

MINUTES

Meeting: CORSHAM AREA BOARD
Place: Corsham Town Hall, High Street, Corsham, Wiltshire, SN13 0EZ
Date: 2 June 2011
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Marie Todd (Area Board and Member Support Manager) on 01225 718036 or marie.todd@wiltshire.gov.uk.

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllrs Peter Davis, Alan Macrae, Sheila Parker and Dick Tonge

Wiltshire Council Officers

Dave Roberts – Community Area Manager
Marie Todd – Area Board and Member Support Manager
Sian Walker – Service Director
Jane Shuttleworth – Interim Head of Joint Commissioning

Town and Parish Councillors

Corsham Town Council – M Simpkins, Issy Langford, Ruth Hopkinson, Chris Riley
Colerne Parish Council – Tom Hall, Mary Harvey

Partners

Police – Sgt Allan George
Police Authority – Gill Stafford
CCAN – P Kefford, C Reid,
Corsham Chamber of Commerce – Georgina Fairbrass

Members of Public in Attendance: 28

Total in attendance: 47

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>Councillor Dick Tonge sought nominations for Chairman of the Area Board for the forthcoming year.</p> <p><u>Decision</u> To elect Councillor Alan Macrae as Chairman of the Corsham Area Board for the forthcoming year.</p>
2.	<p><u>Election of Vice Chairman</u></p> <p>(Cllr Alan Macrae in the chair)</p> <p>The Chairman sought nominations for the position of Vice Chairman of the Area Board for the forthcoming year.</p> <p><u>Decision</u> That Councillor Peter Davis be elected Vice Chairman of the Corsham Area Board for the forthcoming year.</p>
3.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Nikki Kenna – Corsham Town Council Cllr Allan Bosley – Corsham Town Council Cllr Peter Anstey – Corsham Town Council Cllr Philip Glen – Lacock Parish Council Fiona Allen – Corsham School Rita McLaughlin – St Patrick’s School Pearl Garland-Spedding Karen Jones – Senior Project Manager, Wiltshire Council</p>
5.	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>(1) To confirm and sign the minutes of the meeting held on 24 March 2011.</p> <p>(2) To confirm and sign the minutes of the meeting held on 27 April 2011 subject to the following amendments:</p>

	<p>(a) Item 9 – insert the following question: Is the Pound Arts Centre to be considered within the new Community Campus? <i>No, the Pound Arts Centre is completely separate from the Campus.</i></p> <p>(b) Item 9 - Insert the following question CCAN produced the consultation results, who interpreted them to create the working proposal? <i>Wiltshire Council</i></p> <p>(c) Item 9 – Page 7 of 8 – Bullet point 4 – Amend to read: There was a feeling from some people present that the working proposal for the Campus which was included in the second consultation and circulated with the agenda did not fully reflect the comments fed in.</p> <p>(d) Item 9 – Page 7 of 8 – Bullet point 6 – Amend to read: Who had put together the paper circulated with the agenda? <i>CCAN had forwarded a large report based on the consultation outcome and Wiltshire Council officers had put together the paper circulated with the agenda.</i></p> <p>(e) Item 9 – Page 5 of 8 – Bullet point 2 – Delete: Does the proposal include a community hall and facilities such as darts and snooker? Replace with: In the proposal it appears that activities such as snooker, darts, skittles etc are incorporated into the main hall. This proposal would be impractical and render the provision for these activities or the use of the main hall useless. Is this a drafting error or is there a complete lack of understanding of the basic requirements requested during the consultation process?</p> <p><u>Action</u> Marie Todd to amend minutes.</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) <u>Consultation – Wiltshire and Swindon Proposed Submission Draft Waste Site Allocations Development Plan Document</u></p> <p>Wiltshire Council is updating its policy framework to ensure that future proposals for waste development in Wiltshire are for the right types of facilities in the right locations. Consultation will commence from 13 June</p>

to 5 August 2011. The consultation will be available on the Council website <http://consult.wiltshire.gov.uk/portal>. Hard copies will also be available for inspection at Wiltshire Council and Swindon Borough Council main offices as well as all libraries throughout the County and Borough. For further information please contact the Minerals and Waste Policy Team at Wiltshire Council by telephone (01225 713429) or email: mineralsandwastepolicy@wiltshire.gov.uk.

