

# MINUTES

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High Street, Cricklade, SN6 6AE  
**Date:** 25 May 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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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 Housing)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer

Alison Sullivan, Community Area Manager

Laurie Bell, Service Director Policy, Research and Communications

### **Town and Parish Councillors**

Cricklade Town Council – David Tetlow, Mark Clarke, Terri Robertson, Ruth Szybiak, Shelley Parker (Clerk)

Wootton Bassett Town Council – Steve Wallis, Jenny Stratton, Mike Leighfield, Sue Doyle, Johnathan Bourne (Clerk)

Broad Town Parish Council – Veronica Stubbings

Lyneham and Bradenstoke Parish Council – John Webb

Marston Meysey Parish Council – Michael Waldron

Purton Parish Council – Mike Bell, Geoff Greenaway, Ray Thomas

**Partners**

Wiltshire Police – Chris Martin

Wiltshire Police Authority – Chris Hoare

Wiltshire Fire and Rescue Service – Mike Franklin

NHS Wiltshire – Alison Bell

Great Western Hospital – Jenny Barker

Cricklade Business Association – Bob Jones

Avon & Wiltshire Mental Health Partnership – Dr Simon Manchip

**Total in attendance: 57**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>Councillor Jacqui Lay called for nominations for the position of Chairman of the Wootton Bassett and Cricklade Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>Councillor Peter Doyle was elected Chairman of the Wootton Bassett and Cricklade Area Board for the forthcoming year.</b></p> <p><u>Councillor Doyle in the Chair</u></p>
2.	<p><u>Election of Vice Chairman</u></p> <p>The Chairman called for nominations for the position of Vice Chairman of the Wootton Bassett and Cricklade Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>Councillor Peter Colmer was elected Vice Chairman of the Wootton Bassett and Cricklade Area Board for the forthcoming year.</b></p>
3.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Peter Doyle, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
4.	<p><u>Apologies for absence</u></p> <p>Apologies for absence were received from Peter Willis and Avril Roe (Clerk) of Lydiard Tregoz Parish Council, Phil Winfield of Latton Parish Council and Lisa Page of Wootton Bassett Shadow Community Operations Board.</p>
5.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on Wednesday 23 March 2011 were agreed a correct record and signed by the Chairman.</b></p>
6.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7.	<p><u>Chairman's Announcements</u></p> <p>A number of written Chairman's announcements were contained within the agenda, including the membership of the Shadow Community Operations Boards, the Older People's Accommodation Strategy, the End of Life Care Strategy, the consultation on Waste Disposal Sites and the Superfast</p>

	<p>Broadband Survey.</p> <p>The Chairman made two further announcements, as follows:</p> <p><b>Lyneham Steering Group</b> Two notable dates arising from this group's recent meeting were 1 July 2011, the date the last RAF Hercules aircraft was due to leave Lyneham, and the end of September, the date that the runway would close and flying operations would cease.</p> <p><b>Cricklade Leisure Centre</b> The Leisure Centre was congratulated on its recent award of £30,000, which was a performance-related grant that would be invested in specialist equipment for young people, older people and less-abled people. An open day was being held on Sunday 5 June and the public were very welcome to attend.</p> <p><b>Petition</b> The Chairman of the Area Board was presented with a petition from residents of Purton, requesting bus service provision on Sundays and bank holidays. The Chairman accepted the petition and explained that it would be formally logged with Democratic Services, and a response would be provided with the appropriate action to be taken.</p>
8.	<p><u>Focus on Health</u></p> <p>Councillor Bill Roberts, as a member of Wiltshire Council's Adult Health and Social Care Select Committee, gave a short presentation about the role of overview and scrutiny in health care provision across Wiltshire.</p> <p>Presentations were received as follows:</p> <p><b>Great Western Hospital - Community Services Contract</b> Jenny Barker, Managing Director of Wiltshire Community Health Services, gave a presentation on Great Western Hospital's new contract to run the community services in Wiltshire, formerly run by the Primary Care Trusts.</p> <p><b>Detecting Dementia Early</b> Dr Manchip of Avon and Wiltshire Mental Health Partnership gave a presentation on the prevention and early detection of dementia, including the work that was being done in care homes across Wiltshire, and the research that took place at Kingshill Research Centre; one of the largest centres in the country for Alzheimer's research and development.</p> <p><b>End of Life Care Strategy</b> Alison Bell, Public Health Lead for NHS Wiltshire, gave a presentation on the provision of care in the last 6-12 months of life, and gave details of the End of Life Care Strategy adopted by Wiltshire Council and NHS Wiltshire.</p> <p><b>Panel Q&amp;A Session</b></p>

	<p>Following the presentations, a panel Q&amp;A session was held with the three health care professional joined by Councillor John Thomson, Deputy Leader of Wiltshire Council and Cabinet Member for Adult Care, Communities and Housing. A summary of this session can be found at Appendix 1.</p> <p>Laurie Bell, Director of Policy and Communications at Wiltshire Council, concluded the Focus on Health by providing overview of the changes and activities within Wiltshire Council in response to the changing perspective on local health and social care provision.</p> <p>The Chairman thanked all of the speakers that took part in the Focus on Health, both for their informative presentations and for their participation in the panel Q&amp;A session.</p>
9.	<p><u>Nomination of Representatives to Outside Bodies</u></p> <p><b><u>Decision</u></b>  <b>The Area Board nominated the following representatives to outside bodies for the forthcoming year:</b></p> <p><b>Cricklade Leisure Centre – Councillor Peter Colmer</b>  <b>Community &amp; RAF Fairford Liaison Group – Councillor Peter Colmer</b>  <b>Community Area Young Peoples’ Issues Group – Councillor Peter Colmer.</b></p>
10.	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p><b>i. Wiltshire Police</b>  The Area Board noted the update report from Wiltshire Police. Inspector Chris Martin reported that the police were entering into a difficult period over the summer, but that proactive measures were being put into place to anticipate and reduce crime. Non-dwelling burglaries of items such as garden equipment and power tools had increased and Inspector Martin urged people to be vigilant and keep their items locked away securely.</p> <p>Chris Hoare, Chairman of Wiltshire Police Authority, provided feedback on the recent public consultation. The full report on the public consultation could be viewed at <a href="http://www.wiltshire-pa.gov.uk">www.wiltshire-pa.gov.uk</a>.</p> <p><b>ii. Wiltshire Fire &amp; Rescue Service</b>  The Area Board noted the update report from Wiltshire Fire &amp; Rescue Service. There was no further update.</p> <p><b>iii. NHS Wiltshire</b>  The Area Board noted the update reports from NHS Wiltshire. There was no further update.</p> <p><b>iv. Parish and Town Councils</b></p>

