

# MINUTES

**Meeting:** Bradford-on-Avon Area Board  
**Place:** St Margaret's Hall, Bradford on Avon  
**Date:** 22 February 2023  
**Start Time:** 7.00 pm  
**Finish Time:** 9.35 pm

---

Please direct any enquiries on these minutes to:

Stuart Figini, (Tel): 012225 718221 or (e-mail) [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Sarah Gibson (Chairman), Cllr Johnny Kidney (Vice-Chairman), Cllr Trevor Carbin and Cllr Tim Trimble

Cllr Phil Alford (Cabinet Member for Housing, Strategic Assets and Asset Transfer)

### **Wiltshire Council Officers**

Terence Herbert – Chief Executive  
Liam Cripps - Strategic Engagement and Partnerships Manager  
Caroline LeQuesne – Area Board Delivery Officer  
Dom Argar – Technical Support Officer  
Stuart Figini - Senior Democratic Services Officer  
Camella Town – National Power Outage Project Officer  
Chris Manuel - Community Resilience Lead Officer

### **Town and Parish Councillors**

Katie Vigar - Bradford on Avon Town Council

### **Partners**

Sgt James Twyford - Wiltshire Police  
Robbie MacPherson – Station Manager, Wiltshire Fire and Rescue Service

### **Others**

Marsha Mars – The Mighty Girls  
Alfie Windsor – The Green Man Festival  
Sharon Turnball – Trustee of Saxon Group Riding for the Disabled Association  
Andrew Nicolson – Wiltshire Climate Alliance  
Climate Friendly Bradford on Avon  
Wiltshire Music Centre

**Total in attendance: 30**

---

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the Area Board meeting and reported a number of changes to the personnel supporting the work of the Area Board. In particular, the Chairman thanked Kevin Fielding, Democratic Services Officer for his help and support over the years, and welcomed Stuart Figini, Senior Democratic Services Officer and Caroline LeQuesne, Area Board Delivery Officer, who would be supporting the Area Board and the Strategic Engagement and Partnership Manager (SEPM) going forward.</p> <p>The Chairman also drew attention to the following written announcements which were noted by the Area Board:</p> <ul style="list-style-type: none"> <li>• National Apprenticeship Week 2023</li> <li>• Cost of Living Update</li> <li>• King Charles III Coronation – Community Celebrations</li> <li>• Wiltshire Families and Children’s Transformation (FACT) Partnership Family Help Project – background briefing</li> </ul>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from the following:</p> <ul style="list-style-type: none"> <li>• Cllr Jennie Parker – Bradford on Avon Town Council</li> </ul>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 2 November 2022 were approved and signed as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Proposal of Emergency Contact Hubs and their Purpose - Helping Resilience in the Community</u></p> <p>The Area Board received a presentation from Camella Town (National Power Outage Project Officer) and Chris Manuel (Community Resilience Lead Officer) on a Proposal of Emergency Contact Hubs and their purpose. The update covered the following points:</p> <ul style="list-style-type: none"> <li>• It was outlined that emergency contact hubs were a concept that originated from New Zealand, with it envisaged that every parish and village would have an identified building where they could go to for refuge</li> </ul>

	<p>and information in a national power outage or emergency.</p> <ul style="list-style-type: none"> <li>• The communications structure of emergency contact hubs was outlined, with initial information being received by the Devizes Police Headquarters, which in turn be able to feed information back to central government.</li> <li>• It was noted that community hubs would be ran and owned by the community, building on community knowledge and experience already in place.</li> <li>• An example of the role that an emergency contact hub would play during a national power outage was provided.</li> <li>• The benefits of having an emergency hub were outlined, including but not limited to, that it would allow communities to be part of a national community resilience network; being able to build on current community resilience structures in place and enabling support for vulnerable people.</li> <li>• The next steps of the proposal were outlined, with those interested encouraged to speak with their communities and to get in touch with <a href="mailto:wiltshireandswindonprepared@wiltshire.gov.uk">wiltshireandswindonprepared@wiltshire.gov.uk</a>. Additionally, the team would visit the proposed hub to discuss the hub itself as well as community resilience and training.</li> </ul> <p>Following the presentation, the Area Board were reminded that Bradford on Avon had been running an emergency volunteer scheme, which was currently dormant, and many residents in the town were willing to be involved in the work of the Emergency Contact Hubs.</p> <p>The Chairman thanked Camella and Chris for a very informative presentation.</p>
6	<p><u>The Green Man</u></p> <p>The Area Board received a presentation from Alfie Windsor about the Green Man Festival held in Bradford on Avon. He commented on previous years events and the proposed events lined up for the Festival in May 2023 – details of which can be found at this link - <a href="http://BoATraditional-BradfordonAvonGreenManFestival.boagreenmanfest.org">BoA Traditional – Bradford on Avon Green Man Festival (boagreenmanfest.org)</a>.</p> <p>Alfie responded to a number of questions about the Festival including the measures to promote sustainable travel to the event, including cycle parking, and promotion of the Festival via the Councils Communications team.</p> <p>The Chairman thanked Alfie for a very informative presentation and encouraged all residents to support the Festival.</p>
7	<p><u>Youth Engagement</u></p> <p>The Area Board received a presentation from Marsha Mars about the work of the Mighty Girls in providing a female only setting with activities that focus on an increase in the wellbeing, self confidence and sense of community amongst girls and young women, with the activities being co-constructed by the young people.</p>