(b) New County Wide Street Trading Scheme

At a meeting on the 5 April 2011 Wiltshire Council's Licensing Committee considered the issues raised by public consultation on the proposed council-wide street trading scheme.

The main issues raised by public consultation were:

- The scope of the street trading scheme
 - The level of bureaucracy and length of time it would take to process applications
- The level of the proposed street trading fees

The street trading scheme will now be revised in the light of these decisions. Council officers will undertake a second, two week, public consultation commencing mid June 2011 with all interested parties including area boards.

The consultation document will be available on the Council's website: <http://www.wiltshire.gov.uk/council/consultations.htm>

The Licensing Committee will consider the revised street trading scheme and the results of the second public consultation at a meeting in September 2011, with a view to the council adopting the council-wide street trading scheme by the end of 2011.

(c) Queen Elizabeth II Playing Fields

The Lord Lieutenant of Wiltshire on behalf of HRH Prince William has asked Wiltshire Council to assist in supporting the Queen Elizabeth II Fields Challenge. The aim of the Queen Elizabeth II Fields Challenge is to protect 2,012 playing fields in communities all across Britain by 2012. Further details will be sent to the Town and Parish Councils in the Corsham Community Area for action. Suggestions for playing fields will then be put forward will be brought to the next meeting of the Area Board on 18 August when the two nominations for the Corsham area will be decided.

Action

Dave Roberts, Community Area Manager

(d) Waiting Restrictions Westwells Road

The consultation period for the proposed waiting restrictions on Westwells Road were finalised on Friday 27 May 2011. During the consultation the Council received a significant number of objections (approximately 23 in total) with an additional number of letters in support (approximately 10 in total).

It is now the Council's intention to proceed with the statutory report to the Lead Cabinet Member for his deliberation. The report will address the concerns and objections raised as well as noting the notices of support made. It will take approximately 2-3 weeks for the report to be considered which includes a statutory period of advert on the Council's website and it was hoped that a final decision would be made by the end of June. Following the decision, work will take place to instruct contractors to undertake the work with the intention to have all works implemented and the orders valid and in place to start by the end of July.

(e) Core Strategy Consultation

Wiltshire Council will soon be consulting on the Core Strategy for Wiltshire. The consultation will take place between 13 June and 8 August.

This will set out how Wiltshire will change over the next 15 years or so and will importantly give a certain framework within which investors can make decisions and communities can consider their neighbourhood plans (subject to what emerges through the Localism Bill).

The Cabinet of Wiltshire Council has given officers the authority to make the next steps that will ensure that the plan is subject to ongoing and meaningful dialogue with local communities. It is already some 5 years in production, due to government changes, and has been subject to consultation in various forms on many occasions. What the Council wishes to avoid is a top down plan, but is rather one that has been produced in cooperation with local areas and has been demonstrably shaped by those discussions.

As an ongoing part of that dialogue there would be further consultation within each Community Area. An event has been organised in Corsham Town Hall on 4 July. It will run from 2.30 – 8.00pm and will take the form of an exhibition with officers on hand to answer any questions and take note of comments made.

Owing to the nature of the proposed strategy for Chippenham Community Area there are elements that may have an impact on Lacock.

