

# MINUTES

**Meeting:** CORSHAM AREA BOARD  
**Place:** Corsham Town Hall, High Street, Corsham, Wiltshire, SN13 0EZ  
**Date:** 22 March 2012  
**Start Time:** 7pm  
**Finish Time:** 9pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Alan MacRae (Chairman), Cllr Peter Davis (Vice Chairman) and Cllr Dick Tonge

### **Wiltshire Council Officers**

Dave Roberts – Community Area Manager  
Marie Todd – Area Board and Member Support Manager  
Sian Walker – Service Director

### **Town and Parish Councillors**

Corsham Town Council – Peter Anstey, Anne Lock, Elaine Marston, Chris Riley  
Box Parish Council – Richard Campbell  
Colerne Parish Council – Tom Hall  
Lacock Parish Council – Terry O'Neill

### **Partners**

Police – PC Hazel Anderson  
Police Authority – Gill Stafford  
Wiltshire Involvement Network – Anne Keat  
Community Operations Board – Allan Bosley, Steve Hammond and Anna MacKie  
CCAN – Kevin Gaskin and Sally Fletcher

**Total in attendance: 31**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Area Board meeting and explained that this meeting would provide an opportunity for partner organisations to outline what they had achieved over the last year and their plans for the forthcoming year.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Councillor Sheila Parker – Wiltshire Council  Councillor Jennie Hartless – Box Parish Council  David Martin – Clerk to Corsham Town Council  Mike Franklin – Wiltshire Fire and Rescue Service  Inspector Martin Schorah – Wiltshire Police  Christine Reid – CCAN  Peter Kallmeier – Youth Development Service, Wiltshire Council  Jessica Phillips – Community Librarian  Josie Owens – Member of the public</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>To confirm and sign the minutes of the meeting held on 2 February 2012 as a correct record subject to the following amendment:</b></p> <p><b>Minute number 7 – partner updates – delete first paragraph</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>(a) <u>Local Waste and Recycling Sites</u></p> <p>The Chairman reported that Wiltshire Council was looking for views on how people use their local recycling facilities. A review of these facilities was currently taking place and people were invited to complete an online questionnaire at <a href="http://www.wiltshire.gov.uk/consultations">www.wiltshire.gov.uk/consultations</a> or call 0300 456 0102 for a paper copy. The closing date for the consultation was 28 May 2012.</p>

	<p>(b) <u>Review of Polling Districts and Polling Places – Consultation</u></p> <p>The Chairman informed the Area Board that a review of polling districts and polling places was currently taking place. People were invited to complete an on line questionnaire or download one from the Council website at <a href="http://www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces.htm">http://www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces.htm</a></p> <p>(c) <u>Diamond Jubilee Celebrations</u></p> <p>The Chairman reminded everyone that at the last meeting £5k had been earmarked by the Area Board for jubilee celebrations. The deadline for applications to this fund was 16 April and applications should be sent to Dave Roberts, Community Area Manager.</p>
6.	<p><u>Community Area Transport Group (CATG) - Recommendations</u></p> <p>The Area Board considered a report by the Community Area Manager which provided an update on the position of the proposals from the Community Area Transport Group (CATG) meeting held on 16 February 2012.</p> <p>The Area Board was requested to allocate a proportion of the 2011/12 CATG funding to contribute to proposals put forward by the Group.</p> <p>The Chairman of the CATG, Cllr Dick Tonge gave a brief outline of each of the proposals and invited questions.</p> <p>Cllr Peter Davis spoke against the scheme proposed for South Place in Corsham. He stated that no accidents had occurred in this area and believed that it would cause frustration to drivers due to traffic congestion. Cllr Peter Anstey from Corsham Town Council explained that the aim of the scheme was to encourage people to walk and cycle in the area.</p> <p>It was confirmed that if the South Place scheme proved to be unsuccessful then the traffic scheme would be removed following discussions with the Town Council.</p> <p><b><u>Decision:</u></b></p> <p><b>(1) To allocate £2,500 from the 2011/12 CATG budget to fund improvements to Lacock Road as outlined in the report.</b></p> <p><b>(2) To allocate £900 from the 2011/12 CATG budget to provide 50% of the funding towards one and a half set of dropped kerbs in Colerne. The Parish Council would fund the remaining 50%.</b></p> <p><b>(3) To allocate £4,451.74 from the 2011/12 CATG budget towards future</b></p>

