

# MINUTES

**Meeting:** CORSHAM AREA BOARD  
**Place:** Corsham Town Hall, High Street, Corsham, Wiltshire, SN13 0EZ  
**Date:** 19 October 2010  
**Start Time:** 7pm  
**Finish Time:** 8.50pm

---

Please direct any enquiries on these minutes to:

Marie Todd (Area Board and Member Support Manager) on 01225 718036 or [marie.todd@wiltshire.gov.uk](mailto:marie.todd@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 Peter Davis (Vice Chairman), Cllr Alan Macrae, Cllr Sheila Parker and Cllr Dick Tonge (Chairman)

### **Wiltshire Council Officers**

Sian Walker – Service Director  
Robert Murphy – Principal Transport Planner  
Lucy Murray Brown – Leisure Partnerships Manager  
Dave Roberts – Community Area Manager  
Mark Smith – Director, Neighbourhood Services  
Marie Todd – Area Board and Member Support Manager  
Robin Townsend – Head of Leisure

### **Town and Parish Councillors**

Corsham Town Council – Allan Bosley, Lucy Bray, David Martin (Clerk), Elaine Marston and R Taylor  
Box Parish Council – Jennie Hartless, Pauline Lyons and Fred Sheppard  
Colerne Parish Council – Tom Hall

### **Partners**

Wiltshire Police - Inspector Kate Pain  
Wiltshire Police Authority – Gill Stafford  
Wiltshire Fire and Rescue – Mike Franklin

CCAN – S Fletcher, Kevin Gaskin, and Adam Walton  
Springfield User Forum - Pat Kelly  
Springfield Leisure Centre - Sarah Pluckrose  
WIN - Anne Keat  
Corsham Chamber of Commerce – G Fairbrass and Ian Storey

**Members of Public in Attendance: 25**  
**Total in attendance: 51**

---

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited members of the board and officers to introduce themselves.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Jo Howes, NHS Wiltshire.</p>	
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 17 August 2010 were confirmed and signed as a correct record.</p>	
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The chairman informed those present of the following:</p> <p>(a) <u>Buses to Basil Hill (Corsham) – New Services Funded by Developer Money</u></p> <p>With the new development at the MoD at Basil Hill, after lengthy negotiations, arrangements for new bus services have now been agreed and are being formally put in place.</p> <p>CORSHAM TOWN (service 10)  The current timetable will be enhanced with effect from 1 November to give a regular half-hour frequency all through the day with just two routes but with both serving Basil Hill, which will have a 15 minute service. The existing buses will be replaced with two brand new low floor buses. On Saturdays the service will run hourly using just one bus operating until lunchtime.</p> <p>RURAL SERVICES  In addition, three dedicated services for MoD employees will begin on 1 December, following routes that have been agreed with the MoD using information about where their staff live. To make best use of resources, these will be operated in conjunction with existing school (coach) contracts.</p>	

The three services are:

82 - From Trowbridge

83 - From Bradford on Avon, Holt and Broughton Gifford,

84 – From Melksham, Shaw, Whitley and Gastard.

The MoD was keen to publicise these arrangements in advance of the staff moving in and the Passenger Transport Unit would do their utmost to ensure local residents also get information in good time to enjoy the full benefit of the enhanced timetable and new easier access buses.

Negotiations between the Council and the MoD were continuing to ensure the transfer of monies to Wiltshire Council so that funding would be available when required to proceed with works to the A4.

(b) Wiltshire Local Transport Plan 2011-2026

The Council has a statutory duty to review and publish a new Local Transport Plan (LTP) by the end of March 2011. In essence, Local Transport Plans steer the implementation of national transport policies at the local level.

The Wiltshire Local Transport Plan is made up of:

- A long-term transport strategy that seeks to:
  - support economic growth
  - reduce carbon emissions
  - contribute to better safety, security and health
  - promote equality of opportunity
  - improve quality of life and promote a healthy natural environment
- A shorter-term implementation plan based on a realistic assessment of available funding, and
- A number of supporting strategies and technical documents.

In addition, the Local Transport Plan provides the framework for all other organisations with a direct or indirect involvement in transport in Wiltshire.

Consultation on the draft Local Transport Plan will run from **4 October to 26 November 2010.**

The preferred method of communication is for comments to be submitted online at: <http://consult.wiltshire.gov.uk/portal>, where electronic copies of all the documents will be available. Paper copies of the summary document, questionnaire and a reference copy of the Local Transport Plan will also be available from all libraries and main Council offices.