	<p>It is therefore proposed that an extra and separate meeting will be convened in Lacock to accommodate meaningful dialogue with local residents.</p> <p>Once details of this are in place, Dave Roberts the Community Area Manager will send out details to everyone on his circulation list.</p> <p><u>Action</u> Dave Roberts, Community Area Manager</p>
8.	<p><u>Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>Sgt Allan George from the Chippenham neighbourhood policing team presented the police update report. He reported that over the summer period Sgt Alex Bevan would be covering the Corsham area. There had been a 17% reduction in violent crime in the area. The area was 1st out of 15 for general crime and 3rd out of 15 for violent crime so was generally a low crime area. The actual number of crimes had reduced by 300. The Police were very keen to continue with partnership working and neighbourhood policing teams. A new camera had now been positioned at the Martingate Centre.</p> <p>Gill Stafford from the Police Authority reported that there would be some changes to the neighbourhood policing teams. These would be reduced from 55 to 20 to correspond with Wiltshire's 20 community areas. This was an administrative change only and would not affect staffing numbers or team structures.</p> <p>The recent consultation carried out by the Police Authority regarding options to reduce funding was now complete and the following issues were reported:</p> <ul style="list-style-type: none"> • 1,134 responses had been received. • There was wide support for PCSOs and community policing. • There was support for reduction in bureaucracy and retaining frontline services. • 85% of people were happy with the 1 minute response rate for non-emergency calls. • People did not want to lose police stations but supported shared facilities and greater use of the telephone and internet. <p>Following on from the consultation the Police Authority had identified the following four priorities:</p> <ul style="list-style-type: none"> • Reduce violent crime • Manage those people who cause the most harm

- Tackle anti-social behaviour
- Develop a sustainable policing model

(b) Wiltshire Fire and Rescue Service

A report was circulated with the agenda papers.

(c) NHS Wiltshire

A report was circulated with the agenda papers.

(d) Town and Parish Councils

- Colerne Parish Council – The footpath adjacent to the C151 (between Silver Street and the Recreation Ground in Colerne) had now been completed. The Parish Council thanked the Area Board and all those who had helped this to happen.
- Corsham Town Council – Cllr Peter Anstey had been elected Chairman of the Town Council. Cllr Ruth Hopkinson had been elected as Vice Chairman. Cllr Hopkinson thanked Cllr Allan Bosley for all the work he had undertaken in his role as chairman of the council. Wiltshire Council had now served notice on the Tourist Information Centre and the lease would then revert to the Corsham Town Council. It was hoped that the Town Council could work with the Information Centre to maintain a presence in Corsham. The Town Council thanked the Area Board for its recent grant to provide lighting for the skatepark.

(e) Corsham Community Area Network (CCAN)

The campus consultation was now complete and the results passed to Wiltshire Council. The CCAN website was now up and running with links to local Councils and organisations in the community area.

(f) Chamber of Commerce

The Chamber of Commerce had recently organised a business competition and the local winner was Toy Box in Corsham which was run by Sue Witt. The Corsham area had more entrants than any other town or city in Wiltshire.

The Chamber was concerned about car parking charges in the area and was undertaking a survey. The results would be reported back to the area board.

The Chamber felt that the Martingate Centre was in an inequitable position compared to other car parks. The charging arrangement for the Newlands Road Car Park was different to others in the county. In the

	<p>Martingate Centre the tenants were responsible for some of the maintenance of the car park and this was felt to be unfair. A request was made for the lease to be varied.</p> <p>The Chairman explained that the Area Board could not become involved in regulatory or quasi-judicial matters but could facilitate a meeting between the tenants and Council officers to discuss this matter.</p> <p><u>Decision</u> To facilitate a meeting between the Chamber of Commerce and officers at Wiltshire Council to discuss concerns relating to the Newlands Road Car Park</p> <p><u>Action</u> Cllr Alan Macrae</p>
9.	<p><u>Adult Care Services</u></p> <p>Sian Walker, Service Director, explained that the Council aimed to provide additional adult care developments to help people to live as independently as possible. Members of the Adult Social Care Team were based in hospitals and could help with the discharge of people from hospital and the two services worked very closely together. The Chairman had visited Florence Court, a new development in Trowbridge, which was an excellent new facility.</p>
10.	<p><u>Older People's Accommodation Development Strategy</u></p> <p>This item was withdrawn from the agenda as Karen Jones was unable to attend the meeting due to illness.</p>
11.	<p><u>Royal United Hospital (RUH) NHS Trust - Foundation Trust Application</u></p> <p>Lynne Vaughan, Director of HR at the RUH, gave a presentation regarding the hospital's application to become a foundation trust. The following issues were covered:</p> <ul style="list-style-type: none"> • Various improvements were taking place at the RUH with the focus being on patient safety, patient experience, emergency waiting times and finances. • The hospital was well on the road to a good financial position. • MRSA and clostridium difficile incidents had now reduced considerably. • The RUH was in the top 20% of acute hospitals in England and Wales for stroke care. • The Trust was improving the ways in which it cares for people with dementia and setting local standards • The RUH was expanding its role as a regional provider of specialised treatment for patients with prostate cancer • The hospital would continue to provide comprehensive acute care.

