

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** St Bartholomews School, The Rosary, Royal Wootton Bassett  
**Date:** 19 March 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.00 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Allison Bucknell (Chairman), Cllr Mary Champion, Cllr Mollie Groom (Vice Chairman), Cllr Chris Hurst, Cllr Bob Jones MBE and Cllr Jacqui Lay

### **Wiltshire Council Officers**

Penny Bell – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Laurie Bell - Associate Director (Communications and Communities)

### **Town and Parish Clerks/Councillors**

Cricklade Town Council – Mark Clarke & Ruth Szybiak  
Royal Wootton Bassett Town Council – Sue Hughes & Johnathan Bourne  
Broad Town Parish Council – Veronica Stubbings  
Lydiard Millicent Parish Council – Tim Blakemore & Simon Burley  
Lyneham & Bradenstoke Parish Council – Lynn Thrussell  
Purton Parish Council – Geoff Greenaway & Ray Thomas  
Tockenham Parish Council – Diana Kirby

### **Partners**

Wiltshire Police – Inspector Mark Thompson  
Office of the Police & Crime Commissioner – Claire Woods  
Wiltshire Fire and Rescue Service – Mike Franklin  
MOD – Captain Bob Rusbridger

**Total in attendance: 63**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from David Line – Greensquare.</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on the 22<sup>nd</sup> January 2014 were agreed a correct record and signed by the Chairman.</b></li> <li>• <b>It was noted that agenda item No.7 – Spotlight on Partners, Cricklade Neighbourhood Planning Group should have read 70 houses to be built on land on the outskirts of Cricklade on the Purton Road, and not 17.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Dementia Strategy Consultation.</li> <li>• Library Memory Groups.</li> <li>• What Matters to You Event.</li> </ul>
6	<p><u>Focus on Young People</u></p> <p>Laurie Bell – Associate Director Comms &amp; Communities, Wiltshire Council gave a presentation which outlined the consultation proposals put forward on the Review of Youth Activity.</p>

Points made included:

Why do we need a review?

- Statutory duty to secure access to leisure-time activities for young people.
- Currently, provided through a range of services including open access youth development service across the county - mix of centre and street-based youth work.
- Department for Education updated statutory guidance;-
  - new focus for councils - to enable services, rather than direct provision.
  - enhanced role for voluntary and community sector.

Consultation – the four options

1. Retain the current in-house service but reduce the cost.
2. Outsource the service.
3. Encourage and support staff to form a Public Service Mutual.
4. Develop a community led approach.

The Consultation Process

- Started Friday 31 January – for 10 weeks.
- Widely publicised;
- Schools, focus groups, young people’s groups, staff, communities, stakeholders.
- 20,000 text messages to young people linking to survey.
- Voluntary and community services.
- Channels include website, Sparksite, facebook, twitter, media.
- Final report for future provision – cabinet on 22 April

Cllr Jacqui Lay reminded the meeting of the importance of taking part in the consultation and that Wiltshire Council’s Childrens Select Committee would be presenting a report to the Cabinet of Wiltshire Council on this topic.

Representatives of Royal Wootton Bassett & Cricklade youth groups were in attendance and gave a short presentation that outlined why the youth clubs were important to them:

- It’s a place where they feel safe.
- It’s somewhere to go that is tolerant, open to all and supportive.

	<ul style="list-style-type: none"> <li>• It gives a consistent relationship with staff that they can trust. They don't judge us!</li> <li>• It gives them a place to relax and stay out of trouble.</li> <li>• It gives them a chance to get away from home when they need it.</li> <li>• They get a chance to go on trips and events that they might not be able to afford otherwise.</li> </ul> <p>Questions and points raised from the floor included:</p> <p>That it would be good to know what work Wiltshire Council carries out on behalf of vulnerable children.</p> <p><i>a. Usually this work is carried out very much in the back ground, but we will look into getting some figures on this topic.</i></p> <p>Is the 53 bus service going to be re-instated?</p> <p><i>a. The Youth Advisory Group had organised a petition that had been sent to Stage Coach. A reduced service was being discussed as well as some other extra services, but not the 53 service.</i></p> <p>The Chairman thanked Laurie Bell and the young people for their presentations.</p>
7	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police – Inspector Mark Thompson The written update was noted.</p> <p>Wiltshire Fire and Rescue Service – Mike Franklin The written update was noted.</p> <p>Military Civilian Integration Project - Captain Bob Rusbridger The written update was noted.</p> <p>Defence Technical Training - Captain Bob Rusbridger Points made included:</p> <ul style="list-style-type: none"> <li>• Hercules had been appointed as the contractor for the Lyneham project and had been on site since December 2013.</li> </ul>

