

AGENDA

Meeting: WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Wootton Bassett School, Lime Kiln, Wootton Bassett, SN4 7HG
Date: Wednesday 6 October 2010
Time: 7.00 pm

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

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 6:30pm.

Please direct any enquiries on this Agenda to:

Julia Densham (Senior Democratic Services Officer), 01249 706610 / julia.densham@wiltshire.gov.uk or Alison Sullivan (Community Area Manager – Wootton Bassett and Cricklade Area), 07917 721371/ alison.sullivan@wiltshire.gov.uk.

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

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

Wiltshire Councillors

Allison Bucknell	Lyneham
Peter Colmer	Cricklade & Latton
Peter Doyle (Chairman)	Wootton Bassett South
Mollie Groom	Wootton Bassett East
Jacqui Lay (Vice Chairman)	Purton
Bill Roberts	Wootton Bassett North

Items to be considered	Time
1. Chairman's Welcome and Introductions	10 minutes
2. Apologies	
3. Minutes (<i>Pages 3 - 14</i>) To approve and sign as a correct record, the minutes of the meeting held on Wednesday 14 July 2010.	
4. Declarations of Interest Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee.	
5. Chairman's Announcements (<i>Pages 15 - 16</i>)	5 minutes
6. Partner Updates (<i>Pages 17 - 30</i>) To note the written reports and receive any verbal updates from the following: a. Key Partners including Wiltshire Police, Wiltshire Fire and Rescue Service, NHS Wiltshire, Community Area Partnership, Parishes, Community Area Young People's Issues Group (CAYPIG), Chambers of Commerce and Westlea Housing Association b. Outside Bodies c. Community Groups.	10 minutes
7. Task Group Updates (<i>Pages 31 - 36</i>) a. Local Traffic and Highways Working Group - to note the written update and to approve the recommendations of the Working Group relating to the Local Transport Scheme selection referred to in the Notes (at 4). b. Rural Buffer Zone Task Group – to receive a verbal update and request the following: <i>The Rural Buffer Task Group is pleased to note that Wiltshire Council will be reverting to the joint Wiltshire and Swindon Structure Plan 2016 until our Core Strategy is complete (as indicated in Wiltshire Council Briefing Note No. 43) and confirms our request that the Wootton Bassett and Cricklade Area Board support the retention of the Rural Buffer Zone as detailed in Policy DP13 but requires that the urban extension required in Policy DP10B should not be allowed to infringe on the effectiveness of that Rural Buffer Zone. Further, the Rural Buffer Task Group calls for Rural Buffer Zones to be adopted in the emerging Wiltshire Core Strategy to prevent further coalescence between major urban conurbations with smaller</i>	5 minutes

towns and villages and so preserve their ancient diverse and individual rural identities and cultures.

8. **Community Planning** (Pages 37 - 42)

10 minutes

To receive a written report prepared by Julia Stacey, Community Partnerships Support Officer, detailing four options (Options 1-4) for Community Planning together with a fifth option proposed by Cricklade Town Council during the consultation period.

The fifth option proposed reads as follows:

'That a further option (Option 5) should be considered that would take away the centralised community area planning approach thereby cutting costs, negating the need for a Community Area Partnership and draw on town and parish community led plans which could also feed into the strategic planning of Wiltshire Council and other agencies. This was more in line with the localism agenda and new Big Society approach and would make more funding available to the Area Board for use as grants or other investment into the wider community.'

The Area Board, having regard to the feedback and recommendations contained in the Community Partnerships Support Officer's report, will be asked to adopt one of the five possible options suggested for future Community Planning purposes.

9. **Funding** (Pages 43 - 52)

10 minutes

a. Community Area Grants Scheme

The Wiltshire Councillors will consider two applications to the Community Area Grants Scheme 2010/11 as follows:

- i. Marston Meysey Village Hall Association seeks £1,750 to provide equipment to refurbish small kitchen in the village hall
- ii. Cricklade Town Council seeks £2,494 to erect a fence around the skate park.

Total requested = £4244

Allocation of Grant Funding to date:

- 1st Purton and Lydiard Beavers Pack awarded £943 for equipment
- Cricklade Town Festival awarded £1,240 for street entertainers for annual community event
- Thames Pre School awarded £555 for metal tool shed to securely house garden tools to maintain newly created garden area
- Lyneham Youth Club awarded £2,752 towards summer

activity programme for young people.

- Broad Town Village Show awarded £2,241 to provide all weather blow-up stage cover for the bands at the local annual community event.

To date, **£7731** in Community Area Grants has been awarded from the Area Board budget of **£51,962**. Cricklade Leisure Centre was awarded £5000 from the 2009/10 Community Area Grants budget and has now been paid. This leaves a remainder of **£39,231** for allocation.

Grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at

www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm

b. Performance Reward Grant Scheme

To consider two expressions of interest to the Performance Reward Grant Scheme, as follows:

- Wiltshire Voices
- Wiltshire is Saving Energy.

10. **Community Issues Update**

5 minutes

To receive an update on issues raised and progress made.

11. **Leisure Facilities Review and Questions for the Cabinet Representative**

60 minutes

a. Stuart Wheeler, Cabinet Member for Leisure, Sport and Culture will give a presentation on the review of leisure facilities in Wiltshire.

b. Councillor Wheeler will follow the above item with an overview of his wider cabinet role and respond to any questions.

12. **Evaluation and Close** (*Pages 53 - 54*)

5 minutes

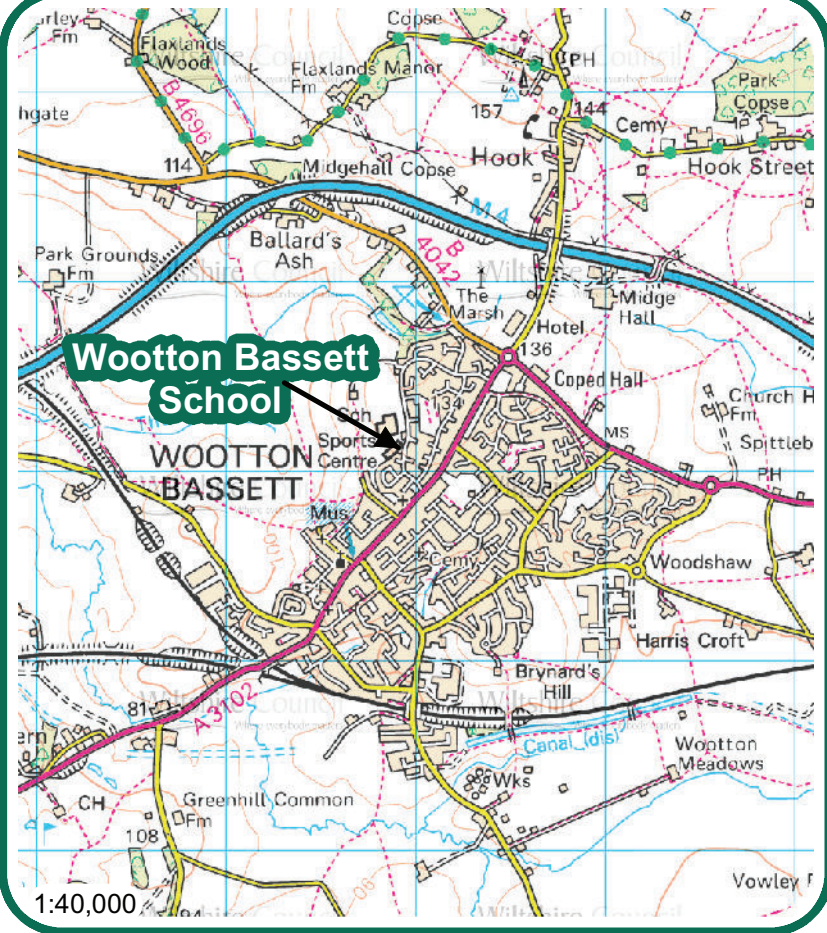
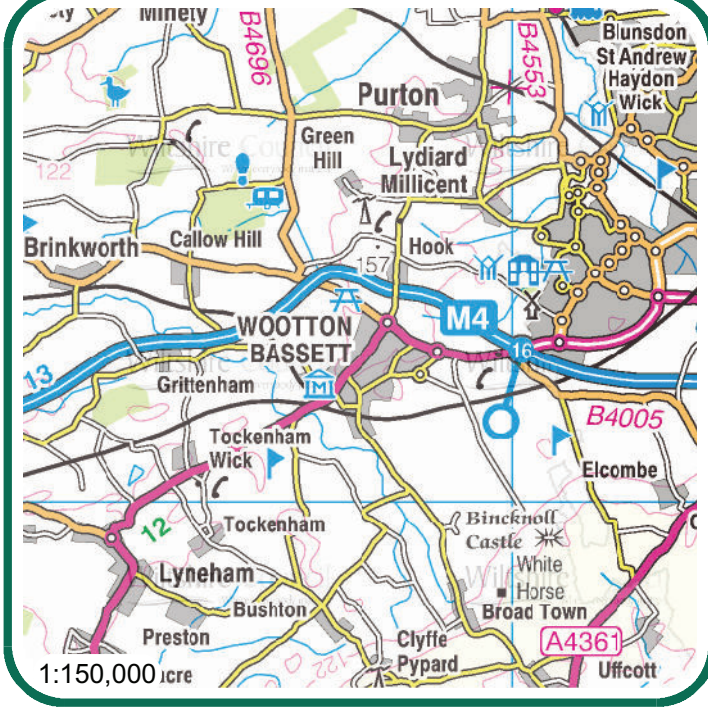
The Chairman will invite any remaining questions from the floor.

