

# MINUTES

**Meeting:** Westbury Area Board  
**Place:** Online  
**Date:** 1 July 2021  
**Start Time:** 7.00 pm  
**Finish Time:** 8.20 pm

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Please direct any enquiries on these minutes to: Ben Fielding Democratic Services Officer, (Tel): 01225 718656 or (e-mail) [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Carole King, Cllr Suzanne Wickham (Chair), Cllr Gordon King and Cllr Matthew Dean (Vice-Chair)

### **Wiltshire Council Officers**

Graeme Morrison, Community Engagement Manager  
Dom Argar, Technical Support Officer  
Ben Fielding, Democratic Services Officer

### **Town and Parish Councillors**

Jane Russ, Westbury Town Council

### **Partners**

Ray Bridgman, Dorset and Wiltshire Fire and Rescue Service  
Sergeant Kevin Harmsworth, Wiltshire Police  
Sheila Kimmins, POPCAN and Mayor of Westbury

**Total in attendance: 13**

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<u>Minute 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 Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Inspector Al Lumley, Wiltshire Police.</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the meetings held on 23 March 2021 and 18 May 2021 were presented for consideration and it was;</p> <p><b><u>Resolved</u></b></p> <p><b>To approve the minutes as a correct record.</b></p> <p><i>Councillor Matt Dean abstained from the vote concerning the minutes respective to 23 March.</i></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 gave the following updates:</p> <ul style="list-style-type: none"> <li>• <b>Area Board Model May 2021</b></li> </ul> <p>Graeme Morrison, Community Engagement Manager, outlined the new annual Area Board model of four Area Board Business meetings, with multiple Area Board engagements at other times of the year focused on specific Area Board priorities for example, Youth or Health and Wellbeing. Additionally, the announcement informed that working groups of the Area Board such as youth networks, health and wellbeing groups and community area transport groups will continue to meet and link with the Area Board.</p>
6.	<p><u>Partner and Community Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b></li> </ul> <p>The Area Board received a verbal update from Sergeant Kevin Harmsworth. The update covered the following issues:</p> <ul style="list-style-type: none"> <li>• Sergeant Harmsworth updated that Inspector Al Lumley, a new inspector</li> </ul>

- to the Westbury Area and will be attending the Area Board going forward.
- A suspected arson took place at Coach Road Farm on 6 May. An investigation has been led by the CID team and a 13-year old male is set to be seen through the youth restorative justice panel to determine whether the matter should be dealt with in court.
- On 28 and 29 June a spate of tyre slashings took place in the town area. Police are appealing for witnesses, dashcam and doorbell footage.
- The Police have been aware of community tension regarding the Westbury incinerator protests. Patrols have been taking place as well as working with Hills Waste. The public were encouraged to bring to Police attention if they have any knowledge of protests.
- Speedwatch has taken place 6 times over the past month and a half. A new online training package has also been made available for those wanting to partake. A 2-week national speed enforcement event will be taking place.
- There has been a drive on E-scooter education, as there has been an increase in numbers locally. These can be used on private land but are illegal to be used on the road unless part of a rental scheme.

Following the verbal update there was time for the following questions and points to be raised:

- It was clarified that there was a small rally relating to the Westbury incinerator in the Market Square at 9:30am. This was peacefully attended with social distancing.
- It was queried whether the police would be supporting or endorsing the use of Auto Speedwatch. Sergeant Harmsworth stated that the Police aren't currently supporting it due to a lack of clarity with data protection and how data is shared.
- It was questioned what happens when the Police see an E-scooter on the road. Sergeant Harmsworth clarified that the pursuit policy doesn't contain information on how to deal with E-scooters if they don't stop. In the majority of cases users have stopped. To note there has been an incident where an E-scooter took off, however this was caught and taken.
- It was brought to Sergeant Harmsworth's attention that a number of people in Oldfield park have experienced car tyres slashed and catapults used, as well as wildlife reported to have been injured. Sergeant Harmsworth stressed that such issues should be reported as the Police can then work from the collected data.