	<p style="text-align: center;"><b>developments of South Place, Corsham subject to findings from the trials taking place in April.</b></p> <p><i>Reason: To improve road safety and traffic management in the Community Area.</i></p> <p><b>ACTION: Dave Roberts, Community Area Manager</b></p>
7.	<p><u>Speed Indicator Device Allocation 2012/13</u></p> <p>The Area Board considered a report by the Community Area Manager regarding the process for dealing with the allocation of speed indicator devices.</p> <p>To expedite the process, and to remove the need for the matter to come back to the Area Board, it was proposed to delegate authority to the Community Area Manager to approve the locations for SIDs.</p> <p><b>Decision:</b>  <b>To delegate authority to the Corsham Community Area Manager, in consultation with the Corsham Community Area Transport Group (CATG), to agree the prioritisation of locations for Speed Indicator Devices (SIDs) within the Community Area to form the basis of the SID deployment programme.</b></p> <p><b>ACTION: Dave Roberts, Community Area Manager</b></p>
8.	<p><u>Area Board Project - Allocation of Funding to Jubilee Event</u></p> <p>The Area Board had already agreed to support the 2012 Jubilee Celebrations by deciding to attend the event being held at Salisbury Cathedral in May. This would involve setting up a medieval style jousting tent to display what is unique and historical about the Community Area. Some local organisations had already agreed to participate and to provide displays for the event but some further financial support was now required to facilitate participation.</p> <p><b>Decision:</b>  <b>To agree to allocate a maximum of £2,000 from the 2011/12 budget to facilitate the Jubilee event being held in Salisbury on 1 May 2012. This would provide funding for items such as a medieval style tent, any display materials needed for the event and the transportation of display materials to and from the site.</b></p> <p><i>Reason: To ensure that the event is able to successfully promote the Corsham Community Area.</i></p> <p><b>ACTION: Dave Roberts, Community Area Manager</b></p>

9.

Partner Updates

(a) Wiltshire Police

PC Hazel Anderson presented the police update. Volunteers were being sought to take part in community speedwatch schemes in the area. Officers were continuing to raise awareness and speak to dog owners regarding dog fouling. People were encouraged to inform the police if they were aware of any rogue traders operating in the area. PC Anderson was pleased to announce that crime figures had significantly decreased in the area.

(b) Wiltshire Police Authority

Gill Stafford gave an update regarding the Wiltshire Air Ambulance/Police Helicopter. In the future there would be one central contract for police helicopters and the aircraft would be based at Filton which provided better visibility than Colerne. Some parts of Wiltshire would also be served by services based in Thames Valley and Dorset. The current contract with Wiltshire Air Ambulance would run until December 2014.

(c) Wiltshire Fire and Rescue Service

A written update was circulated with the agenda papers. A consultation was currently taking place regarding the Fire and Rescue Service. Anyone interested in taking part in the consultation could do so via the following email address [consultation@wiltsfire.gov.uk](mailto:consultation@wiltsfire.gov.uk) or by telephoning 01380 731114.

(d) NHS

A written update was circulated with the agenda papers.

(e) Box Parish Council

The Parish Council would be supporting an exciting initiative entitled "Box Rock Circus" which would be a 7m diameter circle positioned on the Recreation Ground. This would include a display of Sedimentary Igneous and Metamorphic rocks together with "dinosaur footprints".

The Parish Council was also planning a jubilee celebration event when many different activities would be taking place.

(f) Colerne Parish Council

CCTV had been installed at the Recreation Ground and was a good deterrent against vandalism. The Colerne Parish Plan had now been completed. A community café had been set up and was open on

Wednesdays and Fridays; this was supported by the Parish Council.

The junior football club now contained 30 members and was very popular. The new footpath supported by the CATG was very well used. Some dry stone walling work had been carried out by the new footbridge and footpaths had also been cleared. The Emergency Winter Plan had also been prepared.

