

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High St, Cricklade SN6 6AE  
**Date:** 26 November 2014  
**Start Time:** 6.30 pm  
**Finish Time:** 8.15 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 (Vice Chairman)

### **Wiltshire Council Officers**

Julia Densham – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Pete Smith – Community Youth Officer

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

Cricklade Town Council – Mark Clarke & Dr Angela Jenson  
Broad Town Parish Council – Veronica Stubbings  
Latton Parish Council – Graham Blunden  
Lyneham & Bradenstoke Parish Council – John Webb  
Purton Parish Council – Geoff Greenaway & Ray Thomas  
Tockenham Parish Council – Diana Kirby

### **Partners**

Wiltshire Police – Inspector Dave Hobman & Sgt Martin Alvis  
Cricklade SCOB – Ruth Szybiak  
Eva Partridge – Greensquare  
Paul Harrison – Royal Wootton Bassett Sports Association

**Total in attendance: 47**

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<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.</p> <p>The Chairman introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Mike Franklin – Wiltshire Fire &amp; Rescue Service and Sarah Kyte – Office of the Wiltshire Police and Crime Commissioner.</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 Monday 24<sup>th</sup> September 2014 were agreed to be a correct record and signed by the Chairman.</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 Announcement was noted:</p> <ul style="list-style-type: none"> <li>• Wiltshire Car Parking Review – a short film was shown outlining the review.</li> </ul>
6	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police – Inspector Dave Hobman</p> <p>The written update was noted.</p> <p>Concerns were raised re the loss of Sgt Martin Alvis and other members from the NPT Team and the impact that this could potentially have throughout the</p>

	<p>community area.</p> <p>The Chairman requested that it was noted, that the Area Board thanked Sgt Alvis for his hard work, honesty and sense of humour during his time in the local area.</p> <p>GreenSquare - Eva Partridge</p> <p>Eva Partridge was introduced as the GreenSquare representative who would be attending future Area Board meetings.</p> <p>Network Rail</p> <p>The written update was noted.</p> <p>Members requested that a Kemble line update was included in future updates, and that the Marlborough Bridge works could be started sooner than the planned date advised by Network Rail.</p> <p>RWB Arts Festival &amp; Memorial Hall – Sheila Dunn</p> <p>The written update was noted.</p> <p>RWB Sports Association – Paul Harrison</p> <p>The written update was noted.</p> <p>The Chairman thanked all the partners for their updates.</p>
7	<p><u>Cricklade Campus Pre-Planning Consultation</u></p> <p>Cllr Ruth Szybiak – Chairman, Shadow Campus Operations Board advised that the Stones Lane Campus Building pre-planning consultation had taken place in Cricklade with a launch event on 21<sup>st</sup> October where the major stakeholders were invited to a preview of plans.</p> <p>To get the maximum feedback static displays were organised in Stones Lane and Ockwells with a SCOB member present each weekday for a minimum of two hours. On 22<sup>nd</sup> October the Wiltshire mobile display trailer was used outside the primary school to ensure input from a group representing young parents and children.</p> <p>To ensure maximum coverage over two weekend periods, and to give working</p>

	<p>people an opportunity to view plans, a “pop up” shop was utilised on the High Street, the SCOB is grateful to the owner and the local Town Crier who helped advertise the event. Finally a specific session was organised at Latton to enlist views from a surrounding villiage. Purton and Marston Meysey were also invited to take part in the consultation.</p> <p>The Chairman thanked Ruth Szybiak for her update.</p>
8	<p><u>Local Youth Network (LYN) and Management Committee</u></p> <p>Pete Smith – Community Youth Officer gave a brief overview of the Local Youth Network (LYN) which is a sub group of the Community Area Board. That it represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people would play a central role in all aspects of the LYN.</p> <p>Local Youth Networks would identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.</p> <p>The Area Board members agreed to the following:</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Royal Wootton Bassett &amp; Cricklade Area Board adopted the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs)</b></li> <li>• <b>To establish an interim LYN of interested parties which would develop the way of working for our area board and test out the new way of working with the final membership to be confirmed at the March 2015 area board meeting</b></li> <li>• <b>Approved the Area Board councillor representatives on the LYNs:</b>   <b>Royal Wootton Bassett &amp; Lyneham: Cllrs Mary Champion and Allison Bucknell</b>  <b>Cricklade and Purton: Cllr Jacqui Lay</b></li> <li>• <b>That the Royal Wootton Bassett &amp; Cricklade Area Board noted the budget for the remainder of the financial year 2014/15 of £16,578.02</b></li> <li>• <b>That authority was delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings. Intermeeting decisions and the reasons why it was considered to be urgent would be reported to the next ordinary meeting of the Royal Wootton Bassett &amp; Cricklade</b></li> </ul>

