

# MINUTES

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Hook Village Hall, Hook Street, Hook, SN4 8EF  
**Date:** 1 December 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.25 pm

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Please direct any enquiries on these minutes to:

Penny Bell, direct line 01249 706610 or e-mail [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Peter Doyle (Chairman), Cllr Jacqui Lay (Vice Chairman), Cllr Allison Bucknell, Cllr Peter Colmer, Cllr Mollie Groom and Cllr Bill Roberts

Cllr John Thomson (Deputy Leader and Cabinet Member for Adult Care, Communities and Libraries)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Alison Sullivan, Community Area Manager  
Laurie Bell, Service Director Policy, Research and Communications  
Adrian Hampton, Head of Local Highways and Streetscene  
Gareth Rogers, Senior Transport Technician  
Saxone Barton, Youth Development Coordinator

### **Town and Parish Councillors**

Cricklade Town Council – David Tetlow, Shelley Parker  
Wootton Bassett Town Council – Johnathan Bourne (Clerk), Jenny Stratton  
Broad Town Parish Council – Simon Billis  
Latton Parish Council – Phil Winfield  
Lydiard Millicent Parish Council – Tom Pepperall  
Lydiard Tregoz Parish Council – Peter Willis, Avril Roe  
Lyneham and Bradenstoke Parish Council – John Webb

**Partners**

Wiltshire Police – Inspector Steve Cox, Sergeant Martin Alvis

Wiltshire Fire and Rescue Service – Mike Franklin

Community Area Young Peoples' Issues Group – Saxone Barton

**Members of Public in Attendance: 15****Total in attendance: 42**

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<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 thanked them for attending, particularly given the recent bad weather. The Chairman also thanked the caretaker of Hook Village Hall, Mr Strange, for facilitating the use of the hall.</p> <p>The councillors and officers present introduced themselves, and the Chairman introduced the Deputy Leader of the Council, Councillor John Thomson.</p>	
2.	<p><u>Apologies for absence</u></p> <p>Apologies for absence were received from Paul Heaphy (Wootton Bassett Town Council), Mike Bell (Purton Parish Council), Andrew Brand (Marston Meysey Parish Council) and Veronica Stubbings (Broad Town Parish Council).</p>	
3.	<p><u>Minutes</u></p> <p><b>Decision</b>  <b>The minutes of the meeting held on 6 October 2010 were agreed a correct record and signed by the Chairman.</b></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 drew attention to the Chairman's Announcements detailed within the agenda, and made the following additional announcements:</p> <p><b>Community Planning</b>  In addition to the report in the agenda packs, the Chairman also announced that the Area Board had been approached by Community First regarding a pilot model for supporting the development of parish and town plans. The Community Area Manager was working in conjunction with Community First, and a full report would be brought to the Area Board for consideration at the meeting on 2 February 2011.</p> <p><b>Update on RAF Lyneham</b>  A briefing paper was circulated which provided an update on the future of RAF Lyneham. Wiltshire Council had made</p>	

	<p>representations regarding the future use of the site, and it was hoped that the MOD would make an announcement before the end of the year.</p> <p><b>Wiltshire Police Authority</b>  The Wiltshire Police Authority had released details of a public consultation on proposed financial savings. The proposals and consultation could be viewed in detail on the Police Authority's website <a href="http://www.wiltshire-pa.gov.uk">www.wiltshire-pa.gov.uk</a>. The Wiltshire Police Authority was intending to be present at the Area Board meeting on 2 February 2011 to talk in more detail about the proposals.</p>	
6.	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Wiltshire Police</b>  A written update was circulated. Inspector Steve Cox reported that the period since the last Area Board meeting had been relatively quiet, with no reported incidents of anti-social behaviour over the Halloween and bonfire night period. Inspector Cox also commented on the proposals by the Wiltshire Police Authority to save £15 million and confirmed that the loss of 150 police officers alluded to in the report would not include front-line police officers. He wished to reassure people that the police stations and front-line policing would not be affected. Finally, in response to concern raised, Inspector Cox did confirm that a few burglaries had taken place recently in the area, but the police had evidence that linked the burglaries to a believed offender.</li> <li><b>ii. Wiltshire Fire and Rescue Service</b>  The written report was noted. Mike Franklin of Wiltshire Fire and Rescue Service highlighted the level of preventative work that was being done, with 67 home fire safety checks being carried out recently in the Wootton Bassett and Cricklade Community Area. The home fire safety checks were offered for free and anybody interested could complete the referral cards or contact the Wiltshire Fire and Rescue Service.</li> <li><b>iii. NHS Wiltshire</b>  The written report was noted.</li> <li><b>iv. Parish and Town Councils</b>  Written reports were received and noted from Cricklade and Wootton Bassett Town Councils, and Purton Parish Council.</li> </ul>	

Councillor Jacqui Lay raised the following three points on behalf of Purton Parish Council:

1. It was good to see the Crosslanes transport scheme in the officer's report as a priority scheme.
2. An item had been seen in the parish news concerning community planning, and the need for parish councils to submit the relevant information to the Spatial Planning team.
3. The waste consultation appeared to have a low number of people responding to it, with only 2% of the population of Wiltshire having responded.

