

# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Road, Bradford on Avon, BA15 1DZ.  
**Date:** 14 June 2017  
**Start Time:** 7.00 pm  
**Finish Time:** 8.20 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

**Cllr Jim Lynch (Chairman), Cllr Trevor Carbin (Vice Chairman), Cllr Sarah Gibson and Cllr Johnny Kidney**

### **Wiltshire Council Officers**

**Peter Dunford – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer  
Emma Drage – Local Youth Facilitator**

### **Town and Parish Councillors**

**Bradford on Avon Town Council – Mike Roberts, Dom Newton, Emma Franklin, Dave Garwood, Jennie Parker, Alex Kay & Daryl Jones  
Holt – Andrew Pearce  
South Wraxall – Nigel Gill**

### **Partners**

**Dorset and Wiltshire Fire & Rescue Service – Darren Nixon  
Bradford on Avon Seniors Forum – Michael Darlow**

**Total in attendance: 34**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
5	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>
6	<p><u>Minutes for approval</u></p> <ul style="list-style-type: none"> <li>• The minutes of the Area Board meeting held on the 8 March 2017 were agreed as the correct record.</li> <li>• The minutes of the Area Board meeting held on the 16 May 2017 were agreed as the correct record.</li> </ul>
7	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
8	<p><u>Welcome from the Chairman</u></p> <p>The Chairman welcomed everyone to the first meeting of the Bradford on Avon Area since the Local elections. Cllrs Jim Lynch, Sarah Gibson and Johnny Kidney were introduced as new Area Board members along with re-elected Cllr Trevor Carbin.</p> <p>The Chairman thanked previous incumbents Cllr Rosemary Brown and Cllr Ian Thorn for their hard work in representing the community on the Council.</p> <p>The Chairman set out his vision for how the area board members will work together, across party lines, sharing chairmanship of the area board and its committees. Also of how the town and villages would be given equal attention and resources in recognition of local demography. He hoped that politics would be set aside and that the local authorities could work together on common priorities, developing a programme of community engagement and involvement in key decisions and projects.</p> <p>Cllr Dave Garwood was welcomed as the new Mayor of Bradford on Avon. Cllr Garwood echoed the sentiments of Councillor Lynch and looked forward to a good working relationship between the Area Board and Town Council and a bright future for the town.</p> <p>Cllr Dom Newton – Leader of Ideal Bradford on the Town Council was welcomed by the Chairman. Cllr Newton gave a brief overview of how the</p>

	<p>independent group on the Town Council wanted to streamline operations, improve visibility, and enhance community involvement in its work. This would involve a review of standing orders and committee structures but this would lead to a less bureaucratic organisation which was able to be a more effective community leader.</p>
9	<p><u>Introduction to the Bradford on Avon Area Board</u></p> <p>Peter Dunford outlined the role of the Area Board and his role as the Community Engagement Manager.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Maximise the involvement and engagement of communities in council services and decisions right across the community area.</li> <li>• Assist the area board to deliver its local priorities.</li> <li>• Encourage grant applications and the administration of these.</li> <li>• Support the various sub-groups of the area board including the Transport Group (CATG), Health and Wellbeing Group (H&amp;WG), Local Youth Network (LYN).</li> <li>• Facilitate and coordinate community events and activities.</li> <li>• Connect communities and maximise opportunities.</li> <li>• Communicate what's happening.</li> </ul> <p>Bradford on Avon Area Board Budget 2017/18</p> <p>Total funding allocated:</p> <ul style="list-style-type: none"> <li>• £64,532 - 2017/18.</li> </ul> <p>Splits into:</p> <ul style="list-style-type: none"> <li>• £29,135 for community grants (capital).</li> <li>• £16,100 for community transport (capital).</li> <li>• £11,597 for youth projects (revenue).</li> <li>• £7,700 for health and wellbeing and older people's champion (revenue).</li> </ul> <p>The Chairman thanked Peter Dunford for his presentation.</p>