	<p>Social skills and work experiences of the young people are developed to positively impact the community. A link to the Mighty Girls Website can be found here - <a href="#">Mighty Girls CIC</a></p> <p>Marsha explained, in response to a question from the Area Board, that Mighty Girls were distinct from other organised groups like the Guides, as it provides a place for young people who prefer not to wear a uniform and, as indicated above, events are co-constructed with the leaders, the leaders seek funding and then the events are held.</p> <p>The Chairman thanked Marsha for an excellent presentation.</p>
8	<p><u>Saxon Group RDA Update</u></p> <p>The Area Board received an update from the Saxon Group Riding for the Disabled Association following an award of grant funding for a mounting block and ramp, approved by the Area Board in November 2022.</p> <p>Sharon Turnball, Trustee of the Saxon Group commented on a number of pictures that were displayed at the meeting and explained how the mounting block and ramp made a huge difference for the riders to experience physical therapy and exercise that horse riding offers.</p> <p>The Chairman thanked Sharon for providing an update and on behalf of the Area Board wished the Saxon Group well for the future.</p>
9	<p><u>Area Board Priority Update</u></p> <p>The Area Board received updates on the following local Area Board priorities:</p> <ul style="list-style-type: none"> <li>• Youth engagement, employment and positive activity opportunities</li> <li>• Addressing climate change</li> <li>• Reducing isolation and loneliness</li> <li>• Supporting the local economy</li> <li>• Improving transport and access</li> </ul> <p>In particular, the following comments were made:</p> <ul style="list-style-type: none"> <li>• Detail about youth engagement activity with local schools, sports clubs and other clubs</li> <li>• Involvement of the Council's Children's Services Team for an event in the spring/summer 2023</li> <li>• Positive response and high level of interest in relation to the electric car club project</li> <li>• Analysing the findings of a recent survey about an improved bus service in the Bradford on Avon area</li> <li>• A reminder of the government consultation on onshore wind farms, with</li> </ul>

	<p>60 sites identified in Wiltshire</p> <ul style="list-style-type: none"> <li>• Discussions about a town vision of transport for the future</li> <li>• Action planning workshops for town and parish councils scheduled for 27 March 2023 and 17 May 2023</li> <li>• The next meeting of the Health and Wellbeing Group is scheduled for 13 March 2023</li> <li>• Concern that Wiltshire Council’s ambition is low in relation to the climate emergency and would not achieve carbon neutrality by 2030</li> <li>• Council reinforced its commitment to retrofit 5,000 council homes to EPC standard</li> <li>• The government were providing grants of £5,000 towards boiler upgrade scheme and the installation of heat pumps</li> </ul>
10	<p><u>Partner Updates</u></p> <p>(a) Wiltshire Police</p> <p>The Area Board received a written update from Neighbourhood Sgt James Twyford, which included detail about the Neighbourhood Policing Week of Action, crime exceptions, local priorities and updates and an update on road safety.</p> <p>Sgt Twyford in response to questions, confirmed that speed guns could be used in villages that currently did not have a speedwatch scheme set up, and how accident data is recorded and its availability to the public. .</p> <p>The Chairman thanked Sgt Twyford for attending the Area Board meeting and responding to questions.</p> <p>(b) Dorset &amp; Wiltshire Fire and Rescue Service</p> <p>The Area Board received an update from Robbie MacPherson, Station Manager, which included detail about the Community Safety Plan, reducing the level of risk and harm from fire, interaction between the Protection Team and Local Authorities, on call recruitment, and news about a recent inspection of the Service grading it as one of the highest performing fire and rescue services in England.</p> <p>(c) Community First – January 2023</p> <p>The written report in the agenda pack was noted.</p> <p>(d) BSW Together (Integrated Care System) – January 2023</p> <p>The written report in the agenda pack was noted.</p> <p>(e) NHS &amp; Healthwatch</p>