People were invited to become a member of the Trust or a Governor. Responsibilities of a Governor would include:

- Representing the members
- Appointing the Chair and other Non-Executive Directors of the Board of Directors
- Approving the appointment of the Trust's Chief Executive
- Receiving and commenting upon forward plans, including Trust strategy, submitted by the Board of Directors
- Receiving the Trust's annual report, annual accounts, quality accounts and annual plan

Key dates in the Trust application process were:

- Staff engagement and involvement – 21 Feb to 20 March 2011
- Public Consultation – 21 March to 19 June 2011
- Formal recruitment of members – March 2011 onward
- Electing and appointing Governors – December 2011 to March 2012
- Becoming an NHS foundation trust – April 2012

Further information would be provided in the following ways:

- Public meetings
- Consultation booklet and membership leaflets (which were made available at the meeting)
- RUH website - www.ruh.nhs.uk/foundationtrust
- The hospital magazine – “Insight”

A number of questions were then raised:

- Is there a minimum number of people who were required to become members of the Trust?
It was important for the Trust to be representative so a minimum number of around 6,000 members would be required, however, if there were more this would be better.
- How is the budget set?
The Trust would be responsible for its own budget. At the moment the PCTs allocated funding but this may change to GP commissioners. The changes were currently on hold pending further consideration by the Government.
- Was the merge with the Bath Mineral Hospital a physical or administrative merge?
This was as yet undecided but nothing would happen until Autumn 2012 at the earliest. Further discussions would have to take place.
- Some concern was raised regarding the new signage at the RUH as they had recently changed from Department names to Department numbers. Some people found this easier but the RUH was aware that this had

	caused problems for others.
12.	<p><u>Youth Development Services - 13-19 Commissioning Strategy</u></p> <p>Jane Shuttleworth, Interim Head of Joint Commissioning, gave a presentation regarding the 13-19 Commissioning Strategy.</p> <ul style="list-style-type: none"> • Wiltshire Children’s Trust draft commissioning strategy for services for young people aged 13 to 19 has been issued for consultation. This is an important strategy which outlines plans for improving services for the 13 to 19 age range. • There were 1,787 13-19 year olds in the Corsham area and it was important to look at their requirements for health, education, transport and youth development and to set priorities. • There was pressure on expenditure and it was important that services provided are not duplicated or overlap in any way. • There would be input from a number of people. • It was noted that lack of jobs is currently a key issue for young people. • The draft strategy outlined four suggestions for future youth work services including some initial thoughts on making the savings from youth work budgets noted in the Council’s financial plan. The suggestions are put forward to promote discussion and debate. <p>The following issues were then discussed:</p> <ul style="list-style-type: none"> • The Corsham CAYPIG had asked for a safe place for young people to meet. This had not yet happened and there was some concern that the campus would not provide this requirement. • There was also concern about the reduction in the number of Connexions offices which would make it difficult for young people to access advice and guidance. This should be a priority. <i>Jane Shuttleworth explained that this issue was addressed in the strategy and that she was meeting with Connexions staff next week to discuss this matter.</i> • It was pointed out that young people in Rudloe also needed services and something for young people to do. Not all the services should be located in Corsham itself. <i>Jane Shuttleworth agreed to take this request back to the youth development officers and consult with young people and those in Rudloe.</i> <p><u>Action</u> Jane Shuttleworth to feed back the concerns raised.</p>
13.	<p><u>Corsham Community Campus</u></p> <p>(a) <u>Update on Community Campus Project</u></p> <p>The Area Board noted the update report submitted by Cllr Alan Bosley,</p>

Chairman of the Shadow Campus Operations Board (COB). The COB had met on 4 and 23 May.