	<p><b>Area Board.</b></p> <ul style="list-style-type: none"> <li><b>To agree in principle funding for two bids to GreenSquare as detailed in the attached reports: Bid 1 2014/15: £8,582 (appendix 3) and Bid 2 2015/16: £16,729 (appendix 4).</b></li> </ul> <p>The Chairman thanked Pete Smith for his presentation.</p>
9	<p><u>Neighbourhood Planning Update</u></p> <p>The Area Board members noted the current position statement that was included in the agenda pack.</p>
10	<p><u>Community-led Planning Report</u></p> <p>The Area Board members noted the following from the report included in the agenda pack:</p> <ul style="list-style-type: none"> <li>The Community-led Planning Report by EnAct;</li> <li>Which of the report's priority actions had already been resolved.</li> <li>The priorities for the Royal Wootton Bassett &amp; Cricklade area board.</li> </ul>
11	<p><u>Community Asset Transfer - Land at Marlowe Way, Royal Wootton Bassett</u></p> <p>The Royal Wootton Bassett and Cricklade Area Board was asked to consider a transfer of land at Marlowe Way, Royal Wootton Bassett to Royal Wootton Bassett Town Council in accordance with Wiltshire Council's Community Asset Transfer Policy.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li><b>That the Royal Wootton Bassett and Cricklade Area Board approved the transfer of land at Marlowe Way, Royal Wootton Bassett to Royal Wootton Bassett Town Council.</b></li> </ul>
12	<p><u>Investing in our Community</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2014/15:</p> <p>The Area Board budget and funding criteria for 2014/15 was noted by the Area Board members.</p>

	<ul style="list-style-type: none"> <li>• Community Area Grants, Digital Literacy – Capital - £39,906.98</li> <li>• Revenue - £8,591.64</li> <li>• Community Area Transport Group (CAT-G) - £3,300 approx</li> </ul> <p><b>Decision</b>  <b>Lyneham Village Hall awarded £1,246 towards a new central heating boiler.</b>  <b>Reason</b>  <b><i>The application met the Community Area Grant Criteria 2014/15.</i></b></p> <p><b>Decision</b>  <b>Broad Town Village Hall awarded £380 towards the re-production of an historic parish map.</b>  <b>Reason</b>  <b><i>The application met the Community Area Grant Criteria 2014/15.</i></b></p> <p><b>Decision</b>  <b>Royal Wootton Bassett Friends of Guiding awarded £1,750 towards new toilet including disabled facilities.</b>  <b>Reason</b>  <b><i>The application met the Community Area Grant Criteria 2014/15.</i></b></p> <p><b>Decision</b>  <b>Royal Wootton Bassett Orchestra awarded £760 towards conductor’s podium, music stands and lights.</b>  <b>Reason</b>  <b><i>The application met the Community Area Grant Criteria 2014/15.</i></b></p> <p>Inter-meeting spending of £28 room hire and £125 refreshments was noted by the Area Board members.</p>
13	<p><u>Spotlight on Parishes</u></p> <p>Written updates from Royal Wootton Bassett and Cricklade Town Councils were noted.</p>
14	<p><u>Community Area Transport Group (CAT-G)</u></p> <p>The actions contained within the CAT-G meeting notes dated 2 October 2014 were noted.</p> <p>Discussions relating to new issues and existing priorities within the meeting notes dated 2 October 2014 were noted.</p>

	<p>Town and Parish Councils were reminded that a contribution of 20-30% was requested towards CATG schemes (with the exception of substantive schemes).</p>
15	<p><u>Task Group Updates</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> <li>• Royal Wootton Bassett Shadow Community Operations Board – noted.</li> <li>• Caring about Dementia Task Group – noted.</li> <li>• Older Peoples Accommodation Task Group – noted.</li> </ul> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>To approve the terms of reference for the Older Peoples Accommodation Task Group.</b></li> <li>• Cricklade Extra-Care Working Group – noted.</li> </ul>
16	<p><u>Wrap up</u></p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Wootton Bassett &amp; Cricklade Area Board would be held on Wednesday 21<sup>st</sup> January 2015.</p>