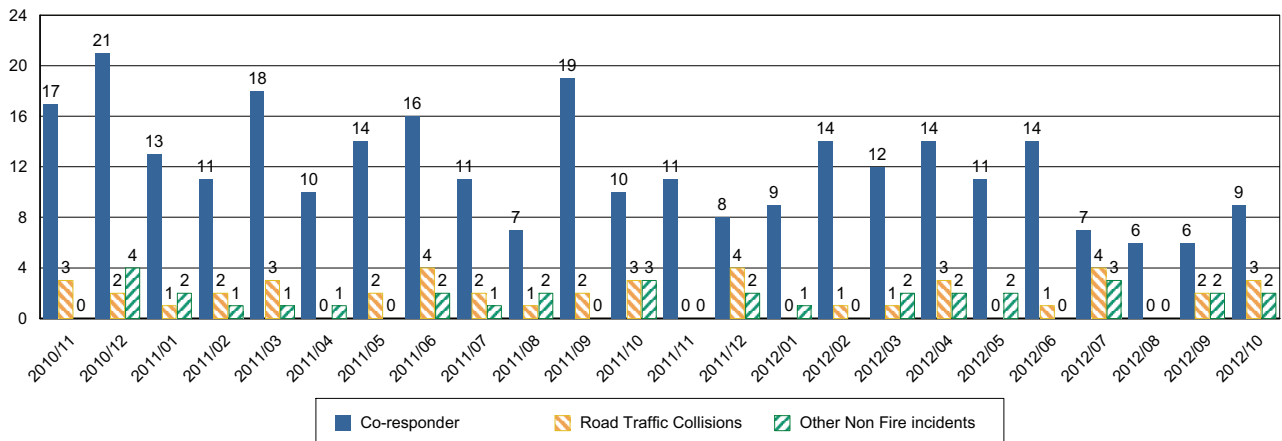
Incidents and Calls



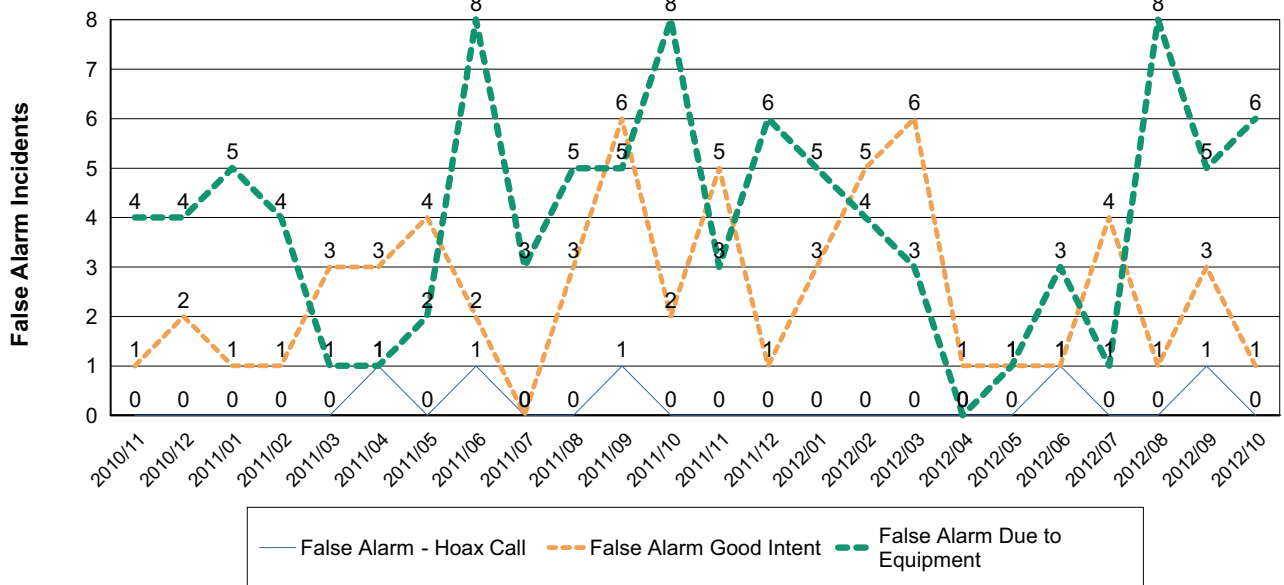
Fires by Cause



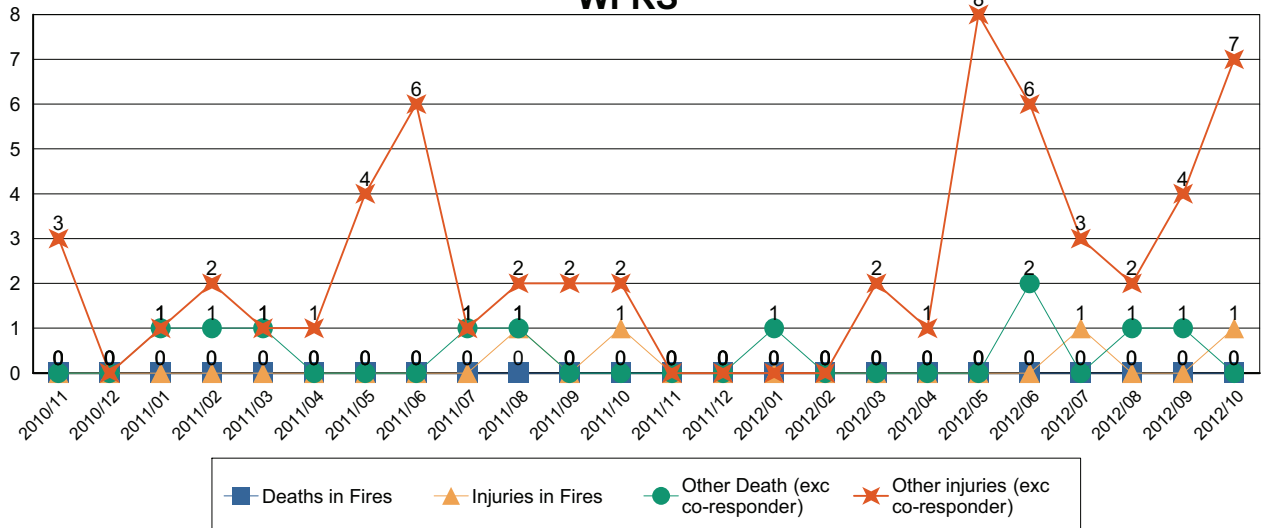
Non-Fire incidents attended by WFRS