The Council's Cabinet and full Council will consider the results of the consultation in February 2011 prior to the publication of the final Local Transport Plan in March 2011.

(c) Wiltshire Intelligence Network

A new website has been created to provide access to a wide variety of information and research for Wiltshire. The new site, [www.intelligencenetwork.org.uk](http://www.intelligencenetwork.org.uk), is available to all and aims to support planners and policy makers, community leaders and politicians, voluntary groups and the general public in using accurate data to make informed decisions. A broad range of information is available, organised into the following topic themes:

- Consultation
- Local Area Profiles
- Population & Census
- Health & Wellbeing
- Education & Skills
- Economy
- Crime & Community Safety
- Community
- Planning & Housing
- Transport & Communications
- Environment, Climate Change, Waste & Recycling
- Culture, Leisure & Tourism

The content of the site will continue to grow over the coming months and the research team is keen to hear any suggestions for content that people would like to see on the site. The site was developed by Wiltshire Council's

	<p>corporate research team in the Department of Public Health and Wellbeing, in conjunction with the South West Observatory and working in partnership with NHS Wiltshire and Wiltshire Police. For more information, or to give views and feedback, please contact Sally Hunter on 01225 713289, or email <a href="mailto:sally.hunter@wiltshire.gov.uk">sally.hunter@wiltshire.gov.uk</a>.</p> <p>(d) <u>Mobile Phone Safety</u></p> <p>Immobilise, the UK national property register, are running a scheme to help protect mobile phones and other property in the future. Please visit their website, <a href="http://www.immobilise.com">www.immobilise.com</a>, to register mobile phones for free. This will help Wiltshire Police to recover property and to catch the thief. If anyone would like a poster to display or further information about this scheme, please see the Immobilise website.</p> <p>(e) <u>Adverse Winter Weather – Call for Partnership Working</u></p> <p>Wiltshire Council is looking to expand its partnership working with town and parish councils should problems be caused by adverse winter conditions.</p> <p>Wiltshire Council is encouraging local councils to record their interest in working together to help provide services during adverse weather conditions. This could involve being a local agent for storing salt, or refilling salt bins, or mechanical salting of footpaths and roads.</p> <p>This partnership working would help to provide a better and more extensive coverage at a time when resources will be fully stretched.</p> <p>Local councils are asked to register their interest via their Community Area Manager, Dave Roberts Tel: 07979 318504 or Email: <a href="mailto:dave.roberts@wiltshire.gov.uk">dave.roberts@wiltshire.gov.uk</a> before 30 November 2010.</p>	
6.	<p><u>Town, Parish and Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>A written report was submitted to the meeting and included in the agenda papers. The Wiltshire Camera Safety Partnership had now been disbanded but the Neighbourhood Policing Teams would be trained to use the camera equipment to prevent speeding. The community speedwatch scheme was also very successful in some local</p>	

areas and support was available if any Parish or Town Councils were interested.

Crime overall had decreased in the Corsham community area by 13%.

(b) Wiltshire Fire and Rescue Service

A written report was submitted to the meeting and included in the agenda papers. It was important to ensure that chimneys were swept at this time of year as chimney fires tended to increase during the winter months.

(c) NHS Wiltshire

A written report was submitted to the meeting and included in the agenda papers.

(d) Corsham Community Area Network (CCAN)

CCAN had held an open evening and AGM on 16 September at which Wiltshire Council had made the announcement to launch the consultation on the proposed development of a community area campus on the Springfield site.

CCAN was fully supporting a consultation period working with Wiltshire Council, Corsham Town Council and partner parish councils with a postal survey questionnaire and a number of public events to obtain views on the proposal from as wide a cross section of the community as possible.

Open meetings aimed at community organisations and the general public were planned alongside the survey which will likely run during November. Planned meeting dates were 17 November and 1 December at the Corsham Community Centre.

Progress was being made with the discussions with Wiltshire Council on the recommendations of the Cycle Report which aims to improve cycle connections into Corsham from Rudloe and Neston.

Work was continuing on the bus stop survey in conjunction with the parishes to validate the detail of the original survey and report in terms of condition and ownership of the bus stops across the community area.

