

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Westbury BA13 3EN
Date: 21 February 2019
Start Time: 7.00 pm
Finish Time: 8.10 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Russell Hawker, Cllr Gordon King (Vice-Chairman) and Cllr Jerry Wickham

Wiltshire Council Officers

Liam Cripps - Community Engagement Manager
Stuart Figini – Senior Democratic Services Officer
Jan Bowra – Locality Youth Facilitator

Town and Parish Councillors

Westbury Town Council – Sheila Kimmins
Dilton Marsh Parish Council – Clive Short
Heywood Parish Council – John Merson

Partners

Wiltshire Police – Sgt Neil Duffin
BA13+ Community Area Partnership – Carole King and Phil McMullin
Westbury Community Project – Tina Devereaux, Richard Hatt

Total in attendance: 16

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>Cllr Gordon King, Vice Chair in the Chair, welcomed everyone to the meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr David Jenkins – Chairman.</p>
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 13th December 2018, were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>Cllr King declared an interest in agenda item 10 – Community Area Grants, as a member of the Westbury Community Project, who had a grant application being considered by the Area Board. Cllr King remained in the meeting spoke and voted on the matter.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following written announcements included in the agenda pack:</p> <ul style="list-style-type: none"> • Polling District and Polling Place Review • Special Schools • Children's Centres – The Area Board also heard from Cllr Sheila Kimmins, Westbury Town Council, who asked Wiltshire Council to take into account the needs of the most vulnerable in the community during discussions about the proposals to build on the successful community model for Children's centres Services. • Electoral Review
6.	<p><u>National Armed Forces Day 2019</u></p> <p>The Area Board received an update from the Community Engagement Manager (CEM) about funding issues associated with the National Armed Forces Day 2019.</p> <p>Members were reminded that at their last meeting on 13th December 2018, they had resolved the following:</p>

	<p>Resolved:</p> <ol style="list-style-type: none"> 1. That the National Armed Forces Day 2019 be supported in principle, subject to the funding issues being considered at a later date. 2. That the Community Engagement Manager be asked to investigate the funding contribution from Westbury Area Board, with the aim that it reflects the funding formula contribution received each financial year. <p>The CEM reported that, following a request for each Area Board to contribute £1,500 toward the event and based on Westbury's grant allocation funding formula, the Area Boards revised contribution would amount to £1,120.50.</p> <p>Resolved: That Westbury Area Board make a contribution of £1,120.50 towards the National Armed Forces Day, based on their grant allocation funding formula.</p>
7.	<p><u>Older Peoples Day - Update</u></p> <p>The Area Board received an update report from Sandie Lewis, Older Peoples Champion, about the Older Peoples Day event that was held on 21st January 2019, at the Laverton Hall, Westbury.</p> <p>The Area Board noted that the event was funded from unspent Westbury Health and Wellbeing Group funding during 2017/18, and allocated under delegated powers by the Community Engagement Manager to the Older People's Champion, in order to fund the event and to produce a local directory of services.</p> <p>The report indicated that 60 older people attended the event, which included a lunch and stands from Westbury Shed, the Fire and Rescue Service, Age UK Wiltshire, the Bobby Van, Alzheimers Support and Public Health, were in attendance to offer advice and information. In addition, a Wellness Therapist offered hand massage and music was provided by Wiltshire Music Centre. The Older Peoples event proved to be very successful and feedback received was positive.</p> <p>The report also identified future action to be taken by the Older People's Champion, including the launch of an information brochure, 'The Pub is the Hub' project, voluntary efforts to combat loneliness and social isolation in the community, and liaison with older people in Dilton Marsh and Hawkeridge.</p> <p>The Area Board thanked the Older People's Champion for facilitating an excellent event.</p>
8.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p>

	<p>(a) Wiltshire Police Sgt Neil Duffin presented his report which referred to (i) a reduction in violent crime, in particular knife crime in Wiltshire since September 2017, (ii) staffing update; (iii) crime exceptions data for Westbury; (iv) community policing priorities in the Westbury area; and (v) community speedwatch. Sgt Duffin responded to a number of issues raised at the meeting including, vehicle crimes at beauty spots and drug activity in the Westbury area.</p> <p>(b) Dorset and Wiltshire Fire & Rescue Service The written report was received and noted. The Area Board also viewed a video about the work undertaken by the Fire and Rescue Service.</p> <p>(c) Westbury LYN The written report was received and noted. The Area Board were reminded that the Local Youth Network had allocated its budget for the current year, and therefore, there were no requests for funding.</p> <p>(d) BA13+ Community Area Partnership The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Community Area Partnership) presented the report and commented on a scheme called Baby Bundles that offered support to families in financial need and have a young baby or are expecting a baby. It was noted that a local church had offered to store the clothing and other equipment for the scheme.</p> <p>(e) Healthwatch Wiltshire The written report was received and noted. The Chairman highlighted an opportunity for the public to make comments to Healthwatch Wiltshire, about their experience of health and social care services in Wiltshire.</p> <p>(f) Wiltshire Clinical Commissioning Group (CCG) The written report was received and noted. The Chairman highlighted (i) a new non-emergency patient transport service across the area to be provided by E-zec Medical Transport Services and, (ii) the appointment of Julian Kirby as a Lay Member on the CCG Governing Body.</p> <p>(g) Town and Parish Councils There were no updates from Town and Parish Councils.</p>
9.	<p><u>New Communities Structure</u></p> <p>The Area Board received an update from Liam Cripps, Community Engagement Manager (CEM) about recent changes to the Communities Team structure and how it would operate in the future.</p> <p>The CEM reported that each community area had historically been serviced by</p>