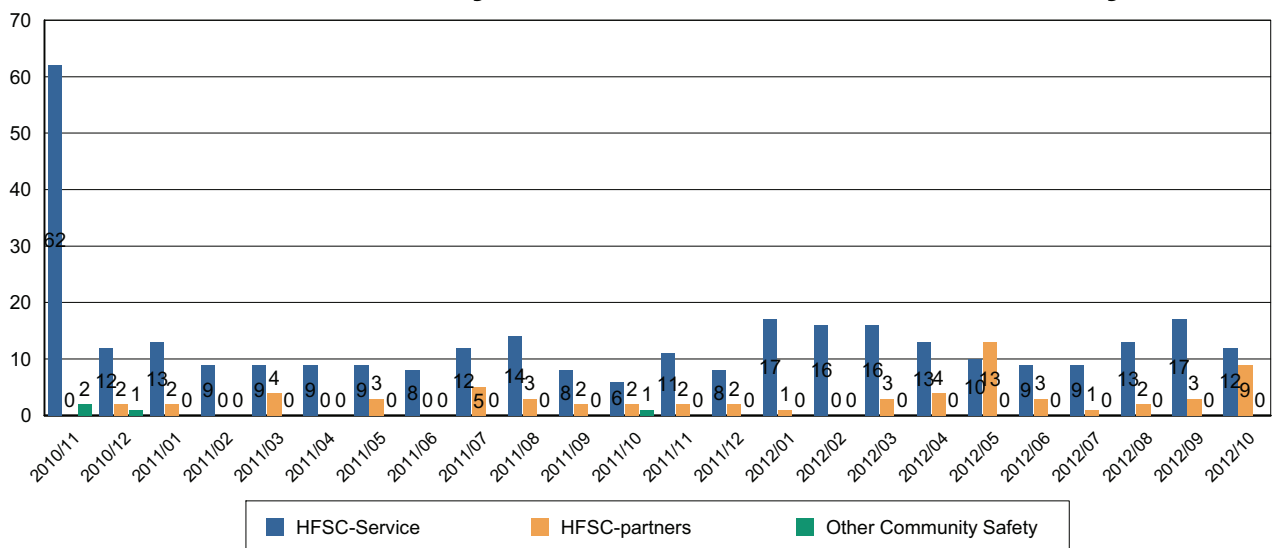
Number of False Alarm Incidents



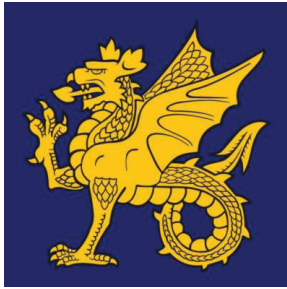
Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf



MILITARY CIVILIAN INTEGRATION PARTNERSHIP
(INCORPORATING WILTSHIRE'S COMMUNITY COVENANT PARTNERSHIP)

Issue

The significant military presence in Wiltshire is changing. The development of Britain's first 'Super Garrison' in the Salisbury Plain area, closure of RAF Lyneham and move of Defence Technical Training to the site, development of the Personnel Recovery and Assessment Centre at Tedworth House, and the Government announcement on Transforming the British Army (known as [Army 2020](#)) will have far reaching implications for local communities across the county for the foreseeable future.

Although there is an awareness of these changes taking place in the Defence community, [Wiltshire Council](#) working with [43 \(Wessex\) Brigade](#) and partners needed to assess what this means in terms of infrastructure, impact on the economy and delivery of services. Therefore, the Military Civilian Integration (MCI) Partnership was set up to shape and positively influence these changes, where possible.

The work of the MCI Partnership is based upon what is known as the Army's Firm Base¹ policy and the Wiltshire Community Plan².

Aim

The aim of the MCI Partnership in Wiltshire is to optimise the *economic* and *social* benefits of the military presence in the county. In turn, such integration will benefit Armed Forces personnel, their families, veterans, and local communities.

Objectives

The MCI Partnership has 7 main objectives:

- To identify and respond to the changing military 'footprint' in Wiltshire
- To quantify and maximise the economic contribution of the military to the county
- To enable the realignment of service provision by the Council and its partners to meet the changing needs of the military, their families and veterans
- To capitalise on opportunities for regeneration and building sustainable communities in areas with a military presence
- To ensure the county continues to remain an attractive location for our Armed Forces and long-term investment by the MoD
- To encourage local communities to support the Armed Forces through the Wiltshire Community Covenant
- To assist Service leavers, and redundees in particular, in career transition and into employment in Wiltshire, helping soldiers back into society

¹ The 'Firm Base' describes a secure environment, at home and overseas, that sustains the Army, enables training for, and deployment on, operations and ensures the consent and support of the public and host nations. Most of the activities required to support soldiers are linked – welfare and accommodation being good examples. The delivery of these services, therefore, requires working closely with the community (Source: MoD).

² People, places and promises, The Wiltshire Community Plan 2011-2026.

Partnership Activities

Currently, there are 8 'live' projects in the MCI Partnership:

1. Salisbury Plain Super Garrison: The Salisbury Plain Super Garrison is the 'core' project in the partnership. It focuses on plans for the future MoD use of the Salisbury Plain Training Area. Super Garrisons are also being developed in Aldershot, Catterick and Colchester.

2. Lyneham Steering Group: The [Lyneham Steering Group](#) brings together community groups affected by the closure of RAF Lyneham and transition to [Defence Technical Training](#) to provide a 'voice' for their concerns and resolve issues, where possible. The RAF will leave Lyneham at the end of 2012, and it is anticipated that Defence Technical Training will transfer to the site in a series of phased moves.

3. Defence Technical Training Planning: The purpose of this project is to manage the MoD/Wiltshire Council Planning relationship, working with the [Defence Infrastructure Organisation](#), for the move of Defence Technical Training to Lyneham from 2013. It is anticipated that a Planning Application will be made in early 2013 and training will start at Lyneham by 2015. The aspiration is for Defence Technical Training to be fully established on site by 2020.

4. Community Covenant: [Wiltshire's Armed Forces Community Covenant](#) was launched in August 2011. The aim of the Community Covenant, including the grant scheme, is to encourage local communities to support the Service community and nurture understanding and awareness amongst the public of issues affecting the Armed Forces Community. Also, Wiltshire launched its [Armed Forces Veterans Charter and Action Plan](#) in December 2011.

