

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

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## **ADDITIONAL / LATE PAPERS**

**Relating to Items 6, 7 and 8 on the agenda for the above meeting**



**Royal Wootton Bassett and Area Shadow COB**  
**Update to Royal Wootton Bassett and Cricklade Area Board**  
**28<sup>th</sup> March 2012**

Royal Wootton Bassett and Area Shadow COB (SCOB) continue to work hard to develop our community campus proposal to achieve the best possible long term solution for local people.

The SCOB has been well supported by Wiltshire Council officers, by the Area Board and by interested residents from across the area.

Wiltshire Council officers have updated us that initial discussions with the MOD are progressing. As well as officers and members of the council meeting with some key people including the new base commander, to outline the aims of community campuses and to talk through the Shadow COB's campus proposal, the Council have also been in direct contact with the national MOD estates lead.

The MOD have been open to suggestions and are exploring at a national level whether they are able to jointly develop a funding proposal with the council. They have gone away to assess their requirements in terms of needs and location of facilities, and also the timing and method of any potential contribution.

The MOD have asked that we provide them with some time over the coming few weeks, whilst they consider funding options and their wider priorities.

We hope to be able to come back to you all soon with an update, whilst respecting the request from the MOD to give them time.

The SCOB recently welcomed Laurie Bell, Director of Communications at Wiltshire Council to a meeting. We look forward to working with Laurie as she provides us with advice to help us develop our communications plan.

The SCOB are going to explore developing a website for information and updates.

We also continue our work with partners and interested groups to understand their requirements for space in the campus. If your group or organisation would like to be involved, please get in touch.

[campusconsultation@wiltshire.gov.uk](mailto:campusconsultation@wiltshire.gov.uk) 01225 718677

We have been grateful to the Area Board for their support and encouragement of our work during this time. Thank you.

**Thomas Woodhouse, Chair, of the Royal Wootton Bassett and Area Shadow Operations Board**



## Royal Wootton Bassett & Cricklade 2012 Community Projects/Events

### 1. Details of Project

#### The Queen's Diamond Jubilee Celebrations in Purton

**Contact Name:** Kate Robinson

**Address:** 17 Church Path, Purton, Wiltshire SN5 4DR

**Email Address:** kate@churchpath.plus.com

**Tel No:** 01793 772930

**Name of Organisation:** Purton Diamond Jubilee Committee

#### Please outline your project below:

Our project is to organise a free event that will bring the whole community of the Parish of Purton together to celebrate the Queen's Diamond Jubilee on Sunday 3 June 2012. The theme of the event is: "The Village Entertains the Village" providing an opportunity for showcasing the wealth and breadth of talent that is prevalent among village residents. We are encouraging people from all walks of life in our community, young and old, schools and community groups, families and individuals, to perform on the day or simply to come along and join in with the festivities.

The event will be kick started by a 'Banner Parade' through the village displaying the wealth of community groups and voluntary activity that is so characteristic of Purton. These include church and chapel groups, youth groups, groups for the elderly, sporting groups, drama, arts, history and other interest groups, and charities raising funds for local projects and for disadvantaged people at home and abroad. Some of the clubs have banners which they made for the Millennium and others, such as the playgroups and schools will be making new banners and decorations as projects that integrate with this community activity. As the procession reaches the event field, the banners will be displayed around the perimeter and the assembled community will begin the festivities with a service led by local church ministers.

The event will focus on a central stage, complete with lighting and PA system, from which the various acts will perform. By advertising in the Purton Magazine and word of mouth, we have already recruited some of the required performers including: musical bands, a saxophonist, an opera singer, St Mary's Primary School choir, a group from Bradon Forest Secondary School to perform Shakespeare, Purton Bell Ringers, Tanya's Dance Group, Purton Amateur Dramatics Society and the Exercise Zoomba group. In addition, the Purton Twinning Association has secured vocalists from Purton's twin town of Héric to perform on the day. Each performance will last a maximum of 20 minutes to allow as many and varied acts as possible throughout the afternoon and early evening, followed by a village band who will provide music for dancing into the late evening.

As well as the entertainment, there will be a variety of activities throughout the afternoon, including jubilee cake decorating, face painting, hair braiding, story telling, toddler play area, penalty kicking, a tennis tournament, archery, plastic sword fighting, bowls and skate boarding, all provided by members of the community and all for free. Community voluntary groups have also been invited to run stalls to promote their activities. Residents will be invited to bring their own picnics and drink, chairs and tables and relax and have fun together. The Red House bar will also be available and we have engaged a local company to provide a Pig Roast.

