

MINUTES

Meeting: DEVIZES AREA BOARD
Place: Devizes School, The Green, Devizes SN10 3AG
Date: 23 September 2013
Start Time: 6.30 pm
Finish Time: 8.30 pm

Please direct any enquiries on these minutes to:

Sharon Smith (Senior Democratic Services Officer), on 01225 718378 or sharonl.smith@wiltshire.gov.uk

Papers available on the Wiltshire Council website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble, Cllr Simon Jacobs (Chairman), Cllr Laura Mayes (Vice Chairman) and Cllr Philip Whitehead, Cllr Simon Killane

Wiltshire Council Officers

Richard Rogers (Community Area Manager)
Sharon Smith (Senior Democratic Services Officer)
Martin Aldam (Senior Transport Planner)
Sarah Howes (Youth Development Coordinator)

Town and Parish Councillors

Devizes Town – Jeff Ody, Andy Geddes, Nigel Carter, Simon Fisher, Kelvin Nash, Judy Rose
Bishops Cannings – Eric Clark
Easterton – Chris Saunders
Erlestoke – Dean Moore
Market Lavington – Colin Osborn
Roundway – Andy Geddes, Miss Vonberg, Tony Batchelor, Chris Callow
Rowde – Rebekah Jeffries, Jackie Bawden
Urchfont – Nicky Mitchell
West Lavington - Peter Baxter
Worton – David Johnson

Partners

Wiltshire Police – Vincent Logue

Wiltshire Fire and Rescue Service – Mike Franklin

Devizes Chamber of Commerce – Tony Duck

Devizes Community Area Partnership (DCAP) – Doug Roseaman, Ian Rose, Philip Mackie, Kate Freeman, Tony Sedgewick, Rick Rowland

Total in attendance: 65

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 1 | <p data-bbox="336 376 1155 414"><u>Welcome, Introductions and Chairman's Announcements</u></p> <p data-bbox="336 443 1495 517">The Chairman opened the meeting by thanking Malcolm Irons, Headteacher of Devizes School, for the use of the premises for this evenings meeting.</p> <p data-bbox="336 555 1495 663">Each member of the board was asked to provide a brief introduction of themselves before the Chairman drew attention to the announcements as provided within the agenda.</p> <p data-bbox="336 701 564 734">These included:</p> <p data-bbox="384 772 635 810">a) <u>Core Strategy</u></p> <p data-bbox="432 848 1495 922">The consultation would be running from Tuesday 27 August to Wednesday 8 October.</p> <p data-bbox="384 960 743 999">b) <u>Community Area JSA</u></p> <p data-bbox="432 1037 1495 1144">These were expected to be published early in 2014. The likely date for the Devizes area event, where it was hoped local priorities and actions would be identified, was 4 March 2014.</p> <p data-bbox="384 1182 858 1220">c) <u>Railway Bridge – Panns Lane</u></p> <p data-bbox="432 1258 1495 1435">Plans were underway to fill the railway arch at Panns Lane. The works were expected to take approximately 2 weeks to complete and were likely to cause disruption during this time. The Chairman of the Area Board would write to Town Council seeking their support, following which an action plan would be developed to allow officers to begin work.</p> <p data-bbox="384 1473 1086 1512">d) <u>Departure of Service Director, Mandy Bradley</u></p> <p data-bbox="432 1550 1495 1657">Although not in attendance, the Board asked that thanks were noted to Mandy Bradley for all her help as the appointed Service Director to the Area Board and wished her well for the future.</p> <p data-bbox="384 1695 635 1733">e) <u>Orchard Lane</u></p> <p data-bbox="432 1771 1495 1912">Orchard Lane had now been successfully transferred to the Wiltshire Wildlife Fund for the community to enjoy. The Board was pleased to see this come to a successful conclusion having been fully involved in the project.</p> <p data-bbox="384 1951 871 1989">f) <u>Recognising local volunteering</u></p> |