The following issues were discussed and questions raised:

- It was confirmed that the full minutes from the COB would be made available on line and would be brought to future meeting of the Area Board. A copy of the minutes from the meetings held on 2 and 23 May will be made available on the Council website www.wiltshire.gov.uk/corshamcommunitycampus

- It was noted that an offer had been made by the Princes Foundation to use the “enquiry by design” method as a tool to engage the community in the design of the campus. This would have been provided free of charge. However, the COB had rejected this offer and a number of people were disappointed by this decision.

The Chairman explained that the COB had carefully considered the offer but due to the short timescale for the project had decided against using this method of community engagement. He agreed to forward the details of the offer to other community areas whose campus projects were not subject to such tight deadlines.

- Would the funding for the project be lost if the project was not completed within the planned timescales? Why is the time frame driving the project forward?

The Chairman explained that the Cabinet had agreed a number of pilot campus schemes. Corsham was one of these. One of the main reasons for Corsham’s inclusion in the pilot phase was due to the urgent need to provide facilities for young people in the area. The Cabinet still had to formally approve funding for the Corsham scheme.

- Concern was expressed that although Corsham had been promised a youth centre this had never materialised. Is the campus the right location for a youth centre? There was concern regarding the tight timescales and that due to these timescales the Council was not listening to the views of the community.

The Chairman explained that the COB shared these concerns. Any person who wanted to raise issues about the campus should contact one of the representatives on the COB who could bring any concerns to the meetings for discussion.

- A petition had been organised asking that the existing community centre be allowed to continue and requesting that it should not be part of the new campus. Over 600 signatures had already been collected. The Board was advised that the wider public of Corsham were not all in favour of the new campus facility particularly users of the library, youth service and community centre.

The Chairman stated that he would be happy to receive a copy of the petition as soon as it was available.

- Corsham Town Council fully supported the campus and the consultation process but accepted that there were some concerns.

- Would there be one firm of architects for all the campuses?

The Chairman explained that the architects would not necessarily be the same for all campuses across Wiltshire.

- Would the campuses have a unified design?

No, the design would be Corsham specific.

- The Corsham Community Centre accepted the basic principle of the campus and understood the need for lower maintenance etc.

- Would the Rudloe Community Centre be part of the campus?

The Chairman agreed to provide a written answer to this question.

- Who decided what organisations and services will go into the new campus building?

Each service area has facilities in different parts of the community area and the campus would provide an opportunity to bring these together in one central location. Some new services would also be brought into Corsham. This would also free up other buildings in Corsham. The Council would decide which of its services would relocate to the campus building but other services would be based on the consultation process. It was important to ensure that the design meets their needs.

- The library in Corsham was purpose built. What about access for those people who do not have a car?

The COB will produce a transport plan which will take into account all users of services located at the campus. It will be helpful for some people to be able to co-locate.

- The CAYPIG and young people in Corsham were not against the campus but want the right facility for them.

- Why has such a tight timescale been set for the project? Is the timescale the same for other campuses in the county? Due to this short time period there appears to be not enough time to listen to people's views and take them on board.

The consultation that has been undertaken was as wide as possible. There are only 5 pilot campus projects at the moment. The priority order has already been agreed with Corsham and Melksham being the first two to be completed. It is hoped that the Corsham campus will be open in June 2012 subject to the necessary planning consent. The other 3 pilot campuses have a slightly longer lead in time.

- Are the young people who will be using the campus aware that there is likely to be a police presence in the building? This may put off some of the potential users of the youth facility.

The Police Authority are looking at the possibility of having a presence in each of the campus buildings. This was likely to be the neighbourhood policing teams who would be out and about in the community most of the time anyway. The Chairman and Gill Stafford from the Police Authority agreed to take these concerns back to their respective organisations.

- It was noted that other campuses would not be built unless the five pilot projects were successful.

- Will there be scope to eradicate any mistakes which had been made when building the first five campuses?

It was likely that the management structure could be changed if this was not successful.