There will also be a Community Art project, led by local artist Toni Robinson of No Added Sugar, who has offered to provide her services and materials for free. Through this project, members of the community will be invited to contribute to a permanent piece of Art that will be displayed in the village hall in perpetuity.

The event will end with a short firework display, for which we will raise our own funds from a band night to be held on March 10<sup>th</sup>

# Royal Wootton Bassett & Cricklade 2012 Community Projects/Events

## 2. Where is the project taking place?

The event will take place at the Village Centre in Purton. Purton Parish Council, as a Trustee of the War Memorial and Village Centre Charity, has granted permission for the charity land at the Village Centre to be used including: the facilities of the Millennium Hall, the former putting green and the grass land to the north of the Millennium Hall. In the event of poor weather, the event will be arranged for the Village Hall with some activities taking place in the Millennium Hall and other venues.

## 3. When will the project take place?

Sunday 3<sup>rd</sup> June 2012

## 4. Please outline which of the criteria you feel your project meets, and why:

- **Reinvigorates our local economy**
- **Showcases what we have and what we do so well in our area**
- **Promotes our strong and vibrant community spirit**

The project has strong alignment with the third criterion in that it:

‘Promotes our strong and vibrant community spirit’.

Purton is well known as a ‘vibrant’ community and the Diamond Jubilee Celebration Event will help reinforce and maintain this status, helping to keep connections within the community alive. We will be bringing together all sectors of the community across generational, socio-economic, ethnic and gender boundaries and providing an opportunity for residents to spend time together, make new friends and join community groups.

The event also has strong alignment with the second criterion:

‘Showcases what we have and what we do well in our area’

The idea of ‘the village entertaining the village’ came about when we realised that a community of about 4000 people has a wealth of talent which is a resource of great potential, particularly in times of economic hardship. The event will provide an opportunity for people, who may not have any previous experience of performing, to play in a non-competitive format to a ‘friendly audience’. This will build confidence and demonstrate the freely available entertainment that is available within the community.

In addition, the event will showcase and promote the huge volume of voluntary activity that has always been a big part of Purton life and needs to be maintained and expanded into the future in line with the Government’s policy on the ‘Big Society’. The banner parade and involvement of groups in the day’s proceedings will enable villagers to see everything that is on offer in this community, both for the services provided and for joining in and getting involved.

The first criterion ‘Reinvigorates our local economy’ will also be met to some extent through sponsorship of the event by local shop ‘Cycle Care’ who are providing free technical support to the Skate Park activity and the ‘Best One’ convenience store which is available nearby for drinks, snacks and ice creams.

## 5. What is the desired outcome/s of this project?

1. To re-enforce and continue to build the strength of community spirit across all generations and social groups (including gender, ethnic and socio-economic) within the parish of Purton and the wider community, including the twin town of Héric
2. To increase the confidence of individuals and the community as a whole in the wealth of talent that is available as a resource for all

## Royal Wootton Bassett & Cricklade 2012 Community Projects/Events

3. To maintain and increase the volunteer involvement of residents in village community groups which is in line with the Government's policies on the 'Big Society'.

This will be achieved by:

- Providing an opportunity for families and friends to spend time together and meet new people, creating lasting memories of community spirit
- Providing an opportunity for community groups to promote their activities through the banner parade and through promotional stalls
- Providing an opportunity for individuals and groups to display their talents by performing in a non-competitive format to a 'friendly audience'
- Producing a piece of community art work which will be displayed in the Village Hall as a lasting memory of the event and a symbol of our community spirit.

### 6. Who will project manage this project?

The project is managed by an organising committee of Purton residents, comprising of:

Sue Richardson, Chair  
 John Crawford, Secretary  
 Kate Robinson, Treasurer  
 Tony Price, Purton Parish Council  
 Nick Simpkins, Purton Parish Council (Health & Safety)  
 Emma Hayden  
 Lucy Lewis  
 Kim O'Brien  
 Helen Griffin

### 7. Please show a breakdown of costs for your project (including the sum you are applying for from the Area Board) and provide details of any other funding sources

| Project Costs A<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc.  |        | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C)  |     |      |
|--|--------|---|-----|------|
|  |        |   | P/C |      |
| Event preparation:<br>Printing of flyers/posters to advertise event and recruit entertainment acts<br>Hire of halls<br>Public Liability Insurance                      | £450   | In Kind funding by Parish Council:<br>Printing facilities for letters;<br>Hire of Millennium and Village Hall (in case of bad weather), including electricity and toilet facilities<br>Public Liability Insurance | C   | £250 |
| Cost of event activities:<br>Temporary fencing for toddler play area and other activities e.g. circus skills<br><br>Jubilee hats, flags, transfers and lighting sticks | £1,250 | In kind Community Art project; in kind hire of PA system and marquee and transport facilities   | C   | £600 |

