

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High Street, Cricklade, SN6 6AE  
**Date:** 28 March 2012  
**Start Time:** 6.00 pm  
**Finish Time:** 9.00 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Peter Doyle (Chairman), Cllr Jacqui Lay, Cllr Allison Bucknell, Cllr Peter Colmer (Vice Chairman), Cllr Mollie Groom and Cllr Bill Roberts

Councillor Keith Humphries, Cabinet member for Public Health and Protection Services

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Laurie Bell, Director Communications  
Maggie Rae, Joint Director of Public Health

### **Town and Parish Councillors**

Cricklade Town Council – David Tetlow, John Harmer, Terri Robertson, Mark Clarke, Shelley Parker

Royal Wootton Bassett Town Council – Jenny Stratton, M Sweet, Mary Champion, Johnathan Bourne

Broad Town Parish Council – Veronica Stubbings

Latton Parish Council – Phil Winfield

Lyneham and Bradenstoke Parish Council – Ann Kingdon, Deborah Bourne

Purton Parish Council – Teresa Hartshorn, John Crawford

Tockenham Parish Council – Diana Kirby

**Partners**

Wiltshire Police – Chris Martin

Wiltshire Fire and Rescue Service – G Moody

Extended Services – Andrea Smith

Cricklade Shadow Community Operations Board – Ruth Szybiak

Royal Wootton Bassett Shadow Community Operations Board – Angelina Peaker

**Total in attendance: 66**

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<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 everyone to the meeting of the Wootton Bassett &amp; Cricklade Area Board and introduced the councillors and officers present.</p>
2.	<p><u>Apologies for absence</u></p> <p>Apologies for absence were received from Mike Leighfield and Susan Doyle of Royal Wootton Bassett Town Council and from Rev Thomas Woodhouse, Chairman of the Royal Wootton Bassett Shadow Community Operations Board.</p>
3.	<p><u>Minutes</u></p> <p><b>Decision</b>  <b>The minutes of the meeting held on Wednesday 25 January 2012 were agreed a correct record and signed by the Chairman.</b></p>
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 referred to a number of announcements, full details of which were included within the agenda packs:</p> <ul style="list-style-type: none"> <li data-bbox="363 1285 1495 1503"> <p><b>i. Your Say on Local Waste &amp; Recycling Sites</b>  The Council was consulting on proposed changes to household recycling centres and mini recycling sites. Further information and an online questionnaire could be completed by visiting <a href="http://www.wiltshire.gov.uk/consultations">www.wiltshire.gov.uk/consultations</a> , or by calling 0300 456 0102. Comments should be submitted by Monday 28 May 2012.</p> </li> <li data-bbox="363 1543 1495 1760"> <p><b>ii. Review of Polling Districts and Polling Places</b>  The Council was carrying out a review of Polling Districts and Polling Places. Further information and the survey form could be completed by visiting <a href="http://www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces">www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces</a> . The deadline for submissions was Friday 25 May 2012.</p> </li> <li data-bbox="363 1800 1495 2024"> <p><b>iii. Voices Project</b>  The Chairman wished to record the Area Board's thanks to Councillor Jacqui Lay for organising the Wiltshire Voices event on memory loss which was held on 2 March 2012. The event had been very successful and further feedback was available in Councillor Lay's report under Task Group Updates.</p> </li> </ul>

	<p><b>iv. Area Board Meeting Format</b> The Area Board had been trialling a new format for its meetings and was now inviting comments and feedback on this. A full review of the format would take place at the Area Board meeting on Wednesday 30 May 2012, when the Area Board would decide how to proceed with future meetings. Comments could be sent to the Chairman or to the Democratic Services Officer.</p> <p><b>v. Cotswold Water Park Joint Committee</b> Governance arrangements for the Cotswold Water Park had recently been reviewed by the principal local authorities with responsibility for the Water Park (Gloucestershire, Wiltshire, Cotswold District and Swindon Borough).</p> <p>The Joint Committee on 16 March 2012 decided to recommend to the constituent local authorities that the Joint Committee be dissolved from 31 March 2012. New Governance arrangements would provide for the inclusion of Cotswold Water Park responsibilities within the portfolio of a cabinet member from each of the Local Authorities, a joint Officer Liaison Group and a new Parish Liaison Framework Panel.</p>
6.	<p><u>Task Group Reports and Decisions</u></p> <p>Updates were received as follows:</p> <p><b>i. Community Area Transport Group (CATG)</b> A meeting of the CATG had taken place on Thursday 15 March 2012 and recommendations were made to the Area Board regarding the C Class Road Speed Limit Review.</p> <p><b><u>Decision</u></b> <b>The Area Board approved the following in respect of the C Class Road Speed Limit Review:</b></p> <ul style="list-style-type: none"> <li><b>a. Selection of the C70 and C145 roads as priorities for inclusion in the Review of C Class Road Speed Limits</b></li> <li><b>b. Selection of the C129 (first reserve) and C124 as reserve priorities – and automatic ongoing prioritisation.</b></li> </ul> <p>The CATG also made recommendations to the Area Board regarding schemes for further investigation and potential funding from central sources.</p> <p><b><u>Decision</u></b> <b>The Area Board approved the following recommendations from the Community Area Transport Group:</b></p>

