

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Cricklade Town Hall, High St, Cricklade SN6 6AE
Date: Wednesday 27 November 2013
Time: 6.30 pm

Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

Please note that a road closure will be in effect on 27 November of the B4553 (part) Cricklade and Purton. Diversions will be in place but please allow a bit longer for your journey.

The area board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact the Democratic Services Officer.

Refreshments and networking opportunities will be available from 6.00pm.

Please direct any enquiries on this agenda to:

Kevin Fielding (Democratic Services Officer) on 01249 706612 or kevin.fielding@wiltshire.gov.uk or Penny Bell (Community Area Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706613 or penny.bell@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Wiltshire Council website at www.wiltshire.gov.uk.

Press enquiries to communications on direct lines 01225 713114/713115.

Wiltshire Councillors

Allison Bucknell (Chairman)	Lyneham
Bob Jones	Cricklade & Latton
Chris Hurst	Royal Wootton Bassett South
Mollie Groom (Vice-Chairman)	Royal Wootton Bassett East
Jacqui Lay	Purton
Mary Champion	Royal Wootton Bassett North

Items to be considered	Time
<p style="text-align: center;">Pest Control Display Stand</p> <p>A display stand by the Public Protection Team, Wiltshire Council to inform the Area Board and members of the public about this service.</p>	6.00pm
<p>1 Chairman's Welcome and Introductions</p>	6.30pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 12</i>)</p> <p>To approve the minutes of the meeting held on the 25 September 2013.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Wiltshire - The Wider Picture (<i>Pages 13 - 16</i>)</p> <p>News and information on what's going on in your local community and across the county.</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Carers' Small Grants Scheme. • Pest Control Update. • Wiltshire Voices dementia film. • Business Plan. • Drainage Bye Laws 	
<p>6 Spotlight on Parishes and Partners (<i>Pages 17 - 22</i>)</p> <p>To receive updates from our key partners, including:</p> <p>a. Wiltshire Police</p>	6.45pm

- b. Wiltshire Fire and Rescue Service
- c. Military Civilian Integration Partnership
- d. Defence Technical Training
- e. NHS Wiltshire
- f. Parish and Town Councils
- g. Community Area Young People's Issues Group (CAYPIG)
- h. Neighbourhood Planning Working Group
- i. Community-Led Planning Steering Groups
- j. Chambers of Commerce/Business Associations
- k. Community Groups
- l. Housing Associations.

7 Secondary School Provision in Swindon and surrounding areas 7.00pm

A presentation from Wiltshire Councillor Richard Gamble, Portfolio Holder for Schools, Skills and Youth, regarding Swindon Borough Council's public consultation on the provision of secondary school places related to new housing developments and population growth in the borough. More information is available at www.swindon.gov.uk/secondaryplaces

8 Investing in our community (Pages 23 - 70) 7.20pm

To consider applications for funding from the Area Board's 2013/14 budget, and to receive feedback from recent Area Board investment in Cricklade-based community projects.

9 Community-Led Planning in Latton 7.45pm

A presentation from Latton Parish Plan Steering Group to present their new Community-Led Plan.

10 Dog Fouling Task Group survey results (Pages 71 - 110) 7.55pm

To review the results of the public survey and decide how to proceed.

11 Task Group Reports and Decisions 8.15pm

To consider reports from the following task groups:

- Community Area Transport Group.
- Royal Wootton Bassett Shadow Community Operations Board.

- Cricklade Shadow Community Operations Board.

12 **Wrap-up**

The Chairman will invite any remaining questions from the floor.

Please note future meeting dates below:

- Wednesday 22 January 2014 – venue to be confirmed.
- Wednesday 19 March 2014 – venue to be confirmed.

8.30pm

MINUTES

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: St Bartholomew's School. The Rosary, Royal Wootton Bassett
Date: 25 September 2013
Start Time: 6.30 pm
Finish Time: 8.35 pm

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), direct line 01249 706612 or e-mail kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Allison Bucknell (Chairman), Cllr Mary Champion, Cllr Mollie Groom (Vice Chairman), Cllr Chris Hurst, Cllr Bob Jones MBE and Cllr Jacqui Lay

Wiltshire Council Officers

Penny Bell, Community Area Manager
Kevin Fielding – Democratic Services Officer

Town and Parish Clerks/Councillors

Cricklade Town Council – Mark Clarke
Royal Wootton Bassett Town Council – Johnathan Bourne
Broad Town Parish Council – Veronica Stubbings
Lydiard Millicent Parish Council – Tim Blackmore
Lyneham and Bradenstoke Parish Council – Derek Bunney & Deborah Bourne
Tockenham Parish Council – Diana Kirby

Partners

Wiltshire Police – Inspector Mark Thompson
Wiltshire Fire and Rescue Service – Mike Franklin
MoD Lyneham - Capt Bob Rusbridger

Total in attendance: 38

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introductions and Announcements</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett & Cricklade Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Ian Cranbrook – MCIP, David Line – Green Square, Sue Doyle & Mike Leighfield – Royal Wootton Bassett Town Council, Ray Thomas – Purton Parish Council, Graham Blunden – Latton Parish Council, Ruth Szybiak – Cricklade Town Council and Inspector Mark Thomson and Sergeant Martin Alvis – Wiltshire Police</p>
3	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on the 24 July were agreed as a correct record and signed by the Chairman with the following revisions: <p>Agenda item No.5 – Planning application for land at Ridgeway Farm That the reserved matters (application three) had now been submitted on the approved Ridgeway Farm development.</p> <p>Agenda item No.10 – Dog Fouling Task Group That Cllrs Mollie Groom and Jacqui Lay attended the Junior Good Citizen Scheme on the 2 July 2013. A scheme to help young people learn about personal & community safety.</p> <p>The scheme is supported by Wiltshire Council and run by partners to include the Fire Service and Wiltshire Police.</p> <p>The event was held at Potterne Wick, one session was a “bag it & bin it” awareness presentation as part of the good dog ownership workshop.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>

5

Wiltshire - The Wider Picture

Capt Bob Rusbridger – Project Manager, Tri-service Training Establishment, Lyneham gave a brief update on the ongoing project work at the former RAF Lyneham site.

Points made included:

- That the project had now gone to the Treasury, who would decide who the main contractor would be.
- At the time of the meeting, planning permission was awaited by Wiltshire Council but has since been granted’.
- Construction would commence in January 2014, with the contractor taking control of half of the site during December 2013.
- The contractor would have on-site accommodation to try and minimise the level of contractor traffic in and out of Lyneham. The main entrance would become the contractors entrance.

Questions raised included:

- What would happen to the Comet aircraft at the main entrance?
a. The aircraft would be going to a museum.
- What would happen to the air crew and Berlin Airlift memorials?
a. Both memorials would remain on the site with public access.

Sean Cooper – Office of the Police & Crime Commissioner gave a brief update on the recent Police & Crime public opinion survey that had been carried out, the Royal Wootton Bassett & Cricklade section was included in the agenda pack.

Points included:

- The Office of the Police & Crime Commissioner thanked everybody who had taken part in the survey.
- That the survey has given the OPPC a great deal of useful information to work with.
- Traffic speeding issues in Royal Wootton Bassett – the Community Speedwatch scheme had now been re-launched, so it was hoped that local communities could again take ownership for tackling this issue.

	<p>Mike Franklin – Wiltshire Fire & Rescue Service presented the written report which was noted. Mike Franklin also advised that fire fighters were taking part in a one day strike today (18 September 2013), and that cover was in place and the service to the public was being maintained.</p> <p>Wiltshire Council Business Plan – the new plan had now been published, a young person version would also be made available.</p> <p>Royal Wootton Bassett Drumming Project – had been nominated for a Voluntary and Community Sector award for the ‘Best Community Initiative nominated by an Area Board’. The VCS Awards ceremony would be held on 1 October 2013.</p> <p>Royal Wootton Bassett Sea Cadets – the Sea Cadets attended the meeting to give a brief update on their recent experience on the Training Ship Jack Petchey, which was funded by a community area grant.</p> <p>The cadets advised the Area Board that they had had a great time and thanked the Board for granting them the funding.</p> <p>The Chairman thanked the Sea Cadets and all other presenters for attending the meeting.</p>
6	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2013/14:</p> <p>Decision Stay & Play 2 were awarded the sum of £1,409 towards start-up costs for an under 5’s playgroup in Cricklade.</p> <p>Reason <i>The application meets the Community Area Grant criteria 2013/14, and demonstrates strong links to the Northern Community Area Plan 2005 – 2015; particularly ‘Education & Lifelong Learning’, ‘Health & Social Care’ and ‘Recreation, Leisure & Culture’.</i></p> <p>Decision Royal Wootton Bassett Branch of Wilts & Berks Canal Trust were awarded the sum of £489 for a new seat on the towpath.</p> <p>Reason <i>The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015;</i></p>