The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.

7.00pm Wednesday 1 December 2010, Hook Village Hall, Hook Street, Wootton Bassett, SN4 8EF

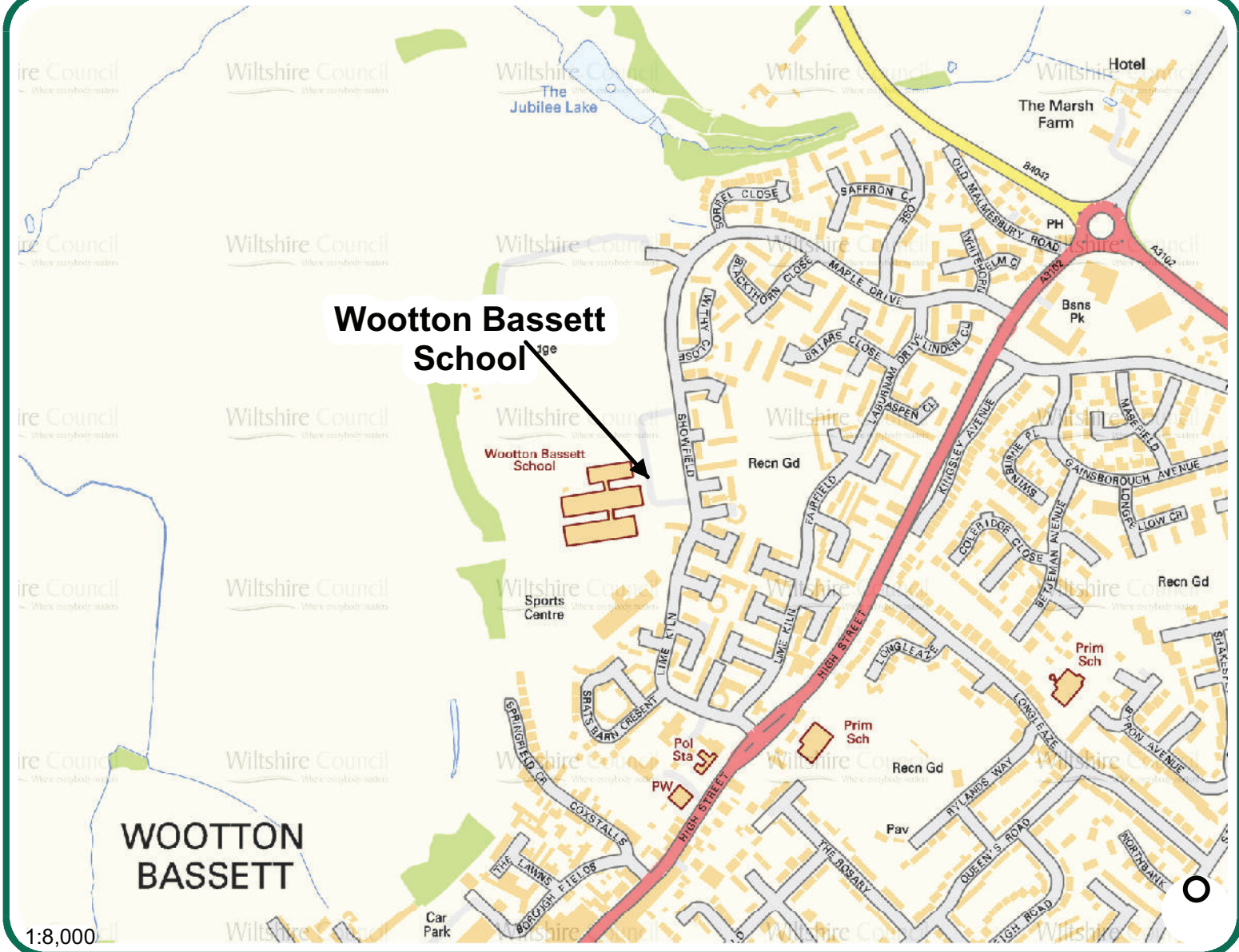
7.00pm Wednesday 2 February 2010, Cricklade Town Hall, High Street, Cricklade, SN6 6AE.

The Forward Plan is attached for information.



Wootton Bassett School
Lime Kiln
Wootton Bassett
Wiltshire
SN4 7HG


 Wiltshire Council
 Where everybody matters



MINUTES

Meeting: WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Lyneham Primary School, Preston Lane, Lyneham, SN15 4QJ
Date: 14 July 2010
Start Time: 7.00 pm
Finish Time: 9.40 pm

Please direct any enquiries on these minutes to:

Julia Densham (Senior Democratic Services), direct line 01249 706610 or e-mail julia.densham@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Allison Bucknell, Cllr Peter Colmer, Cllr Peter Doyle (Chairman), Cllr Mollie Groom, Cllr Jacqui Lay (Vice Chairman) and Cllr Bill Roberts (Vice Chairman) and Bill Roberts

Cabinet Representative: Councillor Fleur de Rhé-Philippe

Wiltshire Council Officers

Tessa Cozins (Area Library Manager), Julia Densham (Senior Democratic Services Officer), Niki Lewis (Service Director for Communities, Libraries, Heritage & Arts), Martin Litherland (Head of Waste Collection), Jessica Phillips (Community Librarian) and Alison Sullivan (Community Area Manager)

Town and Parish Councillors

Cricklade Town Council – Gina Chapman and David Tetlow*

Wootton Bassett Town Council – Johnathan Bourne, Mike Leighfield*, and Stephen Walls

Broad Town Parish Council - Veronica Stubbings*

Latton Parish Council – Phil Winfield*

Lydiard Millicent – John Bennett

Lydiard Tregoz Parish Council – Peter Willis*

Lyneham & Bradenstoke Parish Council – Phil Lightowler and John Webb

Marston Meysey Parish Council – Andrew Brand

Purton Parish Council – Helen Griffin and Mike Bell*

*nominated parish and town council representatives

Partners

Wiltshire Police – Sergeant Martin Alvis

Wiltshire Fire and Rescue Service – Mike Franklin and John Popowicz

Northern Community Area Partnership – Bob Jones (Chairman)

Extended Schools Services – Andrea Smith

Westlea Housing Association – Martyn Baker

Members of Public in Attendance: 10

Total in attendance: 43

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting. He introduced the Wiltshire Councillors, and the Community Area Manger and the Democratic Services Officer. The Chairman welcomed all new attendees to the area board meeting and invited questions at any stage of the meeting. He reminded everyone to complete the evaluation forms.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies were received from the following:</p> <p>Councillor Brian Atfield (Cricklade Town Council) Jo Howes (NHS Wiltshire) Wing Commander Rob Snell and Lisa Mitchell (RAF Lyneham) Laurie Bell (Service Direct – Wiltshire Council)</p>	
3.	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on 26 May 2010 were agreed as a correct record and signed by the Chairman.</p>	
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred the meeting to the announcements circulated with the agenda. He added that a workshop event was planned for the part night lighting project on 29 July. Those interested in the project were to contact the Community Area Manager. Further details relating to the Local Transport Plan announcement were to be considered under the agenda item 7b – Task Group Updates.</p> <p>The Chairman made the following additional announcements:</p> <p>A letter had been received from Mouchel inviting comments by 29 July about the engineering works planned for the river bridge at Tadpole Bridge. Pedestrian and horse access was to be kept open.</p> <p>The report to Cabinet on 27 July included the recommendation that</p>	

	<p>the Special Educational Needs unit at Longleaze Primary School be retained with the capacity for 10 full time places.</p> <p>A statement from Chief Executive Andrew Kerr about the Leisure Facilities Review had been issued. Lime Kiln Leisure Centre was one of the facilities earmarked for devolvement to the community to manage. There were no further details available at the time.</p>	
6.	<p><u>Partner Updates</u></p> <p>The following updates were received:</p> <p>a. <u>Wiltshire Police</u> – the written report was noted. Sergeant Martin Alvis updated the meeting about the arrest of a Swindon man in connection with five burglaries that had taken place in the Purton area.</p> <p><u>Wiltshire Fire and Rescue Service</u> – the written report was noted. Relationship Manager Mike Franklin announced that in the first quarter of the year, 63 home fire-safety checks had been made. He introduced his colleague Area Manager John Popowicz. There had been an increase in hoax calls. While it was possible that these had been instigated from the same source, Mr Franklin offered to investigate the situation and report any further information to the Community Area Manager.</p> <p><i>[Note: after the meeting Mr Franklin sent the following information: Referring to the statistics within the written update, the graph key was not reproduced correctly and missed out the coloured key for 'False Alarm' which made the key for 'False alarm good intent' look as though it was the key for 'Hoax'.]</i></p> <p><u>Northern Community Area Partnership (NCAP)</u> – Bob Jones (Chairman) made the following points:</p> <ul style="list-style-type: none"> • NCAP was working with Julia Stacey (Community Support Officer) on new ways of working with the area board. • the recent meeting had been productive although not well attended • the partnership welcomed the scrapping of the Regional Spatial Strategy • the partnership's work with the youth task group was complete. <p><u>Westlea Housing Association (WHA)</u> – Martyn Baker,</p>	