5. Land Use Planning: The purpose of this project is to manage the MoD/Wiltshire Council Planning relationship involving MoD sites across the county, including building sustainable communities. One of the main objectives of this work is to positively influence and inform military estate management and investment to achieve the maximum impact for Wiltshire. This work includes housing and builds on an earlier study, partly funded by [Plain Action](#) and the [Homes & Communities Agency](#), to improve the understanding of existing communities in the context of the Super Garrison development.

6. Joining things up: The purpose of this project is to ensure effective service delivery to military families, including veterans, by statutory and voluntary agencies including NHS Wiltshire. As part of this work Wiltshire Council is supporting the development of the [Personnel Recovery and Assessment Centre](#) (PRAC) at Tedworth House, with its 'Support Hub', funded by [Help for Heroes](#) and [The Royal British Legion](#)

7. Employment & Enterprise: This is a new project (currently under development) to assist Service leavers, including redundees, in career transition. It will fit with Wiltshire's wider work on business start-up and enterprise support.

8. Research: The evidence base for the partnership is derived from:

- [Military Presence and Economic Significance in the South West Region](#) This report examined the military presence in the South West (March 2009)
- [Envisioning the Future](#) This report provided a comprehensive assessment of the military presence in Wiltshire (July 2009)

To stay up-to-date, core data has been refreshed (due for publication in November 2012).

Partnership Organisation

The MCI Partnership Board provides strategic direction and guidance to the partnership and MCI Delivery Group in particular.

The Board comprises: The Leader Wiltshire Council, Commander 43 (Wessex) Brigade, Cabinet Member for Economic Development & Strategic Planning, Corporate Director, Service Director Economy & Regeneration, Swindon & Wiltshire Local Enterprise Partnership representative, Community First/Plain Action, Defence Infrastructure Organisation, Defence Technical Training, Homes & Communities Agency, and project leads as necessary. The Board meets every 8-10 weeks.

Further Information

For further information, please contact: Ian Cambrook, MCI Manager, Pidela Consulting Ltd, at ian.cambrook@googlemail.com or go to the [MCI pages](#) on the Wiltshire Council website.

PC/MCI/November 2012

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	MOD: Defence Technical Training
Date of Area Board Meeting	Wednesday 28 November 2012

Defence Technical Training Headlines

- The project public consultation website will be online shortly (anticipated before the end of November).
-
- Site master planning and technical assessment work continues to progress. We will provide a further update on this at the January Area Board meeting.
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- Some advance works (e.g. demolition and infrastructure improvements) are still scheduled to take place towards the end of the year / early 2013.

MOD Defence Technical Training (DTT), Lyneham – November 2012

1. The project public consultation website will be online shortly. Due to technical issues the sites launch has taken longer than anticipated. As advised at the September meeting the website will host a questionnaire to capture initial comments and views from local residents and other interested parties.
2. We have met with the Lyneham & Bradenstoke Parish Council and agreed that hard copies of the consultation material will be available from the Parish Clerk and Lyneham Library. When the consultation website goes live we will inform the Board and the Parish Council have also kindly offered to add link on their website.
3. We have arranged to attend the next Hilmarton Parish Council meeting in December to provide them with an overview of the project.
4. Meetings continue to be held with authorities to agree the scope of the technical assessments that will be prepared to support the planning application. Technical surveys on site with continue through until early 2013.
5. As advised at the September meeting, to streamline the construction period some advance works will be undertaken at the site. These are still anticipated to include the demolition of some of the most derelict buildings or site infrastructure works, including improvements to the security fence. It is envisaged that these could commence at the end of this year and continue into Spring 2013. We will provide further update on these works at the January Area Board meeting.

Update for Royal Wootton Bassett & Cricklade Area Board

Other issues:

Day to day site issues should continue to be referred to the Lyneham Site Estate Team Leader in the first instance, preferably via the Area Board Lyneham Steering Group meetings.

Existing DIO Service Families Housing (non operational) issues should be referred to DIO Secretariat
Tel: 0121-3113879.

Future Events/Dates for the diary

Please return completed form to Penny Bell, Democratic Services Officer, email:
penny.bell@wiltshire.gov.uk tel: 01249 706613

October 2012 update

Pregnant women offered whooping cough jab

Pregnant women across Wiltshire are being offered the whooping cough vaccination, following a national increase in the number of cases.

