

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** National Self Build Centre, Lydiard Fields, Swindon, SN5 8UB  
**Date:** 20 May 2015  
**Start Time:** 6.30 pm  
**Finish Time:** 8.35 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Allison Bucknell (Chairman), Cllr Mollie Groom (Vice Chairman),  
Cllr Mary Champion, Cllr Chris Hurst and Cllr Jacqui Lay (Vice Chairman)

### **Wiltshire Council Officers**

Alison Sullivan – Community Area Manager  
Kevin Fielding – Democratic Services Officer

### **Town and Parish Clerks/Councillors**

Cricklade Town Council – Ruth Szybiak, Mark Clarke & John Coole  
Broad Town Parish Council – Veronica Stubbings  
Lyneham & Bradenstoke Parish Council – John Webb & Richard Selby-Boothroyd  
Tockenham Parish Council – Geoff Cowling

### **Partners**

Wiltshire Fire & Rescue Service – Mike Franklin  
Paul Harrison – Royal Wootton Bassett Sports Association  
Royal Wootton Bassett Arts Festival – John Davies

**Total in attendance: 45**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Appointments</u></p> <p>Cllr Allison Bucknell was elected as Chairman of the Royal Wootton Bassett &amp; Cricklade Area Board for the forthcoming year.</p> <p>Cllr Jacqui Lay was elected as Vice Chairman of the Royal Wootton Bassett &amp; Cricklade Area Board for the forthcoming year.</p>
2	<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 advised that Cllr Jacqui Lay would be chairing the meeting.</p> <p>Cllr Jacqui Lay introduced the councillors and officers present and thanked the staff of the National Self Build Centre for their co-operation in hosting the meeting and the various interactive presentations prior to the meeting.</p>
3	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Bob Jones – Wiltshire Council  Diana Kirby – Tockenham Parish Council  Johnathan Bourne – Royal Wootton Bassett Town Council</p>
4	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 18 March 2015 were agreed a correct record and signed by the Chairman with the following amendment:</b></li> </ul> <p><b>Agenda item no.7 - Strengthening our Communities</b></p> <p><b><i>Pete Smith then introduced Jude Daman and Jess Ovens – Connecting Youth.</i></b></p>
5	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>

6	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>Appointments to Outside Bodies and Working Groups for the forthcoming year:</p> <ul style="list-style-type: none"> <li>• Community Area Transport Group (CAT-G) – all members.</li> <li>• C&amp;DCA (Cricklade Leisure Centre) –Cllr Bob Jones.</li> <li>• Community &amp; RAF Fairford Liaison Group –Cllr Bob Jones.</li> <li>• Neighbourhood Planning Forum – Cllr Mollie Groom.</li> <li>• Shadow Community Operations Board (SCOB) – Cllr Chris Hurst (RWB) &amp; Cllr Bob Jones (Cricklade).</li> <li>• Local Youth Network (LYN) – Cllrs Mary Champion &amp; Allison Bucknell (RWB) &amp; Cllr Jacqui Lay (Cricklade).</li> <li>• Caring for Dementia – Cllrs Allison Bucknell, Jacqui Lay &amp; Mary Champion.</li> <li>• Older Peoples Housing - (Royal Wootton Bassett &amp; Cricklade) – Cllr Mary Champion (RWB) &amp; Cllr Bob Jones (Cricklade).</li> </ul>
7	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman’s Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• School Place Planning.</li> <li>• Changes to Street Lighting.</li> <li>• Consultation on the Joint Health and Wellbeing Strategy.</li> </ul>
8	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire &amp; Rescue Service – Mike Franklin</p> <p>The written update was noted.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• Cllr Mollie Groom requested a Fire &amp; Rescue presentation at a future</li> </ul>

	<p>meeting, with practical fire prevention tips etc.</p> <ul style="list-style-type: none"> <li>• The need for parish emergency plans to kept up to date.</li> <li>• The meeting was introduced to Antonio Asenio, a Spanish firefighter on secondment with the Wiltshire &amp; Rescue Service.</li> </ul> <p>Network Rail</p> <p>The written update was noted.</p> <p>RWB Sports Association – Paul Harrison</p> <p>The written update was noted.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• That the RWBSA thanked the Area Board for its support in resolving the drainage issues with Wiltshire Council.</li> </ul> <p>The Chairman thanked all the partners for their updates.</p>
9	<p><u>Strengthening our Communities</u></p> <p><b>Community resilience planning - recent water stoppage</b></p> <p>Update from Councillor Bucknell.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• During this incident, the Council’s role was central, with its Adult Social Care service working closely with the NHS to coordinate water delivery to vulnerable people.</li> <li>• Wiltshire Council also provided a local depot where Thames Water could store their lorries for more efficient distribution of water. Our colleagues in the Emergency Services were happy for Wiltshire Council to take the lead in keeping in contact with Thames Water, to obtain information and to assure that they were providing residents and key buildings (such as nursing homes) with the water that they needed.</li> <li>• The water outage was another reminder of the importance of communities having a plan in place, and having mechanisms in place for supporting each other.</li> </ul>

Parish councils could perhaps use this opportunity to refresh their plans and share them with the Emergency Planning team.