	<p>Customer Accounts Manager, updated the meeting on the recent activities of Wiltshire Money and offered to organise a Money Advice event together with with several partners to help the local community due to the closure of RAF Lyneham.</p> <p><u>Lyneham & Bradenstoke Parish Council</u> – Councillor Philip Lightowler made the following points:</p> <ul style="list-style-type: none"> • Defence Estates would be speaking with the parish council regarding the closure of RAF Lyneham but as yet there was insufficient information available • a new play area had been funded by the RAF. <p>b. Outside Body Updates – no reports were received.</p>	
7.	<p><u>Task Group Updates</u></p> <p>The Chairman reminded the meeting that the nominated parish representatives were welcome to attend the task group meetings.</p> <p>a. Rural Buffer Zone Task Group – the written report was noted. The Chairman apologised that Gina Chapman’s name had not been included on the Terms of Reference. Councillor Groom gave a verbal update highlighting some of the points noted in the written report.</p> <p>b. Local Traffic and Highways Working Group – the written report was noted. The area board had received a funding allocation of £14,025 to address local transport issues via a working group. The Chairman proposed that the work be done by the existing Local Traffic and Highways Working Group.</p> <p><u>Decision</u> It was agreed that the Local Traffic and Highways Working Group was to identify the issues to progress using the discretionary highway budget.</p> <p>The next meeting of the working group was 6pm on 21 September 2010. Further details were available from the Community Area Manager.</p>	Alison Sullivan
8.	<p><u>Library Service Review</u></p> <p>John Salen, Project Manager – Business Change, introduced Tessa Cozins, Area Library Manager – North and East, and Jessica Phillips, Community Librarian. This was followed by a presentation on the library service review.</p>	

	<p>The following points were made:</p> <ul style="list-style-type: none"> • the review was county-wide • £500,000 savings were to be achieved within two years • 98% of library customers thought the standard of customer care was good or very good • the impact of reading and literacy on people’s lives, including their career prospects and health and wellbeing • what the library service offered now • what a future library service might offer, such as time zones for different groups (Noisy Fridays/Quiet Mondays), longer core opening hours and late night opening, meeting rooms for public use, refreshments, e-readers, washroom facilities, Wi-Fi access, game zones and plasma screen broadcasts. <p>The meeting raised the following points:</p> <ul style="list-style-type: none"> • some libraries and mobile libraries offered internet training for children, disabled people and older people • Cricklade library was currently sourcing funding for its Silver Surfers group • Cricklade Leisure Centre currently offered the Silver Surfers programme • customer focus groups expressed a wish for extra services at the library • every aspect of library provision was to be reviewed • there was an on-going strategic review of all council-owned buildings that considered new models of service delivery • further consultations were to take place • adult literacy courses were desirable • currently there were no plans to alter the very popular mobile library service • both Cricklade Town council and the library offered information points that may be better combined for resource efficiency. <p>There was the opportunity to contribute to the review through opinion cards at the meeting that asked for the top five priorities for a library service in the future.</p> <p>The Chairman thanked Mr Salen for his presentation.</p>	
9.	<p><u>Waste Collection Consultation</u></p> <p>Martin Litherland, Head of Waste Collection, gave a short presentation following the recent launch of the council's waste and recycling consultation. He included the following points:</p>	

- the new council had inherited four different waste collection schemes across the county, which operated to different service levels and standards, and achieved very different recycling rates; residents in these areas had very different opportunities to recycle, which was unfair
- landfill tax was set to increase from £40 per tonne in 2009 to £80 per tonne in 2014, increasing by £8 per year
- the proposed new service would provide each household in Wiltshire with a 2 weekly collection of household waste, black box recycling, plastic bottles and cardboard, and a non-charged 'opt-in' garden waste collection
- leaflets were available at the meeting that provided additional information and also described the ways in which people could engage in the consultation , such as visiting the council's website.

A written question had been received from Mr John Webb asking if the new fortnightly collection of residual waste was compliant with the Disability Discrimination Act with regard to the disposal of medical waste. The response was that clinical waste was categorised as being low risk waste. This included nappies and incontinence pants (known as Grade E clinical waste) and were to be double bagged as usual and disposed of via the normal collection - it was safe for this material to go to landfill. There was a clinical waste collection service for high risk waste.

The following points were made:

- the current waste recycling figure of 40% was county-wide, included municipal waste , black box collections and household recycling centres. The figure of 28% only referred to the kerbside collection in North Wiltshire. Higher collection rates were achieved when there was a fortnightly residual waste collection. Examples provided were 44% in the east and 43% in the west
- not all garden waste was suitable for composting
- secondary packaging could be targeted before reducing collection
- waste should be used to generate energy
- 50,000 tonnes per annum of residual waste was diverted from south Wiltshire and sent to an Energy from Waste facility out of the county
- recycling figures included all recycling and were formulated by government set performance indicators
- household recycling centres might be able to collect other types of recyclable waste if paper and plastics were removed ,

	<p>if kerbside collections were introduced to collect this material.</p> <ul style="list-style-type: none"> • this waste collection scheme may be better suited to rural areas rather than more highly populated urban areas • the consultation was to be carried out online, through the media and through the area boards. <p>Councillor de Rhe-Philippe pointed out that in West Wiltshire the fortnightly waste collection was functioning well.</p>	
10.	<p><u>Funding</u></p> <p>a. <u>Community Area Grants Scheme</u></p> <p>Wiltshire Councillors were asked to consider one application seeking funding from the 2010/11 community area grant budget.</p> <p>Helen Griffin and Wendy Griffin addressed the meeting on behalf of the 1st Purton and Lydiard Beavers Pack.</p> <p><u>Decision</u> The 1st Purton and Lydiard Beavers Pack was awarded £943 to provide play equipment for the pack at their new premises at Purton Youth Centre.</p> <p><u>Reason</u> <i>The application met the Community Area Grants Scheme 2010/11 criteria and met locally agreed/area board priorities demonstrating the benefits of being involved with youth groups and encouraging participation in community groups.</i></p> <p>b. <u>Area Board Projects</u></p> <p>The Chairman introduced the proposal, explaining that the following two agenda items were examples of what could be achieved by this process. He proposed to ring fence 20% of the area board budget (£12460) until 31 December 2010 for such projects. The meeting considered the proposal and made the following points:</p> <ul style="list-style-type: none"> • the meeting preferred the title councillor-sponsored projects to councillor-led initiatives • further guidance was requested on the issue of councillors' interests – it was pointed out that there would only be an interest for the councillor if the proposal related to an organisation or body to which the councillor belonged (registerable interest) • the meeting disagreed with the principle of ring fencing 	Alison Sullivan

	the funds.	
11.	<p><u>Safari Project</u></p> <p>Councillor Allison Bucknell gave a presentation on a transport scheme that would enable young people, particularly those living in rural areas, to access a variety of safe (alcohol and cigarette free) venues. It was pointed out that 10-16 years olds cannot afford public transport fares and this would offer greater choice at fairer prices for young people.</p> <p><u>Decision</u> Further details of the scheme to be brought to the following area board meeting for consideration.</p>	Cllr Allison Bucknell
12.	<p><u>Fire Cadet Project</u></p> <p>Councillor Peter Colmer gave a presentation on the Cricklade Fire Cadets. The unit's funding was to be withdrawn at the end of August. The following points were made:</p> <ul style="list-style-type: none"> • Wiltshire Fire and Rescue Service should consider other funding cuts before discontinuing this scheme • this was a worthy scheme that benefitted young people; however, it was questionable whether the area board should fund the organisation. <p><u>Decision</u> Further work was required if the project, or any element of it, was to be considered.</p>	Cllr Peter Colmer
13.	<p><u>Cabinet Representative - Fleur de Rhé-Philippe</u></p> <p>Councillor Fleur de Rhé-Philippe gave an overview of the current situation at RAF Lyneham as a member of the Sponsoring Group of the Military Civilian Integration Programme. She made the following points:</p> <ul style="list-style-type: none"> • the site's possible uses were still being considered • a developer had shown an interest • a broad plan was being formulated for consideration by the community • a conference was hoped for • the abolition of the Regional Spatial Strategy created greater flexibility • prospects for the use of the area were good • the housing stock would attract interests and residents • environmental contaminants needed to be considered 	

- there was a need to remain positive pending further information.

Councillor de Rhé-Philippe gave an overview of her roles and responsibilities as cabinet member for Finance, Performance and Risk. This included the following:

- budget setting process
- monitoring monthly performance throughout the year
- monitoring of the risk register
- savings had been made because of the unitary process.

Councillor de Rhé-Philippe responded to the following two written questions (responses below):

Given that the area board handbook states at page 42 “the needs of those who cannot access electronic sources of information should be kept in mind” and at page 44 “Wiltshire Council is committed to make sure that no-one is at a disadvantage by not being able to be involved, or through discrimination” what actions has Wiltshire Council and its ‘partners’ taken to ensure, in so far as is practicable, that house/bed bound residents, whether residing at home, a care or nursing home or while temporarily hospitalised with access to electronic sources of information and those without will be involved in and enabled to take part in Council’s and its ‘partners’ involvement structures that less constrained residents would be able so to do, and by what future date will, as far as is practicable, the situation of disadvantage experienced by such group of residents be expected to be nullified within Wiltshire.

The council is working hard to provide information where practicable to all members of the public. Any person who is unable to access area board information online should contact their local community area manager who will arrange for papers to be sent by post. This is a service we currently provide.