	<i>Recreation, Leisure & Culture.</i>
7	<p><u>Dog Fouling Task Group</u></p> <p>The Area Board received an update from Cllr Jacqui Lay and considered recommendations from this group. The notes of the Dog Fouling Task Group were tabled at the meeting.</p> <p>The following recommendations were tabled:</p> <ul style="list-style-type: none"> • Education The Task Group recommends that an educational programme be implemented, to be available to all age groups, beginning with young children of Infant School age, spanning all year groups up to and including Secondary School level, with possible involvement of youth groups such as the Guides and Scouts. • Roadshows/Inclusion in Wiltshire Council Roadshows The Task Group recommends that the issue of dog fouling be included as part of a 'roadshow', with the involvement and assistance from partner agencies such as the RSPCA, Vet Surgeries and pet food manufacturers. • Public Awareness The Task Group recommends that an on-going media and PR campaign be implemented highlighting the risks, the fact that wrapped waste can be disposed of in ordinary litter bins, as well as mentioning recent prosecutions. • 'Rent a Warden' The group recommends that a special 'community warden' position be created within Wiltshire Council, so that Town and Parish Councils have the chance to 'rent' this warden as and when required. A similar scheme is in place in Stratton St Margaret. • Community Volunteer Schemes The Task Group recommends that Wiltshire Council encourage and support community volunteer groups who wish to target areas where dog fouling is a problem. • Funding The Task Group recommends that the Area Board has a funding 'pot' allocated for tackling this aspect of anti-social behavior. Initially, this funding would be available to those councils who wish to install dispensing units for dog waste bags. Each application to be assessed on merit.

- **Developers Contribution**
The Task Group recommends that developers pay a small amount per new home towards open spaces which are safe from dog fouling, with sufficient numbers of bins, and fences around play areas.
- **Reinstatement of Dog Licences**
The Task Group recommends that the Area Board request Wiltshire Council to lobby the government for the reinstatement of licences.
- **Mapping**
The Task Group recommends that all local councils utilise the mapping tools provided by Wiltshire Council to ensure that bins are strategically placed in problem areas.
- **New Residents Pack**
The Task Group recommends that 'New Residents Packs' are issued to inform the public of litter collection dates, Council Tax rates etc, and promoting responsible pet ownership.
- **Publicity**
The Task Group recommends that a high profile campaign be run to target this problem and raise awareness. Things like a children's colouring competition/design a poster scheme could be included to ensure all age groups are targeted. Fines should always be publicized.

Decision

- **That the Dog Fouling Task Group would be asked to review and approve the recommendations prior to them being taken forward by the Area Board**
- **That the public's opinion on the recommendations would also be sought via an online survey to be set-up by the Community Area Manager**
- **That the results of the public survey would be considered at the next Area Board meeting on 27 November 2013, with a view to taking some or all of the recommendations forward.**

Points made at the meeting included:

- That it would be good to work with the Wilts & Berks Canal Trust and get dog fouling signage on the Wilts & Berks Canal route.
- That it would be helpful to have smaller posters of the "Bag it and Bin it" display board.

	<ul style="list-style-type: none"> • The need to educate young people about dog fouling. • That a “Dog Fouling Watch” could be started by local communities. <p>The Chairman thanked Cllr Lay for her update.</p>
8	<p><u>Community-Led Planning</u></p> <p>Johnathan Bourne - Royal Wootton Bassett Town Council gave a presentation that focussed on community led planning.</p> <p>Points made included:</p> <p>The Action Plan</p> <ul style="list-style-type: none"> • Economy. • Education and lifelong learning. • Environment, Land Use and Countryside. • Housing and the built environment. • Health and social care. • Crime and community safety. • Recreation, culture and leisure. • Transport. • Young people. <p>Economy</p> <p>Groups to include:</p> <ul style="list-style-type: none"> • Royal Wootton Bassett Chamber of Commerce. • Royal Wootton Bassett Business Association. • Town Council – Economic Regeneration Working party. • Town Team. • Invite groups to a Community Forum, to showcase what they are doing. <p>Ideas to include:</p> <ul style="list-style-type: none"> • Speed dating – Groups have 1 minute to talk about the group. • Soup and Salad voting evening – To vote for preferred projects. <p>The Town Garden</p> <ul style="list-style-type: none"> • Town Garden & Row De Dow – A Community park involving the community. • Aim to have the Row De Dow clear of brambles. • Speak to Matt Perrott to help clear it.

	<ul style="list-style-type: none"> • Upgrade of Signage and local group to take ownership of keeping it cleared. • Speak to Penny Bell regarding funding for Public Pathways • Contact walking groups, asking for help to keep it clear. • For the Town Centre Garden scheme to come to fruition it would need good community involvement and partnership working. <p>The Chairman thanked Jonathan Bourne for his presentation.</p>
9	<p><u>Area Board Forward</u></p> <p>Cllr Allison Bucknell present and consider ideas for taking the Area Board forward.</p> <p>Points made by Cllr Bucknell included:</p> <ul style="list-style-type: none"> • RWB&C Area Board is more than just the AB Meeting. • Currently, tends to focus on meeting and working groups. • Great to see regulars at the meetings, but very few new people turning up. • Few decisions being made – more information sharing. • Our Area Board did not do well in the satisfaction ratings - how can we do better? <p>Suggestions for the way forward</p> <ul style="list-style-type: none"> • Fewer formal, decision making meetings. • Special interest meetings, different times, locations – not decision making. • “we go to you” – invite us along to businesses and organisations and talk to us. • Make the CATG a formal, decision-making meeting. • Increase use of blogsite and social media. <p>Suggestions made from the floor included:</p> <ul style="list-style-type: none"> • Fewer formal meetings. • Make the Community Area Transport Group a formal meeting. • Have agenda items that interest local people. • Interactive panels, with guest speakers. <p>Cllr Bucknell thanked everybody for their input.</p>

10	<p><u>Task Group Reports and Decisions</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> a. Community Area Transport Group b. Royal Wootton Bassett Shadow Community Operations Board c. Cricklade Shadow Community Operations Board The written report contained in the agenda pack was noted. d. Dog Fouling Task Group Taken as agenda item.No7.
11	<p><u>Spotlight on Parishes and Partners</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> • Wiltshire Police The written update was noted. • Wiltshire Fire and Rescue Service The written update had been noted earlier in the agenda. • NHS Wiltshire There was no update. • Parish and Town Councils Royal Wootton Bassett Town Council – written update noted. <p>Cricklade Town Council – written update noted. Cllr Jacqui Lay also gave the Area Board an update on the Widham Farm housing development appeal, in that the developer was putting forward a strong case that we have a ‘Need’ in our community area for more Social Affordable Housing – the numbers were quoted for our area as being something in the region of 400 with only 24 needed for Purton. This the developer seemed to think warranted building an estate of market housing with 30% affordable housing in Purton outside of the framework. Hopefully the Inspector will dismiss the appeal however if not then this could open up the gates in the rest of the community area to other developers.</p> <p>Purton Parish Council – written update noted.</p> <ul style="list-style-type: none"> • Military Civilian Integration Partnership The written update was noted.

	The Chairman thanked all the partners for their updates.
12	<u>Close</u> The Chairman thanked everyone for attending the meeting. The next meeting of the Wootton Bassett & Cricklade Area Board would be held on the 27 November 2013.

Agenda Item 5

Chairman's Announcements

Subject:	Carers' Small Grant Scheme
Weblink:	website
Further details available:	Maria Keel, Senior Commissioning and Contracts Officer Tel: 07500 099652 or email maria.keel@wiltshire.gov.uk

Carers' Small Grants Scheme

Do you have an idea for a project or activity to help unpaid carers in your community, but need funding?

I am pleased to announce the launch of the next round of our Carers Small Grants Scheme. Grants of up to £5,000 are available to get you started. The grants are available to groups and organisations (but not individuals) for projects and activities which can demonstrate that they make a tangible difference to the lives of unpaid carers of all ages in Wiltshire in one or more of the following ways:

- To give carers a break from their caring role
- To help carers learn a new skill which may increase their life chances and employability
- To help improve carers' physical or emotional health and well-being
- To reduce isolation
- To increase peer support
- To help carers' access to information, support and guidance

Match-funding is not required; however, these are one-off grants so applicants need to look for other sources of funding for the continuation of their project at the end of the funding period. (You can contact the Wiltshire and Swindon Community Foundation on 01380 729284 for advice on additional funding).

Funding will not be given for any project or activity which duplicates services already commissioned by Wiltshire Council.

The next deadline for applications is 30 November 2013 and applications can be downloaded from the Wiltshire Council [website](#).

Subject:	Pest Control Update
Officer Contact Details:	Claire Francis - Public Protection Manager Telephone: 01249 706309 E-mail: claire.francis@wiltshire.gov.uk

Wiltshire Council's Pest Control team are pleased to be able to visit the area board meetings to offer advice on the services available to the general public, local businesses and parish and town councils. The pest control team covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests.

