

# MINUTES

**Meeting:** Bradford on Avon Area Board  
**Place:** St Margaret's Hall, Bradford on Avon  
**Date:** 20 November 2024  
**Start Time:** 7.00 pm  
**Finish Time:** 8.45 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 Tim Trimble (Chairman) and Cllr Trevor Carbin (Vice-Chairman)

### **Wiltshire Council Officers**

Liam Cripps – Strategic Engagement & Partnership Manager

Stuart Figini – Senior Democratic Services Officer

### **Partners**

Insp Andy Lemon - Wiltshire Police

**Total in attendance: 25**

---

## Not a Formally Constituted Meeting

Please note that this was not a formally constituted meeting as it was not quorate. No formal decisions were made.

<u>Minute No..</u>	<u>Summary of Issues Discussed</u>
39	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"><li>- Cllr Sarah Gibson MP</li><li>- Cllr Johnny Kidney</li></ul>
40	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 18 September 2024 were noted and would be approved as a correct record and signed by the Chairman at the next meeting as the Area Board were not quorate for this meeting, subject to an amended spelling of Insp Lemon in the attendance list and the addition of the word 'due' in the last paragraph of minute 33.</p>
41	<p><u>Declarations of Interest</u></p> <p>Cllr Trevor Carbin declared an interest in the grant application ABG2006 for Bradford on Avon Dementia Action Alliance, as part of the funding is for a professional singer from Wiltshire Rural Music, and he is a trustee of Wiltshire Rural Music. Cllr Carbin did not speak on this application or indicate how he would have voted (The Area Board was not quorate; therefore this application was to be approved under officers delegated authority).</p>
42	<p><u>Chairman's Announcements</u></p> <p>The Chairman's provided an update on the details about the Draft Local Transport Plan 4 Consultation taking place between 28 November 2024 and 24 January 2025.</p>
43	<p><u>Information Items</u></p> <p>The Area Board noted the following information items:</p> <ul style="list-style-type: none"><li>• Community First – the written update was noted</li><li>• Update from BSW Together (Integrated Care System) – the written update was noted</li></ul>
44	<p><u>Flooding Resilience</u></p> <p>The Area Board received a presentation from Renate Malton, Wiltshire Council</p>

	<p>Flood Resilience Officer about how householders can make their homes and themselves more resilient to flooding.</p> <p>The presentation provided information about the following:</p> <ul style="list-style-type: none"> <li>• Data in relation to flooding during 2023/24</li> <li>• The impact on the worst affected areas from storm Babet in October 2023</li> <li>• The community approach to providing support during flooding incidents</li> <li>• The role of Town and Parish Councils</li> <li>• Reporting issues on the MyWilts app</li> <li>• Resistance measures</li> <li>• Details of useful websites</li> </ul> <p>The Chairman thanked Renate for a very informative presentation and responding to general questions about flooding.</p>
45	<p><u>Flooding in Bradford on Avon</u></p> <p>The Area Board received a presentation from Danny O’Callaghan, Community Emergency Volunteer, about his role in relation to flooding issues.</p> <p>The detailed presentation provided information on the following areas:</p> <ul style="list-style-type: none"> <li>• Information about The River Avon, including its source, character, measuring flume, Malmesbury, Stanley, Chippenham gate, Lacock, water meadows, Melksham gate, Farmers Roundabout, Staverton, River Biss – Trowbridge, Bradford on Avon water meadows and Greenland Mills</li> <li>• The geology that the River Avon flows through</li> <li>• Flooding in Bradford on Avon through the ages</li> <li>• The Environment Agency</li> <li>• Bradford on Avon Flood Plan 2024</li> <li>• The role and responsibilities of the Flood Warden</li> <li>• Flood gates</li> <li>• Flood guidance statement</li> </ul> <p>The Chairman thanked Danny for his very comprehensive presentation and for responding to questions from residents.</p>
46	<p><u>Bradford on Avon - Wild Waters Festival - June 2025</u></p> <p>The Area Board received an update from Richard Mann on the Wild Waters Festival being held over a two week period from 31 May 2025.</p> <p>Richard highlighted that the festival was aiming to provide a range of exciting events that highlight the importance of the natural waterways, featuring everything from educational talks and nature walks to arts, music, and outdoor activities that explore the River Avon’s rich history and ecology.</p>