The vaccination will boost short term immunity passed on by women to their babies while they're still in the womb. Newborns will still need to be vaccinated between two and four months of age, so that they continue to be protected.

GPs will be giving the vaccination to women who are at least 28 weeks pregnant, in order to optimise its effectiveness.

Whooping cough – or pertussis is a highly contagious bacterial infection of the lungs and airways. The condition usually begins with a persistent dry and irritating cough which progresses to intense bouts of coughing. These are followed by a distinctive 'whooping' noise.

The Department of Health is encouraging all women who are 28 weeks pregnant or more to have the vaccination because immunity from the vaccine will pass to your baby through the placenta, helping to protect them in their first few weeks of life

If you're approaching 28 weeks pregnant or more, please contact your GP practice to find out more about the vaccine and book an appointment to receive it.

For more information on the whooping cough vaccine in pregnancy, visit the NHS Choices website: <http://www.nhs.uk/Planners/vaccinations/Pages/Adultshub.aspx>

Keep warm and well

Now that the clocks have changed and we have already seen temperatures plummet, NHS Wiltshire is urging people to keep warm and well this winter:

"The cold can have serious consequences, increasing the risk of strokes and heart attacks as well as colds and flu," says Medical Director Peter Jenkins; "Wrapping up warm, keeping the heating turned up and keeping a well-stocked medical cabinet incase you do catch a cold or flu are all sensible steps to take."

"It's particularly important to stay indoors during very cold weather if you have a respiratory illness – and all elderly people should avoid going out on icy pavements. This means staying at home until later in the morning when the ice has melted. Even if you have a doctor's appointment first thing, try and reschedule it for later – your surgery will usually be happy to help with this. It's better to wait than risk falling on the ice."

NHS Wiltshire has produced five top tips on staying warm and well this winter.

1. **Keep your home warm** – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during

- the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold (as it is at present), set the heating to come on earlier so that you're not waiting for your home to warm up.
2. **Have your flu jab.** Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
 3. **If you do fall ill with flu, it's best to stay at home.** Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
 4. **Vomiting and diarrhoea bugs** caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or school.
 5. **Keep a well-stocked medicine cabinet**, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you're ill

The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS Direct for advice on 0845 46 47 or go to www.nhsdirect.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance.

The next PCT Cluster Board Meeting will be held on Wednesday 28 November at 10am in the Conference Room, Southgate House, Pans Lane, Devizes.

Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

Update for Wootton Bassett & Cricklade Area Board

Update from	Cricklade Town Council
Date of Area Board Meeting	Wednesday, 28 th November 2012

Headlines

Town Plan – A draft Town Plan was presented to the Town Council at its meeting on 22nd October. Thank you to the Steering Group of volunteers who worked hard to put this together and all those who responded to consultation exercises.

It can be viewed at http://www.cricklade-tc.gov.uk/Final_CrickladeTownPlan.Oct_2012.pdf

Cricklade Campus – Wiltshire Council's Cabinet has approved enhanced funding for a split site Campus at the Leisure Centre and at a High Street location. This allows for a choice of High Street site (Ockwells or the Police Station) and is dependent on conditions surrounding the buildings and more input from the local community and stakeholders. The Town Council will be working closely with the SCOB on this.

Remembrance Day – The Town Council welcomed the Royal British Legion and wreath bearers to its offices for refreshments ahead of the parade on Sunday, 11th November. Again many local people came along to pay their respects at the War Memorial in the High Street and at Blakehill.

Projects

Neighbourhood Plan – Following on from the Town Plan, a Working Party is now working towards a Neighbourhood Plan. An application has been submitted to Wiltshire Council to designate our own Neighbourhood Area to be set within our parish boundary. The Town Council looks forward to working with the community area and all our neighbouring parishes on various common issues.

Path at Long Close – With grant funding through the PIG Scheme and possibly under S106, the Town Council is liaising with English Heritage about building a path across Long Close linking Gas Lane to Whitehorse Road.



Benchmarking – The Town Council and the Business Association has collected all data needed for this Wiltshire Council funded exercise. Action for Market Towns will then produce a bespoke report about Cricklade's economic performance early next year.

Tourism – The Tourism Working Party is liaising with the Cotswold Water Park and will looking at ways of helping to raise the profile of this important local area in which Cricklade sits.

