

# MINUTES

**Meeting:** Royal Wootton Bassett and Cricklade Area Board  
**Place:** Cricklade Town Hall, High Street, Cricklade, SN6 6AE  
**Date:** 11 December 2024  
**Start Time:** 6.30 pm  
**Finish Time:** 8.15 pm

---

Please direct any enquiries on these minutes to:

Matt Hitch (Democratic Services Officer), (Tel): 01225 718059 or (e-mail) [matthew.hitch@wiltshire.gov.uk](mailto:matthew.hitch@wiltshire.gov.uk) or [committee@wiltshire.gov.uk](mailto:committee@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 Allison Bucknell (Chairman), Cllr Jacqui Lay (Vice-Chairman), Cllr David Bowler, Cllr Steve Bucknell, Cllr Mary Champion and Cllr Nick Dye

### **Wiltshire Council Officers**

Andrew Jack – Strategic Engagement and Partnerships Manager  
Dom Argar – Assistant Multimedia Officer  
Matt Hitch – Democratic Services Officer

**Total in attendance: 30**

---

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
70	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Alexa Davies – Engagement and Partnerships Lead</li> </ul>
71	<p><u>Minutes</u></p> <p>On the proposal of the Vice-Chairman, Cllr Jacqui Lay, seconded by Cllr Nick Dye, it was resolved to make the:</p> <p><b>Decision</b></p> <p><b>To approve the minutes of the meeting held on 9 October 2024 as a true and correct record.</b></p>
72	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
73	<p><u>Chairman's Updates</u></p> <p>The Chairman, Cllr Allison Bucknell, welcomed attendees to the meeting and introduced the councillors and officers present.</p>
74	<p><u>Information Items</u></p> <p>The Chairman drew the Area Board's attention to the following items included in the agenda pack:</p> <ul style="list-style-type: none"> <li>• Community First, pg. 31-33</li> <li>• Update from BSW Together (Integrated Care Board), pg. 35-37</li> <li>• Vaccine Confidence Training (Integrated Care Board), pg. 39</li> <li>• Neighbourhood Crime Figures <a href="#">Search by Police Team</a></li> <li>• Wiltshire Council <a href="#">Consultation Portal</a></li> <li>• Wiltshire Council Information Items: <ul style="list-style-type: none"> <li>o Electric Vehicle Charging Infrastructure, pg. 41-42</li> <li>o Cost of Living Update, pg. 43-44</li> <li>o Local Transport Plan Consultation, pg. 45</li> <li>o FUEL – Christmas Holiday Activities, pg.47-48</li> </ul> </li> </ul> <p>In response to a query from Chris Bull from Cricklade Town Council about how locations for the FUEL school holiday activity programme were decided, it was confirmed that the service was run by different providers in different areas and it would be possible to bid to host events. The nearest activities to Cricklade were held in Royal Wootton Bassett and it was noted that they ran during the</p>

	Christmas, Easter and Summer holidays.
75	<p><u>Chief Constable</u></p> <p>Inspector Scott Anger and Sergeant James Osment gave an update on behalf of the neighbourhood police team. Points included:</p> <ul style="list-style-type: none"> <li>• Inspector Anger thanked Sergeant Osment, who would be leaving the team in January after covering maternity leave for Sergeant Kate Smith.</li> <li>• A number of proactive operations had taken place in October and November, including rural crime and safer business weeks.</li> <li>• Several initiatives had been undertaken to tackle the issue of County Lines, including an educational programme in local schools about the dangers of drug usage.</li> <li>• A community protection notice had been issued for an individual in Cowleaze.</li> <li>• There were several engagement sessions scheduled in villages in the run up to Christmas, including one at Toomers Garden Centre in Lydiard Millicent on 18 December.</li> </ul> <p>Chief Constable Catherine Roper then joined Inspector Anger and Sergeant Osment in answering queries. During the discussion, points included:</p> <ul style="list-style-type: none"> <li>• Thanks were given to the police for their update.</li> <li>• It was confirmed that thefts from vehicles were not recorded as burglaries.</li> <li>• In response to queries about an incident where 12 vehicles were targeted in Royal Wootton Bassett, it was explained that the suspect had travelled to the area from Hampshire and was wanted in connection with 22 other offences. High quality doorbell footage had been used to provide evidence.</li> <li>• When asked about why there were no longer separate Royal Wootton Bassett Town and Rural police teams in addition to a team for Purton and Cricklade, it was explained that the neighbourhood team had previously been larger. There had been three teams, including one which also focussed on the Malmesbury area. It was explained that there had been a restructure in Wiltshire Police splitting the former community policing teams into neighbourhood teams and response teams. Although the neighbourhood teams were smaller than the community policing teams, many of their responsibilities had been transferred to the new response teams. The local response team also operated in the Area Board's area.</li> <li>• Sergeant Osment offered to contact Cricklade Town Council to speak about how they could make the best use of data from their Speed Indicator Devices.</li> </ul> <p>The Chief Constable then gave an overview of the progress that had been made in Wiltshire Police since 2022. Points included:</p>

