

AGENDA

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, High Street, Marlborough, SN8 1AA
Date: Tuesday 16 July 2013
Time: 7.00 pm

Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

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 your Democratic Services Officer.

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

Please direct any enquiries on this agenda to Roger Bishton (Democratic Services Officer) on 01225 713035 / roger.bishton@wiltshire.gov.uk ;

Or Andrew Jack (Marlborough Community Area Manager) on 01225 713109 / andrew.jack@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 Unitary Councillors

| | |
|--------------------------------|---------------------|
| Stewart Dobson (Vice-Chairman) | Marlborough East |
| Nick Fogg | Marlborough West |
| Jemima Milton (Chairman) | West Selkley |
| James Sheppard | Aldbourn & Ramsbury |

Items to be considered

1 Chairman's Welcome and Introductions

2 Apologies for Absence

3 Minutes (*Pages 1 - 10*)

- a. To approve and sign as a correct record the minutes of the meeting held on Tuesday 28 May 2013. (Copy attached)
- b. Update on actions and outcomes arising.

4 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 Chairman's Announcements (*Pages 11 - 12*)

To note the following items for information – written briefing notes are available in the full agenda pack, or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak to the Community Area Manager, or the Democratic Services Officer.

- (a) Draft Public Safety Plan

6 The Planning Process

Mike Wilmott, Area Development Manager, will give a presentation and answer questions on the planning process.

7 Partner Updates (*Pages 13 - 18*)

To note the attached Partner updates and receive any further information partners wish to share:

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. NHS Wiltshire
- d. Parish Forum
- e. Town / Parish Councils
- f. MADT (Marlborough Area Development Trust)
- g. Community Area Young People's Issues Group (CAYPIG) / Youth Advisory Group (YAG)

8 Community Area Transport Group

The Community Area Manager will make a report at the meeting.

9 Date of Next Meeting

To note that the next meeting of the Area Board is due to be held on Tuesday 24 September 2013 at Marlborough Town Hall, 5 High Street, Marlborough, starting at 7.00pm.

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, High Street, Marlborough, SN8 1AA
Date: 28 May 2013
Start Time: 7.00 pm
Finish Time: 8.40 pm

Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713035 or (e-mail) roger.bishton@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Stewart Dobson, Cllr Nick Fogg, Cllr Jemima Milton and Cllr James Sheppard

Cllr Chris Williams

Wiltshire Council Officers

Andrew Jack, Marlborough Community Area Manager

Jim Bailey, Principal Highways Engineer

Roger Bishton, Democratic Services Officer

Town and Parish Councils

Marlborough Town Council – Richard Allen, Noel Barrett-Morton, Bryan Castle,
Alexander Kirk Wilson, Shelley Parker (Town Clerk)

Aldbourn Parish Council – Alan Phizacklea

Avebury Parish Council –

Baydon Parish Council –

Berwick Bassett & Winterbourne Monkton Parish Council –

Broad Hinton & Winterbourne Bassett Parish Council – Claire Fitzpatrick, James Keith