Following the latter of the above points, a discussion took place regarding the number of consultations that the Council undertook and the difficulty that some people have to understand and respond to them. The Chairman took a poll to determine whether people felt they had 'consultation fatigue' to which approximately 50% of those who voted felt they did, and 50% felt they didn't.

In response to the point raised about Community Planning, Councillor Colmer enquired how Community Plans corresponded with wider plans for Wiltshire, and how they were viewed and used by Planning Officers. Councillor Colmer asked for a written response to be provided.

**v. Community Area Young Peoples' Issues Group (CAYPIG)**

Saxone Barton, Youth Development Coordinator, announced that the CAYPIG had been considering proposals for the youth transport funding, and it was hoped that a final proposal would be brought to the meeting on 2 February 2011 for the Area Board's consideration.

**vi. Chambers of Commerce**

There was no update.

**vii. Westlea Housing Association**

There was no update.

**viii. Community Groups**

There were no updates.

**ix. Outside Bodies**

There were no updates.

**Alison  
Sullivan**

7.	<p><u>Task Group Updates</u></p> <p><b>i. Local Traffic and Highways Working Group</b>  The Chairman announced that an urgent item would be considered in relation to the funding of small local transport schemes.</p> <p>The Area Board had been awarded a delegated transport budget of £14,205, and the Chairman explained that this funding might be at risk if the Area Board's decision was delayed beyond this meeting.</p> <p>A report had been prepared by the Highways Officer and was circulated at the meeting, providing details of the local schemes that had been assessed. The Highways Officer had made recommendations to the Area Board based on the deliverability and priority of the proposed schemes.</p> <p><b><u>Decision</u></b>  <b>The Area Board agreed that the allocated transport funding should be used as follows:</b></p> <p style="padding-left: 40px;"><b>a) To undertake amendments to existing kerb lines and drainage at Cross Lanes, Purton.</b></p> <p style="padding-left: 40px;"><b>b) To undertake a feasibility study and preliminary design to develop a solution to provide an improved crossing facility in the region of Webbs Court, Lyneham.</b></p> <p><b>ii. Rural Buffer Zone Task Group</b>  Councillor Mollie Groom announced that the Group had not met since the last Area Board meeting so there were no updates to report. The Group would look to reconvene early in the New Year following the publication of the Localism Bill, which was due to be published on 8 December 2010.</p>	
8.	<p><u>Community Safety Partnership</u></p> <p>Maggie Rae, Corporate Director of Public Health and Wellbeing, and Inspector Steve Cox of Wiltshire Police, both gave presentations on the Wiltshire Community Safety Partnership and the Anti-Social Behaviour Reduction Strategy.</p> <p>Following the presentations, Councillor Peter Colmer facilitated a series of workshops where participants were asked to identify what constituted anti-social behaviour, what could be done to improve it and what agencies were available to provide help.</p>	

	<p>The first workshop identified the following types of anti-social behaviour as priorities:</p> <ul style="list-style-type: none"> <li>• Vehicle nuisance</li> <li>• Noise</li> <li>• Criminal damage (to play areas/bus shelters)</li> <li>• Environmental damage (litter/fly-tipping)</li> <li>• Discrimination towards young people</li> <li>• Crack houses</li> <li>• Graffiti</li> <li>• Bonfires</li> <li>• Barking dogs</li> <li>• Nuisance</li> <li>• Graffiti</li> </ul> <p>The second workshop looked at the issues in greater detail, particularly what could be done in local communities to address the issues, and what agencies could potentially offer assistance.</p> <p>The Chairman thanked Maggie Rae and Inspector Cox for their presentations and involvement in the sessions, and also Councillor Colmer for facilitating the workshops. The results of the workshops would be brought to the next Area Board meeting, together with a comprehensive action plan for addressing the main issues that were identified.</p>	<b>Cllr Colmer</b>
9.	<p><u>Visiting Cabinet Representative</u></p> <p>The Chairman introduced Councillor John Thomson, Deputy Leader of the Council and Portfolio Holder for Adult Care, Communities and Libraries, and invited questions from the floor.</p> <p>A question arose regarding the Council's decision to withdraw funding for parish and town councils to provide local information points, without consultation. Councillor Allison Bucknell, as the portfolio holder for Customer Care, advised that notice of this was given to the relevant councils 12 months ago. The reason for the withdrawal of funding was to align services across the county, and also because the Council was currently reviewing the way it delivered face to face services to its customers.</p> <p>In response to a comment regarding care for older people, Councillor Thomson commented on the Council's investments to support older people in their own homes. Plans were also being considered to bring social care, health services and housing services together.</p> <p>Councillor Thomson also commented on the recent</p>	