A recent study by the Chartered Institute of Environmental Health¹ asking residents their views on pest control found that 85% of those questioned believe that their pest control department is an important part of public health protection in their area.

The pest control team provides treatments for rats, mice, wasps, fleas, bedbugs, clusterflies, carpet moths, squirrels, and cockroaches. In order to ensure the service is accessible to all the community discounts of up to 50% are offered for certain means tested benefits.

To give you an idea of the number of pests we deal with during the winter of 2012/13 we treated just fewer than 1000 rodent problems and in August 2013 we treated 514 wasp nests affecting homes and businesses in Wiltshire.

Pest control officers work closely with Environmental Health Officers often identifying vulnerable residents who may require further assistance and referring the customer to other services.

If you or someone in your community has a pest problem advice and information can be found on the web pages [/www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol](http://www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol). We can be contacted via our on-line [pest control enquiry form](#) or through the Council's 0300 4560100 telephone number.

¹ <http://cieh.org/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=46952>

Chairman's Announcements

Subject:	Drainage Byelaws
Officer Contact Details:	Peter Binley Head of Highways Asset Management Tel: 01225 713412 E-mail: peter.binley@wiltshire.gov.uk
Weblink:	www.wiltshire.gov.uk/consultations

Summary of announcement:

Flooding is considered to be a serious issue in Wiltshire, and the Council has had to respond to a number of significant flooding events which have affected communities in recent years. The Flood and Water Management Act 2010 amended section 66 of the Land Drainage Act 1991 to allow local authorities to make land drainage byelaws. These byelaws also create criminal offences which can be prosecuted in the Magistrate's Courts. The Council is now intending to use its powers to make byelaws to help it carry out its duties effectively and in doing so assist with reducing flood risk for local communities.

Local Councils, interested organisations and the public are invited to comment on the proposed Byelaws. Subject to comments received the matter will be considered by the Council before the byelaws are subject to formal consultations next year. In the meantime comments are being invited on the draft byelaws, which can be inspected at the Council's website www.wiltshire.gov.uk/consultations and at County Hall. The deadline for responses to this informal consultation is 10 December 2013.

Crime and Community Safety Briefing Paper Wootton Bassett & Cricklade Community Area Board – Nov 2013



1. Neighbourhood Policing

Sector Commander: Insp Mark Thompson

NPT Sgt: Martin Alvis

Wootton Bassett Town Centre Team

Beat Manager – PC Nick Spargo

PCSO – Jim Wale

PSCO – Andrea Hector

Wootton Bassett Lyneham & Rural villages Team

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

Cricklade & Purton Team

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

For this reporting period I am unable to produce the sector performance in table format as previously shown but have figures to hand none the less, the current position continues to show the sector perform very strongly with exceptional performance in Dwelling Burglary which is now reduced by 30% on the same period last year. Non Domestic burglary is currently at the same level as last year but following the arrest of two individuals from Cirencester who are responsible for a high value burglary to a workshop in Cricklade, we are hopeful we can start to drive the numbers downward. Anti-social Behaviour, Violence against the Person and overall Victim based crime are all showing a reduction of approximately 7%.

The rise in vehicle offences I reported about at the last meeting has abated and we are currently now showing a reduction of 11% on last year. These are notoriously difficult offences to detect with limited forensic opportunity and are nearly always not

witnessed taking place. This is an area where we will continue to focus efforts in prevention as we are conscious of the effect these offences have on the victims.

We were pleased to be involved with the Remembrance Parades in Royal Wootton Bassett and Cricklade and both passed off well from a Policing point. It was pleasing to see such support from the community in honour of our fallen.

Finally preparations for the festive period are well underway and the NPT are looking forward to assisting at the various events where Christmas Lights are switched on.

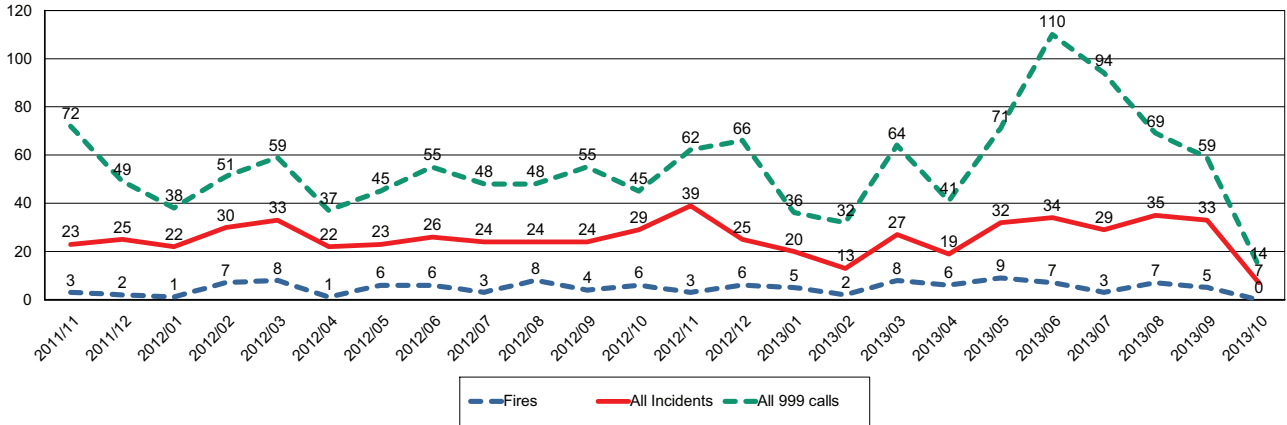
Insp Mark Thompson
Sector Head, Royal Wootton Bassett,
Malmesbury and Marlborough.



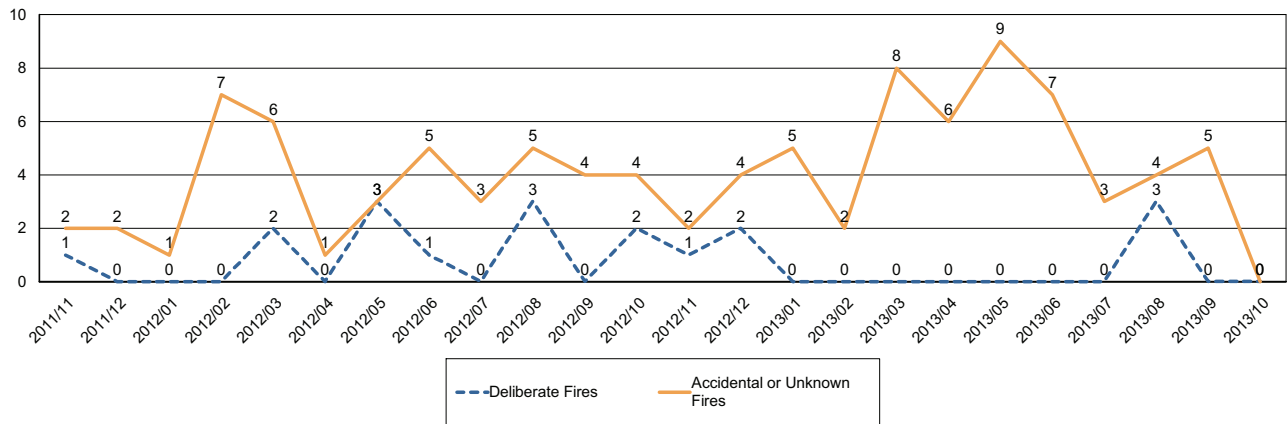
Report for Wootton Bassett & Cricklade Area Board

The following is an update of Fire and Rescue Service activity up to and including October. It has been prepared using the latest information and is subject to change.