### **Taking Part in the Magna Carta Project**

Update from Alison Sullivan - Community Area Manager, Wiltshire Council.

Points made included:

- 2015 - national anniversary - want local communities at the heart of activities.
- Community areas invited to take part in a modern day pageant – from Salisbury Market Square to the Cathedral Close on 15 June.
- The procession is opportunity to showcase each area and its heritage as a float, giant, theatre production etc...
- An opportunity to create a modern day Magna Carta (charter) and flags to reflect this.

The Chairman thanked Alison Sullivan for her update.

### **Working with our young people to provide positive leisure activities**

Update from Pete Smith – Community Youth Officer, Wiltshire Council.

The written report was noted.

### **Grant Funding**

Alison Sullivan - Community Area Manager, Wiltshire Council.

The Wiltshire Councillors were asked to consider the following applications seeking funding from the Royal Wootton Bassett & Cricklade Area Board:

#### **Decision**

**Royal Wootton Bassett Sports Association awarded £4,800 for new storage facilities.**

#### ***Reason***

***This application meets grant criteria 2014/15.***

#### **Decision**

**Royal Wootton Bassett Tennis Club awarded £5,000 for a new tennis hut.**

	<p><b>Reason</b> <i>This application meets grant criteria 2014/15.</i></p> <p><b>Decision</b> Lydiard Millicent Parish Council awarded £150 for a dog bag dispenser.</p> <p><b>Reason</b> <i>This application meets grant criteria 2014/15.</i></p> <p><b>Decision</b> Councillor Initiative – Cllr Bob Jones, £75 awarded for a future needs for housing and facilities for older people consultation with people in Cricklade.</p> <p><b>Financial statement – Royal Wootton Bassett &amp; Cricklade Area Board – 2015/16</b></p> <p>Discretionary Capital £57,648  Digital Literacy Capital £1,500  CATG Funding Capital £14,205  Annual 11-19 Funding Revenue £6,120  Youth Review Revenue £20,923  Total Area Board budget: <b>£100,396</b></p> <p><b>Roll Over Budget</b> from 2014/2015:  £1,973.99 Capital £6,591.64 Revenue:- (yet to be agreed)</p> <p>£24,131.52 2014/15 youth funding</p> <p>£32,721 CATG 2014/15 underspend</p>
10	<p><u>Spotlight on Parishes</u></p> <p>The following written reports were noted:</p> <ul style="list-style-type: none"> <li>• Royal Wootton Bassett Town Council.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cricklade Town Council.</li> <li>• Marston Meysey Parish Council.</li> <li>• Purton Parish Council.</li> </ul>
11	<p><u>Task &amp; Working Group Updates</u></p> <p>To consider reports from the following task groups and make any necessary decisions:</p> <p>a. Royal Wootton Bassett Shadow Community Operations Board – Cllr Chris Hurst.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• The SCOB had met with Cllr John Thomson, it was hoped that Wiltshire Council would be able to deliver the campus that was originally envisaged.</li> </ul> <p>Cllr Jacqui Lay advised that the Wiltshire Council Scrutiny committee had requested an update on all of the current campus projects.</p> <p>Cllr Allison Bucknell advised that an update may be available for the July meeting.</p> <p>b. Cricklade Shadow Community Operations Board – the written report was noted.</p> <p>c. Caring about Dementia Task Group – Cllr Mary Champion.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• The group was now focussing on signing up local High street businesses to become part of the “Dementia Friendly Community”.</li> </ul> <p>d. Older Peoples Accommodation Task Group - Cllr Mary Champion.</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• The group’s last meeting looked at Royal Wootton Bassett. The next meeting would be held on Wednesday 10 June, and would focus on Lynham.</li> </ul>

	<p>f. Community Area Transport Group (CAT-G)</p> <p>The CAT-G report dated 19 May 2015 was noted with the following items approved by the Area Board:</p> <ul style="list-style-type: none"> <li>• Issue 3469 - Lydiard Millicent, outside the church re design buildout with a cost of £5,000. Preliminary design proposal and cost estimate CATG 19.5.15 Parish council had approved project and offered £1,000 towards costs.</li> <li>• Cllr Allison Bucknell raised the issue of dropped kerbs and suggested that the Area Board and the CATG group could make a real difference by prioritizing the CATG funds and work to ensure all people who use wheelchairs can have access, Cllr Chris Hurst seconded this and Cllr Jones amended this to “pedestrian safety will be the focus of our CATG”.</li> </ul>
12	<p><u>Wrap up</u></p> <p>Concerns were raised re new signage for the Latton weight restrictions.</p> <p>It was agreed that the Community Area Manager would contact the Highways Department, Wiltshire Council to resolve this matter.</p>