## Royal Wootton Bassett & Cricklade 2012 Community Projects/Events

|  |               |  |   |               |
|--|---------------|--|---|---------------|
| Cake decorating materials<br>Tea, coffee, milk and cups (to be served by volunteers from St Mary's Church)<br>Community Art Project<br>Marquee, PA system and transport facilities |               |  |   |               |
| Health and Safety and Waste Disposal:<br>Janitorial supplies<br>Temporary Lighting<br>Drinking water bottles and sun cream (in case of hot weather)<br>Skip hire                   | £500          | In kind Skip Hire (Holland Handling)     | P | £150          |
| Fireworks  | £800          | Fundraising event 10 <sup>th</sup> March | P | £1,000        |
| <b>Total</b>   | <b>£3,000</b> | <b>Total</b>                             |   | <b>£2,000</b> |
| <b>Amount Applying for:</b>  | <b>£1,000</b> |  |   |               |

### 8. Additional information in support of the project

- This project is fully supported by our local Wiltshire Council Member, Jacqui Lay.
- The Strategic Planning Group will also use this event to run a consultation exercise by holding a stall with a 'Wish List' and a 'Dump Box' to enable residents to contribute their ideas of what they would and would not like to see happening in their village.
- The village primary and secondary school and the two play groups have all expressed support for being involved in this event which will involve preparations during school time, strengthening links with the community

Please email completed application forms to [alison.sullivan@wiltshire.gov.uk](mailto:alison.sullivan@wiltshire.gov.uk)

#### Notes

Please be aware that the Area Board expects those bidding for funds to have discussed their proposed project or event with their local Wiltshire Council Member and, at least in principle, to have secured their support – while the award of any funding will depend on Area Board approval.

Please note that the Area Board will not provide funding support for events which can be classed as 'street parties'.



**ROYAL WOOTTON BASSETT AND CRICKLADE COMMUNITY AREA:  
PROGRESS ON COMMUNITY LED PLANNING  
MARCH 2012**

**1.0 Purpose of report**

1.1 The purpose of this report is to give an update on the progress of the community led planning (CLP) groups across the Royal Wootton Bassett and Cricklade Community Area. It also highlights discussions underway to develop a simple framework to enable the groups to feed their information into work to produce an eventual replacement for the current 2005-2015 Community Plan.

**2.0 Update on progress**

2.1 Two groups have now completed or updated their Community Led Plan (Broad Town and Lydiard Millicent) and seven are actively working towards a plan. A further three Parishes are not currently involved in the process.

Figure 1: summarises progress in each parish.

Figure 2: offers a more simple illustration of how far each group has progressed through the process.

**3.0 Using the information to inform a revised Community Plan**

3.1 Community First met recently with Cllr Peter Doyle and Cllr Peter Colmer to consider how the findings from the CLP groups will be fed into work to revise the Community Plan (see Figure 3) and the development of the Neighbourhood Plan Frontrunner.

3.2 It was agreed that, as a first step, a simple table was needed indicating the respective stages each group is currently at, together with an indication on timescales for the next stages of the process. This would encourage the groups to share experiences and help the Board to understand when the CLP groups would be able to begin to feed into work on the two community area plans. This will be developed and updated as each group develops their individual programmes of work.

3.3 Community First will work with the Board over the coming months to help devise a simple framework by which the issues identified by each group can be collated and fed into both processes and by which the community led planning groups can help influence priorities for action.

**Belinda Fowler  
Community Development Officer**

*Community first, St Joseph's Place, Devizes, Wiltshire, SN10 1DD  
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**Figure 1: Progress on community led planning to March 2012**