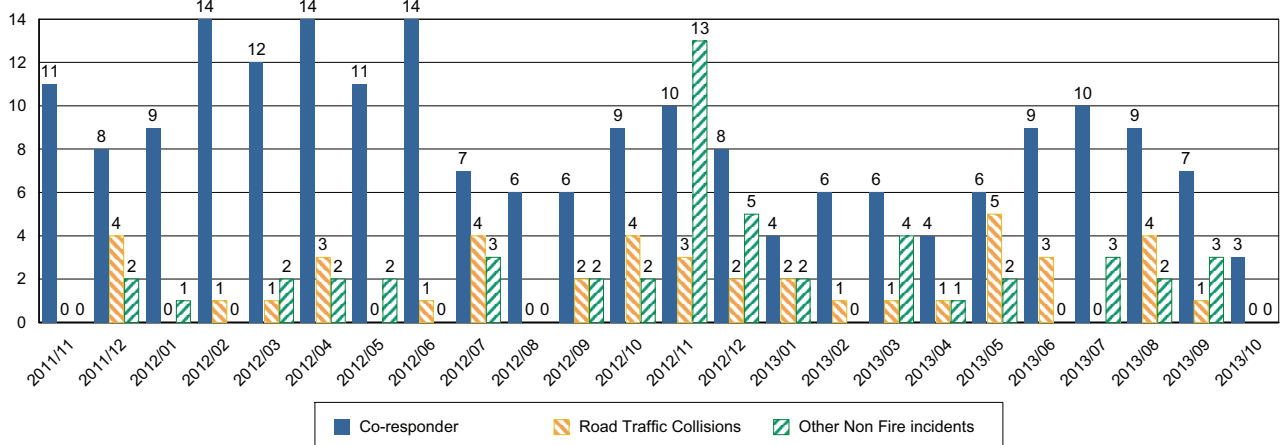
Incidents and Calls



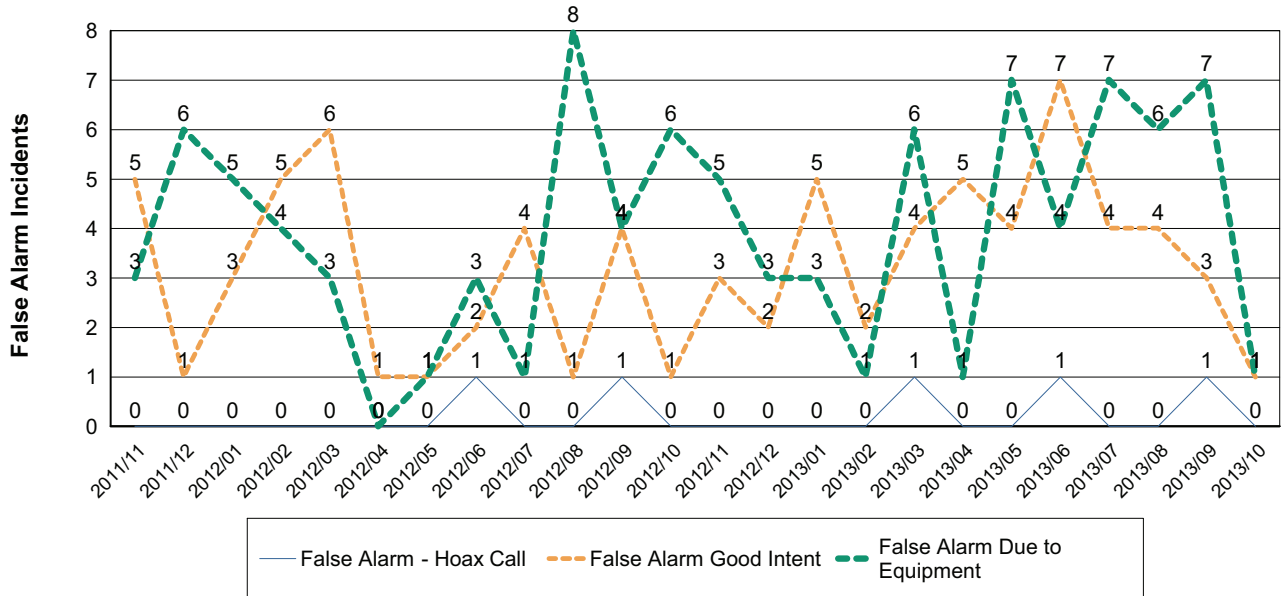
Fires by Cause



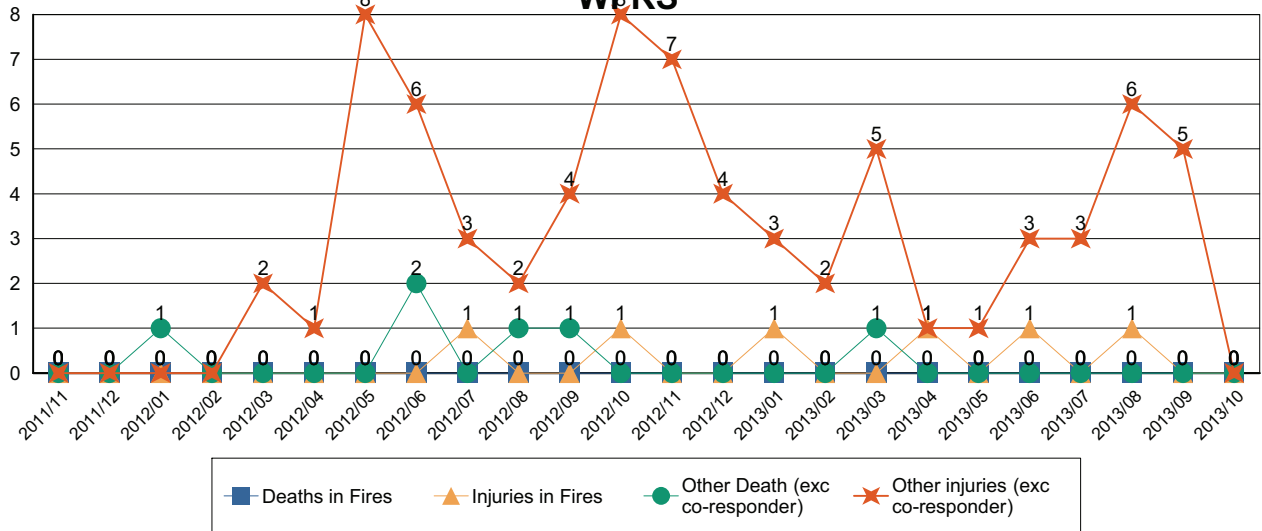
Non-Fire incidents attended by WFRS



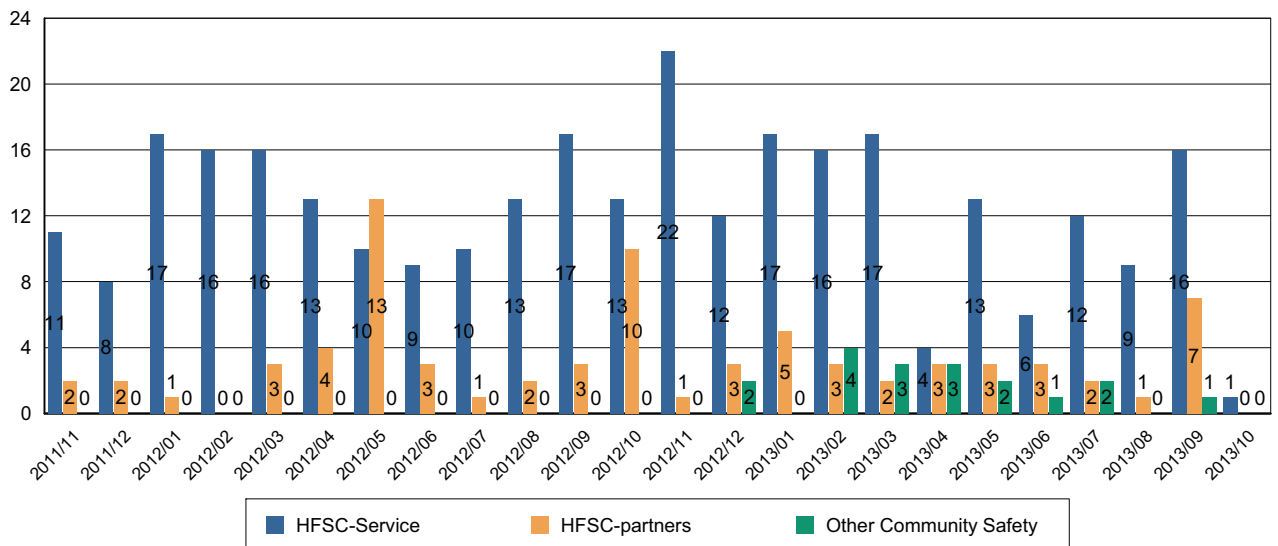
Number of False Alarm Incidents



Death & Injuries in incidents attended by WERS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Royal Wootton Bassett Town Council
Date of Area Board Meeting	27 th November 2013

Headlines/Key successes

- Wootton Bassett Arts Festival, Royal Wootton Bassett Academy on 16th & 17th November 2013

- Community Forum Event, Saturday 16th November 2013

- The Revd. Canon Thomas Woodhouse, currently Vicar of Royal Wootton Bassett, Priest-in-Charge of Lyneham with Bradenstoke and Rural Dean of Calne, is to be the next Team Rector of Dorchester in the Diocese of Salisbury. The appointment is subject to clearance with the disclosure and Barring Service. Thomas, Kate, Charlotte, Beatrice, Anne and Alice are expecting to move to Dorchester in early 2014.

Projects

None to report.

Forthcoming events/Diary dates

- Christmas Lights Evening Friday 6th December at 6pm, High Street.
The Council are trialling a new layout with the stalls. A contractor has been hired to erect stalls back to back in the centre of the High Street. All stalls are now fully booked but we have a reserve list.