In the future the Parish Council was planning dropped kerbs, road resurfacing and a Diamond Jubilee Fete on 3 June with many different events including local bands. Proceeds would go to the village and local charities.

(g) Corsham Town Council

Reports from Corsham Town Council giving details of its corporate plan, priorities for 2012/13 and community activity undertaken in 2011 were circulated with the agenda papers.

Cllr Peter Anstey reported that good progress was being made towards objectives. He also thanked the Shadow Community Operations Board members for the work they were undertaking to bring the campus project to fruition. Corsham was a good place to live and work and the neighbourhood policing teams were very effective and crime had fallen in the area. He also thanked the Area Board for the work undertaken to reduce speeding in the area including the speedwatch scheme and use of speed indicator devices. The Annual Town Council meeting would take place on 5 April 2012 at 7pm.

(h) Lacock Parish Council

The Parish Council had received substantial funds due to the village being used as a film location. The Council planned to spend £50k on upgrading the play areas and restoring raised pavements. The Parish Council was grateful to the Area Board for supporting joint working on these projects.

It had been possible working with the probation service to carry out grass cutting in the area and a Parish Caretaker had been appointed to work on the streetscene. This would continue for the forthcoming year. The parking restriction scheme had been very successful and it was hoped that Wiltshire Council parking services could assist in the future. 97% of respondents to the consultation were in favour of the scheme.

Priorities for the forthcoming year were general care and maintenance of the village bearing in mind increasing visitor numbers.

	<p>(i) <u>Corsham Community Area Network – CCAN</u></p> <p>Kevin Gaskin circulated a report at the meeting which is attached as an appendix to these minutes. Kevin also highlighted the following issues:</p> <ul style="list-style-type: none"> <li>• The network of community groups and individuals was continuing to grow.</li> <li>• The website was now available and user hits were increasing, with over 250 visits in March so far.</li> <li>• The older people’s information event held in October had proved to be a very successful networking opportunity and useful links had been made between a number of different community groups.</li> <li>• The excellent work of the Transport Action Group was acknowledged; particularly the time and effort they had invested to develop the Transport Plan for the campus project and their support to the Cycle Network Group.</li> <li>• CCAN was now starting joint working with other Community Area Partnerships to look at common public transport issues.</li> <li>• Volunteer work in support of the South Place trial would begin in the near future.</li> <li>• CCAN would bring the Work Plan for 2012/13 to the next Area Board meeting.</li> </ul> <p>(j) <u>CAYPIG Update</u></p> <p>A written report regarding the work of the youth service in the community area was circulated with the agenda papers.</p> <p>(k) <u>Area Board Update</u></p> <p>A report detailing a summary of activity undertaken by the Area Board over the last 12 months was circulated with the agenda papers. The Area Board had met seven times and a total of 420 people had attended with an average of 60 attendees per meeting. Members were pleased to note that the community area grants had enabled a significant amount of extra funding to be levered into the area.</p> <p>In response to a question regarding the proposed zebra crossing on Pickwick Road it was confirmed that this issue had been discussed by the CATG and work was ongoing.</p>
10.	<p><u>North Wiltshire Credit Union</u></p> <p>Judy Hible from the North Wiltshire Credit Union talked about the work of the Credit Union and how the organisation could help those in the Corsham community area. The following issues were covered:</p> <ul style="list-style-type: none"> <li>• The Credit Union could provide community-based savings accounts and</li> </ul>