- **Dorset & Wiltshire Fire and Rescue Service**

The Area Board received a verbal update from Ray Bridgman, Station Manager. The update covered the following issues:

- Regarding fire prevention, Safe and Well visits have taken place recently and can be requested through the Fire Service website.
- Westbury Station has been three members short of a full workforce,

however proactive recruitment has been taking place to fill these spaces.

- Between May and June, there have been 39 incidents in Westbury. Including 9 fires, 8 alarms and the remainder for gaining entry.
- <https://www.youtube.com/watch?v=UGu-Tl6kkmA> – Mr Bridgman referred to the linked video, which referenced working with partners, firefighters working at vaccination clinics and driving ambulances.
- [https://www.youtube.com/watch?v=MFlq3WEkn\\_A](https://www.youtube.com/watch?v=MFlq3WEkn_A) – Reference was drawn to the linked Wareham fire video, which highlighted the importance of taking picnics to forests rather than a BBQ.

- **Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

- **BaNES, Swindon & Wiltshire Clinical Commissioning Group (BSW CCG)**

The Area Board noted a written update attached to the agenda. It was also noted that as the information related to 16 June 2021, these figures would have since substantially improved.

- **Town and Parish Councils Nominated Representatives**

The Area Board received a verbal update from Westbury Town Councillor, Jane Russ. The update covered the following issues:

- Westbury now has a new Council, with Sheila Kimmins as Mayor and Will Jones as Deputy Mayor. There have been three councillor vacancies as well as space for a further three councillors to be co-opted.
- The Westbury Town Council Mid-Term Strategy has now been approved and has been displayed on the Council Website.
- Westbury Town Council have been approached by David Wilson Homes in relation to potentially taking over the Vivash Park green space, north of The Ham. A feasibility study was initiated to assess this.
- The Town Council now has 12 elected members and a clerk, which will now allow for greater flexibility.
- Two new committees have been set up, Climate Emergency and Vision for Westbury. Both have been set up to drive projects forward and the Town Council would welcome public involvement.

Following the verbal update there was time for the following questions and points to be raised:

- It was queried what would happen if the Town Council were to decide not to adopt the Vivash Park green space. It was clarified that there is no obligation to adopt the land, however the developer could form a development company or charity for the space to be looked after.

- **POPCAN (Penleigh Park Group)**

The Area Board received an update from Sheila Kimmins on behalf of POPCAN.

	<p>The update covered the following matters:</p> <ul style="list-style-type: none"> <li>• A uniform exchange recently took place and was very well attended. There are plans for another to take place in August before schools return.</li> <li>• Dodgeball sessions have been organised in Penleigh Park during the school holidays and will take place twice a week for five weeks. It is hoped that this will carry on during winter at the Westbury Community Project.</li> <li>• Two events at the skate park have been planned to take place in the school holidays, with a company from Swindon set to attend for an exhibition and training.</li> <li>• In the longer term, POPCAN has considered looking at having another container placed on Penleigh park.</li> </ul>
7.	<p><u>Outside Bodies and Working Groups</u></p> <p>The following appointments to outside bodies and working groups for the forthcoming year were made:</p> <ul style="list-style-type: none"> <li>• Westbury Community Area Transport Group (CATG) – Councillors Suzanne Wickham, Gordon King, Carole King, Matt Dean</li> <li>• Westbury Local Youth Network (LYN) – Councillor Carole King</li> <li>• Westbury Health and Wellbeing Board (HWB) – Councillor Gordon King</li> <li>• Westbury Ham Community Project (Eden Vale Youth Centre Project) – Councillor Gordon King</li> <li>• Warminster and Westbury CCTV – Councillor Suzanne Wickham</li> </ul> <p>The following appointments of Area Board Lead Councillors for the forthcoming year were made:</p> <ul style="list-style-type: none"> <li>• Highways and Transport, including Community Area Transport Group (CATG) – Councillor Matt Dean</li> <li>• Children and Young People, including Local Youth Network – Councillor Carole King</li> <li>• Health and Wellbeing, including the Health and Wellbeing Group – Councillor Gordon King</li> <li>• Economy and Employment – Councillors Suzanne Wickham, Gordon King, Carole King, Matt Dean</li> <li>• Environment – Councillors Suzanne Wickham, Gordon King, Carole King, Matt Dean</li> </ul>

