

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: Holt Village Hall, 35 The Street, Holt BA14 6QH
Date: 23 November 2011
Start Time: 7.00 pm
Finish Time: 9.15 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Malcolm Hewson (Chairman), Cllr Rosemary Brown (Vice Chairman),
Cllr Trevor Carbin and Cllr Linda Conley

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding, Officer
Sharon Davies, Service Director, Children and Families

Town and Parish Councillor

Bradford on Avon Town Council – Gwen Allison & Isabel Martindale
Holt Parish Council – Andrew Pearce, Steve Siddall & Bob Mizen
Limpley Stoke Parish Council – Simon Coombe
Monkton Farleigh Parish Council – Matthew Midlane
Staverton Parish Council – Steve Figures & Justin Hughes
Westwood Parish Council – Terry Biles
Wingfield Parish Council – Alan Mines & Keith Brendish

Partners

Wiltshire Police – Inspector Dave Cullop
Wiltshire Fire and Rescue – Mike Franklin
Community Area Partnership – David Gregory, Jim Lynch & Tony Haffenden
Integrated Youth Service – Kath Brownlee
Bradford on Avon Youth Council – James Davies

Total in attendance: 75

<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, Councillor Malcolm Hewson, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor John Brady, Cabinet member for Finance, Performance and Risk.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Minutes</u></p> <p><u>Decision</u></p> <ul style="list-style-type: none"> <li data-bbox="363 1111 1495 1218">i. The minutes of the Bradford on Avon Area Board meeting held on Wednesday 21 September 2011 were agreed a correct record and signed by the Chairman. <li data-bbox="363 1256 1495 1364">ii. The minutes of the Community Area Transport Group meeting held on Friday 7 October 2011, and the associated recommendations, were approved and signed by the Chairman.
5.	<p><u>Chairman's Announcements and Updates</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li data-bbox="363 1576 1495 1796">i. <u>Jonah Wright Trust</u> – an appeal for funding was made for Jonah Wright, who is a quadriplegic. Jonah was raising money to purchase a new ramp and set of boccia balls so that he could work towards representing Great Britain in the 2016 Paralympics. Further information could be obtained by emailing trevor.wright442@btinternet.com, or on the Facebook page 'Jonah Wright (Team Wright)'. <li data-bbox="363 1834 1495 2013">ii. <u>CATG priorities 2011/12</u> – priorities for funding in 2011/12 from the budget of £13,625 were confirmed as: <ul style="list-style-type: none"> <li data-bbox="480 1942 1374 1980">a. Wingfield – footways at Magdalen Lane, Phase 2 - £11,500 <li data-bbox="480 1980 1495 2018">b. Westwood – on carriageway footway and protection bollard –

£2,500.

- iii. Olympic Torch Relay – it was noted that the Olympic Torch would be passing through Bradford on Avon on 22 May 2012, and it was hoped that as many local residents, groups and schools as possible would participate in local events. A toolkit was available from Wiltshire Council for anyone requiring information on how to set-up community events in celebration of the Olympics or the Diamond Jubilee.
- iv. Historic Core Zone – governance arrangements are being put in place and will be agreed by Bradford on Avon Town Council.
- v. 11 to 19 Strategy – a short summary of the outcome of the consultation was circulated and Sharon Davies for Children and Families, provided an overview of 7 main priorities, these being employment and training; educational attainment; housing; transport for young people; involving young people; volunteering; and improving integrated youth services.
- vi. Household Survey – Wiltshire Council and its partners are carrying out this survey in order to understand the needs and priorities of local people. The survey was available in hard copy at the meeting, or online at www.wiltshire.gov.uk/whatmatterstoyou . Topics covered in the survey include what it's like to live in the area; spending priorities; community safety issues; and the natural environment
- vii. Updates from Partners – written reports from Wiltshire Police, Wiltshire Fire & Rescue Service and NHS Wiltshire were received and noted. Further updates were made as follows:

Wiltshire Police - Inspector Dave Cullop encouraged people to complete the household survey, which for the first time included sections on key partners such as the Police, Fire & Rescue and NHS. Inspector Cullop also outlined the ongoing efforts to achieve required savings of 20% within the police budget; much of which was front-loaded savings.

It was noted that crime figures for criminal damage and theft in the community area had risen over the past 12 months, and Inspector Cullop reported that his officers were currently looking into this as the exact reasons were unknown. It was suspected, however, that the rise in such crimes could potentially be linked to the new developments and growing population in Bradford on Avon town centre.

Wiltshire Fire & Rescue Service – Mike Franklin presented the statistics in his report and highlighted that Bradford on Avon was one of the safest places in the county in respect of fires, with four incidents in the past two months. One of the main activities of the Fire & Rescue Service in the area was co-responding to incidents with the ambulance service.