	<p>loans</p> <ul style="list-style-type: none"> <li>• People could avoid the big banks by banking locally</li> <li>• Savings are fully protected</li> <li>• The local credit union in Corsham is run by local volunteers</li> <li>• Wiltshire Community Bank has collection points across Wiltshire:  Three credit unions working together (North, South &amp; West)  Wiltshire (North and Kennet) Credit Union 01249 248313  There are collection points at the Corsham Tourist Information Centre, Rudloe Community Centre and the NWCE Shop at 60 Redland, Chippenham</li> <li>• Membership was currently 55</li> <li>• Pickwick (North) is one of the ten most deprived areas in Wiltshire and would be one of the area most affected by benefit changes</li> <li>• 13% of the population (6 million adults) have no savings (NS&amp;I's Savings Survey, June 2011).</li> <li>• More than a third of consumers (36%) say they don't have enough money to cope in an emergency.</li> <li>• A quarter of Britons (25%) say they are less likely to save over the next three months</li> <li>• Credit unions encourage local community saving and are covered by the Financial Services Compensation Scheme</li> <li>• The Credit Union could provide loans at far cheaper rates than doorstep lenders.</li> <li>• Budgeting accounts and prepaid debit cards were also available</li> <li>• The Corsham Credit Union needs more members as it currently has a high loan to credit ratio.</li> </ul>
11.	<p><u>Corsham Community Campus Update</u></p> <p>Allan Bosley, Chairman of the Corsham Community Operations Board (COB), gave an update regarding the campus project. Plans and drawings were available at the meeting. The following issues were discussed:</p> <ul style="list-style-type: none"> <li>• Funding from Wiltshire Council was now in place.</li> <li>• The planning application had been submitted.</li> <li>• A virtual tour of the building was shown at the meeting.</li> <li>• The campus building would be developed before existing buildings were knocked down to ensure continuity of facilities.</li> <li>• It was important to integrate both services and the community.</li> <li>• A full set of plans were now available at Corsham Town Hall. The principle was captured in these plans but there was not a great deal of detail as yet.</li> <li>• The next stage for the COB would be to consider the detail for the building. A larger group of people would be needed to consider these details and working groups would be created giving an opportunity for people to get involved.</li> <li>• Further details were available on the campus website –</li> </ul>



12.

Corsham Community Consultation Event - 22 February 2012

Sally Fletcher, from CCAN, gave an update regarding the Corsham Community Consultation Event which had taken place on 22 February 2012. The following details were outlined:

- A full list of community priorities was circulated with the agenda papers.
- There were three priorities for each of the eight themes discussed at the consultation event.
- Economy – One local businessman had offered to take the lead in setting up a panel of local business people.
- Transport – Three neighbouring Community Area Partnerships (Corsham, Melksham and Devizes) has come together to work out a joint plan of action.
- Children and Young People – The Extended Schools Network were going to work up a new project involving the setting up of parenting groups outside schools and running family events.
- Environment – CCAN were doing some work to find out why water quality is classed as “poor”.
- Campus – Three areas were flagged up to the Community Operations Board as follows:
  - (a) Tackling community area wide transport links.
  - (b) Making the most of the opportunity offered by the campus in developing a wide and varied cultural and leisure programme.
  - (c) Using the campus potential as a hub for community information to help with education and promotion of recycling.
- Wiltshire Council – Several groups identified the need to lobby Wiltshire Council and apply pressure to bring about change including:
  - (a) Urgent roll out of superfast broadband across the community area.
  - (b) Setting and enforcing higher environmental standards for housing development.
  - (c) Improved kerbside collection to expand what can be recycled locally.
  - (d) Housing survey to provide better understanding of local needs.
- It was hoped that the Area Board could contribute to developing an effective Action Plan for the next 12 months.
- It was important to ensure that the momentum from the event carries on by using visits of portfolio holders or by inviting other relevant speakers to the Area Board meetings and organising more interactive sessions.
- Favourable comments had been received from those who attended the event and there were some encouraging examples of individuals and groups taking the initiative.
- CCAN would bring a further report to the Area Board meeting in May.

	<p><b><u>Decision</u></b></p> <p>(1) To endorse the list of community priorities set out in the report to use as a key point of reference (e.g. when deciding on community grants) to form a starting point for the Work Plan that CCAN will present for approval in May.</p> <p>(2) To agree to write to the Leader of Wiltshire Council informing her that the event had identified the need for change in relation to the following areas:</p> <ul style="list-style-type: none"> <li>• Urgent roll out of superfast broadband across the community area.</li> <li>• Setting and enforcing higher environmental standards for housing development.</li> <li>• Improved kerbside collection to expand what can be recycled locally.</li> <li>• Housing survey to provide better understanding of local needs.</li> </ul> <p>To seek a response from the Leader identifying what action the Council will be taking in relation to the issues raised.</p> <p><b>ACTION: Cllr Alan MacRae, Area Board Chairman</b></p>
13.	<p><b><u>Future Meeting Dates</u></b></p> <p>It was noted that future meetings of the Area Board would take place on the following dates:</p> <p>Thursday 24 May 2012 – Colerne Village Hall – 7pm  Thursday 26 July 2012 – Lacock Village Hall – 7pm  Thursday 20 September 2012 – Corsham Town Hall – 7pm  Thursday 22 November 2012 – Corsham Community Centre – 7pm  Thursday 24 January 2013 – Corsham Town Hall – 7pm  Thursday 21 March 2013 – Box Pavilion – 7pm</p>

