

# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** The Laverton, Bratton Rd, Westbury BA13 3EN  
**Date:** 12 December 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Russell Hawker (Chairman), Cllr David Jenkins (Vice Chairman) and  
Cllr Gordon King  
Cllr Jonathon Seed

### **Wiltshire Council Officers**

Sally Hendry, Westbury Community Area Manager  
Julia Cramp, Service Director for Commissioning and Performance  
Roger Bishton, Democratic Services Officer

### **Town and Parish Councillors**

Westbury Town Council – Cllr Sue Ezra, Cllr Christine Mitchell, Cllr David Tout, Keith Harvey (Town Clerk)  
Bratton Parish Council  
Coulston Parish Council  
Dilton Marsh Parish Council – Cllr Francis Morland  
Edington Parish Council  
Heywood Parish Council – Cllr Francis Morland

### **Partners**

Wiltshire Police – Inspector Alan Webb, PC.Gavin Hucks  
Wiltshire Fire and Rescue Service – Mike Franklin  
Wiltshire NHS

BA13+ Community Area Partnership – Carole King  
Westbury YAG – Sally Willox

**Total in attendance: 44**

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| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u>   |
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| 1.                     | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>   |
| 2.                     | <p><u>Children of Westbury Junior School sing Seasonal Christmas Carols</u></p> <p>The Chairman welcomed pupils from Westbury Junior School who were about to sing some seasonal Christmas carols.</p> <p>At the end of the carol singing, the Chairman warmly thanked the children and presented them with a large box of chocolates.</p>  |
| 3.                     | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr David Windess – Westbury Town Council<br/>The Revd. Jonathan Burke – BA13+ Community Area Partnership</p>  |
| 4.                     | <p><u>Minutes</u></p> <p><b><u>Decision</u></b><br/><b>The minutes of the previous meeting held on 12 December 2013 were agreed as a correct record and signed by the Chairman.</b></p>   |
| 5.                     | <p><u>Declarations of Interest</u></p> <p>Cllr Gordon King declared a personal interest in the grant application for specialist finance/debt training and laptop use by Crosspoint volunteers as he was a member of the Crosspoint Committee.</p> <p>Cllr Russell Hawker declared a personal interest in the grant applications for the installation of lighting on the footpath between Springfield Road and Indigo Gardens, adjacent to Matravers School as he was a governor at that school.</p> |
| 6.                     | <p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:-</p> <p>(a) <u>State of Environment Report</u></p> <p>The State of the Environment report 2013 for Wiltshire and Swindon was published in September 2013 by Wiltshire Wildlife Trust, on behalf of Link2Nature, the Local Nature Partnership for Wiltshire and Swindon (<a href="http://www.link2nature.org.uk">www.link2nature.org.uk</a>). The project was funded by Natural England,</p>                |

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|    | <p>Public Health Wiltshire and Wiltshire Council.</p> <p>This new report provided a strategic assessment of Wiltshire's environment. It formed the basis of the Wiltshire JSA and Community Area JSA environment sections.</p> <p>The report gave an overview of the state of our natural habitats and wildlife, and the services that these provided (such as clean air, water, food and green space). It highlighted the drivers of environmental change, including population growth, development, farming, consumption of natural resources and climate change.</p> <p>(b) <u>NHS111 Service</u></p> <p>On Monday 21 October 2013, the Clinical Commissioning Groups were advised that the national panel overseeing the implementation of the NHS 111 service had agreed our recommendation that the service should go to full service commencement on Monday 28 October.</p> <p>Working closely with us, Harmoni had shown a steady and sustained improvement in performance over the summer, giving Commissioners confidence that it was providing a safe and effective service to our communities.</p> <p>Running up to and going beyond the launch date, there would be a range of activities to raise public awareness about when to call NHS 111 with leaflets and posters also being distributed in the coming weeks to GP surgeries and public and community spaces.</p> <p>(c) <u>Community Land Trust</u></p> <p>Wiltshire Community Land Trust was an independent not-for-profit organisation that provided advice and practical support to communities in Wiltshire and Swindon that wished to set up local Community Land Trusts to own and develop assets that met their community's needs, such as affordable housing, workspace, community gardens, wildlife reserves, pubs, shops and a range of community facilities and local services.</p> <p>Wiltshire CLT could help communities identify whether a CLT could help them meet their needs and achieve their aspirations and if it was, to help them do that. Contact Rose Seagrief, Wiltshire CLT on telephone: 01380 850916 or email <a href="mailto:info@wiltshireclt.org.uk">info@wiltshireclt.org.uk</a></p> |
| 7. | <p><u>New Train Service to Swindon and Chippenham</u></p> <p>Cllr Gordon King reported that the enhanced train service from Westbury</p>   |