Chilton Foliat Parish Council –

East Kennett Parish Meeting -

Froxfield Parish Council -

Fyfield & West Overton Parish Council – Tim Butler

Mildenhall Parish Council (Village Hall) – Susan Manson, Jill Utleay

Ogbourne St Andrew Parish Council -

Ogbourne St George Parish Council – Gordon Mudge

Preshute Parish Council – Susie Fisher

Ramsbury & Axford Parish Council – Diann Barnett, Sheila Glass

Savernake Parish Council – Paul March, Neil Twentyman

Partners

Wiltshire Police – Inspector Mark Thompson, Sgt. Barry Reed

Wiltshire Police Authority – Kieran Kilgallen

Wiltshire Fire & Rescue Service – Mike Franklin

Marlborough Area Development Trust – Geoff Brickell, Martin Cook

Community First & Marlborough Wilts Good Neighbour – Lucy Hawkins

Marlborough Brandt Group – S Lively, Nick Maurice

Transition Marlborough – Sam Page, Rich Pitts

Parish Forum – James Keith

Nation Cycle Charity (CTC) – Gordon Seabright

Total in attendance: 41

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
|------------------------|--|
| 19 | <p><u>Election of Chairman</u></p> <p><u>Decision</u></p> <p>To elect Cllr Jemima Milton as Chairman of the Marlborough Area Board for the ensuing year.</p> <p style="text-align: center;"><u>Cllr Jemima Milton in the Chair</u></p> |
| 20 | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves.</p> <p>The Chairman also welcomed those parish representatives who were in attendance.</p> |
| 21 | <p><u>Election of Vice-Chairman</u></p> <p><u>Decision</u></p> <p>To elect Cllr Stewart Dobson as Vice-Chairman of the Marlborough Area Board for the ensuing year.</p> |
| 22 | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from the following:</p> <ul style="list-style-type: none"> • Cllr Marion Hanniford Dobson – Marlborough Town Council • Cllr Andrew Ross – Marlborough Town Council • James Cawley – Service Director, Adult Care Commissioning |
| 23 | <p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the previous meeting held on 29 January 2013 were agreed as a correct record and signed by the Chairman.</p> |
| 24 | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> |

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| 25 | <p><u>Appointments to Outside Bodies, and Constitution of & Appointments to Working Groups 2013/14</u></p> <p>On considering a report requesting the appointment of representatives to outside bodies and Working Groups for the year 2013/14,</p> <p><u>Decision</u></p> <p>(1) To appoint Councillor representatives to outside bodies for the Municipal Year 2013/14 as follows:-</p> <ul style="list-style-type: none"> • Avebury Solstice Operational Planning Meeting – Cllr Jemima Milton • Avebury World Heritage Site Steering Committee – Cllr Jemima Milton • Avebury World Heritage Site Traffic & Visitor Management Group – Cllr Jemima Milton • Marlborough Youth Issues Group (CAYPIGS) – Cllr James Sheppard <p>(2) To reconstitute and appoint Councillor representatives to the Marlborough Community Area Transport Group for the Municipal Year 2013/14 as follows:-</p> <p>Cllr Stewart Dobson Cllr Nick Fogg Cllr Jemima Milton Cllr James Sheppard</p> <p>Marlborough Town Council and the parish councils were asked to submit the names of their representatives to serve on the Marlborough Community Area Transport Group as soon as possible.</p> |
| 26 | <p><u>Future Development of Marlborough Area Board</u></p> <p>The Chairman explained that the main business for this meeting would be a series of Open Forum Sessions during which everyone would be encouraged to express their views on how the Area Board should develop. Local Council Clerks, partners and members of the public had been requested to give some thought to this in advance of the meeting with a view to expressing their views in particular on:-</p> <ul style="list-style-type: none"> • The start time of each meeting. • The venue of each meeting. • The content of a typical meeting. <p>Andrew Jack, Community Area Manager, gave an inter-active presentation in</p> |

which all present were encouraged to divide into small groups and discuss particular topics and then record their votes, which were as follows:-

Timing of meetings:

- Is 6.30 for 7.00 start the best time to hold meetings?
- Is Tuesday the most suitable day? (change to this would not take effect until 2014/15)
- Does the area board meet too often or not enough? At present it meets every two months
- Are there any other changes we could make so that meetings are more accessible?

Voting: What is your preferred start time for Area Board meetings?

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| 1. 5.30 for 6.00pm start | 3% |
| 2. 6.00 for 6.30pm start | 4% |
| 3. 6.30 for 7.00pm start (as now) | 84% |
| 4. 7.00 for 7.30pm start | 6% |

Location of meetings:

At present, Marlborough Area Board alternates meetings between Marlborough Town Hall and a rural parish. These have included, Broad Hinton, Lockeridge and Aldbourne.

- Are you happy with the current arrangements?
- Marlborough Community Area is one of the largest in Wiltshire. Are some rural venues too far away?
- Would staying at one venue be easier to remember?
- Would Marlborough make a good, central location?
- What else might improve meetings?

Voting: What is your preferred option for meeting locations?

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| 1. Alternate between town and rural (as now) | 19% |
| 2. Visit rural parishes more often | 9% |
| 3. More meetings in Marlborough as accessible, central location | 72% |

Items for the Agenda:

At present, Marlborough Area Board takes items for the agenda based on a Wiltshire-wide Forward Work Plan, issues brought to members' attention and organisations asking to present. This can lead to lots of different things appearing on agendas.