How is council able to justify the use of council tax payer’s monies to pay the relatively exorbitantly high fees of consultants as in the case of Peter Fletcher Associates Ltd 2008 ‘accommodation strategy for people with physical and sensory impairment under 65’ commissioned by council’s department for community services on the basis of provision to said consultants of a flawed brief, flawed research (I use the term in its loosest sense) and council’s own data?

The Accommodation Strategy for People with Physical and Sensory Impairments was commissioned in 2008, following a tender process to ensure the Council obtained Best Value. Peter

	<p>Fletcher Associates, a highly regarded company, was asked to identify the future accommodation needs for this group of people to enable the Council to plan and develop services that were identified as being required. The work involved utilising local and national data, such as the census, Joint Strategic Needs Assessment and other publications as well as undertaking consultation with service providers and customers. Having reviewed all existing services, national evidence and undertaken this consultation, the Strategy identifies the type of accommodation that is required to meet people's needs and aspirations and includes a table of recommendations. These are being implemented currently and are monitored through the Joint Commissioning Group and Accommodation Board.</p> <p>The Chairman thanked Councillor de Rhé-Philippe for her attendance.</p>	
14.	<p><u>Community Planning</u></p> <p>Julia Stacey, Community Partnership Support Officer, updated the meeting on the progress of the community planning process. The following points were included:</p> <ul style="list-style-type: none"> • attendance at the meetings had not been fully representational of all community groups • community planning worked best when it was issues driven • social networking might be a way of engaging other community groups • draft proposals were to come to the next area board meeting. 	
15.	<p><u>Questions</u></p> <p>The Chairman asked for any remaining questions from the floor. The following comments were made:</p> <ul style="list-style-type: none"> • Recycle for Wiltshire (www.recycleforwiltshire.com) offered videos demonstrating the uses of recycled waste and the reasons for recycling • all existing community issues had been allocated to officers, organisations or task groups for progression – no new issues had been received • revisions to the area board handbook were underway but required an update to the council's constitution first. 	
16.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending. He apologised for the lateness of the finish but pointed out that engagement was high and hoped everyone had felt able to ask their questions. The next</p>	

	meeting was to be held on Wednesday 6 October 2010 at Wootton Bassett School.	
--	-------------------------------------------------------------------------------	--

Chairman's Announcements

There have been a number of recent announcements by Wiltshire Council relating to:

- Wiltshire Local Transport Plan Strategy 2011-2026
- Wiltshire Intelligence Network (www.intelligencenetwork.org.uk)
- Consultation for Parish Councils on Community Flooding
- Petitions Scheme
- Parish Steward Scheme
- Delays to Gypsy and Traveller Site Consultation

Full details of these are available on the Wiltshire Council website and are also notified via the Community Area Network - please sign up to receive these.

- Feedback from the Car Parking Strategy Consultation indicates that

County Wide Responses:

- Reasonable response from Amesbury, Chippenham, Corsham, Devizes and Salisbury but limited number of responses from most other areas. In total 600 people made over 5,000 comments
- Overwhelming support for economy as most important objective
- Next highest support was for meeting residents' needs for parking
- Majority support for concept of banding towns and proposed land-use zones
- Small majority disagree with proposed bands
- Large majority agree that town and parish councils should be offered 'buy back' and car park management opportunities
- Overwhelming majority supported the council's approach to parking enforcement
- Small majority saw the kerb space hierarchy as reasonable
- Large majority stated that council should continue to offer season tickets

County Wide Response on Parking Charges:

- Majority selected 'conventional' (lowest) parking charges option
- Some respondents disagreed with all three options (eg wanting to keep parking free in small towns)
- Little enthusiasm for proposed Sunday parking charges
- Small majority support for the proposed way of reviewing charges

Specific Responses from Wootton Bassett and Cricklade Area include:

- Each town has different characteristics and needs
- Fears that prices will encourage shift to parking upon residential streets
- More frequent and visible enforcement is required
- The strategy goes too far in terms of local authority control

What Happens Next: Oct-Nov: consideration of consultation responses Dec: Cabinet decision meeting (14th Dec) Jan-Mar 2011: statutory procedures, Apr 2011: implementation of changes.

Crime and Community Safety Briefing Paper
Wootton Bassett & Cricklade Community
Area Board
6th October 2010



1. Neighbourhood Policing

Area Commander: Inspector Steve Cox

Neighbourhood Policing Sergeant: Sgt Martin Alvis

Wootton Bassett Town Centre Team

Beat Manager – PC Nick Spargo
 PCSO – Jim Wale

Wootton Bassett Rural Team

Beat Manager – PC Steve Porter
 PCSO – Andy Singfield
 Ministry of Defence Police Unit Beat Officer (Lyneham) – PC Jarra Brown

Cricklade & Purton Team

Beat Manager – PC Chris Skey
 PCSO – Nicola Allen
 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 always be found on our Wiltshire Police Website.

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

3. Police Authority Representative: Mrs Carole Soden

Please contact via Wiltshire Police Authority Tel. 01380 734022 or
<http://www.wiltshire-pa.gov.uk/feedback.asp>

4. Performance and Other Local Issues

I have received numerous enquiries with regard to the disbandment of the Wiltshire Camera Road Safety Unit (CRSU). I would like to take this opportunity to reassure the community that although you will no longer see a mobile speed camera van parked in your village, you will still have the enforcement options of the Wiltshire Roads Policing Unit and my own Area Officers. On the 7th of September 2010, all my Community Beat Managers were trained in the use of two types of hand held speed detection devices, thereby enabling them to tackle speed offences in your town and villages.

I would also like to reassure you that the closure of the CRSU does not change any of the processes around Community Speed Watch. Therefore if you operate a Community Speed Watch scheme in your area, you are able to continue to do so. If you would like to

adopt the scheme, you are also able to do so. We have had some outstanding results within my Sector over recent weeks, namely five drivers were monitored on three separate occasions exceeding the speed limit. The vehicle details were passed to the Wiltshire Police Roads Policing Unit who targeted these drivers, the result of which was three being caught speeding and issued with fines and penalty points on their driving licences.

Final Note

With the last few weeks of the warm weather in front of us, there is still a possibility of seeing an increase in opportunist burglaries. This is often due to windows being left wide open with no person being present in the property, offenders are able to enter a property quickly and remove easily obtainable items such as handbags, laptops etc.

There are 2 areas where all the community can help reduce this type of offence:

- Report any suspicious activity to police as soon as possible.
- Always close and lock all windows and doors when you are not in the room, especially when leaving the house or in the garden. Double-check that doors and windows are locked at night before you go to bed.

Please do all that you can to stop thieves targeting your homes? Prevention is always better than cure!

CRIME & DETECTIONS (MAY 2009 – APRIL 2010 compared to previous year)

WOOTTON BASSETT SECTOR						
WOOTTON BASSETT	CRIME				DETECTIONS	
	SEPT 2008 - AUG 2010				SEPT 2008 - AUG 2010	
	2008/09	2009/10	+ / -	% Change	2008/09	2009/10
Violence Against the Person	170	137	-33	-19.4%	51.8%	51.8%
Dwelling Burglary	44	56	12	27.3%	31.8%	17.9%
Criminal Damage	374	259	-115	-30.7%	19.0%	8.1%
Non Dwelling Burglary	105	150	45	42.9%	11.4%	6.0%
Theft from Motor Vehicle	80	59	-21	-26.3%	18.8%	5.1%
Theft of Motor Vehicle	18	21	3	16.7%	16.7%	14.3%
Total Crime	1167	1093	-74	-6.3%	26.0%	19.5%

County Division is compared with 15 most similar divisions in other Forces. Currently County Division is performing very well and is ranked 1st (out of 15) for our overall crime and 5th (out of 15) for our overall detection levels

Anti-Social Behaviour – reported incidents

JUL - SEPT	OCT-DEC	JAN-MAR	APR-JUN	MONTHLY
------------	---------	---------	---------	---------

2009	2009	2010	2010	AVE (09/10)
326	253	183	222	246

Inspector Steven Cox (23rd September 2010)
Area Commander



Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

Report for Wootton Bassett & Cricklade Area Board - Oct 2010

Fires

WFRS attended 10 accidental fires in the Boards area during the months of July and August 2010. These incidents have included a rayburn cooker, grill pan, cooker, partially constructed bungalow, bin fire spreading to fencing, an outbuilding, barn, a manure heap, a hedgerow and farm waste.

We were also called to attend 5 deliberate fires over the same period involving rubbish at the side of the road, bin refuse, a tree and a car. A building was also damaged when waste materials stored up against the exterior wall was deliberately set fire to - this highlights the need to keep waste bins/skips, etc away from main buildings if possible. WFRS continues to liaise with other agencies to reduce deliberate fire setting.

Injuries

No individuals have been injured through any fire related incident that we have attended during July and August 2010.

RTCs

We have attended 8 Road Traffic Collisions within the Boards area. Two on the A419 and one on the A3102. Injuries were reported in four of the incidents.

Co-Responder Calls

WFRS attended 24 co-responder calls during July and August 2010.

Community Safety

Wiltshire Fire & Rescue Service is reminding people about the importance of getting chimneys swept. The recent chilly weather at night has led to many homes having fires lit much earlier in the year than normal - which can be dangerous if the chimney has not been swept since the fire was last used.

The Service's advice is to ensure that chimneys for wood burning fires are swept every three months when in use. If you burn bituminous coal, the chimney should be cleaned at least twice a year, and at least once a year when burning smokeless coal. An annual clean is sufficient for oil and gas fires.

