

MINUTES

Meeting: CALNE AREA BOARD
Place: Corn Exchange - Calne Town Council, Bank House, The Strand,
Calne, SN11 0EN
Date: 5 April 2016
Start Time: 6:30pm
Finish Time: 9:07pm

Please direct any enquiries on these minutes to:

Natalie Heritage (Democratic Services Officer), on 01225 718062 or
natalie.heritage@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

Cllr Christine Crisp (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Howard Marshall,
Cllr Tony Trotman, Cllr Glenis Ansell and Cllr Jonathan Seed

Wiltshire Council Officers

Helen Bradley (Community Youth Officer), Natalie Viveash (Community Youth
Apprentice), Natalie Heritage (Democratic Services Officer), Jane Vaughan
(Community Area Manager), Joan Davis (Head of Libraries, Heritage and Arts),
Rhonda Ward (Head of Service Operations – Adult Social Care)

Town and Parish Councillors

Calne Town Council – Cllr Mercy Baggs*, Cllr Julia Reid
Calne Without Parish Council – Cllr Richard Aylesen*
Cherhill Parish Council – Cllr David Evans*

* = nominated representative

Partners

Wiltshire Police – Stuart Welch

Wiltshire Fire and Rescue – Darran Gunter (Chief Fire Officer), Jack Nicholson (Station Manager) and Tom Burns (Watch Manager)

Calne 'Our Place' Project – Naomi Beal

Healthy Active Calne Community Area (HACCA) – Dr Olga Tuffery

Total in attendance: 58

<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 those present to the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence received.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 26 January 2016 were presented. Under item 10 'Our Community Matters' it was agreed that in paragraph 5, it be noted that traffic calming measures had been put in place in Prince Charles Drive.</p> <p>The minutes of the extraordinary meeting held on 8 March 2016 were presented.</p> <p>It was resolved:</p> <ul style="list-style-type: none"> <li data-bbox="363 969 1487 1227">i. That subject to the amendment of the sentence 'Traffic calming measures had been put in place and that there was a clearer passageway for traffic in the area', in paragraph 5 of item 10, to 'Traffic calming measures had been put in place in Prince Charles Drive and, as a result, there was a clearer passageway for traffic in the area'; the minutes of the meeting held on 26 January 2016 were approved and signed as a correct record. <li data-bbox="363 1261 1487 1339">ii. That the minutes of the meeting held on 8 March 2016 were approved and signed as a correct record.
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 a newspaper article for Priestley School; which detailed how the School had received government recognition for their outstanding work and, as a result, the School would be receiving an increase in pupil premium. The Chairman noted that she would write a letter of congratulation to the School on behalf of the Area Board.</p> <p>The Chairman also noted that the Area Board had received a petition of 462 signatures, regarding the Calne Library consultation. Melissa Loveday, the organiser of the petition, was invited to present the petition to the Chairman. The Chairman accepted the petition and commented that at the next Area Board meeting it would be reported how the petition had been taken into account.</p>

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Cllr Seed, the Cabinet Member for Housing, Leisure, Libraries and Flooding, was in attendance and was invited to provide a brief comment on the petition. He outlined that there was to be a £200,000 investment into the Calne Library and that the service that the Library provided would be enhanced through this investment and therefore, the petition that had been received could not be seen to accurately reflect Wiltshire Council's plans for the Calne Library.

Cllr Seed informed the meeting that there was no plan to reduce the number of opening hours of the Library, that there would be no reduction to the number of hours that the Library would operate with staff and that there was no plan to reduce the number of activities that were held within the Library; indeed, it was stressed that the swipe-card system planned for the Calne Library would be in addition to the current Library opening hours. Cllr Seed stated that Wiltshire Council was ensuring that its libraries could remain open and functional and that Wiltshire could be seen as unique in this respect; as neighbouring counties had committed to closing their libraries.

Partner Updates

The Chairman drew attention to the updates listed in the agenda pack.

Neighbourhood Policing Team:

Stuart Welch, Wiltshire Police, was in attendance to answer any questions in relation to the written update provided in the pack. In response to questions, Mr Welch confirmed that there had not been a reduction in the number of police officers in Calne and that the police force's role was to be proactive, as opposed to reactive. In addition, he noted that the priorities of the police force had changed as the days had become lighter for longer, due to British Summer Time.

