

## Notes/Action List

### Wootton Bassett and Cricklade Pilot Area Board meeting held on 14 January 2009

(The meeting was held at Wootton Bassett Memorial Hall starting at 7.15pm and concluding at 9.25pm)

**Present:**

**District Council Members**

Councillor Chris Wannell - Chairman

Councillors Allison Bucknell, Peter Doyle, Geoff Greenaway, Mollie Groom, Mike Hatton, Peter Roberts, Bill Roberts, Sarah Still and Audrey Wannell

**Parish Representatives**

Councillors Brian Atfield (Cricklade Town Council), Mike Bell (Purton Parish Council), Veronica Stubbings (Broad Town Parish Council) and David Tetlow (Cricklade Town Council)

**Community Representatives**

Martin Alvis (Wiltshire Police), Lisa Mitchell (RAF Lyneham/NCAP) and Richard Pagett (NCAP)

**Officers Present**

Pete Barnett (Head of ICT, NWDC), Jo Cogswell (Community Partnership Manager, NWDC), Pauline Hoskins (Technical Admin Officer, NWDC), Steve Milton (Area Boards Development Manager, WCC), Karen Scott (Area Board Project Manager, WCC) and Marie Todd (Senior Democratic Services Officer. NWDC)

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
WBC5	<b>Agenda Item 1 – Minutes</b>	<ul style="list-style-type: none"> <li>• The Area Board confirmed the minutes of the last meeting as a correct record.</li> <li>• Apologies for absence were received from Councillor J Lay, Councillor H Dixon, Inspector S Cox (Wiltshire Police) and J Howes (Wiltshire PCT)</li> </ul>			

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WBC6	<b>Agenda Item 2 - Area Board Update and Progress Report</b>	<ul style="list-style-type: none"> <li data-bbox="542 298 1133 890"> <p><u>Area Boards Project Handbook</u> The Board considered a copy of the draft Area Boards Handbook which was currently out for consultation until the end of January. The Handbook set out rules and expectations relating to how the Boards would operate throughout Wiltshire.</p> <p>Some Parish Councils expressed concern that they had not yet seen the document.</p> <p>It was noted that there would be some flexibility as to how the Area Boards would run but that some rules would be common to all.</p> </li> <li data-bbox="542 896 1133 1398"> <p><u>Equity Funding Model</u> The Board received details of the funding that would be available to each Area Board in the forthcoming year. The Wootton Bassett and Cricklade Area would receive £51k. Up to 20% could be passed to the partnership and the remaining 80% could be used at the Board’s discretion to fund projects developed from the Community Plan.</p> <p>Some concern was expressed at the low level of funding for the Area Board. Questions were asked relating to the formula used to calculate funding and, in</p> </li> </ul>		<p>Comments on the draft Area Board Handbook to be forwarded to Steve Milton or Karen Scott (WCC)</p> <p>To feed the comments made back to the County Council.</p>	<p>All consultees Steve Milton Karen Scott</p> <p>Steve Milton</p>

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		<p>particular the sparsity factor which some members felt could disadvantage the more rural areas. It was pointed out that the towns could raise more funding through Council tax as their population was greater. For this particular area which previously had Area Committees with delegated funding the amount of funding to be allocated was no greater than under the District Council, in spite of the much greater Unitary Council budget.</p> <p>Officers confirmed that the problems of the rural areas were recognised and explained that discussions were ongoing. The Area Board would also be expected to challenge how the Unitary Council was spending money locally. The new budget that was currently being prepared would identify local and strategic elements.</p> <p>Members also stressed the need for Section 106 money to be spent locally.</p> <p>Members also discussed the name of the Area Board and whether it should be "Cricklade and Wootton Bassett" or whether "Purton" should also be included. The three towns were fairly equal in terms of electorate.</p> <ul style="list-style-type: none"> <li>• <u>Role of Cabinet Members</u> It was noted that each Cabinet member</li> </ul>			

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		<p>would attend the Area Boards in turn and this would give members the opportunity to feed in their views and concerns regarding local issues.</p> <ul style="list-style-type: none"> <li data-bbox="539 467 1133 632">• <u>Project Manager</u> It was reported that Karen Scott had been appointed as the new Project Manager for the Area Board. This had been an external appointment.</li> <li data-bbox="539 671 1133 836">• <u>Revised Project Plan</u> Members noted the Area Boards Development Project Plan for the Wootton Bassett and Cricklade Community Area.</li> </ul>			

<b>WBC7</b>	<b>Agenda Item 3 - Shaping Our Community: Getting it Right!</b>	<ul style="list-style-type: none"> <li>The Community Area Partnership had approved outline proposals for consultation on the new community plan for the Wootton Bassett and Cricklade Community Area.</li> </ul>		To consult on the Community Plan.	NCAP
<b>WBC8</b>	<b>Agenda Item 4 - The Issues Book</b>	<ul style="list-style-type: none"> <li>A discussion took place on the 'Issues Book', a tool that may be used to facilitate the discussion of community issues at the Area Boards.</li> <li>The 'tool' comprised a fifteen minute film of interviews of people across Wiltshire.</li> <li>A key question was how improvements within community engagement could be measured.</li> <li>Members felt that a change of culture would be needed within the new authority. It would be important for certain discussions to take place in the community and to ensure that all decisions were not made centrally in Trowbridge.</li> <li>Suggestions such as more informal room layouts and meetings with no formal agenda should be considered.</li> <li>Partnership working and local challenge would be an important part of the new Council.</li> </ul>			
<b>WBC9</b>	<b>Agenda Item 5 – Priority Issues</b>	<ul style="list-style-type: none"> <li>The Task Group had considered some priorities for further action.</li> <li><u>Planning Enforcement</u> Brad Fleet, the Service Director for the Planning Service would attend the next meeting of the Area Board.</li> </ul>		To confirm the attendance of Brad Fleet at the next meeting.	Karen Scott

		<ul style="list-style-type: none"> <li>• <u>Speeding and Road Safety</u> The Project Manager would obtain the information given by Parish Councils and the Highways Department to ascertain key priority areas. Sgt Martin Alvis explained that “Community Speedwatch” schemes could be set up to enable local people to monitor speed patterns in their area. Any particular problem areas should be brought to the attention of Sgt Alvis.</li> <li>• <u>Road Maintenance</u> Highway priorities for road maintenance had been set.</li> </ul>		To obtain information given by Parish Councils and the Highways Department to identify key priority speeding areas.	Karen Scott
WBC10	<b>Agenda Item 6 – Area Boards Boundary Consultation</b>	<ul style="list-style-type: none"> <li>• It was noted that the Parishes of Ashton Keynes and Leigh were likely to join the Malmesbury Community Area.</li> <li>• Members stressed the importance of including “Cricklade” in the name of the Community Area.</li> <li>• There was some discussion about splitting into two different community areas. One to include Cricklade and Purton and one to include Wootton Bassett. There would still be one Area Board. It was hoped that this may attract some extra funding although officers pointed out that this was unlikely due to the budget being near completion.</li> </ul>	<p><b>Resolved:</b> Subject to there being no objection from the Parish and Town Councils involved, to recommend:</p> <p>(1) That two new Community Areas be created. One to include Cricklade and Purton and one to include Wootton Bassett.</p> <p>(2) That there be one Area Board to represent the two Community Areas.</p> <p>(3) That an increased level of funding be allocated to each Community Area.</p>	To consult the relevant Town and Parish Councils and to feed the recommendation into the consultation process.	Steve Milton