	<p>A positive start had been made to the street light project aimed at identifying possible lights to be switched off during silent hours to save electricity and light pollution. Evidence suggested that switching off lights after midnight until 5am could save 12p per night per street light. Town and Parish Councils were being briefed and would review and decide on the findings, and Wiltshire Council would then give a technical opinion, prior to presentation to the Area Board for final decision at the January meeting.</p> <p>At the AGM held in September Christine Reid was re-elected as the Chair of the Steering Group and with new members elected there was now representation from all parishes. CCAN would make a mid year report and application for a second tranche of support funding at the next Area Board meeting.</p> <p>In response to concerns raised as to whether midnight was too early to switch off street lights CCAN agreed to further investigate this issue.</p> <p>(e) <u>Town and Parish Councils</u></p> <p>(i) <u>Corsham Town Council</u></p> <p>The Town Council thanked Westlea Housing and Wiltshire Council for their help with Corsham in Bloom. The town had won a Silver-Gilt award in the competition.</p> <p>There were plans to extend Corsham cemetery, surveys had been undertaken and a planning application would be submitted in a couple of months' time.</p> <p>(ii) <u>Colerne Parish Council</u></p> <p>The new Parish Council website was now up and running. Agendas, meeting details and notices would be available in the near future. The recreation ground project had now started and plans would be available shortly.</p> <p>(f) <u>Chamber of Commerce</u></p> <p>A report from the Chamber of Commerce was circulated at the meeting. The Chamber congratulated Corsham Town Council and its staff on achieving the Silver-Gilt award in the</p>	<p><b>CCAN</b></p>
--	---	--------------------



	<p>South West in Bloom contest.</p> <p>The Chamber remained opposed to the charge for the first hour of car parking in Corsham. It did not accept the premise that the money has to be used by the Council to subsidise free bus travel which encourages shoppers to travel out of the town. The main competition was where there was free parking such as in Sainsbury's, Morrison's and Waitrose on the edge of Chippenham and Melksham.</p> <p>The Chamber's view was that parking charges have to be considered as part of the economic strategy for the smaller market towns. The proposal to charge on Sundays was totally rejected.</p> <p>There were also concerns regarding unauthorised street selling and entertainment in the High Street and Martingate Centre.</p>	
7.	<p><u>Leisure Facilities Review</u></p> <p>Councillor Stuart Wheeler, Cabinet Member for Leisure, Sport and Culture, gave a presentation on the review of council-owned indoor leisure facilities.</p> <p>Wiltshire Council had inherited some form of financial responsibility for 23 facilities around the county, including many facilities which were out of date and inefficient. The situation was unsustainable, with £93 million required over the next 25 years merely to sustain the existing stock, excluding any investment to improve the buildings.</p> <p>As such, proposals had been developed on the basis of £117 million investment over 25 years, to deliver a high quality, efficient and sustainable service. This would also go some way to meeting carbon reduction targets, with leisure facilities currently accounting for 21% of the Council's carbon emissions.</p> <p>The proposals would see four new facilities within campuses, with another two existing facilities being significantly enhanced and retained. The remaining facilities would also receive significant capital investment, before being made available for transfer to community management arrangements, as part of a robust process including support and identification of suitable business models, phased financial support resulting in independence, and potentially the transfer of freehold. It was acknowledged that different mechanisms and solutions would suit different facilities, and so a report on options had been commissioned to give</p>	

examples of arrangements which had been established in other areas.

Consultation on the proposals was taking place up to 29 October 2010, with details available on the Council's website, and at libraries, leisure facilities and offices. A report on the outcome of the consultation would be submitted to the Cabinet in December, and the Council would consider the results in February 2011.

There were proposals to undertake refurbishments to the Springfield Leisure Centre leading to the devolvement of the facility; ideally the council would wish to develop the refurbished leisure facility into a true community campus.

Devolvement could be to a single or a variety of different groups. In other parts of the county interest had been forthcoming from community groups, town/parish councils, schools, existing trusts etc. The council had commissioned a report on the community trust options to assist with the proposal. Community groups would be given support and advice to set up the organisation. The organisations who had already taken over responsibility for leisure facilities in Calne and Cricklade had volunteered to give advice and support where requested.

The Chairman thanked Councillor Wheeler for the presentation and invited questions and comments:

- There were concerns that if the council cannot afford to run the leisure centre how could a community group be able to do so. Cllr Wheeler explained that the present situation in terms of the large number of facilities that the council is responsible for is unsustainable but this is not attributable to a single facility. The Springfield Leisure Centre has a strong customer base and was performing well. Community management presents opportunities to increase the efficiency of operating facilities through not for profit governance structures which would enable grants to be accessed which are not available to the council and through other means such as the use of volunteers and the ability to use local companies to provide services.
- A question was asked relating to the campus development which was currently under consideration. Would it not be prudent for the council to retain ownership of the centre to ensure its future as an essential part of the campus? Would it be advisable to delay any decision on the centre's future until the outcome of this is known? Councillor Wheeler explained that the leisure centre would be an essential part