	<ul style="list-style-type: none"> <li>• That a sub-contractor event had just been held to secure local sub-contractors as per the terms of the contract.</li> <li>• Hercules were now preparing to employ some 36 local apprentices to work on the site.</li> <li>• That an influx of contractors could be expected from Easter onwards when building expected to properly commence.</li> <li>• That a small amount of asbestos had been found on the site and would be removed.</li> </ul> <p>Cricklade Neighbourhood Planning Group – Mark Clarke</p> <ul style="list-style-type: none"> <li>• That the group is making good progress and would like the opportunity to give a presentation at the next Area Board meeting.</li> </ul> <p>Royal Wootton Bassett Neighbourhood Planning Group</p> <ul style="list-style-type: none"> <li>• That the Royal Wootton Bassett neighbourhood plan was coming together.</li> </ul> <p>Royal Wootton Bassett Museum</p> <ul style="list-style-type: none"> <li>• Would be holding a WW1 commemoration talk on Monday 14 April, entitled “Life in the trenches”.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
8	<p><u>Working towards being 'Dementia Friendly'</u></p> <p>Dave Thompson and Cllr Jacqui Lay gave a short presentation on the work of the Three M's Memory Café and how it is trying to help make Royal Wootton Bassett more dementia friendly.</p> <p>Dave Thompson advised that the 3M's Memory Cafe is for people with memory loss (Dementia, Alzheimers and similar) and their carers to meet with others to exchange experiences in a friendly environment.</p> <p>The group had gained financial help from the Wiltshire and Swindon Users Network (WSUN) as well as receiving donations from various local organisations.</p>

	<p>The group was supported by the Royal Wootton Bassett Town Council.</p> <p>Cllr Jacqui Lay outlined plans to help make the community “Dementia Friendly”</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• Wiltshire Council Dementia Strategy and toolkit.</li> <li>• Royal Wootton Bassett &amp; Cricklade to be the pilot.</li> <li>• Community group in formation.</li> <li>• Launch in May 2014.</li> </ul> <p>Representatives of the Royal Wootton Bassett Youth Group presented Dave Thompson with a donation of £50 for the Three M’s Memory Café, which was raised by the youth group holding a 12 hour stay awake.</p> <p>The Chairman thanked Dave Thompson and Jacqui for their presentations.</p>
9	<p><u>Wiltshire's New Housing Allocation policy</u></p> <p>Cllr Jacqui Lay outlined the new Wiltshire Council Housing Allocation Policy, which sets out how the Council will allocate social housing from September 2014.</p> <p>Points made included:</p> <p>Consultation and reason for change</p> <ul style="list-style-type: none"> <li>• Policy was reviewed following the introduction of the Localism Act and the introduction of the new freedoms.</li> <li>• Wide consultation with the public, including the area boards, all those on the register, housing providers, voluntary sector, support providers and many more.</li> <li>• Approved at cabinet in November 2013</li> </ul> <p>The main change</p> <ul style="list-style-type: none"> <li>• Local connection to Wiltshire.</li> </ul>