The meeting was informed that the police CCTV van had been repaired and was able to be used. Mr Welch confirmed that he would inform the Area Board, should the CCTV undergo further repairs and thus be out of action. Mr Welsh responded that, despite the fact that the written update noted that there had been an increase in crime in Calne, this could be explained by the enhancement in crime recording systems.

Fire and Rescue Services:

Jack Nicholson, Station Manager, was in attendance to introduce himself as the new point of contact for the Fire and Rescue Services in Calne. Tom Burns was also in attendance and introduced himself as the watch manager for Calne.

Darran Gunter, Chief Fire Officer, was in attendance to provide a short presentation on the combination between Dorset and Wiltshire Fire Services. Mr Gunter outlined that on 1 April 2016 Dorset and Wiltshire Fire Services had combined and he explained that this was to ensure that, as fiscal savings were

needed to be achieved, corporate functions had to be rationalised and frontline services needed to be protected.

Mr Gunter highlighted that he had visited several fire stations since 1 April combination and could confirm that they were operating to an excellent standard, as they had done prior to 1 April 2016.

The Chairman thanked Mr Gunter for his presentation and insight into the wide range of activities of the Fire Service.

In response to questions, Mr Gunter confirmed that Fire Stations had to be positioned to ensure that they would cover the area of greatest risk, in as short a time as possible.

Calne 'Our Place' Project:

Naomi Beal, Chairman of the Steering Group for the Calne 'Our Place' Project, outlined that the project was seeking to increase the level of visitors to Calne, and to increase employment and reduce deprivation in Calne. She detailed that several areas had been highlighted as unique to Calne, such as, Calne Cure. The meeting was informed that various task groups were exploring how to increase visitors to Calne and thus, effectively advertise the area, whilst improving the employment opportunities in Calne.

Town and Parish Councils:

Cllr Evans, Cherhill Parish Council, informed those present that the next Emergency Planning meeting would be held the following week.

Cllr Baggs, Calne Town Council, provided an update that Calne Council were creating a master plan for upcoming events for Calne.

The Chairman then invited Jim Sutton, a former member of the Armed Forces, to introduce his charity event on 8 June, which would be held in Calne Town Hall. Mr Sutton detailed that his event had been designed to reach out to veterans who had experienced health and wellbeing issues; however, the event was open to everyone. Mr Sutton relayed that the event would aim to ensure that such veterans could be made aware of which department and individuals to approach within Wiltshire Council and therefore, ensure that such individuals could be provided with the level of support that they required. The Calne Councillors, including Cllr Seed, noted their appreciation for the event and encouraged those present to attend.

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Local Youth Network

Helen Bradley, Community Youth Officer, presented an annual review that had been prepared for the area board by the Local Youth Network (LYN), as the young person who acted as Chairman of the LYN was not available to present

the report herself.

One positive ticket was noted for a young man who assisted an elderly lady, as she had been having difficulty managing her shopping bags. The young man wished to remain anonymous.

Several Councillors congratulated Natalie Viveash, Community Youth Apprentice, on her tremendous work around Child Sexual Exploitation and also her outstanding contribution to the community as a whole; most notably, with the Calne Drop-In Centre. It was noted that both Helen and Natalie had made a tremendous impact upon the positive activity and engagement of young people in the Calne Community Area.

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Housing - Meeting Local Need

Rhonda Ward, Head of Service Operations - Adult Social Care, was in attendance to provide a presentation on the demand for affordable housing in the Calne community area. Ms Ward detailed how work could be undertaken with the Area Board to ensure that the delivery of new housing would meet the local need.

Ms Ward outlined that central government wanted to increase the supply of housing within the UK and were attempting to encourage individuals to purchase their own home and live independently; it was explained that it was important for Wiltshire to be aware of how to respond to the government's direction and that Wiltshire's priority would be to ensure that there would be provision for the most vulnerable. Ms Ward highlighted that there would be a freeze on benefits for the subsequent 4 years and that there would no longer be a tenancy for life; instead, a 2-5 year fixed-term tenancy would be put in place.

Those present were informed that, according to 2011 census data, Calne had 1316 social rented houses. Between 2010 and 2016, 956 homes had been built in Calne, of which 215 were affordable houses. It was highlighted that the Rural Needs Survey could only be taken as a snapshot in time and was not deemed to be utilised as an accurate projection of the future.