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| | <p>The Board were keen to recognise and celebrate the work and achievements of volunteers in the Devizes community area, noting how incredibly hard they worked for the benefit of local people, the town and surrounding villages. To ensure they were recognised and commended for their efforts and contribution nominations were being sought in the following 3 categories:</p> <p>Individual Youth (under 18) Team or Group</p> <p>Forms and information would be available on the Wiltshire Council website and community blog later in the week. Nominations would need to be received by 16 December for a short awards ceremony at the January 2014 area board meeting.</p> |
| 2 | <p><u>Apologies for Absence</u></p> <p>No apologies were received.</p> |
| 3 | <p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 22 July 2013 were approved and signed as a correct record.</p> |
| 4 | <p><u>Declarations of Interest</u></p> <p>No declarations of interest were received.</p> |
| 5 | <p><u>Partner Updates</u></p> <p>a) Wiltshire Police</p> <p>Vincent Logue presented the update on behalf of Inspector Matthew Armstrong who was on annual leave.</p> <p>Following questions received Vincent Logue confirmed that he would seek clarification on whether Peter Lawson was expected to return to his post following his secondment.</p> <p>Thanks were extended to the police for the additional patrols around Stamford Court which had reduced anti social behaviour as a result.</p> <p>b) Wiltshire Fire and Rescue Service</p> <p>Mike Franklin referred to the report and clarified that although 7 fires had been responded to in August there had not been any injuries.</p> <p>Attendees were also reminded that a national strike was planned for</p> |

Wednesday 25 September which would result in a reduced service. A statement in relation to the strike could be found on:

www.wiltshire.gov.uk

c) Health Services

No update was provided.

d) Devizes Community Area Partnership (DCAP)

The update provided within the agenda was noted. In addition Tony Sedwick confirmed the following:

The Sustainable Devizes Network would be holding a conference on low energy in November.

The Transport Group were involved in the town bus survey which was being undertaken by professional consultants. Volunteers were being sought to help conduct the survey and would be used to seek the views of passengers on some of the bus routes themselves.

On 29 October the quarterly meeting of DCAP would focus on rural issues. The meeting would take place at Market Lavington Village Hall at 5:30pm.

e) Devizes Campus Team

Cllr Peter Evans presented the update and confirmed that, following the resignation of 3 of its representatives, the Team were now looking to fill the following voluntary positions:

- Education & Young People representative
- User and Community Group representative
- Wider Community representative

Anyone interested in volunteering for the above positions were encouraged to contact either the Community Area Manager, Richard Rogers, or Senior Democratic Services Officer, Sharon Smith whose contact details could be found on the council website and on the front of the agenda.

To ensure the views of the community as a whole were taken into account and not just those within the Town, the team would be looking to contact those outside of the town in the outer lying community to ensure a fair representation was considered.

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| 6 | <p><u>Community Area Transport Group (CATG)</u></p> <p>Cllr Richard Gamble presented the update from the CATG meeting held on Monday 9 September 2013 and highlighted the following information:</p> <ul style="list-style-type: none"> • The substantive bid for £50k towards the cycling path across the Green had been successful. Together with S106 funding, it was hoped that works could now commence which should be completed by Easter 2014. • The CATG proposed that a speed limit review on the C249 and C50 should continue and would be seeking formal approval from the board. • Coach parking had been raised at many forums. In order to address this it had been proposed that a designated coach drop off point be agreed at a central location. The CATG, having considered two options but unable to fully support one or the other, proposed that final choice should be given to the Town Council of which they would fully support. <p>The Board were asked to consider the recommendations contained within the report.</p> <p>Decision:</p> <p>The two routes chosen by the speed limit review during 2013/14 (C249 and C50) should continue to be reviewed as previously agreed; and</p> <p>That the area board support the completion of temporary arrangements as soon as possible for a coach dropping off place and would support the option chose by the Town Council.</p> |
| 7 | <p><u>Neighbourhood Plans</u></p> <p>Cllr Simon Killane was in attendance to provide information on the Malmesbury community area's experiences in relation to their Neighbourhood Plan.</p> <p>In making his presentation the following information was provided:</p> <ul style="list-style-type: none"> • The land around Malmesbury Town was valued at approximately £10m. Development in general was predominantly driven by money and this was a key element to be taken into consideration. This was often in contrast to the wants of a community. • Malmesbury Area Board was a government initiative front-runner of the neighbourhood plans. • The Board established a steering group with set terms of reference and a good range of members. The group was not a decision making body but had been established to fact find and make proposals for the Board's |

consideration.