	<p>He explained that local community members and groups were being asked to help shape this festival and create a celebration of the shared river and its vibrant ecosystem.</p> <p>The Chairman thanked Richard for his presentation and wished him well for a successful festival.</p>
47	<p><u>Partner and Community Updates</u></p> <p><u>Verbal Updates</u></p> <ul style="list-style-type: none"> <li>• Holt Parish Council – The Area Board received a verbal update from Joy Bloomfield who reported that Holt had experienced some flooding over the years, but the main problem is vehicle access in and out of Holt, as we are seeing more instances of road closures around us due to the flooding. The advice at the OFWG meetings to Holt Parish Council, is to report flooding via the MyWilts App, or, if out of hours, use the relevant phone number. However, there is usually a few hours gap before the flood gates at either end of Staverton Lane are closed, often resulting in a vehicle becoming stuck, and remaining there until it can be safely retrieved. The Parish Council is unable to operate the flood gates. But it would be helpful if the reporting of that particular area of flooding could be escalated so that Wiltshire Council staff, or the emergency services, could close the lane as quickly as they are able to. The Parish Council is concerned that there is a risk to motorists, who can come across the flooding unexpectedly, in that particular location.</li> <li>• Climate Friendly Bradford – There was no report for this meeting.</li> <li>• Wiltshire Music Centre – There was no report for this meeting.</li> <li>• Health and Wellbeing – There was no report for this meeting.</li> <li>• Local Youth Network – There was no report for this meeting.</li> </ul> <p><u>Written Updates:</u></p> <ul style="list-style-type: none"> <li>• Bradford on Avon Town Council – An update was provided about Poulton Play Park Area and the work taking place to secure additional funding to complete the project, and the refurbished tennis courts at Culver Close now being available for action.</li> <li>• Neighbourhood Policing Team</li> </ul> <p>The Area Board received a written update and presentation from Insp Andy Lemon, which included team focus, action and priorities, rural</p>

	<p>village engagement, routine speed gun patrol, youth centre visits, tackling rural crime, detail about crime statistics between August 2024 and October 2024 compared to statistics for August 2023 and October 2023 and next steps.</p> <ul style="list-style-type: none"> <li>• Road Safety Update – the written report was noted.</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service – The latest quarterly update video was now available to watch at this link - <a href="https://www.youtube.com/watch?v=wHP0Q6ToS2s">https://www.youtube.com/watch?v=wHP0Q6ToS2s</a></li> </ul>
48	<p><u>Area Board Funding</u></p> <p>The Area Board noted that due to the Area Board not being quorate they were unable to approve the grant applications for consideration at the meeting. The Strategic Engagement and Partnership Manager, Liam Cripps explained that he could approve the two Older and Vulnerable Adults grant applications as the funding requested was within his delegated authority, and the remaining Youth Grant application from the Mighty Girls CIC would have to be approved by the Leader of the Council as a Cabinet Member decision, subject to support from Area Board members.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li>1. <b>Older and Vulnerable Adults Grant Applications.</b> <p>That the Strategic Engagement and Partnership Manager be asked to approve the two grant applications detailed below under his delegated authority, subject to majority Area Board member support.</p> <ul style="list-style-type: none"> <li>• <b>ABG2005 - Bradford on Avon Dementia Action Alliance – request for £400 towards Quarterly Activities information leaflet for seniors.</b></li> <li>• <b>ABG2006 - Bradford on Avon Dementia Action Alliance – request for £500 towards Christmas event for seniors.</b></li> </ul> </li> <li>2. <b>That the Leader of the Council be asked to approve the following Youth grant application as a Cabinet Member decision, as it exceeded the £1,000 threshold for a Strategic Engagement and Partnership Manager delegated decision:</b> <ul style="list-style-type: none"> <li>• <b>ABG2023 - Mighty Girls CIC – request for £2,500 towards Mighty Girls youth activities for 2024 and 2025</b></li> </ul> </li> </ol> <p><b>Note - Cllr Trevor Carbin declared an interest in the grant application ABG2006 for Bradford on Avon Dementia Action Alliance, as part of the</b></p>

	<p><b>funding is for a professional singer from Wiltshire Rural Music, and he is a trustee of Wiltshire Rural Music. Cllr Carbin did not speak on this application or indicate how he would have voted at the meeting - the Area Board was not quorate; therefore, this application was to be approved under officers delegated authority.</b></p>
49	<p><u>Local Highway and Footpath Improvement Group (LHFIG)</u></p> <p>The Area Board received the notes of the LHFIG meeting held on 21 October 2024.</p>
50	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
51	<p><u>Future Meeting Dates</u></p> <p>The Area Board noted the following future meeting dates (7.00-9.00pm):</p> <ul style="list-style-type: none"> <li>- 5 February 2025 (brought forward from 19 March 2025 due to the pre-election period)</li> <li>- 20 May 2025</li> <li>- 9 June 2025</li> </ul> <p>The Chairman thanked everyone for attending.</p>