- a. **Feasibility study on options for C16 (Stone Lane) – estimated cost £2,000**
- b. **Investigation of pedestrian crossing options for B4040 (Malmesbury Road, Cricklade) – estimated cost £500**
- c. **Investigation of pedestrian crossing options for Willis Way (Purton) – estimated cost £500.**

**ii. Cricklade Shadow Community Operations Board (COB)**

The Cricklade Shadow COB had undergone two rounds of consultation and reported the findings to the Area Board at previous meetings. The main findings from the second round of consultation found that 86% of respondents were in favour of a split-site campus.

The Shadow COB's next phase of work would be to work with professionals to further research and develop the proposals.

**Decision**

**The Area Board supported the proposals regarding the Cricklade Community Campus and recommended to the Council's Cabinet to:**

- a. **Support a split-site community campus incorporating the existing Leisure Centre and a High Street location and that the Campus includes, as a minimum, all the services outlined.**
- b. **Develop this proposal so that it is delivered with minimal disruption to the existing services and facilities.**
- c. **Consider the proposal and business case in September 2012 as planned.**

**iii. Royal Wootton Bassett Shadow Community Operations Board**

A report was distributed at the meeting which provided an update on the work of the Royal Wootton Bassett Shadow COB.

The Shadow COB, Wiltshire Council and the MOD were currently in talks regarding the potential to develop a joint funding proposal for the Campus. The MOD had requested time to consider funding options and wider priorities, and updates on the developments would be reported to the Area Board as soon as possible.

The Shadow COB was also continuing to work with partners and interested groups to understand their requirements for space in the Campus. Any group or organisation wishing to be involved should contact [campusconsultation@wiltshire.gov.uk](mailto:campusconsultation@wiltshire.gov.uk) or 01225 718677.

	<p><b>iv. Voices Project</b>  The first public meeting for the Area Board's Voices Project had taken place on Friday 2 March 2012. The event, which was to engage with those residents in the community whose lives were affected with memory loss either as a carer or someone with memory loss, was a great success and had been attended by over 60 people.</p> <p>More was to come in the future months, including the creation of a film and a resource pack. It was also hoped that a new group of volunteers would be developed to help themselves and others.</p> <p>Thanks were recorded to everyone who had been involved in making the event such a success.</p> <p><b>v. 2012 Events Working Group</b>  Councillor Allison Bucknell reported that the 2012 Events Working Group had met several times and was concentrating on three main events. The first was the Jubilee celebration event on 1 May at Cathedral Close in Salisbury, the second was the Olympic Torch passing through Royal Wootton Bassett on 23 May and the animation of the route, and the third was the Olympic Torch evening celebration event at Hudson's Field in Salisbury on 11 July.</p>
7.	<p><u>Funding</u></p> <p><b>a. Community Area Grant Scheme</b>  The Area Board considered the following applications to the Community Area Grant Scheme 2011/12:</p> <p>i. <u>Royal Wootton Bassett Friends of Guiding</u>  The sum of £2,916 was requested to refurbish the Guide Hut.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £2,916 to Royal Wootton Bassett Friends of Guiding to assist with the upgrading of the hall lighting, replacement of a storage heater and the refurbishment of dated kitchen facilities.</b>  <b><i>Reason: The application did not meet the Community Area Grant Criteria fully, as it did not have full match funding. However, the Area Board felt that the application should be approved on the basis that the applicant was contributing £1,000 from its own reserves, which was a sizeable amount considering that the group's total reserves were only £2,505.</i></b></p> <p>ii. <u>Bath Spa University</u>  The sum of £5,000 was requested to develop an emotional resilience project in schools within the Royal Wootton Bassett &amp; Cricklade Community Area.</p>

**Decision**

The Area Board awarded the sum of £5,000 to Bath Spa University to support the emotional resilience project in local schools.

**Reason:** *The application met the Community Area Grant Criteria 2011/12 and addressed priorities set out in the Royal Wootton Bassett & Cricklade Joint Strategic Assessment.*

iii. **Trustees of the Purton Millennium Hall (Purton Parish Council)**

The sum of £664 was requested for the purchase of additional tables and a storage trolley for the Purton Millennium Hall.

**Decision**

The Area Board awarded the sum of £664 to Trustees of the Purton Millennium Hall (Purton Parish Council) for additional tables and a storage trolley.

**Reason:** *The application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Community Plan in encouraging cultural and leisure activities in the area.*

iv. **Lyneham Village Hall Committee**

The sum of £2,743 was requested to provide block paving around the village hall.

**Decision**

The Area Board awarded the sum of £2,743 to Lyneham Village Hall Committee for the provision of block paving around the village hall, subject to the confirmation of funding in the sum of £1,742 from Lyneham & Bradenstoke Parish Council.

**Reason:** *The application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Community Plan.*

v. **Lyneham & Bradenstoke Parish Council**

The sum of £500 was requested as a contribution towards an RAF memorial stone, bench seat and landscaping.