Other safety tips include:

- Have the chimney properly swept – using a vacuum cleaner alone is not sufficient.
- Make sure your fire receives enough air to allow the fuel to burn properly.
- Only burn suitable fuels.
- Do not overload the grate or appliance.
- Maintain your appliance in accordance with the manufacturer's instructions.
- Use a fire or spark guard to prevent accidental fires.
- Inspect your chimney breast, particularly in the roof space. Make sure that it is sound and that the sparks or fumes cannot escape through cracks or broken bricks.

- Make sure you are not at risk from carbon monoxide poisoning by having appliances installed and serviced by competent engineers. Fit a carbon monoxide detector and never block air bricks, vents or flues.
- Extinguish the fire before going to bed or leaving the house.

A wide range of fire safety advice can be found on the Wiltshire Fire & Rescue Service website - www.wiltshire.gov.uk



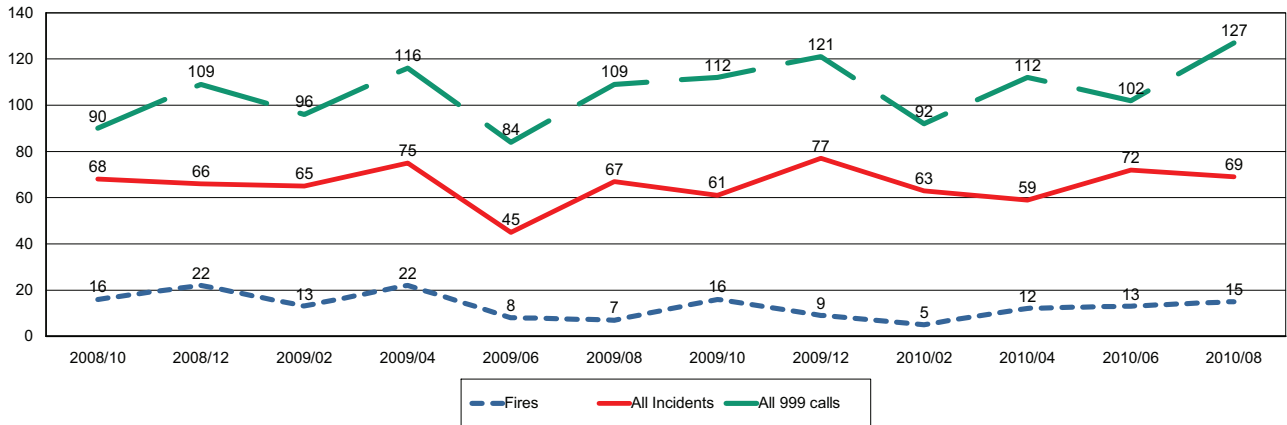
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

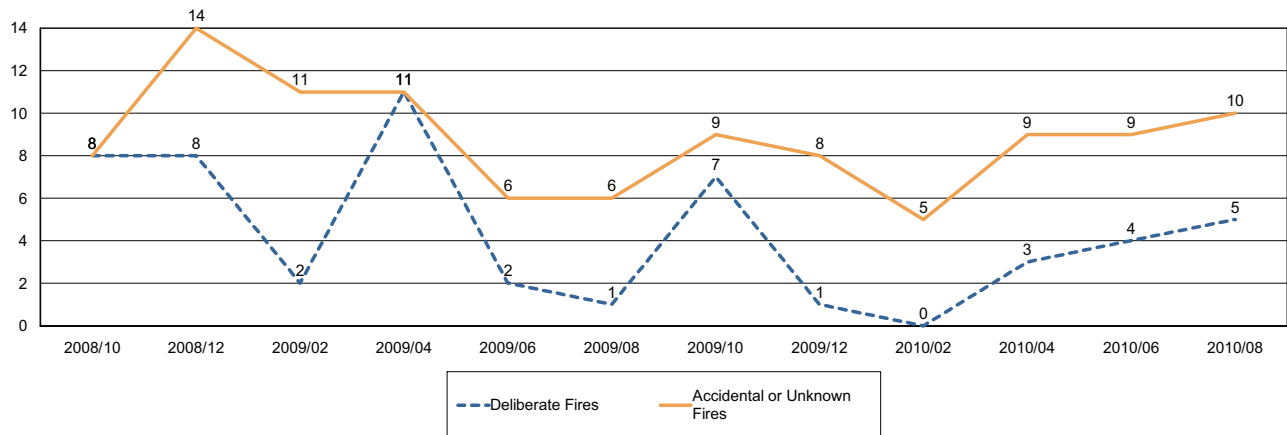
Report for Wootton Bassett & Cricklade Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including August 2010. It has been prepared by the Group Manager for the Board's area.