Signed:

Date:

Update for Royal Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Cricklade Town Council
Date of Area Board Meeting	27 th November 2013

Headlines/Key successes

- **Cricklade Campus:** The Town Council has made a decision about its future location, having been given the option of relocating to a renovated building (former police Station) in a more prominent position of the high street or staying in Ockwells, its current home. It has asked Wiltshire Council to consider an asset transfer on the whole site that is currently occupied by the town council, the town library and a GP surgery. WC will be considering this request at a forthcoming cabinet meeting.
- **Flooding:** Cricklade has been working really well tackling flooding issues in the town and have established a network of 15 volunteer flood wardens who act in times of emergency by assisting the vulnerable, coordinating responses and in other times identifying areas (ditches and water causes) where there is a risk of flooding.
- **Remembrance Day:** This year was particularly memorable as we were joined by 22 members of 437 Sqn (the Huskies) from the Royal Canadian Air Force. There were paying their respects to fallen comrades at the War Memorial at Blakehill, a former airfield on the outskirts of Cricklade.

Projects

- Community Awards for 2014 have been launched. Three categories for Under 18, Community Volunteer and Group of the Year. Closing date 31 January 2014.
- The town council has given the go ahead for a new website for the council, to enhance access to local information, to enhance the visitor experience and make contact with the council more efficient. To be developed over the coming months.

Forthcoming events/Diary dates

- Christmas Lights Turn On Saturday 7th December. Street closure to accommodate several activities from 5pm. Choir, children's entertainment, food and drink, stalls.
- Proud to support the Cricklade Film Group who have announced their films for the early part of 2014: 28th January, 25th February and 25th March, all in the Town Hall in Cricklade, £4 per film. For further details visit: www.cricklادecinema.org.uk

Signed: Charlotte Rogers-Jones

Date: 18th November 2013

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 27 November 2013
Title of Report	Investing in Our Community

Purpose of Report

To ask councillors to consider officer recommendations in respect of the following applications for funding from the Area Board's 2013/14 budget:

1. Swindon & Cricklade Railway – requesting the sum of £4,696 towards a disabled toilet.
2. Lyneham Scout & Guide Association – requesting the sum of £5,000 towards new HQ kitchen and toilets.
3. Purton Historical Society Museum – requesting the sum of £490 for archiving and storing of photographic collection.
4. Army Welfare Service – requesting the sum of £692 towards a new Lyneham Junior Youth Club.
5. Royal Wootton Bassett Town Hall Museum & Heritage Group – requesting the sum of £500 for a WWI project.
6. Cricklade Rugby Football Club Ltd – requesting the sum of £15,000 towards a changing rooms project.
7. Purton Carnival – requesting the sum of £485 for road closure and diversion signs.
8. Councillor-Led Project: Promoting Tourism – the sum of £840 is requested for community area-wide membership to Visit Wiltshire.

Returned awards

Councillors are advised that the Community Area Grant award of £5,000 made to Cricklade Rugby Football Club at the meeting on 27 February 2013 has been revoked, meaning that the sum of £5,000 has been credited to the 2013/14 budget.

1. Background

- 1.1. Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation, Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. The Area Board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. [Northern Community Area Plan 2005 - 2015](#)
[Local Area Joint Strategic Assessment](#)
- 1.5. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 capital budget of **£59,197** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£14,984**.
- 1.6. In addition to the capital-based Community Area Grants and Digital Literacy grants, councillors can submit an Area Board/Councillor-Led initiative from the revenue budget. This enables Area Boards to tackle sticky community issues and/or community identified priorities. The Cabinet has emphasised that it does not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic Legacy, in 2013/14 the Royal Wootton Bassett & Cricklade Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The Area Board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step-by-step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area Boards will not consider Community Area Grant applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor-led initiatives), although the decision to support applications is made by Wiltshire councillors on the Area Board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of Area Board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to upload information and photographs about their project on to their [blogsite](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p>Background documents used in the preparation of this report</p>	<p>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</p> <p>Northern Community Area Plan 2005-2015</p> <p>Royal Wootton Bassett & Cricklade Joint Strategic Assessment</p>
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2. Main Considerations

- 2.1. The Royal Wootton Bassett & Cricklade Area Board has been allocated a total budget of **£74,181** for 2013/14, made up of a capital budget and revenue budget (see para 1.5) that may be allocated through Community Area Grants, Digital Literacy grants, Area Board/Councillor-Led projects and other local initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of

this report.

- 2.3. Councillors will need to be satisfied that grants awarded in 2013/14 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are now 2 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

11 December 2013 to be considered at 22 January 2014 meeting
5 February 2014 to be considered at 19 March 2014 meeting.
- 2.5. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.
- 2.6. A budget of **£5,000** was accrued from 2012/13 for the purpose of supporting projects that seek to build a Legacy of the 2012 Olympic and Paralympic Games and the Jubilee celebrations. This funding is being awarded under separate criteria and details are available [here](#).
- 2.7. The Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2013/14 of **£23,205**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.
- 2.8. Funding awarded to date during 2013/14 totals **£22,228**.
- 2.9. The sum of £5,000 has been returned to the Area Board's 2013/14 budget due to the grant award made to Cricklade Rugby Football Club in February 2013 being returned.
- 2.10. This leaves a balance of **£51,953** in the Area Board's main budget.
- 2.11. Legacy funding to date during 2013/14 totals **£1,500**. This leaves a balance of **£3,500** in the Area Board's Legacy budget.

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.
- 4.2. If grants are awarded in accordance with officer recommendations, Royal Wootton Bassett & Cricklade Area Board will have a balance of **£29,250** in the main budget and a balance of **£3,500** in the Legacy budget.

5. Legal Implications

- 5.1. There are no specific legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Swindon & Cricklade Railway	Disabled toilet	£4,696

- 8.1.1. Officers recommend that Swindon & Cricklade Railway is awarded the sum of £4,696 towards a disabled toilet.
- 8.1.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.
- 8.1.3. The Swindon & Cricklade Railway is a charitable organisation running a heritage railway with a working track, and is the only standard gauge railway in Wiltshire to run heritage steam and diesel-hauled trains routinely.
- 8.1.4. The railway offers a number of popular special events throughout

the year which attract good visitor numbers. A large emphasis is put on attracting and educating children, with the railway's motto being 'rebuilding yesterday's railway for tomorrow's children' and young children often attend on special school visits.

- 8.1.5. Emphasis is also placed on being an attraction that is accessible to all, and this is reflected in the recent restoration of a disabled coach on one of the trains which now allows for disabled and wheelchair access onboard.
- 8.1.6. This project seeks to provide a new disabled toilet unit at the Blunsdon station which will be fully compliant with the Doc M building regulations. This facility will enhance the experience for disabled and elderly visitors, as well as families who will benefit from its baby changing facilities.
- 8.1.7. The Swindon & Cricklade Railway does not have any paid staff and the management, restoration and maintenance is carried out entirely by volunteers. The work achieved to date is impressive, and further plans are in the pipeline to extend the line into Moulden Hill and up to Cricklade, and to erect a new station at Cricklade using ironwork from the original Cricklade station.
- 8.1.8. The railway is a popular tourist destination for both local visitors and visitors from further afield. The development of such a popular tourist attraction is in line with the Area Board's commitment to the promotion of tourism across the community area.
- 8.1.9. The volunteers at the railway have worked hard to make this new facility possible by sourcing more than 50% in match funding through a combination of volunteer man-hours in kind, and donated and recycled materials.
- 8.1.10. Reserves currently held are for the planned extension of the railway line to Cricklade, and for ongoing maintenance of the track and rolling stock.

Ref	Applicant	Project proposal	Funding requested
8.2.	Lyneham Scout & Guide Association	New HQ kitchen and toilets	£5,000

- 8.2.1. Officers recommend that Lyneham Scout & Guide Association is awarded the sum of £5,000 towards new HQ kitchen and toilets.
- 8.2.2. The application meets the Community Area Grant criteria 2013/14

and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.

- 8.2.3. The Lyneham Scout & Guide Association lost its previous HQ a few years ago when the land it was on was sold for redevelopment. They have now acquired a new home which requires the interior to be fitted in order to provide a bespoke headquarters for the Association’s scouting and guiding members.
- 8.2.4. Current membership of the Association stands at approximately 170 young members and 24 adult learners from the Lyneham and surrounding area.
- 8.2.5. This is a popular local group with a growing waiting list, which is anticipated to grow even more when the MOD’s Defence College of Technical Training opens.
- 8.2.6. The redevelopment of the HQ interior will allow the Association to provide a wide programme of activities and games for its members, as well as a fully-equipped kitchen to cater for events and teach vital skills to the younger members.
- 8.2.7. The hut will also be rented out to other groups, providing a useful community facility as well as an income for the Association to help with ongoing costs for maintenance and activities.
- 8.2.8. This phase of the project is specifically for the toilets and kitchen; total project costs for the provision of the new HQ are approximately £123,000.
- 8.2.9. Modest reserves are currently held by the Association but are earmarked for the electrical fittings.