	<p>one CEM. This was no longer sustainable and the structure had been revised to reflect this, with a reduction in the number of CEMS from 18 to 12.5 and the Youth Facilitator role removed. The Area Board noted that its current CEM had been reallocated to the Trowbridge Area, and that the Westbury Area would now be serviced by Graeme Morrison.</p> <p>Liam Cripps thanked the Area Board members for the opportunity to work alongside them to facilitate closer working relationships between community groups and the Council.</p>
10.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications for Community Area Grants Scheme funding as detailed in the agenda packs. The applicants gave a brief statement about the reasons for the grant request.</p> <p>The Area Board also received feedback from Clive Short following the receipt of Area Board grant funding, as a previous meeting, for a storage space at Dilton Marsh Memorial Hall.</p> <p>The Community Engagement Manager provided an update about the grant budget and funds available to be allocated. He explained that there was an underspend of £6,929.92 available to allocate towards capital projects, and commented that applications were actively encouraged from the community that were in line with JSA local priorities.</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1. That the following grant applications be agreed: <ol style="list-style-type: none"> a. Heywood Parish Council - £288 towards a replacement noticeboard at Ham Post Office Stores b. Westbury Community Project - £10,000 to address significant local disadvantage in Westbury, particularly in the Oldfield Park Area, to provide a community space for residents to meet and participate in activities and make use of the facilities on offer. 2. That grant applications be encouraged from community groups, in line with JSA local priorities, to be approved under delegated powers and reported back to the next Area Board meeting.
11.	<p><u>Community Area Transport Group</u></p> <p>The Area Board received the notes of the Westbury Community Area Transport Group (CATG) meeting held on 8th February 2019.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i) Notes the discussions and updates outlined in the minutes of 8th

	<p>February 2019.</p> <p>ii) Approves the following:</p> <p>a. An allocation of £5566 towards works on the B3098 Bratton Road – Issue no. 6667</p> <p>iii) To remove the following issues from the system as they are now complete:</p> <p>a. issue no. 5088 – Bitham Mill – Signing b. Penwood Close, Westbury c. Issue 6328 – A350 Roundabout – The Mead/Bitham Park d. Issue no. 6199 – A3098 Leigh Park Way – waiting restrictions e. Issue nos. 6500, 6504 and 6505 – Speeding – The Mead</p> <p>iv) To note the following updates:</p> <p>a. Issue no. 5674 – Coulston 20mph request b. Issue no. 5874 – Footway/path conditions, Westbury c. Issue no. 6502 – The Mead – footway d. Leighton Green – Parking restrictions e. Pedestrian signing and crossing – White Horse Health Centre, Mane Way f. Issue 6888 - Bratton Primary School, Bratton – Item referred to Taking Action on School Journeys</p>
12.	<p><u>Urgent items</u></p> <p><u>Liam Cripps – Community Engagement Manager - Westbury</u></p> <p>The Chairman reported that following the review of the Communities Team structure, Liam Cripps, Community Engagement Manager for Westbury, had been re-allocated to the Trowbridge area from 1st April 2019, and this would be his last meeting as the Westbury Area Board Community Engagement Manager.</p> <p>The Chairman, on behalf of the Area Board, thanked Liam for the excellent support and advice provided to the Area Board and the Westbury community over the years. He commented on the positive impact and contribution to the Westbury Community, which local people had indicated was outstanding.</p> <p>The Area Board wish Liam a fond farewell and wished him well for his future appointment as Trowbridge Community Engagement Manager.</p>
13.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on:</p> <p style="text-align: center;">Thursday 4th April 2019 at The Laverton Hall, Westbury BA13 3EN</p> <p>Future Meeting Dates:</p>

	Thursday 6 th June 2019 at The Laverton Hall, Westbury BA13 3EN Thursday 25 th July 2019 at The Laverton Hall, Westbury BA13 3EN
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