- Wiltshire Police had been put in the ENGAGE ‘special measures’ process in 2022 following a Police Effectiveness, Efficiency and Legitimacy (PEEL) inspection. The Chief Constable was pleased to report that the force had come out of the ENGAGE Process in May 2024, following their most recent PEEL inspection. The results of the latest inspection were published in August and showed the significant improvements that had been made since 2022. A copy of the press release and report were available [online](#).
- Significant improvement had been made in seven of the nine areas of the report and it had been recognised that the foundations had been laid for improvement in the other two areas.
- In August Wiltshire Police had been the second worst police force out of the 43 forces in England and Wales in terms of the time it took to answer 999 calls. By September 2024 they had risen to the thirty third best and they were now seventeenth best. The call abandonment rate had also improved.
- Another recent inspection into how Wiltshire Police was responding to reports of serious sexual offences had found that the force had delivered on a series of recommendations made during a previous inspection.
- Cllr Steve Bucknell held Police and Crime Commissioner, Philip Wilkinson OBE, to account on behalf of the public in his role as Chairman of Wiltshire Police and Crime Panel. The Police and Crime Commissioner then held the Chief Constable to account for delivering a good service and meeting the targets in his crime plan.

During the discussion, the following points were raised:

- When asked by Angela Jensen, Vice-Chairman on Cricklade Town Council, about an initiative to tackle violence against women and girls, the Chief Constable explained that there had recently been 16 days of action focussing on the issue. Through Operation Vigilant, the police went into venues used in the nighttime economy to help to identify oppressive behaviours. An independent advisory group had also been established to challenge the police about where further improvements could be made in tackling the issue and in supporting victims and their families. A detective chief inspector had been appointed to specifically coordinate the work on this issue.
- In response to a question about threats to women in public life, the Chief Constable was pleased to report that there had not been many reports of threats in Wiltshire, but she was aware that nationally there had been increasing concern about the issue.
- The Area Board noted that the police force had improved its visibility in the community in recent years.
- The Chairman took the opportunity to thank Sergeant Osment for his work over the past few months and sent him best wishes for his next role.
- Cllr Steve Bucknell emphasised the importance of policing by consent.

	<p>He noted that there was often a perception on social media that the council and the police were separate from the public. He felt that everyone should see themselves as having a part to play in policing by reporting issues.</p> <ul style="list-style-type: none"> <li>• The public were encouraged to report any instances of door-to-door sales where the seller did not have an appropriate licence, especially in cases where they were pressuring vulnerable people to purchase goods. It was asked whether further information about the required documentation for door-to-door salespeople could be provided to a future Area Board.</li> <li>• The Chief Constable thanked the Area Board for inviting her and stated that she would try to visit again in future when commitments allowed. She emphasised that the police were regularly reviewing their performance and that they wanted to provide the best possible service.</li> </ul>
76	<p><u>Spotlight on Parishes and Partners</u></p> <p>Written updates were available in the agenda pack from:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police – Spot the Signs, pg. 49</li> <li>• Wiltshire Police – Tackling Violence Against Women and Girls, pg. 51-52</li> <li>• Wiltshire and Swindon Road Safety Partnership, pg. 53-63</li> <li>• Dorset and Wiltshire Fire and Rescue Service - <a href="#">video</a></li> <li>• Royal Wootton Bassett Town Council, pg. 65-68</li> <li>• Cricklade Town Council, pg. 69-70</li> <li>• Purton Parish Council, Agenda Supplement 1 - pg. 11-12</li> </ul>
77	<p><u>Our Community Matters</u></p> <p>Updates were provided by lead members.</p>
78	<p><u>Youth Forum</u></p> <p>The Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, explained that the youth forum had met on 5 December. Both Royal Wootton Bassett and Cricklade’s town councils were keen to provide youth services and discussions were underway about how the Area Board could support these activities. There was a desire to repeat the youth festival held earlier in the year at Lime Kiln Leisure Centre and Cricklade.</p> <p>The Chairman reminded attendees that Area Board youth funding could be used for special events and to help establish new services. Wiltshire Council is working on a new youth strategy and is aiming to ratify it by March. It was confirmed that there was approximately £18,000 in youth funding available for the current financial year and that the SEPM was having conversations with local groups about potential bids.</p> <p>In reply to concerns about the transport options available to attend the FUEL</p>