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|    | <p>through to Melksham, Chippenham and Swindon came into operation on 8 December with eight trains now running in each direction between Swindon and Westbury on Mondays to Saturdays and slightly fewer on Sundays.</p> <p>He explained that more than one million passengers were travelling through Westbury each year and hoped that this newly enhanced service would be well used.</p> <p>In answer to a question from Cllr Francis Morland it was not known when this service might be extended to Salisbury.</p>   |
| 8. | <p><u>A Campus for Westbury - Latest Updates on the Consultation which closed on 30 November 2013</u></p> <p>Brenda Pyne and Mike Parker, the Chair and Vice-Chair of the Community Operations Board (COB) reported that the second round of consultations which ended on 29 November 2014 had been very successful in that a total of 1005 responses had been received from a distribution of 2500 paper surveys. This consultation had taken place between August and November and had culminated in a wide distribution and publicity drive during the Christmas Fayre.</p> <p>An initial analysis of the completed forms had shown the following results:</p> <p>Total no. of responses in support of <b>OPTION 1 = 810</b><br/> <b>(A three site campus)</b></p> <p>Total no. of responses in support of <b>OPTION 2 = 106</b><br/> <b>(A two site campus)</b></p> <p>Total no. of responses in support of <b>OPTION 3 = 89</b><br/> <b>(A single site new build campus)</b></p> <p>Further work on the analysis was being carried out which would be fully reported to the next meeting of the Area Board in February 2014.</p> <p>Cllr Jonathon Seed, Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding, congratulated those involved in carrying out the consultation survey which had resulted in a good achievement and was the best exercise carried out in Wiltshire to date. He explained that the provision of campuses was not just about buildings but about communities and the provision of services. Wiltshire Council was actively looking at new ways of delivering services to the people of Wiltshire, which the Council was endeavouring to ensure were being provided as locally as possible with the help and advice from local communities and volunteers.</p> |
| 9. | <p><u>Tackling Graffiti</u></p> <p>An update was given on the recent clean up operation of graffiti in Westbury. Norman Burgess, Community Co-ordinator, Highways &amp; Streetscene, explained</p>   |

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|     | <p>the work being carried out in partnership with the Police and illustrated this by showing some photographs of graffiti and also the result after clean up.</p> <p>It was noted that the removal of graffiti on street furniture was being prioritised but it was the responsibility of private individuals to remove graffiti from their own property.</p>  |
| 10. | <p><u>Westbury - Street Scene</u></p> <p>An overview of the work undertaken by the Council's Streetscene team in Westbury was presented by Chris Clark, Client Area Manager West, Highways &amp; Streetscene.</p> <p>It was explained that regular activities undertaken by this team included keeping streets and open spaces clean and tidy which involved:</p> <ul style="list-style-type: none"> <li>• Litter picking</li> <li>• Pavement sweeping</li> <li>• Mowing grass</li> <li>• Pruning hedges</li> <li>• Graffiti removal</li> </ul> <p>Chris Clark explained that a new contract had been awarded to Balfour Beatty who would be responsible for this work. It was pointed out that it was taking a little time for the multi-skilled workforce, who were carrying out this work, to familiarise themselves with their new responsibilities which were quite considerable and vastly different to previous practices.</p> <p>During further discussion, issues were raised:</p> <ul style="list-style-type: none"> <li>• Concern was expressed at the state of Westbury Cemetery. Mr Clark explained that staff responsible for the upkeep of cemeteries had been previously employed by English Landscapes and they had been undergoing some training in the new work practices. He stated that the situation regarding the upkeep of cemeteries would be monitored.</li> <li>• A question was asked about the frequency in which streets and pavements were swept and cleared of litter. Mr Clark stated that the main streets and their pavements were swept every day but there were insufficient resources to sweep the minor roads so frequently.</li> </ul> <p>The Chairman thereupon thanked Chris Clark for his useful and informative presentation.</p> <p>Cllr Gordon King requested a bi-monthly programme of work and update report on work carried out by Balfour Beatty to be circulated to the area board councillors. It was agreed this would happen and regular reports would be brought to the Area Board.</p> |