## **Report to the Area Board 22<sup>nd</sup> March 2012**

### **CCAN Steering Group**

The CCAN Steering Group was re-elected at its AGM in September when we were pleased to welcome Jane Scott as our guest speaker. Jonathon Hope from Corsham Extended Services was elected onto the Steering Group. We have met 6 times as the Steering Group through the year and are pleased to have the support of the Community Area Manager and Councillor Sheila Parker as the Area Board representative.

### **Work Plan Priorities**

#### **1. Developing the Network**

Our aim is to connect with as many representative groups and organisations and community contacts as possible and now have a contact list of over 450 ourselves and know that we then link to other distribution lists. This has increased significantly through recent consultations.

#### **2. Community Engagement**

The Older Persons event in October 2011 and the JSA consultation event in February 2012 were the major community engagements but representatives engage directly with the Corsham Multi Agency Partnership, Extended Services, Civic Society, Transcoco and CAYPIG. We now use E-Newsletters as our primary form of communication.

#### **3. CCAN Website**

The Corsham Can Website went live in June 2011 and the evidence is that the number of 'hits' is increasing. We want to use it more as an interactive channel of communication as the number of users increase.

#### **4. Consulting the Community**

The recent JSA event provided a major consultation opportunity and we also took advantage of the Older People's event. The Campus consultation and School Survey provided more direct consultation evidence. We promote relevant Wiltshire Council Consultations and monitor returns which also provide evidence of concerns and issues.

#### **5. Developing the Community Plan**

Our priority going into 2012/13 will be to produce an update to the Area Plan using evidence and data from all recent events and community surveys.

### **Community Campus**

We produced a second consultation report in May 2011 that was subsequently used to produce the design principles for the Campus planning and design. Our Chair is a member of the Operations Board as a community representative.

## **Slipper Exchange**

We were pleased to be able to co-ordinate the Information Event for Older People in October 2011 which proved to be very useful at all levels. Over 120 pairs of slippers were exchanged but it also provided a networking opportunity to promote local groups such as Food Bank, U3A, LINK and the popular refreshments from the Country Market.

## **Community Planning Event**

The Community Planning Event in February 2012 brought together over 80 people to discuss community themes and issues from the recently produced Joint Strategic Assessment for the community area. The output will be used to develop an action plan and to update the Area Plan and the opportunity is to build on the ideas and support from individuals and represented groups.

## **Action Groups**

In conjunction with Transcoco we continue to support 2 Action Groups.

### **Transport Group.**

- Produced Design Statement and Travel Plan for Community Campus
- Support to the Corsham Cycle Network and Area Transport Group
- Public Transport – Review of Bus Stops and now engaging with other Area Partnerships

### **Energy and Environment**

- Engaging with the Campus on environmental standards
- Bath & West Community Energy launched with successful share offer and funding to extend schools solar panel programme

## **Wiltshire Forum of Community Area Partnerships**

CCAN is part of the County wide forum which promotes and supports all Area Partnerships and increasingly recognises the opportunity for joint working on a number of topics.

We were pleased to nominate and support Allan Bosley as the new Chairman of this Forum.

## **Expanding the Corsham Community Area Network**

We can demonstrate that the Network is growing and becoming more well known but we are reliant as a community group on a reasonably small number of people. The link with Transcoco and their Transport Group and Energy and Environment Group is an excellent model of how we can expand the network through joint working and we would be very pleased to extend this into other themes. For more information about Area Partnerships in general and CCAN in particular please visit our website [www.corshamcan.org](http://www.corshamcan.org) or contact Kevin Gaskin [kevingaskinccan@hotmail.co.uk](mailto:kevingaskinccan@hotmail.co.uk)