	<p>Caution was advised with regards to the use of candles over the festive period, and Mike also strongly encouraged people with open fires and wood-burning stoves to have their chimneys swept in order to prevent fires and carbon dioxide poisoning.</p>
6.	<p><u>Youth Funding</u></p> <p>The Area Board considered one application for youth funding from the allocated youth budget of £4,707 for 2011/12.</p> <p>The application was from Holt Youth Club, and the sum of £2,267 was requested for running costs in 2012/13. A presentation was made by the young people of Holt Youth Club, outlining their proposal, and the Chairman of the youth club, Alan Fox, also spoke in support of the application.</p> <p>It was proposed that the balance of the youth budget be distributed through a Participatory Budgeting process culminating in an event in March 2012 at which projects would be presented as part of a competitive funding allocation process.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> i. The Area Board awarded the sum of £2,267 to Holt Youth Club for running costs in 2012/13. ii. The Area Board agreed that the balance of funding from the 2011/12 youth budget of £2,440 would be allocated through a Participatory Budgeting event in March 2012, and invited the Integrated Youth Service to help co-ordinate this.
7.	<p><u>Focus on Holt</u></p> <p>The Chairman welcomed representatives of Holt Parish Council to lead a discussion on the local issues, aspirations and activities in the village. Discussion centred on:</p> <ul style="list-style-type: none"> • Holt Village Plan – the Steering Group’s recent survey had identified the main priorities for the village, which included traffic volume (particularly HGVs), traffic speed, pavements, parking, pedestrian crossings, youth provisions, cycle ways, skate and bike ramps, energy efficient homes, more trees, improved public transport and maintaining the character and spirit of the village. • The heavy traffic through the village, particularly in relation to HGVs, was one of the main concerns, and a recent traffic count conducted by volunteers had indicated more than 10,000 movements in the centre of the village within a 24-hour period. The parish urged Wiltshire Council to consider development of the Hilperton relief road, and to impose a weight restriction on the B3107.

	<ul style="list-style-type: none"> • The Parish Council was aware of development proposals for the Tannery site and was working closely with the developer and local residents regarding the aspirations of local people for the site. • The Parish Council Facilities Committee was tasked with keeping Holt tidy and functional. Urgent building works were required for the Sports Pavilion, as well as other village facilities, and funding options were being explored. • The Traffic Committee was currently working on a number of highways-related priorities for the village, which included traffic volume through the village, aspirations for a HGV ban, a rural road speed review, parking concerns and the desire for a 20mph speed restriction through the village. <p>Following the presentation from the Parish Council, a discussion ensued with regards to plans for a pedestrian crossing near the school, which was much needed to assist children to cross the busy road.</p> <p>Plans for a pedestrian crossing had been delayed due to a condition that had been placed upon the school which dictated that the school and its local residents had to agree on a travel plan. However, the three options that had been presented by Wiltshire Council were not considered appropriate or enforceable and so the two parties had not been able to reach an agreement.</p> <p>The Chairman requested that an urgent meeting be set-up between officers from Wiltshire Council Highways and the Parish Council in order to resolve the issues as soon as possible.</p> <p><i>Action: Peter Dunford to arrange a meeting between Wiltshire Council Highways officer and Holt Parish Council.</i></p> <p>Finally, Councillor Trevor Carbin announced that a Question Time event was being held on Friday 2 December at 7pm in the United Reformed Church in Holt. Duncan Hames MP, Andrew Murrison MP, Rt Rev Nicholas Holtam, (Bishop of Salisbury) and Sarah Cardy of Wiltshire Citizens Advice would all be in attendance, and proceeds raised from ticket sales would go towards the pedestrian crossing project.</p>
8.	<p><u>Good Neighbours Holt</u></p> <p>Helen Lines and Jo Ecclestone from the Wiltshire Good Neighbour Scheme gave a presentation on this new service, which was being funded in targeted communities by Wiltshire Council, and was being delivered by Community First in partnership with Age UK Wiltshire.</p> <p>The service had been set-up to respond to a recognised need that many people living in rural communities were unable to connect with the key services that helped to maintain well-being and support quality of life and to help overcome feelings of isolation.</p>