	<ul style="list-style-type: none"> • Are the short timescales actually feasible? <i>The COB was confident that the timescales could be met but acknowledged that the deadline was tight.</i> • When considering the management principles for the building is the system of using charitable association a possibility? The community centre is currently run in this way. This would provide scope for continuous improvement. <i>The Chairman agreed to feed in this proposal to the COB for consideration.</i> • Where are the details of the timescales for the project? Are they available to the public? <i>The timescales are available on the Area Board part of the Council's website. The link is</i> http://www.wiltshire.gov.uk/communityandliving/communitycampuses/corshamcommunitycampus.htm <p>(b) <u>Appointment of Member to the Shadow Campus Operations Board</u></p> <p>It was noted that one member of the COB had resigned and it was therefore necessary to appoint a replacement.</p> <p><u>Decision</u> To appoint Steve Hammond from the Corsham Community Association to fill the current vacancy on the Shadow Campus Operations Board.</p> <p><u>Actions</u></p> <ol style="list-style-type: none"> (1) Cllr Alan Macrae to feed back the concerns raised to the COB. (2) Cllr Alan Macrae to inform other community areas who are considering campuses of the offer made to undertake “enquiry by design” free of charge. (3) Cllr Alan Macrae to provide a written answer regarding the Rudloe Community Centre. (4) Gill Stafford to feed back concerns to the Police Authority.
14.	<p><u>Recommendations from Corsham Community Area Transport Group</u></p> <p>The Area Board considered a report which set out recommendations from the Corsham Community Area Transport Group.</p> <p>The following issues were discussed:</p> <ul style="list-style-type: none"> • Cllr Ruth Hopkinson stated that Corsham Town Council was keen for the crossing on the B3109 at Bradford Road to go ahead as soon as possible. • It was noted that crossing the Bradford Road was the main problem for people travelling to Rudloe. • There were also concerns regarding the safety of children walking or

	<p>cycling to Corsham Primary School. It was felt that a crossing would encourage children to walk and cycle.</p> <ul style="list-style-type: none"> • It was suggested that the Section 106 agreement funding which had been allocated for Corsham railway station should be used to provide the crossing. • Cllr Dick Tonge explained that officers had thoroughly investigated the provision of a crossing on the B3109 but had not been able to recommend further action at this time. The Council would not provide a crossing that could be less safe than the current situation. However, the report produced did not preclude this location being reviewed at a future date in the light of the ongoing discussions regarding the development of the Corsham Cycle Network. Cllr Tonge agreed to send a copy of the full report to Cllr Ruth Hopkinson and Anthony Styles for information. <p><u>Decision</u></p> <p>(1) To note the completion of the footway linking Silver Street with the Recreation Ground at Colerne.</p> <p>(2) To support the recommendation that no further action be taken on the pedestrian crossing at the B3109 Bradford Road, Corsham at this time.</p> <p>(3) To approve the implementation of the South Place scheme subject to financial support from Corsham Town Council.</p> <p><u>Action</u></p> <p>(1) Spencer Drinkwater (2) Cllr Dick Tonge to send a copy of the report regarding the crossing on the B3109 to Cllr Ruth Hopkinson and Anthony Styles.</p>
15.	<p><u>Appointments to Outside Bodies</u></p> <p><u>Decision</u> To confirm the following appointments to outside bodies for the forthcoming year:</p> <p>Corsham Area Young People’s Issues Group (CAYPIG) – Cllrs Sheila Parker and Peter Davis Pound Arts Centre – Cllr Alan Macrae Corsham Community Area Network (CCAN) – Cllr Sheila Parker</p>
16.	<p><u>Future Meeting Dates</u></p> <p>It was noted that meetings of the Corsham Area Board would take place on the following dates:</p> <p>Thursday 18 August 2011 – Corsham Town Hall Thursday 20 October 2011 – Corsham Town Hall</p>

	<p>Thursday 1 December 2011 – The Pavilion, Box Thursday 2 February 2012 – Corsham Town Hall Thursday 22 March 2012 – Corsham Town Hall</p>
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Cllr Macrae thanked Cllr Dick Tonge for his excellent work as chairman of the Corsham Area Board over the last two years.