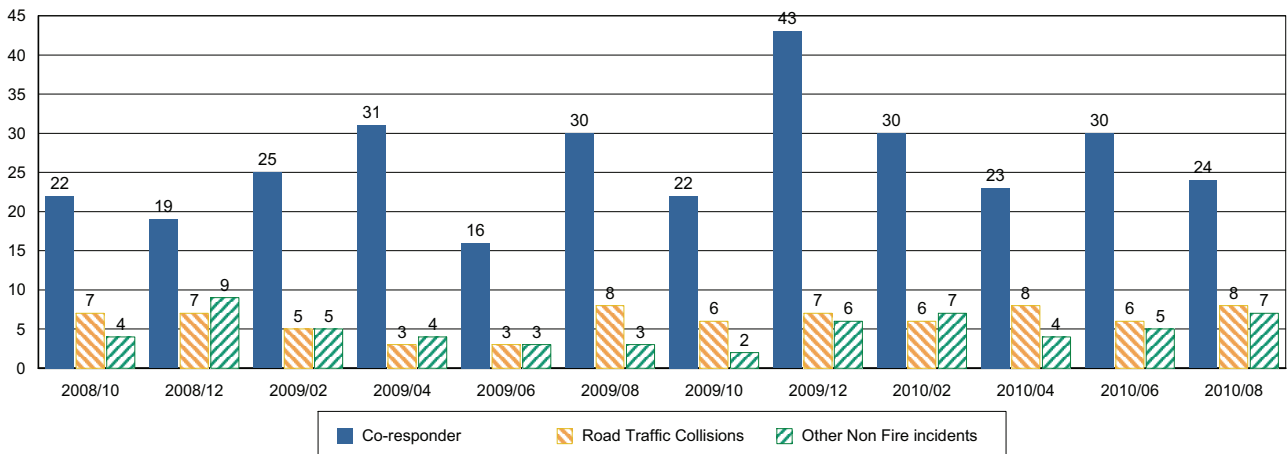
Incidents and Calls



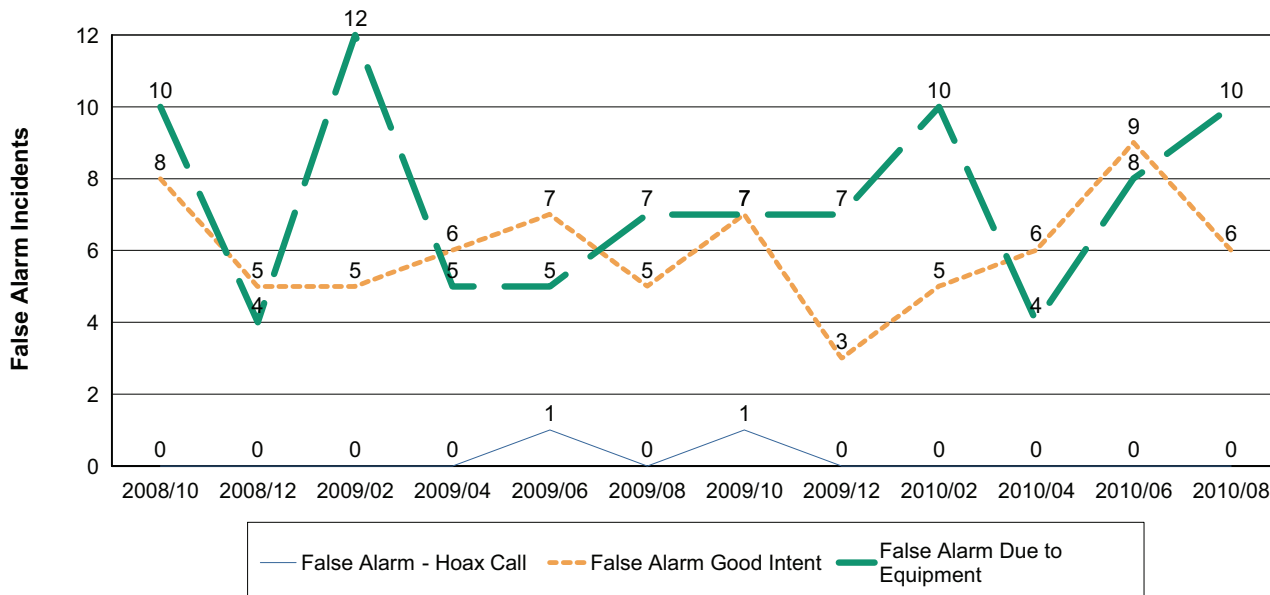
Fires by Cause



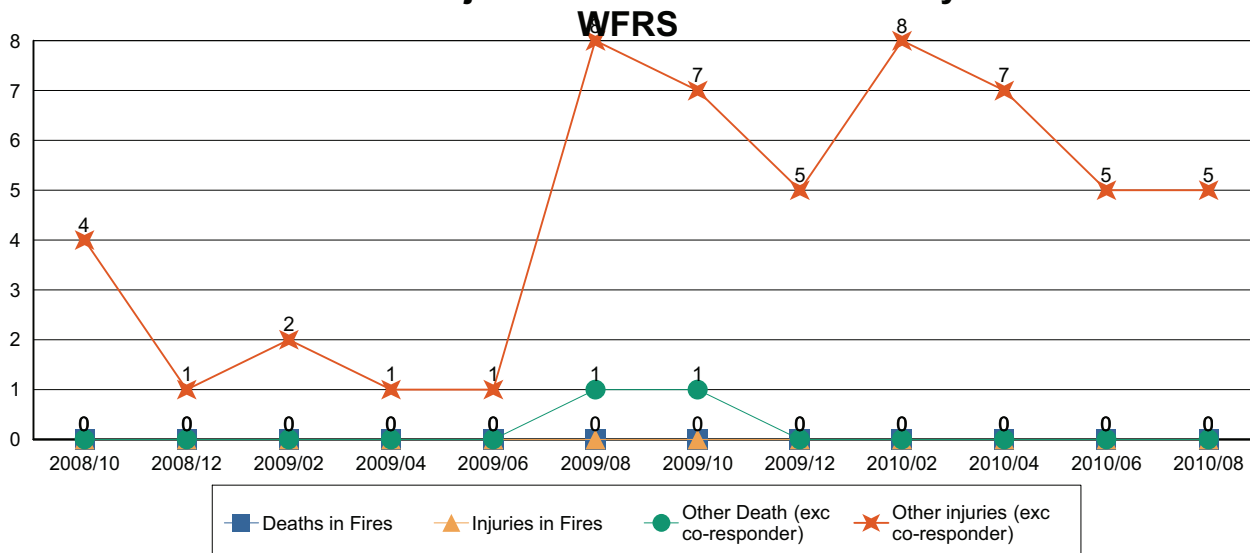
Non-Fire incidents attended by WFRS



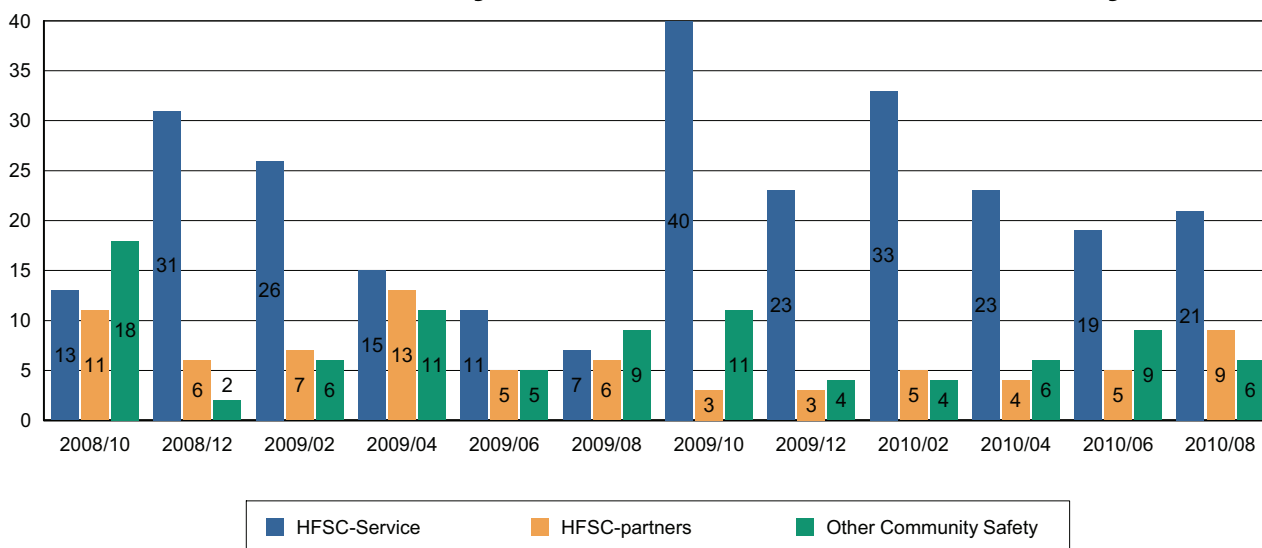
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

**Public consultation – The Government’s White Paper:
“Equity and Excellence: Liberating the NHS”**

The Government’s White Paper, Equity and Excellence: Liberating the NHS sets out how the Secretary of State for Health will hold the NHS Commissioning Board to account for delivering better health outcomes through a national NHS Outcomes Framework. A copy of the White Paper can be found at this web address:

http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/@ps/documents/digitalasset/dh_117794.pdf

Since publication, the Department of Health has launched a number of consultation and engagement papers to gain feedback on the White Paper proposals. These are as follows, and each separate consultation can be found by following the appropriate web address:

- Transparency in Outcomes – a Framework for the NHS
http://www.dh.gov.uk/en/Consultations/Liveconsultations/DH_117583
- Increasing democratic legitimacy in health (11 October 2010)
http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/documents/digitalasset/dh_117721.pdf
- Commissioning for patients (11 October 2010)
http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/documents/digitalasset/dh_117705.pdf
- Regulating Healthcare providers (11 October 2010)
http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/documents/digitalasset/dh_117842.pdf

This is an excellent opportunity for the public to become involved in the future arrangements for the NHS, and we encourage as many local people and stakeholders to become involved and engaged with the proposals. The Government is particularly keen to see that the views of patients, Local Authorities, GPs and practice based commissioners are included in the consultation. The closing date for these consultations is 11 October 2010.

Have your say on pharmaceutical services

NHS Wiltshire is asking people to say what they think in a survey about the provision of pharmaceutical services in their area. The results will help NHS Wiltshire to understand how people use pharmaceutical services in Wiltshire and how they might like to use them in the future.

Ten thousand Wiltshire residents will have received a survey by post asking for their views. The survey has been organised by NHS Wiltshire and recipients have been chosen at random, from a list of all patients registered with a GP in the county. The anonymous results of the survey will be included in a pharmaceutical needs assessment (PNA), currently being undertaken by NHS Wiltshire, which is due to be published in February 2011. The pharmaceutical needs assessment is a key tool in the process of achieving high quality, accessible services, responsive to local needs.

Test waits down 75% in Wiltshire

Waiting for tests after seeing your GP with a health worry can be a stressful time for patients, but in June 2010 only **two** Wiltshire people had been waiting more than six weeks for any of the 15 most common diagnostic tests – down around 75% on the same month last year.

The total number of patients referred for the tests was 3,736. In the same month last year, the figure waiting more than six weeks was nine out of a total number of 4,354 waiting.

The national (English) figure for patients waiting for these tests was 3,500 – a decrease of 9.7% on the previous year.

Free infant massage sessions for mums and babies!

A Community Nursery Nurse for the Health Visitors Team at Devizes has recently qualified in baby massage and is now able to offer FREE infant massage to mothers - or fathers - and babies through the NHS in conjunction with post-natal group held at Devizes Health Centre. Alternatively, she can provide one-to-one training in the community if the parent is referred by a Health Visitor. Also in partnership with Devizes Children's Centre who sponsored the course.

The Annual General Meeting and Board meeting of NHS Wiltshire will be held on **29 September 2010 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or jo.howes@wiltshire.nhs

Update for Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Wootton Bassett Town Council
Date of Area Board Meeting	06 October 2010

Headlines/Key successes

- Fun Run Sunday 29th August 2010

- Town Crier Competition Saturday 18th September 2010

- Community Fayre Saturday 25th September 2010

Projects

- Bus Shelters, replacement of panels

- Remedial maintenance contracts – various sites eg Civic Centre Wall

- Annual Budget Preparation (National debate re Parish and Town Councils)

Forthcoming events/Diary dates

- Mayor's Sportsman's Charity Dinner Saturday 6th November 2010

- Remembrance Homecoming Parade Sunday 14th November 2010

- Christmas Lights Evening Friday 3rd December 2010

Signed: Johnathan Bourne Town Clerk

Date: 27th September 2010

Update for Wootton Bassett & Cricklade Area Board

Name of Parish/Town Council	Cricklade Town Council
Date of Area Board Meeting	6 th October 2010

Headlines/Key successes

- **South West and Britain in Bloom** - Cricklade has again won a Gold Award and the Ayre Cup in the RHS South West in Bloom competition making in the Best Small Town in the South West. Awards were also presented to nine local neighbourhood groups and a special Community Champion award was given to the Chair of Cricklade Bloomers, Anita Barratt. The town now awaits the results of the Britain in Bloom national finals (*to be announced on 29th September*). Congratulations go to Cricklade Bloomers, the volunteers who have worked so hard towards this achievement.
- **Children's Competition** - As part of Cricklade in Bloom, the Town Council ran a competition for children to make a display in a recyclable container. Innovative young Crickladians came up with displays in tyres, picnic baskets, on trays and even gas masks - all making use of something out use! Winners and all who entered came along to a presentation at the Town Council offices to receive prizes and certificates.
- **Town Plan** – The Town Council undertook consultation during the summer to gauge whether there was support for a community-led Cricklade Town Plan. The outcome of this was that there should be and a Steering Group has now been formed to drive the plan forward.