Ref	Applicant	Project proposal	Funding requested
8.3.	Purton Historical Society & Museum	Archiving and storing of photographic collection	£490

- 8.3.1. Officers recommend that Purton Historical Society & Museum is awarded the sum of £490 for archiving and storing of a photographic collection.
- 8.3.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Education & Lifelong Learning and Recreation, Culture & Leisure.

- 8.3.3. Purton Museum is a voluntary museum run by Purton Historical Society.
- 8.3.4. The museum has received a photographic collection donation of some 3000 images and 1000 slides dating back to 1964. This project is to archive and store the collection, providing an important archive of life in Purton for locals, visitors and anyone wishing to research family history.
- 8.3.5. The museum runs a number of local talks and events throughout the year and encourages and promotes volunteering within the community.

Ref	Applicant	Project proposal	Funding requested
8.4.	Army Welfare Service	Lyneham Junior Youth Club	£692

- 8.4.1. Officers recommend that the Army Welfare Service is awarded the sum of £692 towards Lyneham Junior Youth Club.
- 8.4.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure. The application also demonstrates links to Wiltshire Council's Military Civilian Integration programme which aims to bring military and civilian families together.
- 8.4.3. Prior to the closure of RAF Lyneham, a youth club had been provided in the village for local military and civilian children. Following the closure, the RAF had continued to support the youth club at the primary school, but this funding has now ended and the youth club has closed.
- 8.4.4. This project aims to start-up a replacement youth club in Lyneham which will bridge the gap in facilities in the interim period prior to the new Defence College of Technical Training opening.
- 8.4.5. Lyneham currently has a large number of military families, which is set to increase further as plans for the technical college progress, and there is currently a lack of facilities for the children of these families and future families arriving into the village.
- 8.4.6. A fully-trained volunteer staff team will run and manage the new youth club, offering a range of sports and activities such as arts, cooking and valuable life skills to local children.

- 8.4.7. The youth club will be located in the community rooms at Lyneham Primary School for which there is a charge. Once the new MOD facility is up and running, MOD funded facilities will become available.
- 8.4.8. Start-up costs are required to get this valuable project underway. Subs and a tuck shop will provide an ongoing income which will make the project self-sustaining thereafter.
- 8.4.9. Wiltshire Council has a strong partnership of local organisations working together as the Military Civilian Integration Partnership, which aims to improve and support family life by integrating military families into their civilian surroundings. Military families can very often be isolated, and a facility such as this provides an opportunity for the children and parents alike to come together.

Ref	Applicant	Project proposal	Funding requested
8.5.	Royal Wootton Bassett Town Hall Museum & Heritage Group	WWI project	£500

- 8.5.1. Officers recommend that Royal Wootton Bassett Town Hall Museum & Heritage Group is awarded the sum of £500 for a WWI project.
- 8.5.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Leisure & Culture.
- 8.5.3. The Town Hall Museum is available free of charge to visitors on Wednesday and Saturday mornings. The museum also hosts visits from local youth groups, such as the Cubs, during some evenings.
- 8.5.4. The museum is looking to purchase a laptop, monitor and DVD player to increase the visual experience in the museum with the WWI project next year.
- 8.5.5. The laptop will display WWI information, and the monitor and DVD player will allow pre-recorded films to be shown, leaving the existing IT facilities available for local history. The new equipment would enhance the visitor experience by providing an interactive display that has the ability to be regularly updated.

Ref	Applicant	Project proposal	Funding requested
8.6.	Cricklade Rugby Football Club	Changing rooms project	£15,000

- 8.6.1. Officers recommend that Cricklade Rugby Football Club is awarded the sum of £15,000 towards a changing rooms project, provisional upon the balance of funding being secured from the Rugby Football Union.
- 8.6.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.
- 8.6.3. The Community Area Grants criteria states that awards will not normally exceed £5,000, but Area Board members have the option to consider awards of a higher amount for more substantial projects that offer a wide community benefit. Officers are of the opinion that this application qualifies for consideration for a higher award.
- 8.6.4. During 2013/14, focus has been placed on steering Area Board funding towards capital projects that create sustainable, long-term benefits to a community.
- 8.6.5. Since 2012, Wiltshire Council and the Area Board have been keen to support projects that build a legacy of the Olympic and Paralympic games and Jubilee celebrations, with particular emphasis on encouraging sporting legacies through projects that aim to get more people more involved in sporting activities. The Area Board confirmed its support to this by setting aside money from its 2012/13 budget to allocate to such projects.
- 8.6.6. Cricklade Rugby Club is an active club with 70 members, made up of both playing and social members. The Club is located at Fairview Fields in Cricklade, but currently does not have any provisions on site other than the pitch. The Club currently utilises Cricklade Leisure Centre to provide changing facilities for the players, but being some 1.5 miles away from the pitch this is not convenient and results in barriers to the Club's growth.
- 8.6.7. This project seeks to build changing room facilities on-site. This would benefit the club and it's home and visiting players in many ways, mainly because it would remove the need for players and officials to travel between the pitch and the leisure centre during games and training. It would also allow the Club to develop a second team to enhance its senior membership.
- 8.6.8. Another great benefit of this project is that it would finally allow the

Club to pursue its long-term ambition to provide junior rugby. There are currently no opportunities for children to play rugby in Cricklade, so families are having to travel to Cirencester or Minety which is both inconvenient for the families and means that the Club is not able to grow its own players.

8.6.9. Cricklade Rugby Club has worked hard to secure the funding for this project. Although the Club is seeking a large sum of £15,000 from the Area Board, the total project costs equate to over £200,000, meaning that the leverage for this project would be over £185,000 which is considered a great return for the investment.

8.6.10. Wiltshire Council's Sports Development Manager has made the following comments:

"I whole heartedly support Cricklade RFC's application for funding via an Area Board Grant. In my role as Sports Development Manager I have been working alongside the club over the last 9 months and therefore have a detailed understanding of the facility project proposed by the club. This project will not only provide Cricklade with a new sports changing facility and social space but will also allow for the development of rugby within the town, benefiting both adults and young people alike. The club have no changing facility or toilets onsite at their home pitch and players currently use the local leisure centre and then drive to the ground in their cars. While this has been accepted by the current group of adult players it is preventing the development of junior rugby in the town as the current arrangements throw up numerous issues around health and safety and child protection. Cricklade RFC are committed to developing both additional adult sides and junior teams once they have completed this project as well as developing links with local schools and the wider community.

This work already has the support of the local County Sports Partnership, WASP, as well as regional facility and development officers from the RFU. This highlights that there is a strategic need for this work and that it fits with national targets drawn up to increase sports participation. This work also aligns with Wiltshire Council's targets to increase sports participation and the current work around Olympic legacy. It would also contribute to the council's target to make Wiltshire the healthiest county to live in. Furthermore, this work has already secured national funding via Sport England's London 2012 Inspired Facilities programme to the tune of £50k. This project is one of very few chosen for this award in Wiltshire and the club were required to undergo a vigorous application process in order to be successful.

I have found the members of Cricklade RFC's committee incredibly professional in their approach to this work and in their dealings with Wiltshire Council. I would be more than happy to answer any further

questions about this application should I be required.”

8.6.11. Planning permission for the changing rooms has been successfully obtained meaning that the build is ready to commence as soon as the remaining funds are secured.

Ref	Applicant	Project proposal	Funding requested
8.7.	Purton Carnival	Road closure and diversion signs	£485

- 8.7.1. Officers recommend that Purton Carnival is awarded the sum of £485 for road closure and diversion signs.
- 8.7.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly Recreation, Culture & Leisure.
- 8.7.3. This project seeks to purchase a number of road closure and diversion signs to allow the carnival to comply with road closure requirements during the annual carnival now that the Police are not able to provide the signs or assist with the closures.
- 8.7.4. The local Neighbourhood Policing Sergeant has confirmed that the joint Wiltshire Council and Wiltshire Police policy means that any approved road closures for community events need to provide their own signs and diversion works.
- 8.7.5. To own a set of signs would mean that the carnival committee can carry out the necessary road closures and diversions themselves, and would mean that the equipment would be available for wider community use such as closures for Remembrance services and even during flooding incidents if required.

Ref	Applicant	Project proposal	Funding requested
8.8.	Councillor-Led Project	Promoting Tourism	£840

- 8.8.1. Applications for councillor-led projects under the 2013/14 grants criteria do not require officer recommendations. The Area Board might find the following background information useful when considering this proposal.
- 8.8.2. The application meets the Councillor-Led Project criteria 2013/14

and demonstrates links to the Northern Community Area Plan 2005 – 2015; particularly The Economy and Tourism.