| <b>Parish/Town</b> | <b>Status</b>  | <b>Next steps</b>  |
|--------------------|--|--|
| Braydon            | Not currently involved in the CLP process  |  |
| Broad Town         | Plan completed.<br><br>Community First provided advice to the steering group in January 2012 on the role of the group post completion and how they could contribute to the Neighbourhood Plan Frontrunner.   |  |
| Clyffe Pypard      | Not currently involved in the CLP process  |  |
| Cricklade          | Consultation underway. We understand that this was due to complete by 26 <sup>th</sup> March. Findings will be presented at the Annual town Meeting on 30 <sup>th</sup> April.   | Community First has been invited to the steering group meeting on 3 <sup>rd</sup> April and has provided some simple guidance on data handling by email in the interim |
| Latton             | Initial meeting held 25 August 2011<br><br>Public meetings held 8 and 12 November 2011<br><br>Steering group established at a meeting held on 13 March. Community First is providing initial steering group training.                                | Next Steering Group meetings due 28 March and 23 April   |
| Lydiard Millicent  | Review completed and published.  |  |
| Lydiard Tregose    | Not currently involved in the CLP process  |  |
| Lyneham            | Community First facilitated two public meetings before Christmas – strong mandate for a Community Led Plan<br><br>Steering group now established – first meeting held early March.<br><br>Community First providing initial steering group training. | Next meeting 29 March.<br><br>Community First is also meeting on 19 <sup>th</sup> April with Lyneham School to discuss how the school children can get involved        |
| Marston Meysey     | An initial meeting was held 28 September 2011<br><br>The Parish Council then canvassed the community for support. The  | Next meeting scheduled for 23 April.<br><br>Tentative programme of action:   |

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| <b>Parish/Town</b>    | <b>Status</b>  | <b>Next steps</b>   |
|-----------------------|--|---|
|                       | <p>process identified a group of people willing to help.</p> <p>Steering group was established at first meeting held 2 Feb. Second planning meeting held on 19 March.</p>  | <p>March – May: planning, evidence gathering, awareness raising, community engagement</p> <p>June: Start of consultation</p>    |
| Purton                | <p>Initial public meeting held before Community First got involved in September 2011.</p> <p>Steering group established on 18 October 11.</p> <p>Community First attended the first three meetings to provide initial training and support.</p> <p>The steering group is now working on evidence gathering and planning their consultation</p> | <p>Community First to attend the next meeting in May.</p>   |
| Royal Wootton Bassett | <p>Consultation underway. Consultation toolboxes and community questionnaires have been distributed and results are being analysed.</p> <p>Community First attended a public consultation meeting in February.</p>   | <p>The group has agreed to contact Community First once this round of consultation has been completed to discuss next steps</p> |
| Tockenham             | <p>Initial meeting with Parish Council was held on 19 January.</p>   | <p>A public meeting is planned for 12 April. Community First is to facilitate this meeting.</p>                                 |



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**Figure 2: Community Led Planning Groups progress chart**

| Parish/Town           | Initial contact | Public meeting | Steering group established | Steering group training | Research/ review of information | Consultation | Identification of issues | Action planning | Drafting document | Document published | Plan reviewed |
|-----------------------|-----------------|----------------|----------------------------|-------------------------|---------------------------------|--------------|--------------------------|-----------------|-------------------|--------------------|---------------|
| Braydon               |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Broad Town            |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Clyffe Pypard         |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Cricklade             |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Latton                |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Lydiard Millicent     |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Lydiard Tregose       |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Lyneham               |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Marston Meysey        |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Purton                |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Royal Wootton Bassett |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |
| Tockenham             |                 |                |                            |                         |                                 |              |                          |                 |                   |                    |               |

 Progress to date
  Community First has had less input to these plans so this is our understanding of progress.