- The group in conducting its work understood that development would always take place and that there were certainties as outlined within the council's Core Strategy. The group therefore understood and accepted that it would be required to work within a set descriptive at a local level.
- The group had established a website and several task groups to focus their attention on specific areas such as infrastructure, education, business (including employment needs), extra care and housing.
- Research undertaken had revealed:
 - 2.7% unemployment in town (which was one of the lowest in the country).
 - A great need for affordable housing (including meeting the needs of both older people and young families).
 - Preferred sites had already been identified by the previous District Council. These were more likely to get development approval as a result.
- A map was shown highlighting the sites identified and graded in terms of preference following a set scoring system.
- Wiltshire Council Spatial Planning and Planning Aid were regularly consulted at each stage of developing the Plan to ensure it was proceeding well.
- In understanding that the Group had no or little planning expertise workshops had been established to help design the best lay out for the town.
- Guidance from the Princes Trust was used to help shape the neighbourhood plan. The Group also undertook a tour of the area to ensure an understanding all were aware of the areas being discussed.
- Neighbouring areas outside of Wiltshire were also considered (such as Tetbury and Gloucester) as it was recognised that services from these areas could have a bearing on what might be required.
- A draft Neighbourhood Plan and design guide had now been created, which included developments on both sides of the Town.
- Some developers had been pushing to overturn the plan with Government granting approval for a development to be built on the outskirts of the town. On 7 October, following judicial review, this approval was withdrawn and the team now awaited further details.

Rick Rowland, Vice Chairman of Roundway Parish Council and a member of the Devizes Area Neighbourhood Plan Steering Group was also in attendance to

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| | <p>help answer any questions arising from the floor.</p> <p>Information arising included:</p> <ul style="list-style-type: none"> • That the cost of producing a Neighbourhood plan was estimated to be in the region of £30k-£50k, taking into consideration all the support needed including expertise. Malmesbury Steering Group had undertaken much of the work themselves which had proven difficult without the relevant expertise. • For those wishing to establish their own Neighbourhood Plan it was suggested that a 12 months period be allowed for to complete the Plan. • Malmesbury had approximately 20 members on the Steering Group. However, this number could be reduced as long as the right people were involved. • Devizes Area Neighbourhood Plan Steering Group had raised concerns with the local MP regarding premature developments that may not align with local wishes. As a result a meeting with the Housing Minister had been arranged in January where guidance was provided on the best way to proceed. • After consultation with neighbouring parishes it was agreed that the Plan would cover the areas of Bishops Cannings, Roundway and Devizes. The consultation on the Plan was due to finish shortly when it was hoped the final areas to be included would be confirmed. • The SHLAA (Strategic Housing Land Availability Assessment) document had been used to help identify suitable sites. Consultation events had then determined the type of preferred sites. <p>Thanks were given to both Cllr Killane and Rick Rowland for their time in giving the presentation.</p> |
| 8 | <p><u>Transport Strategy/Air Quality</u></p> <p>Martin Aldam, Senior Transport Planner, was in attendance to give a presentation from the Transport Strategy Task and Finish Group.</p> <p>To provide a greater understanding of the work of the Group, the background, why the strategy was needed and the work undertaken by the Group over the past 12 months was given. This included consideration of the following:</p> <ul style="list-style-type: none"> • Wiltshire Core Strategy • Housing and employment growth • Traffic growth • Model forecasts • Mitigation |

- Transport strategy

Noting that the Core Strategy had a certain amount of growth and the likely increased traffic levels as a result, a mitigation strategy had been developed which in turn had resulted in the Transport Strategy.

In making the presentation Martin confirmed the key components of the Transport Strategy, which were:

- Walking
- Cycling
- Passenger transport
- Travel planning
- Traffic flow and air quality
- Demand management and parking

The Board were reminded that the Transport Strategy itself had been presented to the Board the previous year. As a result a Start and Finish Group had been established whose purpose was to discuss the implementation plan and whose work had now reached completion.

Influences affecting the implementation plan included:

- **Funding** (i.e. what funds were available and how these would be spent)

This included for example S106 contributions which the council already had via developments. It was noted that some of this funding was specifically allocated, i.e. it had to be used towards cycling or walking projects for example. Other less prescriptive funding had also been taken into consideration, including that from CATG.