	<ul style="list-style-type: none"> <li>• Local homes allocated to local people.</li> <li>• Review of bandings.</li> <li>• Creation of open market register for those with no identified housing need.</li> <li>• Introduction of reasons to be excluded from the register.</li> <li>• Allocations made in line with the bedroom standard.</li> </ul> <p>Local homes for local people</p> <ul style="list-style-type: none"> <li>• Priority will be given to those with local connection to the parish or town, followed by band and eligible date.</li> <li>• If no one bids with a local connection we will look to all the surrounding parishes and towns.</li> <li>• Finally it will be opened to the whole of Wiltshire.</li> <li>• A local connection exclusion group applies.</li> </ul> <p>The Chairman thanked Cllr Lay for her presentation.</p>
10	<p><u>Investing in our Community</u></p> <p>Councillors were asked to consider the following applications for funding from the Area Board's 2013/14 budget:</p> <p><b>Decision</b>  <b>Cricklade Cricket Club awarded the sum of £5,000 towards new netting and bowling machine.</b></p> <p><b>Reason</b>  <i>The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure.</i></p> <p><b>Decision</b>  <b>Jubilee Gardens Project awarded the sum of £5,000 towards alterations to Church Bush Hall.</b></p> <p><b>Reason</b>  <i>The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure, and Education &amp; Lifelong Learning.</i></p>

**Decision**

**Wootton Bassett Sports Association awarded the sum of £5,000 towards a tennis practice wall.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Lyneham Village Hall awarded the sum of £500 to purchase and install new radiators.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Royal Wootton Bassett Town Council awarded the sum of £1,320 towards a WW1 commemorative community flower festival.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Cricklade festival Committee awarded the sum of £616 towards a new marquee and gazebo.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Royal Wootton Bassett Town Council awarded the sum of £3,500 from the 'Legacy of 2012' budget to improve accessibility, usage and enjoyment of the Row de Dow footpath in Royal Wootton Bassett.**

**Reason**

***The application demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure, and Environment, Land-Based Issues and Countryside.***



	<p><b>Decision</b>  <b>Councillor-led Project – (Cllr Jacqui Lay) Dog Fouling, £2,000 awarded.</b></p> <p><b>Decision</b>  <b>Councillor-led Project – (Cllr Jacqui Lay) Making Our Community ‘Dementia-Friendly’, £5,000 awarded.</b></p> <p><b>Decision</b>  <b>Councillor-led Project – (Cllr Allison Bucknell) Community-led Planning workshops, £4,000 awarded.</b></p>
11	<p><u>Spotlight on Parishes</u></p> <p>Royal Wootton Bassett Town Council</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> <li>• That the Area Board notes and considers the proposal for a 20mph speed limit in the High street, it was hoped that this could be brought up at the next CAT-G meeting.</li> </ul> <p>Cricklade Town Council</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Purton Parish Council</p> <ul style="list-style-type: none"> <li>• The Area Board wished Shirley Bevington all the best for her retirement as the Purton Parish Clerk.</li> </ul> <p>The Chairman thanked the partners for their updates.</p>
12	<p><u>Task Group Reports and Decisions</u></p> <p>To consider reports from the following task groups:</p> <p>Dog Fouling Task Group</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> <li>• That volunteers are required to sit on the Task Group.</li> </ul>

	<p>Cricklade Shadow Community Operations Board.</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Royal Wootton Bassett Shadow Community Operations Board.</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Four new appointments to the Royal Wootton Bassett Shadow Community Operations Group were ratified by the Area Board:</p> <ul style="list-style-type: none"> <li>• Jonathan Bateman – User and community group/wider community</li> <li>• Chris Wannell – User and community group/wider community</li> <li>• Roy Dinsmore – Used and community group/wider community</li> <li>• Ray Thomas – Purton Parish Council</li> </ul> <p>Community Area Transport Group.</p> <ul style="list-style-type: none"> <li>• Next meeting of the CAT-G – Thursday 10 April.</li> <li>• The importance of the Parish Councils attending the CAT-G meetings and taking part in the CAT-G process.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
13	<p><u>Wrap Up</u></p> <ul style="list-style-type: none"> <li>• It was agreed that musical entertainment prior to the meetings was well received and should continue.</li> <li>• It was agreed that a new Lyneham photograph should be used as the Lyneham photograph on the Area Board web site etc, Whilst the history and impact of RAF Lyneham should never be forgotten it was felt that different Lyneham would now be more appropriate.</li> <li>• The Chairman thanked everybody for attending the meeting.</li> </ul>