**Decision**

The Area Board awarded the sum of £500 to Lyneham & Bradenstoke Parish Council towards the cost of the RAF memorial stone, bench seat and landscaping.

**Reason:** *The application met the Community Area Grant Criteria 2011/12 and would provide a lasting memorial to the contribution made to Wiltshire by the RAF and the deep support from the community during recent repatriations.*

**b. Area Board Funding**

Following the allocation of the above Community Area Grants, the Area Board was left with a remaining budget of £3,674. The Area Board

considered how best to allocate these funds to achieve the best value for the community.

**Decision**

**The Area Board agreed to allocate the remaining budget of £3,674 to the highways improvement project at Crosslanes in Purton.**

**c. 2012 Events Grant Applications**

The Area Board considered the following eight applications for 2012 community events.

One application, from the Purton Diamond Jubilee Committee, was considered as a late item at the discretion of the Chairman.

**Decision**

**The Area Board approved the following applications on the basis that they all met the criteria set by the Area Board for the 2012 Events Grant Scheme:**

- i. Christ Church, Broad Town - £250 awarded for a flower festival and scarecrow trail.**
- ii. The High Bailiff of the Hundred and Borough of Cricklade - £960 awarded for Cricklade Diamond Jubilee celebrations.**
- iii. Sacred Heart Flower Group, Royal Wootton Bassett - £400 awarded for a flower festival.**
- iv. Diamond Jubilee Community Working Party (Royal Wootton Bassett) - £1,855 awarded for a community festival.**
- v. Wootton Bassett Flower Club - £200 awarded for Jubilee flower displays.**
- vi. Royal Wootton Bassett Methodist Church - £200 awarded for a flower festival.**
- vii. Purton Diamond Jubilee Committee - £1,000 awarded for a free event to bring the parish of Purton together to celebrate the Jubilee.**

**Decision**

**The Area Board refused the application from North Wilts Rural Crafts of £2,200 for Community Coppicing Start-up.**

***Reason: the Area Board agreed that this application did not meet the 2012 Events Criteria.***

NB: The Area Board did not consider the application from SPLASH, as the application was withdrawn prior to the meeting.

Following the allocation of the above 2012 Events funding applications, the Area Board had a remaining budget of £4,535 left in the 2012 Events fund.



	<p><b><u>Decision</u></b>  <b>The Area Board agreed that the remaining budget of £4,535 from the 2012 Events fund would be allocated firstly to the activities arising from the 2012 Events Working Group relating to the Diamond Jubilee and Olympic celebrations, and that any remaining amount would be made available for further applications for 2012 celebration events.</b></p>
8.	<p><b><u>Partner Updates</u></b></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Wiltshire Police</b> The written update was received and noted.</li> <li><b>ii. NHS Wiltshire</b> The written updates were received and noted.</li> <li><b>iii. Parish and Town Councils</b> The written updates from Cricklade Town Council, Royal Wootton Bassett Town Council and Purton Parish Council were received and noted.</li> <li><b>iv. Community-Led Planning Steering Groups</b> The written update from Community First, distributed at the meeting and providing updates on the progress of the Community-Led Planning Steering Groups, was received and noted.</li> <li><b>v. Wiltshire Fire and Rescue Service</b> The Wiltshire Fire and Rescue Service was currently in a phase of live consultation on its Integrated Risk Management Plan, which included proposed changes to the service. The consultation would run until 4 June and full details were available on the website at <a href="http://www.wiltsfire.gov.uk/">http://www.wiltsfire.gov.uk/</a> .</li> </ul>
9.	<p><b><u>Break</u></b></p> <p>A 30 minute interval was held for refreshments and networking.</p>
10.	<p><b><u>Royal Wootton Bassett &amp; Cricklade Community Area: Moving Forward</u></b></p> <p>Maggie Rae, Director of Public Health, delivered a presentation on the newly updated Joint Strategic Assessment for the Royal Wootton Bassett &amp; Cricklade Community Area.</p> <p>The presentation included the key issues for the Community Area, and looked at how these compared to other Community Areas across Wiltshire.</p> <p>The presentation was followed by two discussion groups based on eight themes of the Joint Strategic Assessment document. These themes were Community</p>

	<p>Safety, Health &amp; Wellbeing, Economy, Jobs &amp; Skills, Children &amp; Young People, Environment, Arts, Culture &amp; leisure, Transport and Housing.</p> <p>The discussion groups were asked to explore the main issues within each theme and conclude at some suggestions for how the issues could be addressed. A representative from each theme group then reported the main conclusions back to the meeting.</p> <p>The outcomes of the discussion groups would be collated and reported back to the Area Board at a future meeting. It would then be decided how to take the priorities forward for the Community Area.</p>
11.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and for participating in the Moving Forward session.</p> <p>The next meeting of the Wootton Bassett &amp; Cricklade Area Board would be held on Wednesday 30 May 2012, 6pm at St Bartholomew's School in Royal Wootton Bassett.</p>