Projects

- **Town Centre Car Park** – An application for funding under Wiltshire Council's Performance Reward Grant Scheme was submitted but, rejected. Although this is a disappointing outcome, the Town Council will continue to work together to seek alternative funding streams for this much needed facility.
- **Skate Park** – At the request of Cricklade's young skaters, the Town Council is planning to erect a fence around the perimeter of the Skate Park. This will make it safer for those using the park, deter others from using it as a thoroughfare as well as help to keep it free from litter. An application has been submitted to the Area Board for a Community Area Grant towards this.
- **Eastern Roundabout** – Working with Wiltshire Council to adopt the roundabout at the eastern entrance to Cricklade from the A419 to enhance it as an attractive gateway to the town.
- **Reduced Street Lighting** – The Town Council is working with local people and Wiltshire Council to identify locations where street lights could be turned off during part of the night which will help to reduce the community's carbon footprint and reduce light pollution of the night sky.

Forthcoming events/Diary dates

- A full list of events in Cricklade can be found at www.cricklade-tc.gov.uk
- **Dog Warden's Surgery** – Following the success of a pilot scheme held earlier in the year, Wiltshire Council's Dog Warden will be holding a surgery during the morning at the Town Council offices on Wednesday, 3rd November
 - **Remembrance Sunday** – The Town Council is pleased to be involved in the organisation of this year's important parade through the town on Sunday, 14th November

Signed: Shelley Parker – Town Clerk Date: 27th September 2010

Wiltshire Council - Wootton Bassett and Cricklade Area Board
Local Traffic and Highways WG - Notes of Meeting on 21 September 2010:

2010

Agenda Item	Participants:	Discussion detail:	Action
<p>1. Introductions</p>	<p>Chair: Peter Doyle (Chairman AB) Alison Sullivan (AB – CAM) Peter Colmer (AB) Allison Bucknell (AB) Mike Bell (Purton PC) Gina Chapman (Cricklade TC) Mollie Groom (AB) John Bennett (Lydiard Millicent PC) Johnathan Bourne (WBTC) Jacqui Lay (AB) Tom Pepperall (Lydiard Millicent PC) Veronica Stubbings (Broad Town PC) John Webb (Lyneham PC) Adrian Hampton (Wilts Council) Spencer Drinkwater (Wilts Council) Gareth Rogers (Wilts Council) Steve Cross (Wilts Council)</p>	<p>Explained this was the second meeting of the Working Group.</p> <p>Primary purpose of the meeting was to receive a report on possible Local Transport Plan schemes (32) and select a smaller number (4 to 5) that could be evaluated by highways officers for progressing further using the funding (£12k) specifically allocated to the Area Board for small LTP schemes</p>	<p>None</p> <p>None</p>
<p>2. Review of Local Highways Issues</p>	<p>Alison Sullivan Veronica Stubbings</p>	<p>Alison/Veronica provided a brief update on progress of the Speedwatch scheme (Issue 630) at Broad Town.</p> <p>Veronica explained that sufficient volunteers were likely to be forthcoming the scheme to work.</p>	<p>Volunteers from Broad Town still required</p>

Wiltshire Council - Wootton Bassett and Cricklade Area Board
 Local Traffic and Highways WG - Notes of Meeting on 21 September 2010:

2010

	<p>Mike Bell Alison Sullivan</p> <p>Alison Sullivan Highways Officers</p>	<p>Asked whether the Community Issues Scheme was still in operation. The Scheme was still in operation and should be used for new issues though if highways related would probably be referred to this WG.</p> <p>All previously raised (and closed) issues were being progressed by highways officers to the extent that this was possible.</p>	<p>None</p> <p>None</p>
3. LTP Scheme	<p>Spencer Drinkwater Gareth Rogers</p>	<p>Spencer gave an outline of the LTP Scheme and the scheme selection and scoring process. Gareth provided details on individual schemes.</p>	<p>Circulate list of approximate costs of typical schemes (to follow)</p>
4. Scheme Selection	<p>All present</p>	<p>There was a general round table discussion about the respective merits and likely costs of the 32 possible schemes notified to highways officers.</p> <p>Some concern was expressed at the manner in which the list of schemes</p>	

		<p>had been compiled.</p> <p>Officers explained that the list was historic and compiled from a variety of sources as anyone had been previously able to suggest schemes and this was a first attempt to give visibility to suggested schemes.</p> <p>The future intention is that suggestions for additions to the list would come to the Area Board Working Group and where appropriate following consultation with the appropriate parish</p> <p>It was agreed after discussion and consideration of the many issues and limited funding available that the WG would recommend that the AB support the consideration of 4 possible LTP schemes by officers comprised as follows:</p> <ol style="list-style-type: none"> 1. One improvement based upon the A3102 (Lyneham); 2. One scheme to improve pedestrian safety at Common Hill (Cricklade); 	<p>Area Board</p> <p>Highways Officers</p> <p>Highways Officers</p>
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------

Wiltshire Council - Wootton Bassett and Cricklade Area Board
 Local Traffic and Highways WG - Notes of Meeting on 21 September 2010:

2010

		<p>3. One scheme for a pedestrian crossing at the Sun Inn as advised by Lydiard Millicent Parish Council</p> <p>4. One scheme out of a possible three in WB (New Road crossing, traffic calming in Longleaze or Gainsborough Avenue) TBA by WBTC</p> <p>It was recognised by all that some of the schemes that might be progressed could be based or draw upon more than one of the 32 individually listed schemes if considered appropriate on further evaluation by officers.</p> <p>All of the possible schemes not recommended for progression at this stage could be reconsidered in future years if funding permitted.</p> <p>There was also a discussion about possible introduction of 20 mph speed limits. Controls on the introduction of 20 mph limits had recently been changed and some</p>	<p>Lydiard Millicent PC and Highways Officers</p> <p>WBTC and Highways Officers</p> <p>Highway Officers</p> <p>Working Group to review list for future years at appropriate time.</p>
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Wiltshire Council - Wootton Bassett and Cricklade Area Board
 Local Traffic and Highways WG - Notes of Meeting on 21 September 2010:

2010

		<p>trials were taking place in the county. Suggestions for these would be considered as part of the forthcoming speed limit review on Class B and C roads.</p>	<p>Await commencement of Review on Class B and C Roads. Unitary Members to ensure all parish /town councils receive details of this.</p>
<p>Date of Next Meeting</p>	<p>Alison Sullivan</p>	<p>As agreed at June Meeting – to meet in approximately 3 months time</p>	<p>Date to be advised to suit as many participants as possible</p>

Report to WB&C Area Board
Community Planning Project

Julia Stacey

Background

Decision made at the WB&C Area Board meeting 24th March 2010

“A separate workshop be convened to design the new structure and the event to take place within 30 days of the Area Board meeting. The options to be circulated to all town and parish councils before the workshop”.

The following work has been carried out since the meeting on 24th March

A preliminary meeting was held at Marsh Farm Hotel on 27th April. The Area Board, town councils and the community area partnership met with Steve Milton Head of Community Governance, Wiltshire Council. It was agreed at that meeting that the project should go ahead to develop new community planning arrangements and be carried out by part-time CPO (Julia Stacey).

Project Objectives

- To bring together representatives from towns and parishes and community groups across the community area to explore the options for new community planning arrangements.
- To identify and develop a community planning model with ‘by-in’ from as many of the aforementioned as possible, which will work for the community area.
- To identify resources and possible processes required for the implementation of the developed model.
- To communicate with, and seek engagement and support from, the aforementioned groups during the project.
- To ensure that there is an agreed and sustainable delivery plan for the new arrangements in place, and that an exit strategy is agreed at the end of the project.

A workshop event for parish and town councils and community groups to explore options for revised community planning arrangements, was held on 22nd June.

Attendees explored the way that the community area and its individual communities worked and communicated successfully. Different aspects and functions of the community planning process were explored, and how the could work more effectively in the community area.

The main outcomes from the workshop were as follows:

Throughout the community area there exist a variety of successful local organisations and clubs, which effectively engage people with shared interests.

The requirement was acknowledged for a robust and relevant community plan which was representative of the wider community. It was agreed that in order

to achieve this, there should be an organised and co-ordinated approach, which could best be achieved by a dedicated project worker.

It was agreed that joint working between the Area Board, town and parish councils, and other groups, should be driven by specific projects or issues. There was a need for a flexible model enabling stakeholders to come together as issues arise.

It was agreed that a variety of mechanisms should be utilised to achieve effective communications throughout the community area. It was suggested that there should be an investment of time and resources into engagement through social media, so that this could function alongside more traditional communication methods.

Following the workshop and meetings between CPO and other interested parties a menu of options was developed for consultation. Town and parish councils and community groups were invited to meet with CPO to consider and discuss these options.

Feedback has been received from the following:

Broad Town Parish Council, Cricklade Town Council, Lydiard Millicent Parish Council, Lydiard Tregoz Parish Council, NCAP, Purton Parish Council, Wootton Bassett Town Council.

Outline proposals

In the current economic climate, funding levels in the future are not guaranteed, therefore any model should be sustainable.

Option 1 (preferred)

- Appointment of a paid part-time community planning support officer to plan, co-ordinate and facilitate activities across the area (initially until 31st March 2011)

The officer would be commissioned to work independently of the Area Board, in line with community planning principles, but to adhere to a work-plan with expected outcomes as agreed by the board. Updates to be presented at each area board meeting.

- Recruitment of local volunteers, each to be a key contact for specific activities and themes in the community planning process. Those themes would include

Engaging and informing parish councils, (parish councillor)

Young people's issues (Young people's champion?)

Older peoples issues (Age UK Older Peoples Champion?)

Environmental issues

On-line presence (development of website, social media, ideally school project)

Funding & fundraising

These volunteers should already be active and involved in the community, and ideally engaged with local groups.