Ms Ward detailed that the working age for males was determined between 16-64 year olds and between 16-59 year olds for females and that the working age population in Calne was significantly higher than the Wiltshire average. It was also noted that Calne was the 4th most expensive community area in Wiltshire for one to own a home.

In response to questions, Ms Ward confirmed that she would e-mail Jane Vaughan, Community Engagement Manager, the documentation that set out how individual need for housing and location should be determined and further confirmed that Wiltshire Council had allocated funds to help those who were struggling, as a result of the bedroom tax. In addition, several questions were asked, where Ms Ward signalled that she would provide a written response,

after the meeting.

Ms Ward also noted her support for Jim Sutton's event and commented that she would ensure that an individual from Adult Social Care would attend the event on 8 June.

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Healthy Active Calne Community Area (HACCA)

Dr Olga Tuffery, the Chairman of the HACCA, provided a workshop on Health and Wellbeing, following discussions that had been had at the previous Area Board meeting. Dr Tuffery thanked Jane Vaughan, Helen Bradley and Natalie Viveash for their support in ensuring that the workshop could take place.

The workshop was for those present to provide their opinions on which areas and projects it was felt that the HACCA should focus on. At the conclusion of the workshop exercise, the most popular area of focus for the HACCA were concluded as, primarily, health and, secondly, adult literacy. Indeed, it was stressed that if children were to be literate, then adult literacy would first need to improve.

Cllr Hill proposed, seconded by Cllr Ansell, that feedback from the HACCA workshop be provided at the next Area Board and that the Area Board receive a regular update from the HACCA under 'Partner Updates'.

Having been put to the meeting, it was

Resolved:

That the HACCA would provide feedback on the 5 April workshop to the next Calne Area Board and for regular updates from the HACCA to be heard at the Calne Area Board, as a part of the 'Partner Updates' item.

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Our Community Matters

An update on community issues and recommendations from the Area Board working groups was received.

Cllr Crisp provided an update on the Highways working group (CATG) and noted that the next CATG meeting would be held on 12 April.

Cllr Hill provided an update on the Health and Wellbeing Programme for Calne and detailed the plans for the Calne Library and Community Hub. He also informed the meeting that the Beversbrook Crossing had been installed and that the Beversbrook all-weather pitch was aiming to be opened in summer 2016. It was also noted that the Calne Leisure Centre was in the process of being transferred back to Wiltshire Council and it was intended that, once back in the ownership of Wiltshire Council, the leisure centre would receive a refurbishment; however, details of the programme were yet to be decided.

Cllr Hill showed the meeting a logo that the area board had chosen for the Calne

Health and Wellbeing Programme. It was noted that the logo had been adopted unanimously by the area board councillors.

In relation to the Calne Library and Community Hub, Cllr Hill explained that the Calne Library was being refurbished from 18 April 2016 to encompass both the Community Hub and the Library itself and that this would allow customers to be able to access a wide range of community services under one roof. As a result of the Community Hub being housed within the Calne Library; the number of hours that the library would be open and accessible, would be greater than the current library opening hours. Cllr Hill further detailed that any closures to the library service, due to the refurbishment, would be communicated at the earliest opportunity.

Joan Davis, Head of Libraries Heritage and Arts, was in attendance to present a short film on the Open+ (Open Plus) building management system planned for the Calne Library. She highlighted that the Open+ system was being successfully used in 200 libraries in Scandinavia and 20 in the UK. She reiterated that such a system would ensure that access to the library would be extended beyond normal opening hours.

A discussion was then held in relation to the Calne Library where several points were raised by a number of local people. The points raised included the following; the continuation of current activities and events for children, the security of the Open+ system, the management restructure to the library service, as a part of the reduced budget, and the public consultation on this new system being adopted.

Cllr Seed, Cabinet Member for Housing, Leisure, Libraries and Flooding, confirmed that, once refurbished, the Calne Library would continue to operate in its current format and would be provided with a £200,000 investment; which would lead to an enhancement of the service currently provided. He explained that the library would remain staffed by trained and professional librarians, as was the present case. There would also be the same number of services and facilities as was presently provided for the community, such as; reading activities provided for mothers and their children. Cllr Seed stressed that there were no plans to reduce activities and events for children. Furthermore, he noted that the refurbishment of the library was due to finish at the start of the school summer holidays, in order to ensure that planned activities for children in the summer holidays would experience no or minimal disruption.