	<p>holiday activity programme, the SEPM emphasised that it was necessary to ensure that appropriate safeguarding was in place. The Chairman welcomed the feedback from the public and noted that it might be possible to bid for transport funding, if detailed information was provided. She reported that previously a FUEL programme provider had pulled out just before an event and that this had caused significant logistical issues.</p>
79	<p><u>RWB and Cricklade Environmental Forum</u></p> <p>The Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, explained that there was a county wide meeting where environmental leads for each of Wiltshire’s 18 Area Boards could meet and share best practice.</p> <p>The Vice-Chairman explained that an infra-red camera was available to borrow from Royal Wootton Bassett Environment Forum and the Chairman noted that it was possible to borrow one from the library.</p> <p>Town and parish councils were encouraged by the Vice-Chairman to report the environmental work that they were carrying out, as she was aiming to arrange a meeting of the Area Board’s environment forum. She reported that wild flower planting had taken place in Purton. She also took the opportunity to draw attention to changes in waste collection, meaning that Wiltshire Council would start food waste collections by 2027.</p> <p>During the discussion, points included:</p> <ul style="list-style-type: none"> <li>• The Chairman emphasised that grant funding was available for tree planting projects. Information was available on Wiltshire Council’s <a href="#">website</a>.</li> <li>• It was noted that flood working groups had become increasingly active.</li> <li>• In response to a query about whether the general public could attend operational flood working groups, it was explained that they were normally open to town and parish council representatives. The Vice-Chairman stated that she would find out whether members of the public could attend.</li> <li>• Sally Westwood, Chairman of Lydiard Millicent Parish Council, highlighted that they had attended a meeting in July, and she would welcome more timely communications from the group. Cllr Steve Bucknell requested that the parish council emailed officers at Wiltshire Council and copied him in so that he could make further enquiries.</li> </ul>
80	<p><u>RWB&amp;C Community Care Group</u></p> <p>It was reported by the Strategic Engagement and Partnerships Manager (SEPM), Andrew Jack, that a number of new attendees had been present at the Community Care Group meeting held on 20 November. He explained that the meetings were a great opportunity for care providers to network across the community area.</p>

	<p>He was also pleased to report that the Techie Tea Party held on 21 November had been very successful. 13 people had attended with their digital devices and received information about how to improve their IT skills, including one resident who had been helped to register on the NHS App. In addition, work was progressing on a revised paper community directory to provide a list on handy contacts for local groups. The SEPM praised the Engagement and Partnerships Lead, Alexa Davies, for checking that the telephone numbers were all up to date and explained that the final draft would be presented at the next Community Care Group meeting.</p> <p>Cllr Mary Champion thanked Stevie Palmer for all of her work in supporting the Community Care Group.</p> <p>In response to a query about whether the Area Board would be able to fund events for carers, it was explained that they were able to fund one off events. It was highlighted that grant recipients would need a registered bank account and the SEPM stated that he would be able to assist with the application process. It would be possible for compliant schemes to apply for Older and Vulnerable People's funding via a town or parish council, or Area Board initiative. The Area Board were also able to award smaller grants up to £500 for urgent applications in between meetings.</p>
81	<p><u>Economy</u></p> <p>The Area Board noted that Royal Wootton Bassett Academy had recently appointed a careers adviser to help school leavers. Further careers advice was available at <a href="#">Connecting you to Employment and Skills - Work Wiltshire</a>.</p> <p>Wiltshire Council's Engagement Team were helping to distribute funding from the sixth round of Household Support Funding. The Area Board were working closely with Malmesbury and District Foodbank, Purton Community Fridge and Lyneham Larder to support people in need of assistance.</p> <p>The Strategic Engagement and Partnerships Manager, Andrew Jack, explained that the Area Board were reviewing whether there was demand for a local business forum. Cllr Nick Dye added that if there was appetite from the community then they would aim to hold their first meetings in February. It would likely be held in Cricklade or Royal Wootton Bassett, but it would depend on the date.</p> <p>Grant funding to help support small businesses was available through the <a href="#">Wiltshire Towns Programme</a>.</p>
82	<p><u>Community Safety Forum</u></p> <p>The Chairman provided an update about recent meetings of Royal Wootton Bassett and Cricklade Community Safety Forum. She noted that, subject to any emergency call outs, Dorset and Wiltshire Fire and Rescue would be attending</p>