- Are you happy with the current arrangements?
- How can other items get put on the agenda?
- Would holding **themed meetings**, where one topic is the sole focus of the night be useful?
- Would you like to see a (draft) agenda produced earlier?

Voting: If MAB was to theme its meetings, what themes could we use?

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| 1. Transport & Highways (inc. RoW and Streetscene) | 15% |
| 2. Older People | 9% |
| 3. Health | 30% |

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| | <p>4. Community Safety (inc. Police, Fire, etc) 27%</p> <p>5. The Planning Process 42%</p> <p>6. Young People 39%</p> <p>7. Campuses 39%</p> <p>8. ICT, Digital Literacy and Broadband 58%</p> <p>9. Other 27%</p> <p><u>Feedback from Community Area Grants:</u></p> <p>Over the last four years of the previous area board, over £160,000 was awarded to around 90 community groups to help fund their locally-based projects.</p> <ul style="list-style-type: none"> • How can we promote the current grant scheme, especially to groups or parishes that haven't taken it up before? • Grant recipients are asked to provide feedback on their projects. What form should this take? • Should the area board target grant funding at priorities from the Community Plan and Joint Strategic Analysis? <p>Voting: What sort of feedback should MAB require from grant recipients?</p> <ol style="list-style-type: none"> 1. Provide photos and report to MAB meeting after project complete - 81% 2. Write a News item on the Our Community Matters website about the project - 52% 3. Contribute to a "Register of Community Assets" where equipment could be shared by others - 16% 4. Promote the grant scheme to others – be "ambassadors" - 42% 5. Write press releases or photo opportunities for local media, i.e. G&H or MNO - 77% <p>At the conclusion of the exercise, the Chairman thanked everyone for expressing their views and assured the meeting that future meetings would be planned to take them into account. She would ensure that parish councils were made aware of these new arrangements.</p> |
| 27 | <p><u>Marlborough High Street - Installation of Electrical Points</u></p> <p>Cllr Nick Fogg provided an update on the scheme to install electrical points in High Street, Marlborough. By way of background, he explained the proposals to create electrical points along High Street, Marlborough. Points to service the Mop Fairs for 4 days per year requiring higher voltage might need a substation (circa £40,000 - £50,000) so may not be economically viable. However, the Showman's Guild would still have access to the points for lower level usage. However, this installation would reduce environmental and noise pollution, thus improving air quality and the general amenity of High Street.</p> <p>Marlborough Town Council had supported, in principle, the laying of trenching and ducting for the future provision of electrical points in High Street but considered that a full feasibility report should be carried out.</p> <p>A site meeting had been held on 23 May 2013 between officers of Wiltshire Council, the Marlborough Town Clerk, Atkins Global, Southern Electric and a local retired electrical engineer to ascertain where ducting would need to be laid for the installation of electrical points along the centre of the High Street to coincide with the summer re-surfacing project. It was acknowledged that the</p> |

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| | <p>costly part of laying trenching and ducting would be the actual excavation. These costs would be absorbed into the re-surfacing work to the carriageway. Having the ducting in place would allow for future connections. It was noted that Southern Electric would be providing a quotation for cabling to feed through ducting to 6 points in the centre.</p> <p>In answer to a question, Jim Bailey, Highways Engineer, stated that the resurfacing of Back Lane and Oxford Road, Ramsbury was programmed with funding available.</p> <p>On behalf of the meeting, the Chairman thanked Cllr Fogg for his update and requested that he provide a written update for the next meeting, to include quotes from Southern Electric to show how the Area Board's money is to be spent.</p> |
| 28 | <p><u>Partner Updates</u></p> <p>The Area Board received the following partner update reports:-</p> <p>a. Wiltshire Police Inspector Mark Thompson, new Sector Inspector and Sgt. Barry Reed, NPT Sergeant for Marlborough were introduced and welcomed to the meeting. Inspector Thompson introduced his report and explained that whereas crime overall was indicating a downward trend, car crime had increased. Additional resources were being put into this area in order to reduce the level of crime. Beauty spots were being targeted and the possibility of introducing suitable warning signs was being examined.</p> <p>b. Wiltshire Fire and Rescue Mike Franklin presented his report and informed the meeting that an Integrated Risk Management Plan was being developed and this would be brought to Area Boards for their comments.</p> <p>c. NHS Wiltshire The submitted report was noted.</p> <p>d. Parish Forum There was no update.</p> <p>e. Marlborough Town Council The following updates were noted:-</p> <ul style="list-style-type: none"> • The CCTV project in High Street was being implemented. • Some land was being sold in Chantry Lane, the proceeds of which would pay for the upgrading of toilets in George Lane car park. • The Town Council was hoping to work with the Community Transport Group to produce a survey regarding the siting, type of rack and suitable signage for cycle racks in Marlborough High Street. It was suggested that this survey be extended to cover people living in the surrounding villages and that a progress report be made to the next meeting of this Area Board. <p>f. Transition Marlborough New Marlborough Rail/Bus Link timetables</p> |