Cllr Seed drew attention to the library contained at the Springfield Community Campus in Corsham. He highlighted that whether the library was manned or not, users were still able to borrow and return books; and that the experience of new operational arrangements in Corsham over the past 12 months had not included any reports of problems with theft. Cllr Seed noted his appreciation of security dilemmas for users, however, he stressed that the Open+ system provided users with a choice that they had not previously had; the same number of library opening hours, where the library was manned with trained and professional

staff, as well as greater accessibility to the library, that extended beyond the current opening times.

Ms Davis highlighted that, should there be any problems with individuals stealing books whilst the library remained unmanned; CCTV equipment would be able to effectively identify the perpetrator. In addition, the library service would be able to check which individuals had accessed the library at a particular time, due to the swipe-card system.

Ms Davis also confirmed that, due to the financial challenges it was facing, Wiltshire Council had to make changes to the way that it operated in many areas; including the staffing restructure due to take place for Wiltshire Libraries. However, she stressed that there would be a full-time member of staff responsible for the Calne Library; who would have the same responsibilities, training and professional expertise to deliver the same standard of service as was currently provided and therefore, members of the community could be assured that the current service that they were provided with, would be maintained.

Ms Davis detailed that the Open+ system was costing the Council approximately £27,000, plus installation costs and that, in order to access the library out of the normal and staffed opening hours, one would need to be a member of the library and to register to be a part of the out of hours scheme; access would require swiping a card and entering a security pin number. Attention was drawn to the fact that the Calne Library was intended to be a trial and, if it was deemed successful, it could be rolled out to other Wiltshire libraries. It was emphasised, however, that feedback from members of the community on the trial would help to decide whether the scheme was rolled out to other areas.

Cllr Hill then drew the meeting's attention to the Calne Library leaflet and several Councillors noted their encouragement that the Calne library was being developed in a positive manner and with significant investment. Cllr Hill relayed from the leaflet that the community value of libraries both for Calne and across Wiltshire was recognised; as there were no planned reductions to the Calne Library service neither for the time that people could access the library, nor the time that people could access the library whilst trained and professional staff were on hand. It was further reiterated to the meeting that the use of the Open+ system was intended to be a trial and that feedback would be both welcomed and encouraged by Wiltshire Council, once the facility was open and available for public use. In the meantime, those present were advised to send any questions that they had to either their local Councillor, the Cabinet member, or relevant officers.

Sandpit Road s106 working group:

Cllr Trotman noted that there had been no meeting of the Sandpit Road (Section 106) working group between Area Board meetings.

Air Quality working group:

Cllr Ansell provided an update on the Air Quality working group and noted that 6 trees had been planted in town gardens on 13 March, with the help of the LYN Magna Carta Youth group. This was the first phase in a larger tree planting scheme that the group had planned and Cllr Ansell stressed Calne's need for green foliage. She encouraged the community to attend more Area Board meetings to find out more about these kinds of projects and to participate in sharing their views and ideas. The tree planting project would continue with further trees due to be planted within the Air Quality Management Area (AQMA) of the town. It was also hoped that future funding could be identified to encourage local residents to plant silver birch trees in gardens fronting on to roads in the AQMA.

Dementia Friendly Calne working group:

Cllr Crisp reported that the working group had developed to become a fully-fledged community group and had been recognised as the first Dementia Action Alliance (DAA) in the whole of Wiltshire. It was noted that, along with 9 other local people, Cllr Crisp and Helen Bradley had both qualified as dementia champions; this took the number of Champions attached to the Dementia Action Alliance to 12.

The group was developing a Dementia Champions network that would encourage local champions to support each other and share experiences. Dementia Friend sessions had now taken place in Hilmarton and Cherhill, hosted by the Parish Councils and the Calne Community Area now had over 283 Dementia Friends. Attention was drawn to the fact that it would be Dementia Awareness week from 15-21 May during which time the group was planning to hold an official launch of the DAA with a community Dementia Friends session and tea party, the group would also be entering a 'Dementia Duck' to the town's annual Duck Race. Local people who would like to become dementia friends were encouraged to sign up for the community tea party session and local businesses and organisations were encouraged to get in contact to arrange their own staff/member sessions. People were asked to contact jane.vaughan@wiltshire.gov.uk or charris@calne.gov.uk for more information. The Calne Community Area was also about to host the first Wiltshire Dementia Friendly Conference on 20th April.