10	<p><u>Working with Partners</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• NHS Wiltshire</li> <li>• HealthWatch Wiltshire</li> </ul>
11	<p><u>Appointments to Working Groups and Outside Bodies</u></p> <p>The following appointments to Working Groups and Outside Bodies were made:</p> <p>Bradford on Avon Community Area Transport Group (CAT-G) – Cllr Sarah Gibson as Chairman (all to attend).</p> <p>Bradford on Avon Local Youth Network – Cllr Trevor Carbin as Chairman.</p> <p>Bradford on Avon Health and Wellbeing Group – Cllr Johnny Kidney as Chairman.</p> <p>Bradford on Avon Older Peoples’ and Carers’ Champion – the Bradford on Avon Seniors Forum.</p> <p>Bradford on Avon Dementia Action Alliance – Cllr Johnny Kidney.</p> <p>Bradford on Avon Streets Ahead/ Air Quality Alliance – Cllr Sarah Gibson.</p> <p>BoA Business – Cllr Sarah Gibson.</p> <p>Bradford on Avon Assets Working Group – Cllr Sarah Gibson.</p>
12	<p><u>Community Priorities for Grant Funding 2017/18</u></p> <p>Peter Dunford – Community Engagement Manager outlined proposed community priorities for grant funding 2017/18 so that limited resources would be able to address strategic priorities:</p>

	<p>Culture and Tourism infrastructure: £5,000 plus match funding</p> <p>Business infrastructure: £5,000 plus match funding</p> <p>Pedestrian Friendly infrastructure: £5,000 plus match funding</p> <p>Air Quality and Public Health infrastructure: £5,000 plus match funding</p> <p>Social Isolation and Mental Health infrastructure: £5, 000 plus match funding</p> <p>Assets Review and Options Report: £5,000</p> <p>Total £ 30,000 spent (plus an additional £ 25,000 levered in)</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Bradford on Avon Area Board agrees the Community Priorities for Grant Funding 2017/18.</b></li> </ul>
13	<p><u>Feedback Session</u></p> <p>Those present were given the opportunity to give feedback on what was important to Bradford on Avon and the Area Board as they both moved forward under new stewardship. Comments were collected from flipcharts:</p> <p><u>Ways of Working</u></p> <p>Consensus building and community engagement as the way forward, not “being done to”.</p> <p>It is good to include “non Council” reps in decision-making processes and to welcome fresh faces and new volunteers from the wider public.</p> <p>A catchment area approach which includes the villages who use the town as a service centre makes sense.</p> <p>Find sponsors to provide refreshments at meetings! Attract young people by providing pizza!</p> <p><u>Strategic Relationships</u></p> <p>Develop a strategic relationship between Town Council and Wiltshire Council with key meetings between relevant portfolio holders e.g. Jane Scott, Bridget Wayman.</p>

	<p><u>Traffic and Environment</u></p> <p>Traffic management remains a key issue for resolution with control of HGVs, better use of the Town Bus and the introduction of Park and Ride being key elements of the strategy.</p> <p>Integrate development and infrastructure through developing brownfield sites while protecting the environment.</p> <p>Parking is an issue but we want to be a coach-friendly town and provide facilities for caravans and campervans to park at Station Car Park.</p> <p><u>Tourism</u></p> <p>As a tourist town we should promote events through posters and banners by providing a “rotunda” near the Town Bridge for this purpose. A “Town Map” and better signage is needed to interpret the heritage of the town. Pedestrian walking routes should be highlighted.</p> <p><u>Dementia- Friendly</u></p> <p>Hold Dementia Friends information session with Town Council before Full Council.</p> <p>The Chairman thanked everybody for taking part.</p>
14	<p><u>Community Engagement Manager Update</u></p> <p>First World War Commemorative Tree Planting  A proposal from Wiltshire Council to plant 10,000 trees to commemorate the centenary of the end of the First World War. It was to be decided whether a large Wiltshire wood, or smaller community areas would be planted.</p> <p>Wiltshire Council’s Big Pledge 2017- London Calling.  We are celebrating the first time the IAAF World Athletic Championships have been held in the UK when they take place in London this summer.  This year’s challenge was to collecting the flags of the countries who would be taking part in the championships. You would need to complete set distances to collect a country. There would be 30 countries in total to collect by walking, cycling or swimming.  The Big Pledge London Calling challenge runs for eight weeks from 5 June -30 July.</p> <p>The Chairman thanked Peter Dunford for his update.</p>

15	<u>Date of next meeting</u> Wednesday 12 July 2017 - Holt United Reform Church Hall.
16	<u>Close</u>