	<ul style="list-style-type: none"> <li>• Older People – Councillor Carole King</li> <li>• Arts, Culture and Leisure – Councillors Suzanne Wickham, Gordon King, Carole King</li> <li>• Community Safety – Councillors Suzanne Wickham, Gordon King, Carole King</li> <li>• Housing and Development – Councillors Suzanne Wickham, Gordon King, Carole King, Matt Dean</li> </ul>
8.	<p><u>Community Engagement Manager Delegated Decisions</u></p> <p>Graeme Morrison, Community Engagement Manager, referred to the document attached to the agenda regarding Community Engagement Manager Delegated Decisions which included the following proposal:</p> <p><i>In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, following consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects (including youth, health and wellbeing and community area transport) from the delegated budget of up to £5,500 per application between meetings of the Area Board. The Community Engagement Manager should seek the views of all Area Board members to obtain a majority in support, prior to the expenditure being agreed and should only use this authority in the event that it is not practical to organize a special meeting of the area board to formally consider and approve any such applications.</i></p> <p><i>Decisions taken between meetings will be reported in the funding report to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board. Where a significant number of urgent matters arise between meetings, a special meeting may be called, following consultation with the Chairman to determine such matters.</i></p> <p><b><u>Resolved</u></b></p> <p><b>The Area Board agreed to move and voted to accept the proposal.</b></p>
9.	<p><u>Community Area Status Reports and Area Board Priority Setting</u></p> <p>Graeme Morrison, Community Engagement Manager, provided an overview of the Community Area Status Report to the Area Board. It was referenced that the Local Area Status Report was presented to the Area Board at the previous meeting and a copy had been attached to the agenda. There is set to be an open event on Wednesday 21 July, where the four themes (young people, older people, working age people and families, local business) that the Community</p>

	<p>Area Status report was based on will be spoken about. Additionally, up to five community area priorities would then be identified to be taken forward. It was hoped that in the future organisations and individuals will take responsibility for the achieving the chosen priorities.</p>
10.	<p><u>Community Area Transport Group (CATG)</u></p> <p>Councillor Suzanne Wickham introduced the minutes and recommendations from the CATG meeting held on 11 June 2021.</p> <p><b>Resolved:</b></p> <p><b>The minutes of the Community Area Transport Group meeting held on 11 June 2021 were agreed as a correct record and the Area Board agreed to move the recommendations of the meeting.</b></p>
11.	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following as detailed in the reports attached to the agenda.</p> <p>Local Youth Network Funding Application:</p> <ol style="list-style-type: none"> <li>1) The Westbury and Warminster Youth Club - £3,345 towards Westbury Youth Club.</li> </ol> <p><b><u>Decision</u></b>  <b>The Westbury and Warminster Youth Club was awarded £2,200 towards Westbury Youth Club.</b></p> <ol style="list-style-type: none"> <li>2) POPCAN - £6,250 towards Summer Holiday Club</li> </ol> <p><b><u>Decision</u></b>  <b>POPCAN was awarded £3,125 towards Summer Holiday Club.</b></p> <p>Area Board Initiative:</p> <ol style="list-style-type: none"> <li>1) The Friends of Victoria Garden - £1,000 towards Victoria Garden New Shed.</li> </ol> <p><b><u>Decision</u></b>  <b>The Friends of Victoria Garden was awarded £1,000 towards Victoria Garden New Shed.</b></p>
12.	<p><u>Urgent items</u></p> <p>Graeme Morrison, Community Engagement Manager, encouraged anyone who had not previously been involved in the Community Area Status Report meetings, to get in touch if they would like to be invited to the event on</p>

	Wednesday 21 July 2021.
13.	<u>Evaluation and Close</u> <b>The date of the next meeting is Thursday 2 September at 7.00pm.</b>