Older People:

Cllr Crisp drew attention to the briefing note included in the agenda pack, which detailed the opportunity to establish a health and wellbeing group. Cllr Crisp also provided a further update on the Older Person's Champions and relayed that 2 volunteers had stepped forward and been nominated to become the Champion/Carer Champions; she encouraged further nominations to come forward too and explained that, while only 2 Champions would be appointed, there was a hope to include a voice from each of the Calne parishes. Attention was drawn to the nomination forms and role descriptions provided at the meeting and that these would also be available by emailing the Community Engagement Manager, jane.vaughan@wiltshire.gov.uk. 2 Champions would be appointed at the May Area Board.

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Resolved:

That the logo which showed 7 coloured dots and the central 'C' in between the dots would represent the Calne Community Hub and Library logo.

Area Board Funding

Consideration was given to the 2 applications made to the Community Area Grants Scheme. Jane Vaughan, Community Engagement Manager, introduced the 2 grant applications; the first was from Bentley Model Railway Group for £5000, for their internal work to create a new club building. It was highlighted that the proposed project was DDA compliant and deemed fit for purpose.

Tim Williams, Bentley Model Railway Group, informed the meeting that the group comprised a wide-range of ages and that the group had recently relocated to an industrial unit in Calne. The industrial unit was not fit for purpose and thus, the group needed to rectify this. Mr Williams explained that the total cost of renovating the unit was £100,000 and that, should the group's grant be approved, the group would need to find a further £15,000. Cllr Hill noted his support for the group, especially since they had taken the decision to move back into Calne.

The second application had been received from Cherhill Cricket Club for £500, to help the Club to have a new roof put in place. Phil Tonks, Cherhill Cricket Club, outlined that the club had a wide range of ages and both male and female cricketers, and that they had never submitted an application for a grant before. It was detailed that the club had had a new roof installed 3 years previously that was supposed to last for 10 years, however, recently the roof had been leaking and had caused damage. It was noted that the club had been advised to replace the roof, in order to minimise any further damage to the building. It was relayed that a new roof replacement would cost £1380.

The meeting was informed that Calne Town Council/Royal British Legion had returned £1000 to the Area Board for their project 'Palest ink stronger than the best memory' as the project had not yet come to fruition.

Having been put to the meeting, it was

Resolved:

- i. **To award £5000 to Bentley Model Railway Group for undertake renovations to their new industrial unit club building**
- ii. **To award £500 to Cherhill Cricket Club for a new roof for the Club's building**

Noted that £1000 had been returned to the Area Board from the Calne Town Council and Royal British Legion, for their project entitled 'Palest ink stronger than the best memory'.

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Urgent items

13	<p>There were no urgent items.</p> <p><u>Close</u></p> <p>It was noted that the next meeting of the Calne Area Board would be held on 31 May 2016 at 6:30pm in the Pavilion Hall, Beversbrook Sports Facility, with refreshments available from 6:00 pm.</p>
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Calne Community Hub and Library Logo

With the amendment of only 7 coloured dots around the central 'C', the logo below had been selected by the Area Board as the logo to represent the Calne Community Hub and Library.



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Changes to Calne Community Hub and Library

March 2016

Wiltshire Council will be carrying out a programme of work to improve the library in Calne to create the Calne Community Hub and Library.

The current Community Hub has outgrown its premises on Calne High Street - this project will enable local volunteers to continue and extend their work in closer partnership with the library and other partners.

The library and hub development is part of Wiltshire Council's health and wellbeing centre programme which will also see improvements at Beversbrook and the Leisure Centre in Calne.

The work at the library is due to start in April and will take around 10 weeks to complete.