	<p>Comprehensive Spending Review announcement, and the pressures upon the Council to find savings over the next four years to cope with the 28% reduction in Government grant funding. The Council was currently pursuing many options to achieve the savings, including a management review, decreasing the amount of offices to four main hubs, and potentially delaying some of the planned investments. The Council was, however, in a good position to meet the challenged it faced.</p>	
10.	<p><u>Funding</u></p> <p><b>a) Community Area Grant Scheme</b> The Area Board considered five applications for funding from this scheme, as follows:</p> <p>i. <u>Cricklade Pre-School</u> The sum of £3,000 was requested to clad and insulate the wall of the pre-school.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £3,000 to Cricklade Pre-School. <b><i>Reason: The application met the Community Area Grants Criteria 2011/12 and would support the vitality of village schools and pre-schools.</i></b></p> <p>ii. <u>Broad Town Parish Council</u> The sum of £387 was requested for the provision of football nets and posts.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £387 to Broad Town Parish Council. <b><i>Reason: The application met the Community Area Grants Criteria 2011/12 and would provide enhanced recreation and sporting facilities.</i></b></p> <p>iii. <u>Thames Pre-School</u> The sum of £1,419 was requested to enhance the outdoor learning centre.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £1,419 to Thames Pre-School. <b><i>Reason: The application met the Community Area Grants Criteria 2011/12 and would support the vitality of village schools.</i></b></p>	<p>Alison Sullivan</p> <p>Alison Sullivan</p> <p>Alison Sullivan</p>



	<p>iv. <u>Lyneham Reshaping Group / Primary School</u> The sum of £1,000 was requested for the creation of a remembrance garden.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £1,000 to Lyneham Reshaping Group/Primary School. <b><i>Reason: The application met the Community Area Grants Criteria 2011/12 and demonstrated links to the Community Plan.</i></b></p> <p>v. <u>Lyneham Primary School</u> The sum of £2,996 was requested for the refurbishment of two community rooms.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £2,996 to Lyneham Primary School. <b><i>Reason: The application met the Community Area Grants Criteria 2011/12 and would provide public open recreational space.</i></b></p> <p><b>b) Performance Reward Grant Scheme</b> The Area Board reconsidered one application for funding from this scheme, as follows:</p> <p>i. <u>Wiltshire is Saving Energy (WiSE): Energy Monitors in Libraries</u> This application had been considered by the Area Board at its previous meeting, when the Area Board took the decision to research the provision of free energy monitors before deciding whether to support this application.</p> <p>Since the previous meeting, confirmation had been received that the energy monitors could not be supplied free of charge from private companies in any large quantities, and a full report with further information was included within the agenda at pages 51 and 52.</p> <p><b><u>Decision</u></b> The Area Board supported the funding bid from Wiltshire is Saving Energy.</p> <p><b>c) Area Board Projects</b> The Area Board considered two applications for funding under this scheme, as follows:</p>	<p>Alison Sullivan</p> <p>Alison Sullivan</p> <p>Alison Sullivan</p>
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	<p>i. <u>Fire Cadets</u> An updated version of the report was distributed, with the actual figure being requested at £709. This funding would enable the Cricklade unit of the Wiltshire Fire Cadets to continue operating for the remainder of the financial year, since the Fire Authority announced it would be ceasing its funding of the fire cadets.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £709 to the Cricklade unit of the Wiltshire Fire Cadets, conditional upon the unit securing its own operational costs in subsequent years.</b></p> <p>ii. <u>Hire of Meeting Rooms</u> The Area Board considered a proposal to allocate £500 for the provision of meeting room hire for community meetings. Without a Wiltshire Council hub in the Community Area, accessing free meeting space was currently a barrier to holding local meetings in the local community.</p> <p>Some discussion took place regarding the possibility of negotiating free meeting space within the Community Area, and it was felt that this should be pursued before deciding whether to ring-fence the money in this way.</p> <p><b><u>Decision</u></b> <b>The Area Board decided to defer this item to the next meeting, pending investigations into whether the provision of free meeting space could be negotiated.</b></p>	<p>Alison Sullivan</p> <p>Alison Sullivan</p>
11.	<p><u>Community Issues</u></p> <p>Alison Sullivan, Wootton Bassett and Cricklade Community Area Manager, provided an update on issues raised via the Community Issues System, the majority of which had been transport and highways related issues.</p> <p>Alison reported that the next meeting of the Local Traffic and Highways Working Group, which would be considering some of the issues, was due to meet on Thursday 20 January 2011, from 7pm until 9pm at Cricklade Town Council.</p>	

12.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and requested that people completed the evaluation on their way out.</p> <p>The next meeting of the Wootton Bassett and Cricklade Area Board would take place on Wednesday 2 February 2011, 7.00 pm at Cricklade Town Hall.</p>	
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