	<p>of the campus and the council would be considering the best way for property to be managed whether it was retained as part of the whole campus or leased to an independent management group. The outcome of both consultations would be reflected in the council's decision making process and would form one programme of work once the leisure review is complete.</p> <ul style="list-style-type: none"> <li>• The council had set aside a minimum four year period to work with local people and organisations to secure new management for the centres. If a centre subsequently became unviable this would be considered by the council at the appropriate time but had not been discussed at this stage.</li> <li>• As the pool was used by dedicated swimmers, many of whom travel from Chippenham, had any thought been given to joint running of the Springfield Centre by Chippenham and Corsham? Councillor Wheeler stated that this could be considered but joint management may not be viable.</li> <li>• If the burden of running the centre fell on the town council this could be unfair as it is used by those who live further afield. Wiltshire Council was aware that the centre was used by a wide catchment area but this could be seen as an opportunity.</li> <li>• Had the fact that there would be squash and tennis courts available for use at Basil Hill been taken into account as this could entice people away from the Springfield site? This had been taken into account during the planning stage and was a risk, however, the Basil Hill facilities would be located behind the fencing on the MoD site.</li> <li>• Representatives from Colerne stated that they had excellent facilities on the camp and asked whether there would be any local support for these facilities. As this was outside the scope of the leisure review officers agreed to speak to Colerne Parish Council about this issue following the meeting.</li> </ul>	
8.	<p><u>Car Parking Strategy</u></p> <p>Robert Murphy, Principal Transport Planner, gave a presentation regarding the recent car parking strategy consultation.</p> <p>Parking in Wiltshire had been reviewed because:</p>	

- The move to Wiltshire Council had meant there had been a lack of consistency between former district council areas.
- Parking is wider than just charging. It is an important part of local transport policy (eg improving streetscenes, reducing traffic conflicts and supporting bus services), policies for developers need to be in place and there was a need to update the strategy due to changes since the last review and price comparisons with neighbouring areas.
- People had been informed of the consultation by:
  - web portal and documents in libraries
  - press release and subsequent good media coverage, parish newsletter article and area board announcements
  - letter and follow-up email on ‘opportunities’ to relevant town and parish councils
  - correspondence with chambers of commerce
  - meetings with several town and parish councils
  - emails and letters to some 8,000 Area Board and Local Transport Plan contacts
- some 600 people had made over 5,000 comments and a petition had been received.

Parking charges:

- The majority of people favoured the ‘conventional’ (lowest) parking charges option
- Some respondents disagreed with all three options (eg wanting to keep parking free in small towns)
- There was little enthusiasm for proposed Sunday parking charges
- A small majority supported the proposed way of reviewing charges

Residents’ parking:

- There was significant support for more pragmatic approach to residential parking in new housing developments
- There was overwhelming support for policy and process on residents’ parking zones
- A large majority supported a policy on overspill parking in residential areas

Other policies and issues:

- There was overwhelming majority supported the council’s approach to parking enforcement
- A small majority saw the kerb space hierarchy as reasonable
- A large majority stated that council should continue to offer season tickets

	<p><u>Corsham Responses</u></p> <ul style="list-style-type: none"> <li>• There were 21 total respondents</li> <li>• Residents near the market place in Box, use the car park as they are without any on or off road parking to their properties</li> <li>• The Market Place car park is also used for a local nursery, an engineering firm, a butchers and a drop of point for Box Primary School</li> <li>• Parking should be provided on street in Box which will provide a natural speed restraint on the A4 through the village</li> <li>• Corsham Town Council wants one hour free parking</li> </ul> <p><u>Next Steps</u></p> <ul style="list-style-type: none"> <li>• Sept-Nov: Area Boards' feedback presentations</li> <li>• Oct-Nov: consideration of consultation responses</li> <li>• 14 Dec: Cabinet decision meeting</li> <li>• Jan-Mar: statutory procedures</li> <li>• Apr: implementation of changes</li> </ul> <p>The following issues were discussed:</p> <ul style="list-style-type: none"> <li>• Could the freehold of a car park be transferred to a town or parish council? Officers had considered this option but it was not procedurally possible.</li> <li>• The Chamber of Commerce was opposed to the one hour paid parking and would prefer for the first hour to be free. Employee parking had not been addressed and it was important for the needs of part time workers to be taken into consideration. The smaller market towns were not on a level playing field with the larger towns and cities and this should be taken into account.</li> <li>• Officers confirmed that all comments made would be taken into account when preparing the report to be considered by Cabinet.</li> <li>• It was also important when approving new housing developments to allow enough parking spaces.</li> </ul>	
9.	<p><u>Local Transport Plan (LTP) Funding Allocation</u></p> <p>The area board considered proposals for transport schemes in the Corsham community area. The Corsham Area Board had been allocated £10,943 to identify priorities and deliver smaller schemes in the community area.</p> <p><u>Decision</u></p> <p><b>(1) That the funding available for youth transport (£4,377)</b></p>	<b>Dave</b>