Community Awards – A new scheme has been introduced inviting local people to nominate volunteers for awards to recognise their achievements in the community. There are 3 categories - Young Person of the Year, the Cricklade Community Award and Community Group of the Year. Awards will be presented at the Annual Town Meeting.

Future Events/Dates for the diary

A full list of events in Cricklade can be found at our Events Diary at www.cricklade-tc.gov.uk

- 1st December – Christmas Lights Switch On 6.30pm. Father Christmas arrives at 7pm
- 11th December – Cricklade Cinema - The Best Exotic Marigold Hotel, 8.15pm  

Signed: Shelley Parker, Town Clerk

Date: 16th November 2012

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	RWB Chamber of Commerce
Date of Area Board Meeting	28 th November 2012

Headlines

- **LORD HESELTINE REVIEW** you may have seen this in the news Michael Heseltine is conducting a review on how Government delivers services and funding to UK businesses. The report is due to be published in mid November and is expected to give Chambers of Commerce more say in setting policy and deciding how money is spent, so membership of a Chamber has never been more important.

- **WESSEX CHAMBERS** lots of exciting changes are happening at our parent Chamber. Wessex have been holding a series of events across Wiltshire to explain the changes. We will also be holding our own Member Event on 27th November and Wessex Chief Executive Rob Perks will be on hand to explain the new member benefits. There will also be the opportunity to meet our new Membership Manager who begins working with us in January.

Projects

- **TOWN TEAM** we continue to work closely with the Town Council and together we have been granted Town Team status. This rewarded us with £10,000 to spend on improvements to our Town Centre. As a founding member of this team we continue to represent local businesses of all kind and size at the meetings. We are also members of the Lyneham Steering Group and Community Led Planning Group. If you wish your issues or views to be heard at any of these meetings please let us know.

- **TOURISM PROJECT** we have been working on this project with Visit Wiltshire and Cricklade Business Association for about six months now and we are making good progress. We held an event on 15th November in Cricklade in order to receive feedback, and present the first draft of our new Driving Trail. However we are still very keen to hear from other Tourism or Retail based businesses in the full Area Board area.

Future Events/Dates for the diary

- Wednesday 28th November 12.30-2pm : Homeworkers, The Croft, RWB
- Thursday 13th December 6pm : Xmas Meal, Prince of Wales RWB
- Wednesday 9th January 12.30-2pm : Networking Lunch with Speaker, Ganges, RWB
- Wednesday 30th January 12.30-2pm : new Connections meeting, The Croft, RWB

- For more information about the Chamber including, how we can support your business, becoming a member, or getting involved please email info@woottonbassett.biz or call 01793 680262 and speak to Suzanne Gore.

WOOTTON BASSETT SPORTS ASSOCIATION

Gerard Buxton Sports Ground, Rylands Way, Wootton Bassett, Wiltshire, SN4 8AY
Tel: 01793 853380

Relocation of Wootton Bassett Sports Association – Update to Area Board 28/11/12

Background

Wootton Bassett Sports Association (WBSA) is seeking to relocate from its current 7 acres site at Rylands Way and proposing to purchase and develop a 26 acre site by the Malmesbury Road and opposite the Ballards Ash sports ground. The Association hosts the Town's football, tennis, cricket and road running clubs, together with social clubs/members, Facilities on the current site include a football pitch, cricket pitch, four tennis courts, and associated clubhouse with changing and social rooms. The new site when fully developed will provide for 2 cricket squares, 4 football pitches, 8 tennis courts, together with changing room and community/social facilities within the clubhouse.

Current Status

Recent progress has been as follows:

1. Conclusion of contractual negotiations regards vacant possession and build timeframes;
2. Continued refinement of site design, business plan and operational forecast;
3. Development of 1st stage grant applications, and the first grant award from Sport England's Protected Playing Fields fund;
4. Continued consultation with sport governing bodies (FA, LTA, ECB, Sport England) as appropriate.

Any local clubs or organisations interested in discussing the development then please contact me on the number below.

This is a complex and large project and there is much to do, but it really does offer our community the potential of top quality sporting facilities, and will secure and significantly enhance the legacy of the gift of land to sport by Major Gerard Buxton.