8.8.3. At the meeting on 25 January 2012, the Area Board supported a proposal to award the sum of £5,000 to a tourism project in conjunction with Visit Wiltshire, Cricklade Business Association and Royal Wootton Bassett Chamber of Commerce. The main aims of the project were to achieve:

- Improvements to the local visitor economy
- Economic benefits to High Street businesses and across the community area
- Information/tourist map for the community area
- Higher profile for local visitor attractions outside of the two market towns
- Improved identity for the community area as an area of interest for potential visitors

8.8.4. The award made in 2012 included a community area-wide membership to Visit Wiltshire, and also the development of a Town & Villages Trail leaflet that is available from the Visit Wiltshire website and is designed to offer visitors to the area an introduction to each of the towns and villages in the community area.

8.8.5. This councillor-led project proposed that the membership to Visit Wiltshire is extended on a community area basis for a further year.

8.8.6. Area Board members might want to consider how best to work with Visit Wiltshire and the parish and town councils over the coming year, should the proposal be approved, to ensure that the best use of the membership is made and that a continuation plan is in place for ongoing membership.

Appendices	Appendix 1 – grant application details (available online or on request from the report author)
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	Wednesday 27 November 2013
Title of Report	Dog Fouling Task Group – survey results

Purpose of Report

To present the Area Board with the results of the online public survey that was recently conducted based on the recommendations from the Dog Fouling Task Group, to enable the Area Board to determine the way forward.

1. Background

- 1.1. At its meeting on 30 May 2012, the Royal Wootton Bassett & Cricklade Area Board responded to local concern and began a debate on the issue of dog fouling in the community.
- 1.2. At the meeting, an information and discussion item was led by Yvonne Bennett of Wiltshire Council, Consumer Protection and Councillor Jacqui Lay, to hear what action Wiltshire Council and local communities were taking against dog fouling, and to consider further potential action.
- 1.3. As a result of the meeting, the Area Board resolved to set up a Dog Fouling Task Group to fully investigate the issue of dog fouling locally, including education, training and enforcement, and to develop a detailed proposal as to how the issue could be most effectively addressed locally.
- 1.4. Parish and town councils and relevant local partners were invited to nominate representatives to participate in the work of the Task Group.
- 1.5. The Task Group held a series of meetings over the past 12 months and concluded its recommendations, presenting them to the Area Board at its meeting on 25 September 2013. The Task Group had come up with a total of 11 recommendations for the Area Board's consideration.
- 1.6. The Area Board decided to put the recommendations out to informal public consultation by way of an online survey, in an attempt to increase public participation and obtain a feedback from the general public as to the most popular solutions.
- 1.7. An online survey via Survey Monkey was conducted between 7 October and 1 November 2013.
- 1.8. The Area Board is to review the results and determine which of the recommendations should be taken forward.

Background documents used in the preparation of this report	Minutes of Area Board meeting 30 May 2012 Task Group report and recommendations to Area Board Survey results
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2. Main Considerations

- 2.1. A total of 212 people took part in the online survey which is a very positive response when considering that average attendance at Area Board meetings ranges from 30-60 people, so the online survey has proved to be a very effective way of engaging with a greater number of people from the local community.
- 2.2. 74% of respondents indicated that they had never attended an Area Board meeting. This confirms that alternative methods of public engagement can be used with positive results, and that local people do not always wish to attend meetings, but still wish to have their say on local issues that affect them.
- 2.3. Of the total respondents, 47% lived in Cricklade, 24% lived in Royal Wootton Bassett, 18% lived in Purton and the remainder lived in villages. There were no responses from residents of Braydon or Tockenham. This could indicate that the issue of dog fouling is of greater concern in the urban areas, particularly Cricklade, as opposed to the rural areas of the community area.
- 2.4. When asked how concerned they were that dog fouling was a problem in their area, 69% of respondents stated that they were 'very concerned' and 23% stated that they were 'slightly concerned' which means that the large majority of respondents see dog fouling as a concern in the area where they live.
- 2.5. Respondents were asked to look at each of the Dog Fouling Task Group's recommendations in turn and then indicate how strongly they agreed that the Area Board should take that recommendation forward.
- 2.6. All 11 of the recommendations received high levels of support from respondents. The order of popularity of each of the 11 recommendations is shown below, with the first figure being the percentage of respondents who 'strongly agreed' and the second figure being the percentage that 'agreed':
 1. Public awareness – 54% (35%)
 2. Reinstatement of dog licenses – 48% (21%)
 3. Mapping – 46% (35%)
 4. Developer contributions – 44% (28%)
 5. Publicity – 43% (38%)
 6. Rent a Warden – 42% (32%)
 7. New residents pack – 36% (37%)
 8. Roadshows – 35% (35%)
 9. Funding – 30% (39%)
 10. Education – 29% (44%)
 11. Community volunteer scheme – 29% (43%)

2.7. A full summary of the survey results and the additional comments that were made can be found at Appendix 1 (available online or upon request from the report author).

3. Environmental & Community Implications

3.1. There are no specific environmental and community implications related to this report.

4. Financial Implications

4.1. There are no specific financial implications related to this report.

5. Legal Implications

5.1. There are no specific legal implications related to this report.

6. HR Implications

6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

7.1. There are no specific equality and inclusion implications related to this report.

Appendices	Appendix 1: Summary of Survey Monkey results (available online or on request from the report author)
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Penny Bell, Community Area Manager Tel: 01249 706613 Mobile: 07810 500368 E-mail: penny.bell@wiltshire.gov.uk
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NOTES

Meeting: Royal Wootton Bassett & Cricklade Community Area Transport Group
Place: Ballards Ash Sports Ground, Royal Wootton Bassett
Date: Thursday 21 November 2013
Time: 7 – 9.30pm

Please direct any enquiries on these notes to Penny Bell, Community Area Manager, Monkton Park, Chippenham, SN15 1ER, direct line 01249 706613, or email penny.bell@wiltshire.gov.uk

In attendance:

Councillor Mollie Groom, Wiltshire Council (Chairman)
Councillor Allison Bucknell, Wiltshire Council
Councillor Chris Hurst, Wiltshire Council
Councillor Bob Jones, Wiltshire Council
Councillor Jacqui Lay, Wiltshire Council
Penny Bell, Community Area Manager, Wiltshire Council
Steve Hind, Principal Traffic Engineer, Wiltshire Council
Spencer Drinkwater, Principal Officer Transport Strategy, Wiltshire Council
John Coole, Cricklade Town Council
Ray Thomas, Purton Parish Council
Veronica Stubbings, Broad Town Parish Council
Dean Cobb, Lydiard Millicent Parish Council
Peter Willis, Lydiard Tregoz Parish Council
Sue Doyle, Royal Wootton Bassett Town Council
Geoff Jackson-Haines, Lyneham & Bradenstoke Parish Council

<p>1</p>	<p><u>Chairman's welcome</u></p> <p>Councillor Mollie Groom, Chairman of the Community Area Transport Group (CATG) welcomed everyone to the meeting and invited everybody to introduce themselves.</p>
<p>2</p>	<p><u>Apologies</u></p> <p>Apologies were received from Councillor Mary Champion, Wiltshire Council and Malcolm Beaven, Highways and Streetscene Engineer, Wiltshire Council.</p>
<p>3</p>	<p><u>Notes of meeting 4 July 2013</u></p> <p>The following updates were noted:</p> <p>Issue 2847 – the planning application was going to appeal as the developer was unhappy with the Section 106 arrangements, however the developer had also submitted a mirror application in the meantime.</p> <p>Issue 1814 – Cricklade Road would be closed in January for major maintenance works with a weight restriction.</p> <p>Issue 2462 – this was still outstanding – Penny Bell would seek an update from Malcolm Beaven.</p> <p>Substantive scheme – it was noted that the bid for substantive scheme funding for a new pedestrian crossing near Willis Way in Purton had been successful and Steve Hind was currently in the process of designing the scheme.</p>
<p>4</p>	<p><u>CATG budget update – priorities and commitments</u></p> <p>It was noted that the remaining CATG budget available was £15,600.</p> <p>The sum of £10,964 was also still available towards a footway in Lydiard Green having been ring-fenced from the Area Board's budget last year.</p> <p>Existing commitments from this year's budget included:</p> <ul style="list-style-type: none"> • £5,000 towards a substantive scheme for a pedestrian crossing on Purton High Street, near Willis Way • £800 to provide dropped kerbs and tactile paving at Purton High Street crossing, near the village hall <p>Commitments carried forward from 2012/13 included:</p>