	<p>The written report in the agenda pack was noted.</p> <p>(f) Bradford on Avon Town Council</p> <p>The Area Board received an update from Cllr Katie Vigar, Mayor of Bradford on Avon Town Council, which included detail about designs for the skate park would be considered by the Town Council in March 2023, traffic modelling measures in the town, detail about the coronation plans in Victory Fields, volunteering open day, projects supporting town centre businesses and independent shops, improved signage to shops from the train station and a music festival during the first week of June 2023.</p> <p>(g) Parish Councils</p> <p>There were no updates from parish councils.</p> <p>(h) Climate Friendly Bradford</p> <p>The Area Board received an update on the Wiltshire Climate Alliance workshops in Devizes and that the Solar Together installation was working well.</p> <p>(i) Wiltshire Music Centre</p> <p>The Area Board received an update on the concerts being held at the Music Centre, café on a Tuesday morning, my science fairs for primary age children, the Youth Panel screening of Jurassic Park, under 25's receiving free concert tickets and information about lunchtime concerts.</p> <p>(j) Streets Ahead</p> <p>There was no update from Streets Ahead.</p> <p>(k) Health and Wellbeing</p> <p>The next meeting of the Group was scheduled for 13 March 2023.</p> <p>(l) Local Youth Network</p> <p>An update was included earlier in the agenda during discussions on local priorities.</p>
11	<p><u>Community Area Grants</u></p> <p>To approve the following applications for Community Area Grants:</p> <p>a) Bradford on Avon Men's Shed, <b>£788.17</b> towards Facilities Development</p>

	<p>b) Equinox Explorer Scout Unit, <b>£4271.40</b> towards Equinox Explorer Paddle Sports</p> <p>c) Bradford on Avon Green Man Festival, <b>£500</b> towards the Green Man Festival</p> <p>d) Wiltshire Wildlife Trust, <b>£5,000</b> towards the Bradford on Avon Wellbeing in Nature Project</p> <p>e) Wiltshire Music Centre, <b>£500</b> towards Seated Dance Workshops at Wiltshire Music Centre</p> <p>f) Arts Together, <b>£2,500</b> towards Arts Together Projects for Isolated and Vulnerable Older People</p> <p>g) Mighty Girls CIC, <b>£3,430</b> towards Mighty Girls Projects 2023</p>
12	<p><u>Local Highway and Footpath Improvements Group (LHFIG)</u></p> <p>The Area Board considered recommendations arising from the LHFIG meeting held on 14 November 2022, and received the notes of the last meeting held on 23 January 2023.</p> <p><b>Resolved:</b></p> <p><b>To agree the recommendations as detailed below for the meeting held on 14 November 2022:</b></p> <ul style="list-style-type: none"> <li>○ <b>£7000 (£3500 LHFIG / £3500 Westwood PC) – Westwood substantive bid</b></li> <li>○ <b>£9800 (£4900 LHFIG / £4900 Atworth PC) – Bradford Road, Atworth</b></li> <li>○ <b>£2500 (£1250 LHFIG / £1250 BoA TC tbc) – Ashley Road area 20mph Assessment</b></li> <li>○ <b>£300 (£150 LHFIG / £150 MFPC) – Monkton Farleigh – SLOW marking</b></li> <li>○ <b>£450 (£225 LHFIG / £225 BoA TC tbc) – B3109 SLOW marking</b></li> <li>○ <b>£750 (£375 LHFIG / £375 Wingfield PC tbc) – B3109 Bend Warning Signs</b></li> <li>○ <b>£400 (£200 LHFIG / £200 Holt PC tbc) – Holt Primary School direction signs</b></li> <li>○ <b>£450 (£225 LHFIG / £225 BoA TC tbc) –Norden/Kingston Rd – Rd Markings.</b></li> </ul>
13	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>



14	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Area Board is scheduled for 21 June 2023 at 7.00pm, at a venue to be advised.</p>
----	---