Paul Harrison
Relocation Manager
Tel: 01793 855665

Wiltshire Involvement Network (WIN)

Report to Wiltshire Area Boards

September 2012 to November 2012

WIN is one of a nationwide system of Local Involvement Networks (LINKs) set up under the *Local Government and Public Involvement in Health Act 2007* to listen to the concerns of local people, community groups and organisations about their health and social care services. They all want to see these services change for the better. By sharing your views and experiences of health and social care in Wiltshire, you can help influence how services are planned and run. The work that WIN has carried out from September to November 2012 is set out below:

- The WIN Outreach Group met twice to discuss its work plan and arrangements for representing WIN at all area board meetings. A draft response to the Care and Support Bill consultation was also discussed. Final preparations were also discussed for the WIN 'Carers and Services that help people to live at home' event that will take place on the 19th October in Salisbury
- The WIN Officer attended the Regional LINKs meeting in Taunton to hear updates from NHS South West and the Local Government Association on LINK legacy and handover documents, the Equality Delivery System and information about how other Local Involvement Networks across the region are coping with the transition into Healthwatch.
- The WIN Chair, Phil Matthews, attended a meeting of Wiltshire Council's Shadow Health and Wellbeing Board, on which he represents WIN. He also represents WIN on Wiltshire Council's Health and Social Care Select Committee.
- Following two informal Enter and View visits to Athelstan House, Malmesbury, and Hungerford House, Corsham, which took place in July, full reports have been written and shared with the commissioners, providers and regulators of both services. Copies of the report can also be found on the WIN website. (WIN has the statutory power to enter and view any health or social care facility in Wiltshire.) A programme of unannounced visits is now being planned to other care homes across Wiltshire. WIN works closely with the CQC to ensure health and social care premises meet the required standards.
- During the period WIN members and staff attended the following events to promote the work of WIN and to listen and engage with members of the public to establish issues and concerns from around the county:
 - Wiltshire and Swindon Users' Network Annual General Meeting
 - Wiltshire Equality Network – Mental Health – Ensuring Positive Outcomes event
 - Carer Support Wiltshire Annual Review meeting
 - Wiltshire Patient Participation Group Forum
 - CCG Stakeholder Assembly
 - Voluntary Sector Assembly
 - AWP – Moving Forward Together Event

- Housing Tenants Open Day in Salisbury
- Age UK Wiltshire Annual General Meeting
- WIN, the Wiltshire and Swindon Users' Network and Wiltshire Council are committed to transforming how blind, partially sighted and visually impaired people are supported. With this in mind a series of workshops has been organised to help us to define:
 - What works really well within the current services on offer?
 - What needs to change within the current services?
 - What are the key issues and priorities for developing services?

A final list of recommendations will be taken forward for discussion with the Council, NHS Wiltshire and the Clinical Commissioning Group as to how services can be developed or enhanced in the future. For more information contact us.

- WIN has been working closely with Wiltshire Council's Help to Live at Home service and Carers Support Wiltshire to promote services available for people to help them to live safely and longer in their own homes. An information and promotion event took place at the end of May in Devizes which saw 100 people receive updates from Wiltshire Council, Carers Support Wiltshire, Youth Action Wiltshire, Age UK Wiltshire, Wiltshire Medical Services and Mediquip. WIN received some extremely positive feedback from attendees. WIN was asked by Wiltshire Council to replicate the event in Salisbury to ensure that the information was promoted as widely across Wiltshire as possible. The event in Salisbury will take place on Friday 19th October at the City Hall.
- The WIN Healthwatch Implementation Task Group met with a representative from Wiltshire Council to be updated on the progress of Healthwatch Wiltshire.
- The WIN Chairs met with the Wiltshire and BANES Compliance Inspector for the Care Quality Commission (CQC) to share information and discuss issues of concern. These meetings take place on a bi-monthly basis and enable WIN to have open and clear communication with the CQC.

A report of all meetings attended by members and staff is produced and shared with the wider membership and published on the WIN website.