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| | <p>were available between Marlborough and Great Bedwyn, which would help provide an improved link to Paddington. It was further noted that agreement had now been reached that electrification of the line from Paddington to Devon & Cornwall would only proceed at least initially as far as Great Bedwyn.</p> <p>g. Community Area Young People’s Issues Group (CAYPIG)/Youth Advisory Group (YAG) There was no update.</p> |
| 29 | <p><u>Community Area Grant Scheme</u></p> <p>The Area Board considered four applications for Community Area Grant funding. The Community Area Manager introduced each application, following which a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><u>Decision</u></p> <p>(1) Marlborough Chamber of Commerce - application for £5,000 towards the installation of a new CCTV system for Marlborough High Street was deferred until the project was at funding ready stage.</p> <p>(2) Baydon Young People’s Association was awarded £448 towards a new outdoors table for BYPA Hall. <u>Reason</u> – The application met the Community Area Grants Criteria 2013/14.</p> <p>(3) Mildenhall Village Hall Association was awarded £1,254 towards the installation of a new double door and frame for the village hall to give better access, energy efficiency and security. <u>Reason</u> – The application met the Community Area Grants Criteria 2013/14.</p> <p>(4) Marlborough Brandt Group was awarded £1,241 towards the development of a new website which would promote their work and enable young people to volunteer in their development work. <u>Reason</u> – The application met the Community Area Grants Criteria 2013/14.</p> <p>The Community Area Manager explained that Marlborough Area Board had been allocated a 2013/2014 budget of £55,422 for community area grants, digital literacy grants and community partnership core funding, area board operational funding and area board/councillor led initiatives. In 2013/2014 only capital funding would be available for community area and digital literacy grants.</p> |
| 30 | <p><u>Any Other Questions</u></p> <p>There was none.</p> |

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| 31 | <p data-bbox="336 241 646 280"><u>Date of Next Meeting</u></p> <p data-bbox="336 309 1490 421">The Chairman thanked everyone for attending and stated that the next meeting of the Marlborough Area Board would be held on Tuesday 16 July 2013 in Marlborough, starting at 7.00pm.</p> |
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Agenda Item 5

Chairman's Announcements

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| Subject: | Wiltshire Fire and Rescue Service draft Public Safety Plan 2013-16 'Have your say' |
| Officer Contact Details: | Mike Franklin Partnership & Community Engagement Manager Tel: 07919 306037 e-mail: michael.franklin@wiltsfire.gov.uk |
| Weblink: | http://www.wiltsfire.gov.uk/About_Us/Publications/publications.htm |
| Further details available: | e-mail: michael.franklin@wiltsfire.gov.uk |

Wiltshire Fire and Rescue Service draft Public Safety Plan 2013-16 "Have your say"

The new draft Public Safety Plan 2013-16 (Integrated Risk Management Plan) is now available to view on the Wiltshire Fire and Rescue Service website. The plan shows what the service has been doing and how it intends to build on that for the future. Part of this is around how they operate as an emergency service, utilising personnel differently to have greatest impact on local communities.

The service very much welcomes your thoughts and opinions on its plans for the future. The consultation period will run from 10 June until 01 August. Please send any comments or feedback to consultation@wiltsfire.gov.uk. or Sarah Hargreaves, Wilts FRS HQ, Manor House, POTTERNE, SN10 5PP.