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| 11. | <p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community updates:-</p> <p><b>a. Police &amp; Crime Commissioner’s Office</b> There was no report.</p> <p><b>b. Wiltshire Police</b> Inspector Alan Webb presented an update report from which it was noted that Sgt. Sean Brady had recently joined the team.</p> <p>There had been an overall reduction in crime with night time crimes being halved. The previous increase in burglary that had been attributed to a single series had now been subsumed with other burglary offences which were at the same level as recorded in the previous year. There remained a significant reduction in non dwelling burglaries.</p> <p>There had been an increase in public space violent crime causing injury and this increase appeared localised within the Westbury town area. This increase was in the order of one additional assault per month when compared with 2012. There had been a continued reduction in reports of Anti-Social Behaviour but this reduction was larger in the rural area than in Westbury.</p> <p>A resident asked for an explanation of the decrease in police detection rates and Inspector Webb said he would report back at a future meeting.</p> <p>People at the meeting raised concerns about the recent lack of police reporting at town and parish councils. Inspector Webb said he had not issued any instruction on this matter and was surprised to hear about it. He said he would investigate the matter.</p> <p><b>c. Wiltshire Fire and Rescue</b> Mike Franklin stated that he had been unable to produce a report for this meeting on account of the introduction of new software which was being installed which would lead to a change in format of his report. He considered that a report in the new format would be available for the next meeting.</p> <p><b>d. NHS Wiltshire</b> There was no update.</p> <p><b>e. BA13 CAP</b> Carole King reported that the last partnership meeting had been held on 4 December 2013 which had been themed on transport. The next meeting was due to be held on 19 March 2014 at Dilton Marsh when the main theme would be community safety.</p> <p><b>f. Youth Advisory Group (YAG)</b> The submitted report was received and noted. Young people from the Westbury youth centre gave a verbal</p> |

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|     | <p>report on activities and achievements. They asked if they could have a place on the COB – this was agreed.</p> <p>g. <b>Town/Parish Councils</b> There were no updates.</p>   |
| 12. | <p><u>Community Area Transport Group (CATG)</u></p> <p>The Community Area Manager presented an update on the issues raised at the CATG and the actions which had been taken as set out in the minutes of the CATG meeting held on 22 November 2013.</p> <p><b><u>Decision:</u></b></p> <p>(1) <b>To approve an allocation of £10,000 towards improved lighting on the footpath (Indigo Lane) between Springfield Road and Indigo Gardens.</b></p> <p>(2) <b>To approve an allocation of £3,500 for the provision of a bus shelter at the White Horse Health Centre, subject to match funding from Westbury Town Council.</b></p> <p>(3) <b>To approve an allocation of £2,000 for the provision of dropped kerbs and tactile paving at two sites at Rosefield Way crossing.</b></p>  |
| 13. | <p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Area Manager in which councillors were asked to consider applications for funding from the 2013/14 Area Board Grants Budget. She then explained each application in turn.</p> <p>(a) <b>BA13 Community Area Partnership – Annual Running Costs</b></p> <p><b><u>Decision</u></b></p> <p><b>To approve a grant of £4,700 towards the Partnership’s annual running costs.</b></p> <p><b><u>Reason</u></b></p> <p><b>This application meets the grants criteria for 2013/14.</b></p> <p>(b) <b>Bratton Pre School – Creation of a Shaded Area and Storage Shed</b></p> <p><b><u>Decision</u></b></p> <p><b>To approve a grant of £1,150 towards this project.</b></p> <p><b><u>Reason</u></b></p> <p><b>This application meets the grants criteria for 2013/14.</b></p> |



- (c) **Child and Parent/Carer Activity Sessions – Led by Cllr Gordon King**

**Decision**

To approve a grant of £1,200 towards this project.

**Reason**

This application meets the grants criteria for 2013/14.

- (d) **Design and Set Up of a Website for Westbury Heritage – Led by Cllr Russell Hawker**

**Decision**

To approve a grant of £1,153 towards this project.

**Reason**

This application meets the grants criteria for 2013/14.

- (e) **Specialist Finance/Dept Training and Laptop for Use by Crosspoint Volunteers – Led by Cllr David Jenkins**

**Decision**

To approve a grant of £1,305 towards this project.

**Reason**

This application meets the grants criteria for 2013/14.

- (f) **Replacement of Heritage Road Sign on Mane Way – Led by Cllr Russell Hawker**

**Decision**

To approve a grant of £800 towards this project.

**Reason**

This application meets the grants criteria for 2013/14.

- (g) **Installation of Lighting on Footpath between Springfield Road and Indigo Lane adjacent to Matravers School – led by Cllr Gordon King**

**Decision**

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|     | <p style="text-align: center;"><b>To approve a grant of £2,000 towards this project.</b></p> <p><b><u>Reason</u></b></p> <p><b>This application meets the grants criteria for 2013/14.</b></p> <p><b>(h) Purchase of Computer Equipment for Silver Surfers Group at Grassacres Day Centre – Led by Cllr David Jenkins</b></p> <p><b><u>Decision</u></b></p> <p><b>To approve a grant of £1,000 towards this project.</b></p> <p><b><u>Reason</u></b></p> <p><b>This application meets the grants criteria for 2013/14.</b></p> <p>The Area Board noted that following the approval of the above-mentioned grants, there was still a grant fund balance of £32,010 which could be spent before 31 March 2014.</p> |
| 14. | <p><b><u>Date of Next Meeting</u></b></p> <p>It was noted that the next meeting of the Westbury Area Board would be held on Thursday 6 February 2014 at Leigh Park Community Centre, Leigh Park Way, Westbury, BA13 3FN, starting at 7.00pm.</p>   |