Dates for your diary:

Friday 19th October – WIN 'Carers and Services that Help People to Live at Home' Event, Salisbury

Wednesday 7th November – First Vision Ahead workshop, Devizes

Wednesday 14th November – WIN Public Meeting (hospital and community discharge), Melksham

For more information on the above meetings or if you would like to be involved with WIN, or find out what our future plans are contact us on 01380 871800, winadmin.wsun@btconnect.com or find us online at www.wiltshireinvolvementnetwork.org.uk

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 28 November 2012
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider officer recommendations in respect of 2 applications seeking 2012/13 Community Area Grant Funding:

1. Thames Pre School – award £395 for the provision of 6 outdoor waterproof coats for staff.
2. Cricklade United Church/Community Hall – award £600 towards the provision of fixed emergency lighting for the hall.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/13.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Royal Wootton Bassett & Cricklade Area Board has been allocated a 2012/13 budget of **£51,680** for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. The 2012/13 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.13. A decision was been made in 2010/11 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.14. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.15. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.
- 1.16. A budget of £8,894 ring-fenced for the needs of young people will again be made available in 2012/13. How this will be allocated will be the decision of the area board.
- 1.17. Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget of £10,000 for 2012/13.
- 1.18. Funding awarded to date during 2012/13 totals £3,870. This leaves a balance of £47,810.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Area Board Grant Guidance 2012/13 as presented for delegated decision • The Northern Community Area 'Our Community Plan 2005-2015'
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 5 rounds of funding during 2012/13. The first took place on 30 May 2012, the second on 25 July, the third on 26 September, the fourth is contained in this report and the final round for funding will take place on:
 - 23 January 2013 – deadline for applications will be 12 December 2012

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.
- 4.2. If grants are awarded in line with officer recommendations, the Royal Wootton Bassett & Cricklade Area Board will have a balance of £46,815.

5. Legal Implications

- 5.1. There are no specific Legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – "Officer Recommendations".

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Thames Pre School	Provision of 6 outdoor waterproof coats for staff	£395

- 8.1.1. The officer recommendation is to award the sum of £395 to Thames Pre School for the provision of outdoor waterproof coats for staff.
- 8.1.2. The application meets the Community Area Grant Criteria 2012/13.
- 8.1.3. The application demonstrates a link to the Northern Community Area Plan “Support the vitality of village schools”, and partial links to “Lack of youth facilities throughout the Northern Community Area” and “Lack of recreational facilities and playgrounds throughout the Community Area”.
- 8.1.4. Thames Pre School is a not for profit, thriving, community preschool in Cricklade. The aim of Thames Pre School is to provide a safe, secure and stimulating environment in which children can learn and develop.
- 8.1.5. Thames Pre School actively encourages children to play outside in all weathers, and already provides quality waterproof suits for each child in order to facilitate this. The provision of similar, waterproof protection for the preschool staff will enable the staff to be suitably clothed to encourage the children’s play during wet weather.
- 8.1.6. The applicant does not currently hold any reserves and the accounts currently show a small deficit for the year. The applicant has provided reassurance that a small deficit is expected at this time of year and the Pre School has been in existence for some 27 years so is considered well established.
- 8.1.7. If the Area Board decided not to fund the project, the provision of the coats would not be possible at this stage without some form of fundraising.

Ref	Applicant	Project proposal	Funding requested
8.2	Cricklade United Church/Community Hall	Health and safety upgrade – fixed emergency lighting	£600

- 8.2.1. The officer recommendation is to award the sum of £600 to Cricklade United Church/Community Hall towards the cost of emergency lighting for the hall.
- 8.2.2. The application meets the Community Area Grant Criteria 2012/13.

- 8.2.3. The application demonstrates a commitment to the priorities stated in the Northern Community Area Plan by adhering to statutory safety requirements in order to enable the continued provision of social, education and lifelong learning opportunities, plus support to vulnerable people, and also by addressing the “Lack of youth facilities” through the provision of clubs and activities aimed specifically at young people.
- 8.2.4. Cricklade United Church is widely used by the local community and a range of local clubs and groups for non-religious purposes, including the Embroidery Group, Association for the Blind, Brownies, yoga and youth drama clubs to name a few.
- 8.2.5. The installation of fixed emergency lighting will bring the hall up to date on health and safety responsibilities, ensuring compliance with health and safety requirements and providing a safe environment for hall users.
- 8.2.6. The Church Building Committee is currently raising money to repair the roof of the building and to replace the large gas fires, and so current funds are already committed to these works, hence the request for support from the Area Board to help fund the installation of fixed emergency lighting.

Appendices:	Appendix 1 - Grants Pack
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Penny Bell, Community Area Manager Tel: 01249 706613 E-mail: penny.bell@wiltshire.gov.uk
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