	the next meeting.
83	<p><u>Local Highway and Footway Improvement Group (LHFIG)</u></p> <p>The Chairman referred the Area Board to the notes from the latest Local Highway and Footway Improvement Group (LHFIG) contained on pages 77-100 of the agenda pack. She explained that there were no recommendations from the meeting that needed to be ratified by the Area Board but highlighted that significant investment had been made in dropping kerbs. 18 sites had now been updated to improve accessibility. She also took the opportunity to praise the local highways engineer that supported the group, Martin Rose, for his work in delivering the projects. Cllr Mary Champion also gave thanks to the Chairman for her work in chairing the LHFIG and instigating the dropped kerb projects.</p> <p>On the proposal of the Chairman, seconded by Cllr Nick Dye, it was resolved to make the:</p> <p><b>Decision</b></p> <p><b>For the Area Board to thank Martin Rose for his work in supporting the LHFIG in delivering a large number of dropped kerbs in the community area.</b></p>
84	<p><u>Funding Applications</u></p> <p>The Area Board noted the budgets remaining for allocation at the meeting and heard from representatives in attendance who gave a brief overview of, and were questioned about, their projects.</p> <p><b>Area Board Initiative</b></p> <p><u>Royal Wootton Bassett and Cricklade Community Care Group</u> The sum of £500 was requested for Techie Tea Parties.</p> <p>On the proposal of the Chairman, seconded by Cllr Mary Champion, it was resolved to make the:</p> <p><b>Decision</b></p> <p><b>To Award Royal Wootton Bassett and Cricklade Community Care Group £500 towards Techie Tea Parties.</b></p> <p><b><i>Reason: The application met the Older and Vulnerable People’s Grant Criteria 2024/25.</i></b></p> <p><b>Community Area Grants</b></p> <p><u>Royal Wootton Bassett Memorial Hall Trust</u></p>



The sum of £5,000 was requested for replacement furniture.

On the proposal of Cllr Mary Champion, seconded by Cllr David Bowler, it was resolved to make the:

**Decision**

**To award Royal Wootton Bassett Memorial Hall Trust £5,000 towards replacement furniture.**

**Reason: The application met the Community Area Grant Criteria 2024/25.**

Cricklade Development Foundation

The sum of £5,000 was requested for the Old Police Station Garden.

In response to queries, Terry Robertson from Cricklade Development Foundation, confirmed that they planned to plant fruit trees.

On the proposal of Cllr Nick Dye, seconded by the Chairman, it was resolved to make the:

**Decision**

**To award Cricklade Development Foundation £5,000 towards the Old Police Station Garden**

**Reason: The application met the Community Area Grant Criteria 2024/25.**

Jubilee Gardens 1978 Ltd.

The sum of £4,347.50 was requested for horticultural activities.

In response to queries, John Crawford, a trustee of the gardens, confirmed that the proposed work to the wall and flat roof constituted improvement repairs rather than routine maintenance.

On the proposal of Cllr Steve Bucknell, seconded by the Vice-Chairman, it was resolved to make the:

**Decision**

**To award Jubilee Gardens 1978 Ltd., £4,347.50 towards horticultural activities.**

**Reason: The application met the Community Area Grant Criteria 2024/25.**

	<p><b>Delegated Funding:</b></p> <p>On the proposal of the Chairman, seconded by the Vice-Chairman, the Area Board noted the following funding award which had been made between meetings under the Strategic Engagement and Partnership Manager Delegated Funding Process, due to a matter of urgency:</p> <p>Royal Wootton Bassett and Cricklade Community Care Group were awarded £250 towards Toucan Café Lyneham and Bradenstoke Self Help Group.</p> <p>The Area Board noted that they would welcome future applications, especially for Young People’s grants. It was noted that the deadline for applications the Area Board’s next meeting was 9am on Wednesday 5 January 2025.</p> <p>Information links: Area Board <a href="#">Grants</a> and Grants <a href="#">Criteria</a>.</p>
85	<p><u>Get it Off Your Chest</u></p> <p>The Area Board received no questions from the public.</p>
86	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
87	<p><u>Close and Future Meeting Dates</u></p> <p>The Chairman noted that the meeting originally due to be held on 12 March 2025, had been moved forward to avoid the purdah (pre-election period). Future meeting dates were:</p> <p>6:30 – 8:30pm with networking from 6.00pm</p> <ul style="list-style-type: none"> <li>• 26 February 2025 – Lyneham Village Hall</li> <li>• 20 May 2025 (extraordinary meeting in County Hall on the rise of Full Council)</li> <li>• 18 June 2025</li> <li>• 24 September 2025</li> <li>• 26 November 2025</li> <li>• 4 March 2026</li> </ul> <p>Meeting details, agendas and minutes can be viewed <a href="#">here</a>.</p>