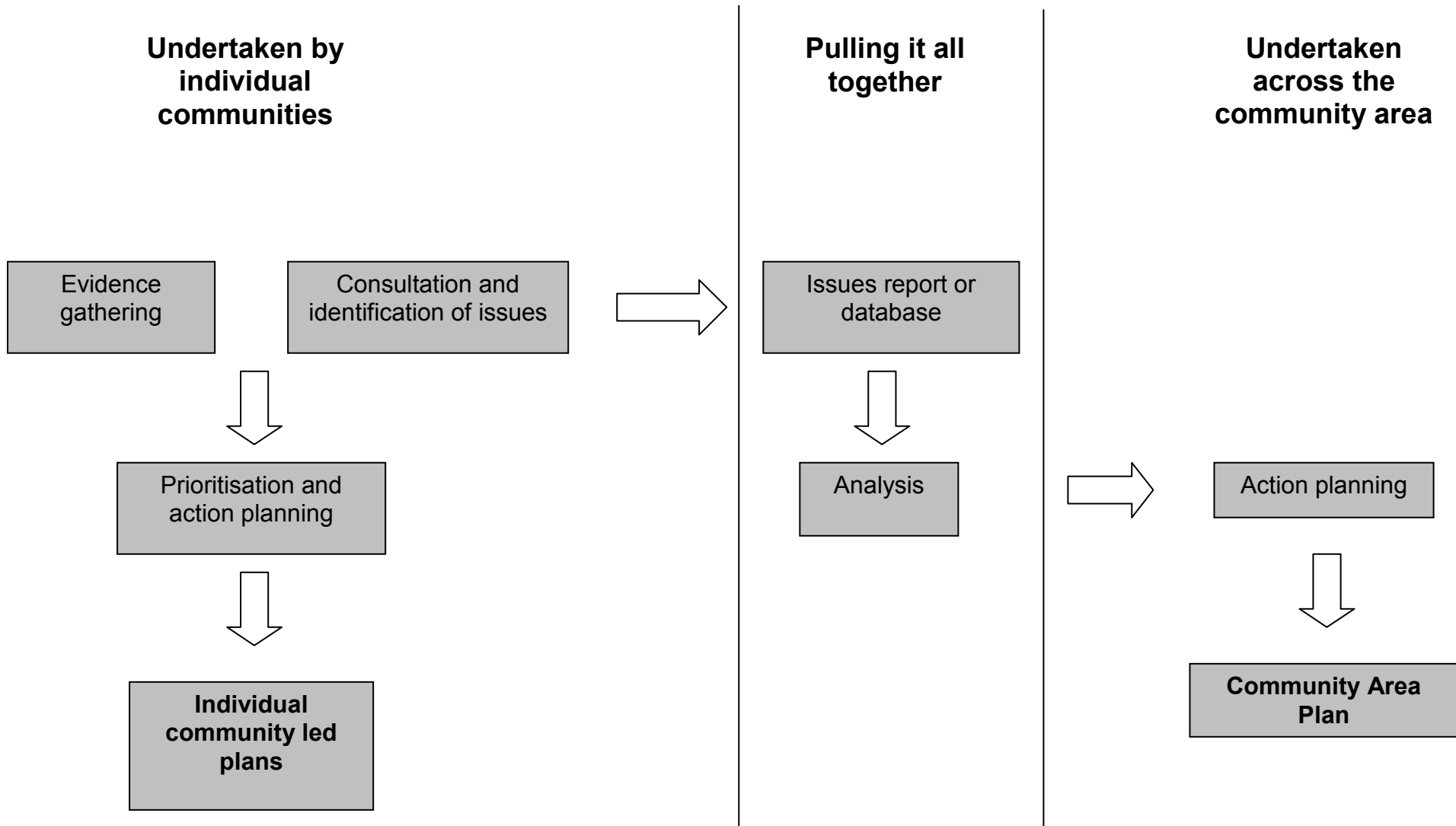
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**Figure 3: How will the parish and town Community Led Plans feed into work on an updated Community Area Plan?**



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## **Ps and Qs Celebrates Local Diversity**

On 17<sup>th</sup> March 2012 in the Silver Threads Hall, Purton, *Ps and Qs* gave an opportunity for local businesses and organisations to promote themselves and to identify Purton's businesses, producers and local organisations. At the same time, during the afternoon an informal discussion took place on what constitutes a neighbourhood. Invitations were sent out to many known businesses and organisations and the event was promoted through the *Purton Magazine*, *Ps and Qs*' email network and other email networks, *The Swindon Evening Advertiser* and *BBC Wiltshire Sound*. **Cotswold Cooks** from Purton House came along and provided refreshment - hot soup and rolls and coffee with raisin buns during the morning.

A number of companies and producers attended:

**Wendy of Wiltshire** – Beautiful unique handmade bags and 'saved' bags

**Avril's Handmade Cards** – Sold for charity

**Wiltshire Wildlife Trust** – Anna from Cricklade Climate Action Network bought along Green Cones and Johanna's for recycling waste and composting and ideas on how to deal with recycling and reducing waste

**Purton House** – Organic vegetables and free range eggs and home delivery veggie boxes

**Purton Store Cupboard** – Local jams and preserves, oils, organic pasta, rice, flour and cereals and much, much more

**John Papworth** – *Purton Today* Newsletter, herbs and gave a demonstration of bread-making, the loaves were then available to take away

**Jubilee Gardens** – A horticultural training centre for adults with learning disabilities

**Purton Artists** – Small display showing the front covers painted by members for *Purton Magazine*

**Purton Twinning** – Displayed their activities and promoted their membership

**Action on Hearing Loss** – RNID – display and leaflets manned by local RNID person, Libbie

**Delicious Delights** – Catering for weddings, parties and corporate groups with a chance to taste some of the desserts

**RainWindSun** - Providing complete, local renewable solutions in solar, heat pumps and rainwater harvesting (get ready for the drought!)