To view the plan please use the following link below or for a paper copy contact Sarah Hargreaves as above.

http://www.wiltsfire.gov.uk/About_Us/Publications/publications.htm

Crime and Community Safety Briefing Paper Marlborough Community Area Board July 2013



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Sgt Barry Reed

Marlborough Town Centre Team

Beat Manager – PC Anthony Boardman

PCSO – Mark Braithwaite

Marlborough East Rural villages Team

Beat Manager – PC Jeremy Batchelor

PCSO – Jonathan Mills

Marlborough West Rural villages Team

Beat Manager – PC David Tippetts

PCSO Polly Ritchie

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 the new and improved website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

Since the last Area Board meeting, Sgt Barry Reed has joined the team from Swindon Town Centre NPT. Barry has been hard at work since arrival, making a positive impact in the community and engaging with partners. Barry is looking to develop similar working relationship here as he did in Swindon and working with the community and partners to ensure a joined up approach to problem solving.

Over the past month the team have been out and about carrying out high visibility patrols to deter theft and other crimes in line with their priorities. It would appear that these patrols have been successful as vehicle crime generally is low. Additionally, PC David Tippetts has launched Operation Banning in response to reports of ASB and substance abuse. This operation, although only in its first few weeks of operation has already resulted in a number of persons being dealt with under the restorative justice process for possession of cannabis. This operation may see an increase in reported ASB initially, however, the longer term gains to

the community should outweigh this increase in reporting, with a general improvement in quality of life for local residents being the intended outcome.

The final thing to note on performance is the levels of violent crime. The majority of these are committed in private space and are domestic related. Naturally like any force we deal very proactively with domestic assaults and work closely with both the injured party and ensuring the offender is brought to justice. Public space assaults tend to be very low level assaults, normally an argument between friends who in the cold light of day decline to pursue any kind of prosecution. Alcohol related assaults connected to licensed premises are very low due mainly to the good working relationships we have with our licensed premises and our partners in Wiltshire Council.

Inspector Mark Thompson

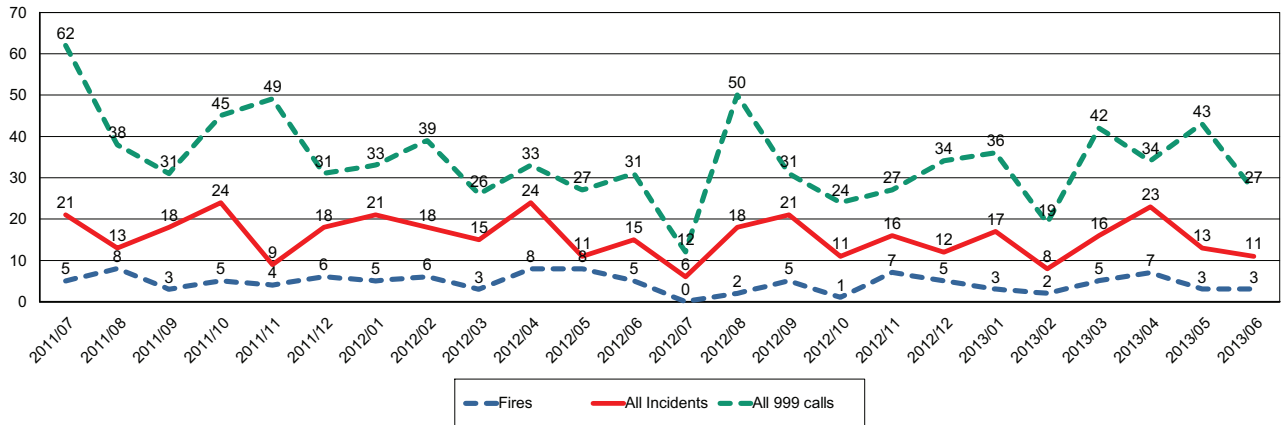
| EH Marlborough NPT | Crime | | | | Detections* | |
|--|------------------------|------------------------|---------------|----------|------------------------|------------------------|
| | 12 Months to June 2012 | 12 Months to June 2013 | Volume Change | % Change | 12 Months to June 2012 | 12 Months to June 2013 |
| Victim Based Crime | 689 | 746 | +57 | +8.3% | 19% | 13% |
| Domestic Burglary | 30 | 31 | +1 | +3.3% | 10% | 3% |
| Non Domestic Burglary | 114 | 100 | -14 | -12.3% | 1% | 2% |
| Vehicle Crime | 111 | 146 | +35 | +31.5% | 4% | 3% |
| Criminal Damage & Arson | 137 | 130 | -7 | -5.1% | 26% | 10% |
| Violence Against The Person | 74 | 94 | +20 | +27.0% | 58% | 49% |
| ASB Incidents (YTD) | 85 | 67 | -18 | -21.2% | | |
| 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 Victim Based Crime and significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013). | | | | | | |
| * Detections include both Sanction Detections and Local Resolutions | | | | | | |