	<p>A series of 23 locally based Good Neighbour Coordinators visited clients in their own homes and were able to talk through any issues or concerns that the clients had.</p> <p>Jo Ecclestone, the Good Neighbour Coordinator for Atworth, Shaw, Whitley, Holt and Broughton Gifford, outlined her role and explained how she was able to assist people in need from within the community. Jo had dealt with 50 clients and made 70 referrals to service providers in her area. A second Good Neighbour Coordinator was currently being recruited to cover the Winsley, Limpley Stoke and Wingfield area.</p> <p>Further information could be obtained from Jo on 07541 353430, or gncarea01@communityfirst.org.uk, or by calling the Good Neighbours team on 01380 732828.</p>
9.	<p><u>HGV Issues Update</u></p> <p>Updates were received as follows:</p> <p>Lorry Watch Bradford on Avon</p> <p>A report on the Bradford on Avon Lorry Watch Scheme from Thomas Hutchinson, Senior Trading Standards Officer, was received and noted. The coordinator of the Lorry Watch Scheme was applauded for having achieved in excess of 40 volunteers to assist with observations.</p> <p>Since the Scheme had been in place a total of 283 reports had been received, and Wiltshire Council would be following up every report with a letter, warning or even prosecution where possible.</p> <p>Of the 283 reports that had been made, approximately 20% of these were foreign-registered vehicles and Trading Standards were currently investigating the most appropriate way of dealing with these reports, although powers are very limited in dealing with non-EU vehicles and drivers.</p> <p>Although the process of counting the vehicles was considered a 'waste of time' by one Holt Parish Councillor, it was agreed by others that this action would provide much needed evidence to be able to take matters forward through the legal system.</p> <p>Some concern was raised that the outcomes of the Lorry Watch Scheme could potentially have an adverse affect on the Staverton Bridge, which was also a very old and single-track bridge, and it was asked that this matter be considered.</p> <p>The Chairman requested that appropriate officers from Highways be invited to the next meeting of the Area Board in order to address the issues of concern.</p> <p><i>Action: Wiltshire Council Highways Officers to be invited to the January meeting of the Area Board.</i></p>

	<p>HGV monitoring</p> <p>An update report concerning Bath and North East Somerset Council's proposal to investigate an experimental weight restriction on Cleveland Bridge in Bath was distributed at the meeting.</p> <p>Wiltshire Council was concerned as to the legality of placing such a restriction on a National Primary Route. However, attempts by both Wiltshire Council and Dr Andrew Murrison MP to obtain information from Bath and North East Somerset Council on this matter had been refused on the basis that it was legally privileged.</p> <p>It was noted that Dr Murrison intended to take this matter further, potentially by referring the matter to the Information Commissioner, and the Chairman agreed to also support this action by doing likewise.</p> <p><i>Action: The Chairman of the Area Board to write a letter to the Information Commissioner on behalf of the Area Board, to dispute Bath and North East Somerset Council's refusal to release the required information.</i></p>
10.	<p><u>Neighbourhood Plan for Limpley Stoke and Freshford</u></p> <p>The Area Board was asked to consider and endorse the submission of a joint bid between Bath & North East Somerset Council and Wiltshire Council to Communities and Local Government for funding to support a pilot Neighbourhood Planning project for Limpley Stoke and Freshford.</p> <p>The Chairman thanked Limpley Stoke for its 'pioneering' work ahead of the launch of the Localism Act and suggested that other parishes would be watching the process with interest.</p> <p><u>Decision</u> The Area Board strongly endorsed the joint bid for funding to support a pilot Neighbourhood Planning project for Limpley Stoke and Freshford, and requested that the Area Board be kept informed of progress.</p>
11.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications to the Community Area Grant Scheme, as follows:</p> <p>i. <u>West Wiltshire Young Musicians Project</u> The sum of £995 was requested for re-designing the website.</p> <p><u>Decision</u> The Area Board awarded the sum of £995 to the West Wiltshire Young Musicians Project. <u>Reason: the application met the Community Area Grant Criteria</u></p>

	<p>2011/12 and demonstrated a link to the Bradford on Avon Community Plan.</p> <p>ii. <u>Climate Friendly Bradford on Avon</u> The sum of £1,000 was requested for a walking, cycling and bus map of Bradford on Avon.</p> <p><u>Decision</u> The Area Board awarded the sum of £1,000 to Climate Friendly Bradford on Avon. <i>Reason: the application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Bradford on Avon Community Plan.</i></p> <p>iii. <u>Community Area Grant Budget 2011/12</u> The Area Board considered options for the allocation of the balance of the Community Area Grant budget for 2011/12 which stood at in excess of £40,000 and would be lost if not spent before 31 March 2012.</p> <p><u>Decision</u> The Area Board agreed that the balance of Community Area Grant funding for 2011/12 should be used as follows:</p> <p style="padding-left: 40px;">a. The sum of £25,000 to be transferred to the Community Area Transport Group budget for small-scale local highways improvements, with a presentation to be made at the January Area Board.</p> <p style="padding-left: 40px;">b. The remainder to be reserved for Community Area Grant applications.</p> <p>The Chairman announced that Community Area Grant applications were still welcomed in the normal way, and it was agreed that applications relating to the Olympics and Diamond Jubilee would be considered alongside Community Area Grant applications following the normal process.</p>
12.	<p><u>Future Meeting Dates</u></p> <p>Future meeting dates of the Area Board were advised as follows:</p> <ul style="list-style-type: none"> • Wednesday 11 January 2012 – St Margaret’s Hall, Bradford on Avon. • Wednesday 14 March 2012 – St Laurence School, Bradford on Avon.
13.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for their attendance and closed the meeting.</p>