**New College Swindon** – Stephanie Dowson from Purton runs courses to help people to get back into employment – CV writing, computer courses (free for jobseekers) preparing for interviews

**Diamond Jubilee Village Party** – info on this exciting village event Sunday 3<sup>rd</sup> July 2012

**Ps and Qs** – info on its flagship programme *Transform Purton Parish*, info on how to join the Ps and Qs Alert! that keeps villagers up to date on key village issues

**Plus leaflets were available for people to take away from:**

**The Handyman** – DIY jobs, gardening, and much much more

**Cyclecare Purton** – Bicycle sales, spares, repairs, wheel building and keys cut

**In Touch Services** - Printing, typesetting and design

**Haines Fencing & Landscaping** – Fencing, decking, ponds, water features, walling etc.

**Maharajah** - Tandoori Restaurant – Providing authentic Indian food

**Function Cars** – Quality wedding car hire

**Annie's Dressmaking** – High quality garment making and alterations

**Purton and Cricklade Young Farmers** – Agenda of events for next three months

**Purton Amateur Dramatics Society** – WANTED - Actors, Producers, Directors, Back Stage Crew, Scenery Painters

**CarbonBrake** – an ethical way to offset your carbon footprint

**Fire Brigade** – useful booklet – A short guide to making your premises safe from fire

**Cllr Jacqui Lay** – Wiltshire Councillor for Purton and Braydon Division

A list of companies had been compiled and added to on the day which lists businesses, organisations, facilities and things to do in Purton – so far 250 entries!

The consensus was that the event was really worthwhile and a good way to get local companies promoted. It was suggested that the event should be held each year, perhaps at the village hall with even more local companies being able to attend. It was also suggestion that there is a need to have somewhere central in the village where Craft and Bohemian products could be offered for sale alongside somewhere to meet – cafe etc.

This event was funded entirely by Ps and Qs.

In the afternoon, Ps and Qs held an informal discussion on *What Constitutes Our Neighbourhood?* (see overleaf)

Ps and Qs may be contacted: [advice@purtoninfo.org.uk](mailto:advice@purtoninfo.org.uk)



## ***Ps and Qs Celebrates Local Diversity***

### **WHAT CONSTITUTES OUR NEIGHBOURHOOD**

Thirteen people including a Parish Councillor, the Chair of the Parish Plan, a Wiltshire Councillor, members of *Ps & Qs* and residents gathered together to discuss some of the implications of the Localism Act. Particularly the Neighbourhood Plan ~ what it is, where it fits and why...

*Ps and Qs* presented an A4 briefing paper showing the framework of the village and the boundary of the Parish.

A short discussion developed on where we were with the Parish Plan, Neighbourhood Plans in general, and the Core Strategy and how these will affect planning applications currently in the pipeline and others that will come forward in the future.

The Parish Plan is underway and this will feed into a Neighbourhood Plan at some stage which will affect any additional housing and employment needs in the future for the village.

The Parish Plan is being organised by a steering group of residents supported by funding given to the Parish Council by the Area Board and also by the resources of the Parish Council. Topic groups have been set up to cover a number of subjects: Transport, Planning, Environment, Education, Health and Welfare, and Business. During the course of the next few months a survey will be sent out to all households in Purton Parish and it will be important for all residents to respond so that it is clear what parishioners want for Purton for the future.

The Localism Act brings forward the opportunity for Neighbourhood Plans and part of the process for a plan to be adopted is a referendum. If 50% of those who vote agree with the plan then it will be adopted so again it is important that residents respond otherwise plans may be adopted if only a small group respond.

The Area Board and the whole community area (Royal Wootton Bassett, Cricklade and the surrounding parishes) are taking part in a pilot – *Front Runners* – to look at different ways of developing a Neighbourhood Plan. This is a County-wide initiative. For the Community Area Board the concept of a plan covering the whole Community Area is being looked at. This may be successful if all the town and parishes agree. However, if they do not agree and there is some concern already being expressed by towns and parishes, then the work carried out could be used to form part of individual Neighbourhood Plans into which the Town and Parish Plans that are currently being done across the Community Area, could fit.

The discussion quickly resolved that the sensible concept for a Neighbourhood is the parish itself: *'If a parish looks like a neighbourhood then it is a neighbourhood'*

**Why change something which is so obviously already in existence?**