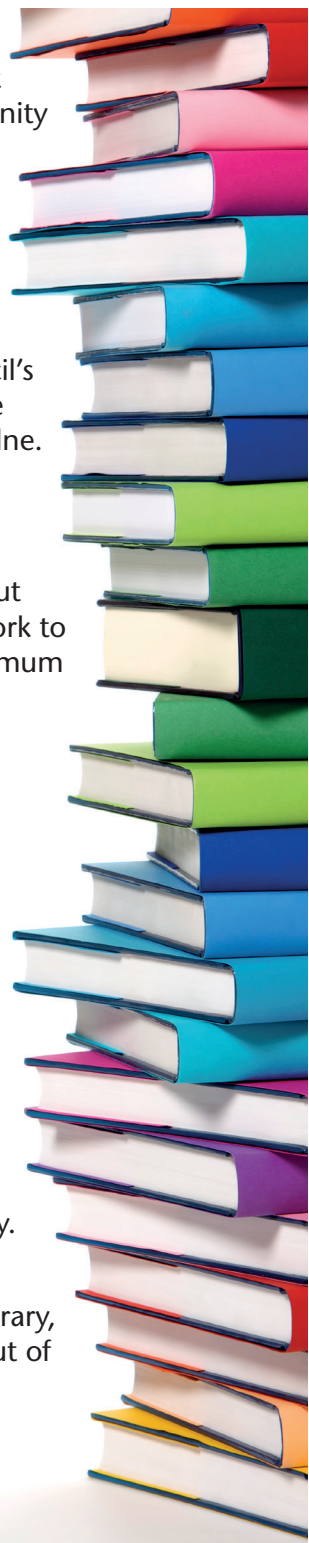
The library will remain open for the majority of this time, but there may be a need to close for a few days to allow the work to be completed. Any closure will be kept to an absolute minimum and dates will be widely advertised well in advance.

Internal alterations will see the creation of a new bookable meeting room for up to 12 people and a smaller breakout room.

The existing library will be refurbished, with a new colour scheme and carpets. Flexible shelving space will be installed which will allow the building to be used for meetings in the evenings, including the area board.

The library service will be enhanced with the installation of a new state-of-the-art system which will allow members to securely access the building and borrow or return books out of normal hours by swiping their card and entering a code number. This system is safe, easy to use, and has been successfully implemented in other parts of the country. Users will need to sign up to use the new system.

The completion of the hub will preserve and protect the library, deliver more flexible community space, and improve the out of hours offer for local residents.



Frequently asked questions

When will the library be closed and how long for?

Work is due to start in April. There may be a short period when the library will have to close, however any closure will be kept to an absolute minimum. Dates of closure will be widely advertised well in advance

How much will it cost?

Work on the library transformation is expected to cost around £200,000.

Is there a risk that books may be stolen from an unstaffed library?

This system is state-of-the-art and has been implemented in other parts of the country successfully with no significant issues relating to theft or property damage.

What if I can't get out the building out of hours?

The system will be thoroughly tested prior to going live. We do not believe it is possible for anyone to not be able to exit the building, however an emergency contact number will be clearly visible inside the building.

What if I need to speak to a member of staff after hours?

This work will enable the library to be more accessible, however staff will not be available to answer queries outside of our current opening hours. They will of course be on hand along with volunteers during normal hours to help with queries.

How do I get access to the library after hours?

Library members will be able to register to use the service and will then be able to access the library by swiping their card and entering a number.

Isn't this a reduction in the library service currently on offer?

The improvement works will allow library services to be available to registered users for longer periods of time.

Will library staff numbers be reduced?

The new system will not impact upon staff numbers, however the council is currently looking at numbers of staff working in libraries across the county

How will you stop this being used as a meeting place for young people after hours?

We do not believe this will be an issue however we will of course monitor the situation. Under 16s will not be able to access the library after hours.

What is the building going to be called?

We will be suggesting to the area board that the building is either called Calne Community Hub and Library, or Calne Library and Community Hub. We believe these names reflect what the building will offer the local community.

Will the library be opening on a Sunday?

There are currently no plans to open the library on a Sunday, however registered users will be able to access the building outside of normal hours and borrow or return books on other days of the week.

For further information, please contact

Jane Vaughan

Community Engagement Manager (Calne)

01249 706447

jane.vaughan@wiltshire.gov.uk

Chris Harling

Library Development Services Manager

07776 394988

chris.harling@wiltshire.gov.uk

Information about Wiltshire Council services can be made available on request in other languages and formats such as large print and audio.

Please contact the council by telephone on **0300 456 0100** or email customerservices@wiltshire.gov.uk