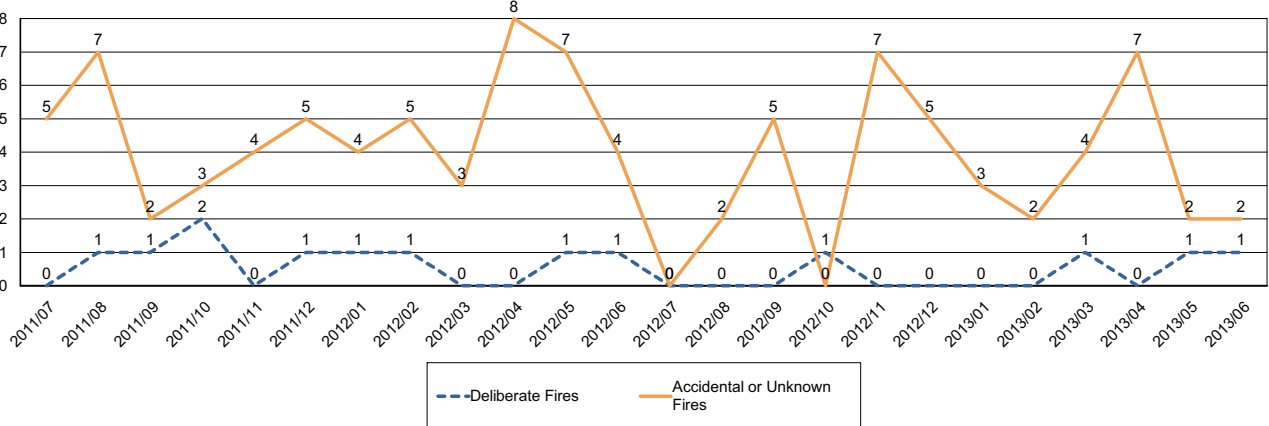
Report for Marlborough Area Board

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

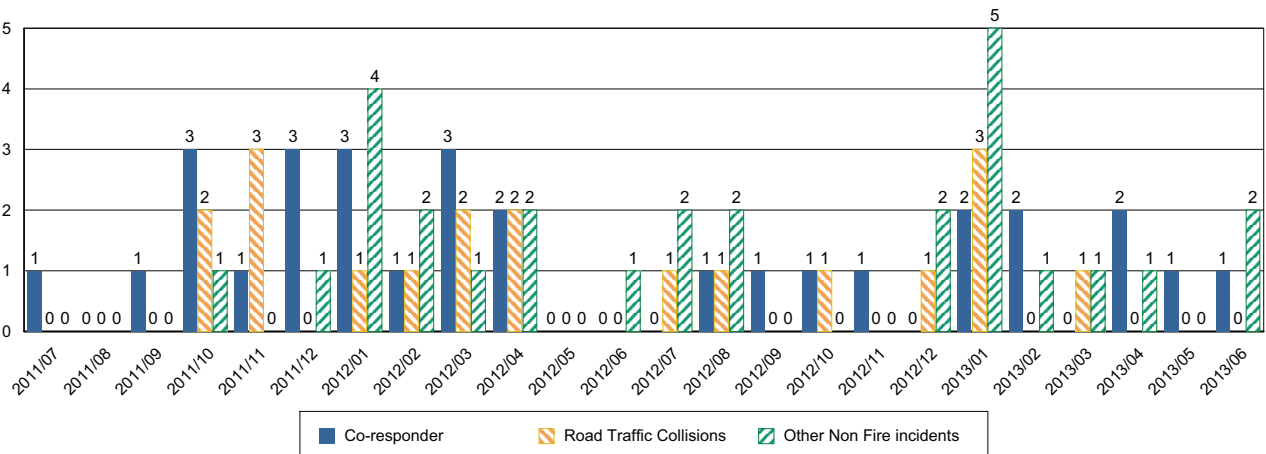
Incidents and Calls



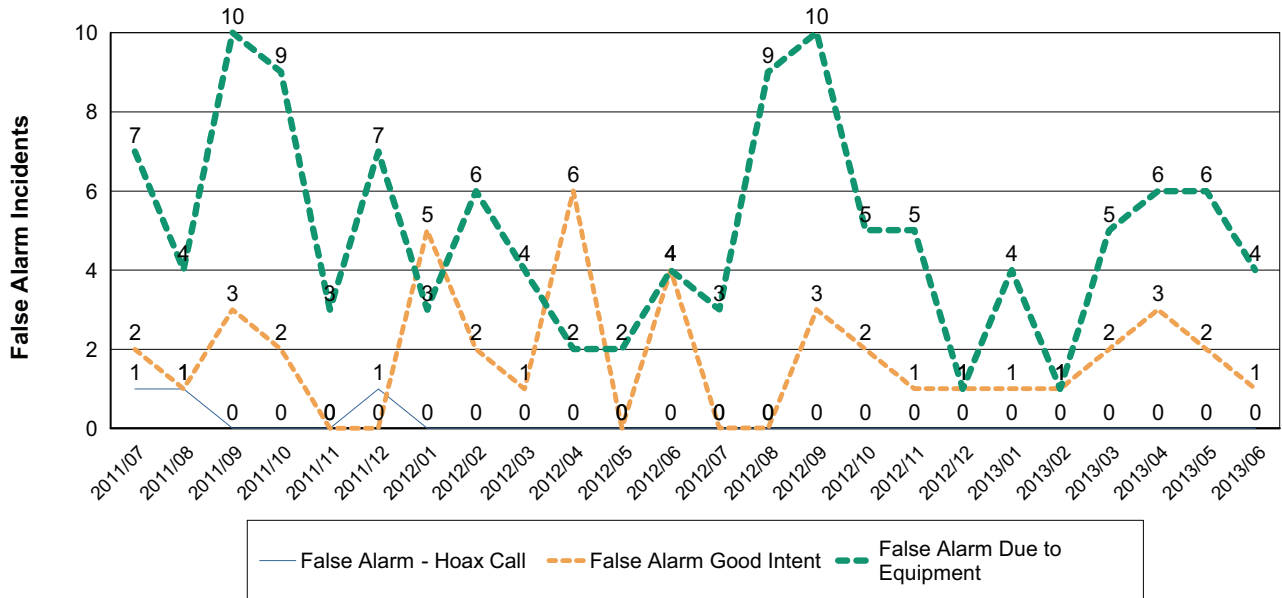
Fires by Cause



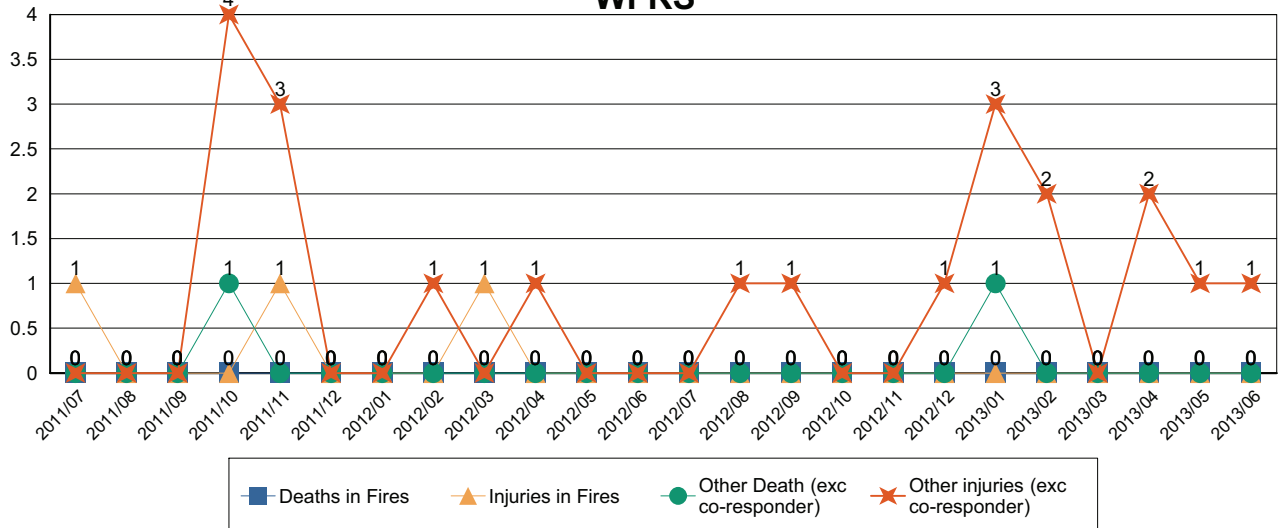
Non-Fire incidents attended by WFRS



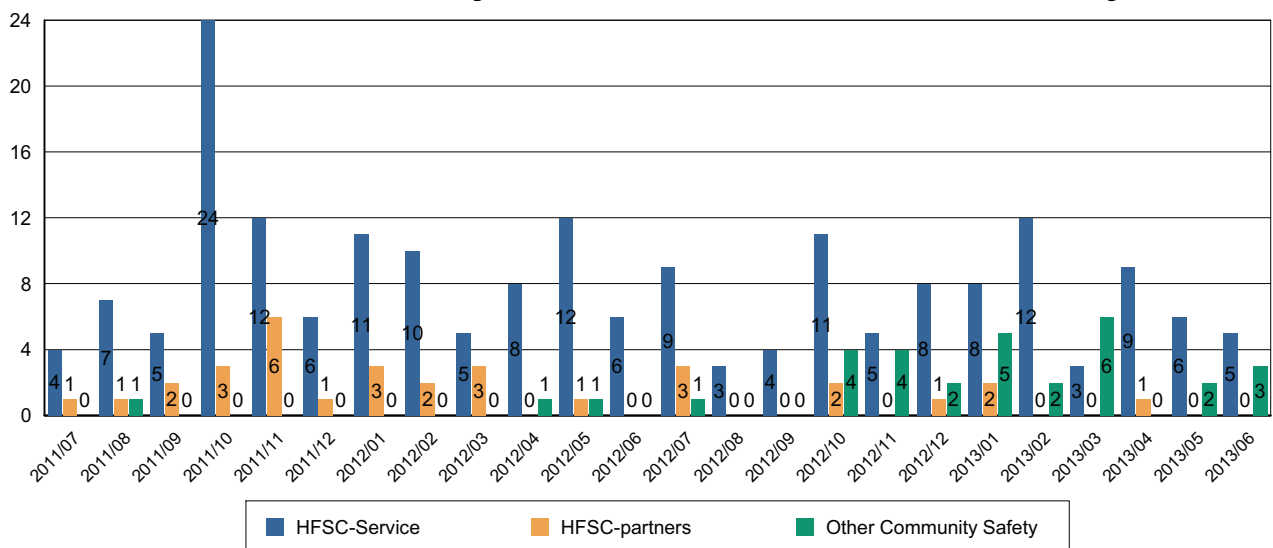
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Ref: DJN/TKT/111

27 June 2013

Dear colleagues

Re: **NHS 111 Implementation in Wiltshire**

We promised to keep you informed about our on-going work with Harmoni – the company contracted to provide the NHS 111 service across Wiltshire and Bath and North East Somerset.

The Wiltshire and Bath and North East Somerset Clinical Commissioning groups (CCGs) are continuing to work very closely with Harmoni and the Rectification plan, put in place in April, is proving effective.

There has been a steady but sustained improvement in performance over the past few weeks. Whilst there remains room for further improvement, we as the Commissioners are now more reassured that the Rectification plan is underpinning the necessary improvements.

We will continue to monitor performance and the work being done by Harmoni to recruit more Health and Clinical Advisors to ensure that all calls to the NHS 111 service are appropriately managed and triaged and that Harmoni is consistently providing a safe and effective service.

The Full Service Commencement has been deferred until such times as we, as commissioners, are satisfied that Harmoni is providing that safe and effective service.

We will maintain pressure on Harmoni to achieve full delivery and will continue to work hard to deliver the best possible service.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S Rowlands', with a horizontal line underneath the name.

Dr Steve Rowlands
Chair
Wiltshire Clinical Commissioning Group

The right healthcare, for you, with you, near you

Chair: Dr Stephen Rowlands | Chief Officer: Deborah Fielding
Southgate House, Pans Lane, Devizes, Wiltshire, SN10 5EQ | Tel: 01380 728899 | www.wiltshireccg.nhs.uk