	<p>The Area Board noted the update reports from Wootton Bassett Town Council and Cricklade Town Council. There were no further updates.</p> <p><b>v. Shadow Community Operations Boards</b>  The Wootton Bassett Shadow Community Operations Board had recently held its first meeting and Reverend Thomas Woodhouse had been elected as the Chairman. The Board hoped to begin full consultation with the community in the near future, and a wide range of consultation options were being considered in order to reach as many people as possible.</p> <p>The Cricklade Shadow Community Operations Board was due to hold its first meeting on 26 May 2011 and a report would be provided at the next Area Board meeting.</p> <p>A query arose regarding the suspension of the 54 bus service, and it was requested that this service be reinstated.  <b>Action: The Chairman undertook to look into this matter and obtain a response.</b></p> <p><b>vi. Community Groups</b>  Updates were received as follows:</p> <p>Wiltshire &amp; Swindon Users Network – the spring newsletter was distributed and membership forms were available. The AGM would be held in September and it was hoped that associate membership would increase. Councillor Thomson commended the Network on the excellent work that it did, and encouraged people to join in and engage.</p> <p>Swindon &amp; Wiltshire Neurological Alliance – an information sheet was distributed containing information about the organisation’s aims and key actions, and details of how to get involved. Further information was available at <a href="http://www.swna.org.uk">www.swna.org.uk</a>.</p>
11.	<p><u>Task Group Updates</u></p> <p>Updates were received as follows:</p> <p><b>i. Local Traffic and Highways Working Group</b>  Councillor Jacqui Lay provided an update on behalf of the Working Group, and the Area Board subsequently considered a number of recommendations.</p> <p><b><u>Decision</u></b>  <b>The Area Board agreed to the following recommendations from the Local Traffic and Highways Working Group:</b></p> <p><b>a) That a bid is put in for £10,000 from the new £100,000 pot.</b></p>

- b) That a pedestrian refuge island be installed on the A3102 Calne Road, close to the bus stops and junction of Pound Close at a cost of £6000.
- c) That crossing areas around the roundabout of the A3102 and B4069 should be upgraded to accommodate tactile paving at a cost of £5000 to make them more apparent to drivers.
- d) That in order for the footway link to be installed from the entrance of 54 Calne Road to the existing footway at the roundabout of the B4069, that a contribution be sought from Lyneham and Bradenstoke Parish Council towards the cost of this part of the scheme.
- e) That budget is reserved for any works required at Cross Lanes Junction, Purton.

**ii. Wiltshire Council's Vanguard Bid (Neighbourhood Plans)**

A report was distributed at the meeting providing details of a pilot project for Neighbourhood Planning in Wiltshire, which was to take place following a successful bid for funding to the Department for Communities and Local Government. It was intended that Wootton Bassett and Cricklade Community Area would be one of the pilot areas for this project.

It was proposed that a small working group would be formed to take the project forward, with the current Rural Buffer Zone Task Group being subsumed into the steering group.

The Chairman announced that the special Cabinet meeting on the draft Wiltshire Core Strategy had agreed to the draft strategy going ahead to public consultation.

It was also agreed in Cabinet for Wootton Bassett and Cricklade Community Area to pilot the development of Neighbourhood Plans or a local Development Plan Document in Wiltshire, that the proposed Steering Group was also invited to help formulate a policy for the protection of the rural buffer, for incorporation into the draft Core Strategy - as part of the consultation process - in such a manner that this could also be applied in other areas in Wiltshire where appropriate.

The Chairman asked for a show of hands from those in the room who were in support of the proposal; a majority of those present were in support and none were against.

It was agreed that the Area Board would progress the project in collaboration with spatial planning officers and contact would be made shortly with parish and town councils.

**iii. Rural Buffer Zone Task Group**

The Area Board considered the revised Terms of Reference for the Rural Buffer Zone Task Group.

	<p><b><u>Decision</u></b>  <b>The Area Board approved the revised Terms of Reference of the Rural Buffer Zone Task Group.</b></p>
12.	<p><u>Community-Led Planning Grants</u></p> <p>The Area Board considered the following applications seeking funding for community-led planning:</p> <p>i. <u>Lydiard Millicent Parish Council</u></p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £1,800 to Lydiard Millicent Parish Council for community-led planning.</b></p> <p>ii. <u>Lyneham and Bradenstoke Parish Council</u></p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £3,000 to Lyneham and Bradenstoke Parish Council for community-led planning.</b></p>
13.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting.</p> <p>The next meeting of the Area Board would take place on Wednesday 6 July 2011, 7.00pm at St Bartholomew's Primary School in Wootton Bassett.</p>
<p><u>Appendix 1 - Focus on Health Q&amp;A Summary</u></p>	