- **Priorities**

Priorities for the Devizes area were also identified including air quality and how this could be addressed in the short term. An Air Quality Steering Group was established to consider the affects where 2 sets of modelling works were undertaken, including travel planning.

In modelling in a 5% and 20% reduction in traffic both had little impact on reaching acceptable levels of air quality as set as a UK national objective.

The short term implementation plan therefore included the following:

- Walking: Quakers Walk to town and access to Roundway Hill
- Cycling: The Green; Quakers Walk to town and signing strategy
- Public Transport: Town Service Review for new tender in 2015
- Travel Planning: Business Travel Planning (BTP)

- Highways Improvements: Shane's Castle Signalisation
- Demand Management: BTP, Parking Review not until 2014

In the longer term it was proposed that the Air Quality and Transport Groups be combined to allow further work to be undertaken in terms of the Transport Strategy, noting that the respective work of both were clearly linked.

Cllr Richard Gamble confirmed that only 4 areas in Wiltshire had developed transport strategies. These included Salisbury, Trowbridge and Chippenham in addition to Devizes.

An outline proposal for the establishment of this new Task Group was provided seeking the Board's approval for it to commence immediately with its terms of reference being presented at the Board's next meeting in November.

Cllr Gamble proposed that the Chairman of the Group would be appointed at its first meeting, proposing that Cllr Philip Whitehead take on this role. It was also suggested that Shane's Castle be selected for early attention by the Group.

Kate Freeman was then welcomed to the floor to provide a presentation on the consultation undertaken by DCAP on the Transport Strategy. In making the presentation the following information was clarified:

- 106 responses had been received
- All age groups had been represented with 50% being over 60
- Most respondents lived or worked in Devizes
- 62% of respondents felt that the strategy would encourage more walking with 53% feeling that it would also encourage more cycling
- Only 6% felt that access to rail was important but two thirds felt that the strategy would encourage more bus use (it was however noted that on one third felt bus information was easy to find)
- 51% of the comments received related to walking
- 47% of the comments received related to cycling
- 96% of comments received related to public transport

In 10 years time DCAP would like to see that the strategy had improved health and fitness, reduced traffic, met with a degree of public acceptance.

In concluding the presentation DCAP felt that the newly formed group should have energy, commitment and capacity to build on the new ideas and enthusiasm to get things working and that the Strategy needed to be actively monitored.

The Board thanked Kate for her presentation.

The proposals outlined in the report were presented for the Board's approval.

Decision:

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| | <p>That the existing Air Quality Steering Group and Traffic Strategy Task and Finish Group be replaced by one new Group with immediate effect whose objective would be to oversee and monitor the community air quality action plan and help deliver the Transport Strategy;</p> <p>That Cllr Philip Whitehead be appointed Chairman of the new Group whose initial membership would include representatives from both previous Groups, noting that the Group may wish to propose alterations to the membership (both on a permanent or temporary basis);</p> <p>That the Terms of Reference for the Group, including membership, be brought to the area board for approval at its next meeting on 23 November;</p> <p>That with regards junction improvements Shanes Castle be selected for early attention by the Group, to be followed as soon as possible by London Road/Windsor Drive junction; and</p> <p>That Travel Planning is undertaken with occupiers of properties on the Hopton Industrial Estate and at the Police HQ and Aster Group on Horton Avenue.</p> |
| 9 | <p><u>Funding Applications</u></p> <p>The Area Board considered an application for community area grant funding from the 3rd Devizes Scout Group.</p> <p>Decision:</p> <p>To award £2,294 to 3rd Devizes Scout Group towards replacing tents and camping equipment.</p> <p><u>Reason for Decision:</u> The application meets grant criteria 2013/14 and helps young people to enjoy new adventures, to experience the outdoors, interact with others, gain confidence and have the opportunity to reach their full potential.</p> |
| 10 | <p><u>Evaluation and Close</u></p> <p>The next meeting of the Devizes Area Board will take place on Monday 25 November 2013 at Devizes Sports Club, London Road, Devizes SN10 2DL.</p> |