	<p>should also be used for transport schemes in the Corsham area. No alternative suggestions had been put forward for this funding and the proposals would provide an identifiable link to Corsham Primary School.</p> <p>(2) That the following schemes be identified as the priorities for further development using the highways monies at the disposal of the Corsham Area Board (a total of £15,320 including the youth transport funding):</p> <ul style="list-style-type: none"> <li>• Investigate the introduction of improved cycle facilities linking the Rudloe Estate with the existing Corsham cycle network. The investigation to include the introduction of an improved crossing facility on the B3109 Bradford Road, in the vicinity of Westwood Road.</li> <li>• Investigate the provision of a footway linking Silver Street with the Recreation Field in Colerne.</li> </ul>	Roberts
10.	<p><u>Grit Bins</u></p> <p>The area board considered locations for additional grit bins in the Corsham area. Each area board would have a 10% increase in the number of bins in their area. There were presently 88 grit bins in the Corsham Community Area. There had been requests for an additional 18 grit bins across the community area and an allocation of 9 additional bins.</p> <p>Priorities had been identified by the Parish and Town Councils as follows:</p> <p><u>Box – 3 bins:</u></p> <ul style="list-style-type: none"> <li>• Rudloe Hall Hotel on Leafy Lane, Rudloe</li> <li>• Car park at the bottom of Valens Terrace, Box</li> <li>• Move the small bin from Doctors Hill to Prospect/Henley Lane and place new bin at Doctors Hill</li> </ul> <p><u>Colerne – 2 bins</u></p> <ul style="list-style-type: none"> <li>• No priorities yet identified.</li> </ul> <p><u>Corsham – 3 bins</u></p> <ul style="list-style-type: none"> <li>• Poynder Road</li> <li>• Broadmead</li> <li>• Bences Lane/The Lager junction</li> </ul>	

	<p><u>Lacock – 1 bin</u></p> <ul style="list-style-type: none"> <li>• Bewley Lane junction with Bowden Hill</li> </ul> <p><b><u>Decision</u></b></p> <p>(1) <b>To agree the grit bin locations suggested by Box and Lacock Parish Councils and Corsham Town Council as set out above.</b></p> <p>(2) <b>To delegate authority to the Community Area Manager to confirm the location of the Colerne bins in consultation with the chairman of the area board.</b></p>	Dave Roberts
11.	<p><u>Cabinet Representative - Councillor John Brady</u></p> <p>Councillor John Brady was unable to attend the meeting due to a family bereavement.</p>	
12.	<p><u>Community Area Grants</u></p> <p>The area board considered one grant application seeking 2010/11 community area grant funding:</p> <p><b><u>Decision</u></b>  <b>To award £1,000 to the Corsham Community Area Neighbourhood Watch Group to provide visible neighbourhood watch signs to all new registered schemes within the area.</b></p> <p><u>Reason</u>  The application meets the grant criteria for 2010/11 and demonstrates a link to the Corsham Area Community Plan by reducing crime and reducing the fear of crime.</p>	Dave Roberts
13.	<p><u>Performance Reward Grant</u></p> <p>The area board considered an application for performance reward grant funding for the Wiltshire Voices project. The project aimed to encourage broader participation in civic life. It was designed to ensure that the needs of local people are properly understood and addressed.</p> <p><b><u>Decision</u></b>  <b>To support the application for performance reward grant funding for the Wiltshire Voices project and to agree that it should be put forward for consideration by the grant funding panel.</b></p>	Dave Roberts

14.	<p><u>Evaluation of Meeting</u></p> <p>Evaluation of the meeting took place using electronic voting handsets.</p> <p>Some concern was expressed about the lack of NHS representation at this and previous meetings.</p>	
15.	<p><u>Future Meeting Dates and Forward Plan</u></p> <p>It was noted that the next meeting would take place on 30 November at The Pavilion, Box.</p>	