	<ul style="list-style-type: none"> • £1,500 for slow markings at Bremhill Bridge in Purton • £8,745 for traffic calming at Stone Lane in Lydiard Millicent
5	<p><u>Review current issues</u></p> <p>The following two schemes had been previously prioritised by the CATG for consideration:</p> <p><u>Issue 2282 Speeding in Hook</u></p> <p>The CATG considered the following traffic-calming proposals for addressing the issue of speeding on the C414 in Hook:</p> <ul style="list-style-type: none"> • Existing approach markings from Royal Wootton Bassett to remain • Traffic island with 2 no. solar bollards • Red coloured textured patch and 30mph repeater roundels in the vicinity of Bolingbrook Close • Approach markings in the vicinity of the village hall • All road markings between the two sets of approach markings to be removed and replaced with continuous white lines on both sides of the carriageway approximately 5.5m apart. <p>The above proposed scheme would cost in the region of £12,000.</p> <p><u>Decision</u></p> <p>The CATG agreed to recommend to the Area Board that the sum of £10,000 should be allocated to this scheme from the Area Board's discretionary highways budget of 2013/14, on the condition that the Parish Council contributes the remaining sum of £2,000.</p> <p><u>Issue 2015 Lydiard Green Footway</u></p> <p>The CATG considered proposals for the development of a part-footway through Lydiard Green, consisting of 4 phases of footway which would run from Lydiard House to the letter box, as follows:</p> <ul style="list-style-type: none"> • Phase 1 - £6,000 • Phase 2 - £3,500 • Phase 3 - £6,000 (includes raising large BT cover) • Phase 4 - £3,000 (without moving BT pole) • Road closure - £2,000 • Total for 4 phases - £20,500 <p>The sum of £10,964 had previously been allocated to this project from the Area Board's 2012/13 budget.</p> <p>The CATG considered the above proposal and felt that it was only feasible to deliver the project if at least phases 1 to 3 were completed.</p>

Decision

The CATG agreed to recommend to the Area Board that the sum of £10,964 already allocated to this project from last year, along with the sum of up to £3,536 from this year's budget should be allocated to this project, resulting in a total CATG contribution of up to £14,500. This was on the basis that:

1. Phases 1 , 2 and 3 of the project would be delivered as a minimum
2. The Parish Council will contribute the remaining funds to enable phases 1, 2 and 3 to be completed – being a sum of at least £3,000. If the Parish Council could contribute a higher amount then it might be possible to deliver phase 4 too.
3. The Parish Council would approach the industrial units at Bagbury Lane to explore whether any financial contributions towards the project could be secured

Further updates on other outstanding issues are detailed below.

Issue	Comments/progress
2282 – speeding in Hook	Approved and awaiting Area Board approval – move to 'in progress'
3038 – speeding in Broad Town	Steve Hind to visit and assess, and report findings to a future CATG meeting
3059 – speed limit review request at Coped Hall	Check against the review criteria, but likely to be not feasible. Also possible development to take place in the vicinity which may have an effect.
3127 – speed limit review request on A3102 in Lyneham	Review can only take place if situation changes. Many changes expected with MOD developments – keep under constant review
1732 – footpath request, Manor Hill, Purton	Steve Hind to visit and assess, and report findings to a future CATG meeting
3135 – difficult crossing in RWB	Close – being dealt with under developer contributions
3136 – dropped kerb request in Lyneham	Steve Hind to visit and assess, and report findings to a future CATG meeting

6 Results of Speed Limit Review**C70**

The results of the C70 road review from Ashton Keynes to the Packhorse Lane junction of the B4553 were considered and there were some recommended changes along the route which also crossed boundaries with the Malmesbury Community Area. Malmesbury Area Board did not intend to pursue any changes on this route.

	<p>Parish and town council responses to these recommendations on the C70 were in favour of the new proposed limits.</p> <p><u>Decision</u> It is recommended that the Area Board endorses the parish/town council comments and forwards them on to the relevant Highways Officer for the next steps to be determined.</p> <p>C415 There was much dissatisfaction and many unanswered questions with regards to the results of this review of the C415 from Royal Wootton Bassett to Braid Hinton.</p> <p><u>Decision</u> It is recommended that the Area Board requests that this review, particularly section 2, is conducted again due to the flawed and unsatisfactory process that was used.</p>
7	<p><u>SID programme - update</u></p> <p>A new SID programme was now operational and the SID was currently in situ in Hook as per the rota.</p> <p><u>Decision</u> It is recommended that the Area Board agrees to add Station Road in Purton to the SID rota following the results of the metro count carried out in June 2013 showing an 85th percentile of 42.5mph in a 30mph zone.</p> <p>A query was raised about adding Cricklade to the SID rota. Penny Bell would liaise with the Clerk to Cricklade Town Council to investigate this.</p>
8	<p><u>Community Speedwatch - update</u></p> <p>Community Speedwatch was now up and running with two new officers who had made contact with all Speedwatch Groups. Broad Town PC informed that the local CSW had been disbanded due to inaction on results to date.</p> <p>It was agreed that it would be useful for the Community Speedwatch groups in the community area to provide regular updates to the CATG.</p>
9	<p><u>Wiltshire Council 20mph policy</u></p> <p>The new policy was in force which would result in some decision-making being devolved to the CATG/ Area Board. Further guidance was awaited.</p>

<p>10</p>	<p><u>Sign de-cluttering and minor signing requests</u></p> <p>Parish and town councils were still in the process of drawing up lists for consideration.</p>
<p>11</p>	<p><u>Any other business</u></p> <p>Discussions had taken place throughout the meeting regarding the participation of people who had raised issues and the need for Area Board members to conduct site visits where issues have been raised prior to CATG meetings in order to facilitate understanding and efficient decision-making.</p> <p><u>Decision</u></p> <p>It is recommended that the Area Board approves the following processes:</p> <ol style="list-style-type: none"> 1. Any person who has submitted an issue via the issues system will be notified of the date of the meeting at which it is to be discussed. That person or their representative (a total of one person) may request to speak at the meeting. This is at the chairman’s discretion and is subject to the issue having already been considered by the local member and the relevant Parish Council. 2. Where a scheme is drawn up for discussion at a CATG meeting, prior to the meeting the local member will invite all of the other Area Board members to visit the site to familiarise themselves with the issue. At least one Area Board member, apart from the local member, should so do.

Royal Wootton Bassett SCOB Update

An aspirational proposal for a new build community campus in Royal Wootton Bassett was supported by the Area Board and Wiltshire Council Cabinet on the basis of being able to secure partner funding. As announced at Wiltshire Council full council meeting on November 12th MoD funding will not be forthcoming.

Should the Area Board wish to re-launch of the Royal Wootton Bassett Shadow Community Operations Board (SCOB), the SCOB will continue their work to develop options for a community campus for the Royal Wootton Bassett area. Wiltshire Council will work with the SCOB to review the current position and bring forward the delivery of an alternative proposal.

The next stage for the SCOB is to revisit and review their outlined principles and brief for the campus ahead of a feasibility study which will review the potential delivery options.

The Revd Canon Thomas Woodhouse has recently stood down from the SCOB ahead of his forthcoming relocation to become the next Team Rector of Dorchester. Since the SCOB last met there has been a change to the Terms of Reference which allows for an additional user and community representative.

The Area Board therefore have the opportunity to open an Expression of Interest period to find **two** new SCOB members to represent the wider community.

High Street campus

Cricklade Town Council met at the end of August and at the end of October and discussed the campus and their approach and involvement with the high street campus.

At their meeting in October the Town Council discussed the opportunity to co-locate at police station as part of the campus. The Town Council discussed that the COB had worked with the architects to accommodate their brief as fully as possible within the current police station.

After discussion and consideration, the Town Council decided that the option to co-locate at the police station was not something they wished to pursue and that the Town Council wished to remain in Ockwells. They also resolved to ask Wiltshire Council to consider an asset transfer for the Town Council for the whole of the Ockwells site.

The SCOB will now work with the Town Council and Wiltshire Council to explore links between Ockwells and the campus.

Stones Lane

The SCOB are currently working on the Stones Lane site proposals with the Architects. Some schemes have been done, but as yet we have not finalised the design.

During November people may have seen contractors on site at Stones Lane gathering more information about the existing buildings, including a pool survey which happened at the start of the month.

The additional information being gathered will help to firm up the designs for the campus and you might see more contractors on site over the coming weeks as the structure of the leisure centre is surveyed.

We had a good meeting recently with Ollie from the youth centre and Inspector Mark Thompson to go through the detail of their requirements for the campus. Both were really useful meetings and we talked about the importance of sharing the designs with the youth centre users during the public consultations about the designs.

Next steps

The next steps are for the design team to further develop the designs and for the COB to feed in to the designs for the external areas of the site. We know that the access road and the parking on site are particularly important to people and we will be working hard with the designers to make sure that issues currently experienced in these areas are understood, so that the design team can look at potential solutions.

A transport consultant has also been appointed as part of the design team and over the coming weeks they will be finding out more information about how people travel to Stones Lane at the moment.

Once the design for the Stones Lane campus is closer to being finalised we will be carrying out consultations with stakeholders and wider community to check we have taken all input and requirements into account.

Ruth Szybiak
Chair, Cricklade SCOB