The activities and the volunteers should also reflect the current priorities and projects as identified in the community plan.

- Development of a more concise, robust and accessible web-based community area plan template. This to include main projects & themes for the whole community area, local projects for each town or village, including parish & town plans, and an evidence base, with links to relevant documents.

This option does not require a formally constituted CAP but emphasises a more flexible approach, where the project-worker & local volunteers come together with the appropriate agencies and stakeholders to form working

Groups, as required, and in response to actions deriving from the community plan, and projects identified.

The officer would be responsible for co-ordinating and maintaining the community plan, and working groups as required.

If this model is adopted, it is recommended that NCAP be disbanded and individual members of the steering group to be invited to become key volunteers as outlined above.

Funding requirement for option 1 relates to a paid part-time project-worker. This worker initially funded from available CAP funds, but potentially funding from other sources could be sought.

Option 1 Feed back

To date this option has only had negative feedback. Reasons given as follows:

If volunteers were not forthcoming then it would be waste of resource and funds.

The model depends upon the successful recruitment of volunteers, and in the light of previous efforts this was considered to be a difficult task.

The engagement of a project officer would be costly on a sustainable basis, particularly in present times of financial restraint.

Option 2

- The NCAP group to be re-formed with a new name, which would represent Cricklade and surrounding parishes.
- A second CAP to be formed, which would represent Wootton Bassett and surrounding parishes.

- Responsibilities and geographic coverage of these two CAP's to be agreed, and parishes align themselves to one of the two new partnerships. An appropriate CAP work-plan to be delivered by each CAP.
- Revision of community plan template to be agreed and both CAP's to contribute to its content and its development.
- Both CAPs to ensure that their active membership was fully representative of their assigned parishes.

This model does not reflect the desire, unanimously expressed by the participants of the c p workshop, to appoint a paid worker to co-ordinate activities.

However the newly formed CAPs may agree to fund a worker who would co-ordinate activities across the whole community area.

This model does require levels of bureaucracy, which may be difficult to sustain.

Funding for option 2 relates to administration and running costs for the 2 CAPs.

Option 2 Feedback

The view was expressed that this model would be difficult both to co-ordinate, and to reconcile the two town councils' differing views. Forming two CAPs would mean recruiting more volunteers (which has proved difficult for the existing partnership, in the past.)

Concern was expressed over who would be responsible for reconciling any differing views or requirements, from the 2 partnerships.

The view was expressed that this model would probably perpetuate problems experienced in the past.

Option 3

- The existing CAP (NCAP) to continue
- NCAP to expand its active steering group membership to be fully representative of the community area
- NCAP to agree its work-plan and outcomes with the area board

This model duplicates what has been tried in the past without success and therefore has little merit as a revised model.

Option 3 Feedback

Although this option was preferred by some parish councils, they felt it to be unworkable and unlikely to achieve success.

Option 4

- A part-time project worker (as option 1)
- A new group to be formed with structure made up of representatives from each of the parishes. This group to meet 6/12, facilitated by the project worker
- Area board to acknowledge the group as 'official' voice of the community, and to invite representation and updates at AB meetings
- Project worker to facilitate upkeep of community plan with input from all the parishes and towns.

This model replicates parish alliance, or parish cluster groups. A concept which was explored, and thought to be inappropriate, by those attending the Community Planning workshop held in June.

However it does propose a single body to represent all the parishes, this would then give weight and credibility to any negotiations with the area board and statutory bodies, and encourage local ownership of the community plan.

Option 4 Feedback

This model has been well received by some parish councils. They have recognised that a single voice in shared issues will be beneficial and give more strength to the rural parishes. It does not rely upon recruiting new volunteers but builds upon the established work and existing strengths of the parish and town councils and their officers. It would encourage the sharing of experience and knowledge between the participating councils and could eliminate duplication.

It could also provide a platform for outside agencies and service providers to meet with the participating councils as a body, outside of normal council or Area Board meetings.

It was thought that the group would give continuity and personal interaction, which was vital to keep volunteers motivated. Regular meetings, if productive, would not become onerous.

One parish council considered it vital that a project worker be appointed. Two councils expressed the view that this model was not financially sustainable.

Further Feedback

The majority of councils have supported a further option.

This would take away the centralised community area planning approach thereby potentially cutting costs. This would negate the need for a Community Area Partnership and draw on town and parish community led plans. These could also feed in to the strategic planning of Wiltshire

Council and other agencies. It was considered this was more in line with the localism agenda and new Big Society approach. It could make more funding available to the Area Board for use as grants or other investment into the wider community.

Some councils agreed that NCAP be disbanded and that the funding allocation be made available for distribution directly to projects within the area. It was suggested that towns and parishes should be encouraged to submit their plans/wishes directly to the Area Board for consideration, and to seek Area Board advice and support for any additional funding requirements.

It was pointed out that there was a lack of cohesion and synergy between communities in such a large geographical area; but that there was scope for the towns and parishes to work together on common issues of concern, negating the need for a separate body to act on their behalf.

Recommendations

In the light of responses to the proposals offered and after careful consideration the following recommendations are made:

- That the Community Area Partnership (NCAP) be disbanded and the Area Board reserve allocated core funding to support community planning activities in the area.
- That the Area Board support the engagement of a project worker to support community planning activities and the development of a more robust community plan for the community area.
- That a schedule of meetings be drawn up for representatives of all the parish and town councils to identify common areas of interest, and to work towards an updated and robust community plan, in accordance with recommendations from Wiltshire Council.
- That the Area Board actively support and encourage the development of individual parish and town community plans, and that these plans are integrated into the overall Community Plan for the area.
- That the Area Board continue its focus on working groups and task groups, e.g. NW Rural Buffer Task Group, Future of RAF Lyneham, Local Traffic & Highways Working Group, and the proposed parish & town group.
- That the formation of a new CAP for the area should not be undertaken at this time.

Report Author:
Julia Stacey
Wiltshire Council
07909 885134 <juliasuk@yahoo.co.uk>
Sept 2010

Report to	Wootton Bassett and Cricklade Area Board	Item No. 09a
Date of Meeting	6th October 2010	
Title of Report	Community Area Grants	

Purpose of Report

To ask Councillors to consider 2 applications seeking 2010/11 Community Area Grant Funding

1. Marston Meysey Village Hall Association seeks £1750 for kitchen equipment. The application meets the criteria for a Community Area Grant.
2. Cricklade Town Council seeks £2494 for a fence around the skate park. The application meets the criteria for a Community Area Grant

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. Funding applications will be considered at every Area Board meeting.
- 1.5. Wootton Bassett and Cricklade Area Board has been allocated a 2010/2011 budget of £51,962 for community grants.
- 1.6. The sum of £7,731 was awarded at the Area Board on 25th May and 14th July 2010, this leaves a total budget of £44,231.
- 1.7. Cricklade Leisure Centre was awarded £5000 from 2009/2010 Community Area Grants that was carried forward to 2010/2011 and has now been awarded.
- 1.8. This leaves a remainder of £39,231 for allocation
- 1.9. Where the demand for funding exceeds the funds available applications meeting the area board priorities will be given priority.
- 1.10. A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.11. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11• Wootton Bassett and Cricklade Community Area Plan
--------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 5 rounds of funding during 2010/11. There have been two rounds - on 26th May and 14th July 2010 and the third is contained in this report. The remaining will take place on:
 - 1st December 2010
 - 2nd February 2011

3. Environmental & Community Implications

Community Area Grants will 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 Wootton Bassett and Cricklade Area Board.
- 4.2. If grants are awarded in line with officer recommendations Wootton Bassett and Cricklade Area Board will have a balance of £ 34,987

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 give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Marston Meysey Village Hall Association	To provide equipment to refurbish small kitchen in the village hall	£1750

- 8.1.1. The Grant meets the criteria for a community area grant. 2010/11
- 8.1.2. The grant demonstrates a link to the Community Plan, recreation, culture and leisure.
- 8.1.3. The grant meets locally agreed/area board priorities, enabling community groups to use the facilities, improve community cohesion and reduce social isolation for older members of the village.
- 8.1.4. The group is a not for profit organisation.
- 8.1.5. The grant is to provide equipment including replacing existing cupboards and other fittings, plus providing a new refrigerator, dishwasher and microwave.
- 8.1.6. The hall welcomes all members of the local community.
- 8.1.7. Should the grant not be awarded, this would delay the project and be to the detriment of the local community.

Ref	Applicant	Project Proposal	Funding Requested
8.2.	Cricklade Town Council	To erect a fence around the skate park	£2494

- 8.2.1. The Grant meets the criteria for a community area grant. 2010/11
- 8.2.2. The grant demonstrates a link to the Community Plan, recreation, culture and leisure.
- 8.2.3. The grant meets locally agreed/area board priorities, enabling young people to play safely in the local community and the play strategy "Everything to Play for 2007 – 2012".
- 8.2.4. The group is a not for profit organisation and the Town Council have put the application forward on behalf of the young people.
- 8.2.5. The grant is to provide a 1.4 m fence around the skate park, protecting skaters from collision with members of the public.

8.2.6. The skaters are a group of young people from the local area.

8.2.7. Should the grant not be awarded, the Town Council will continue to seek external funding, the project would not take place in the foreseeable future and there is a continued potential risk of injury to users of people entering the area.

Appendices:	Appendix 1 Grant application – Marston Meysey Village Hall Association Appendix 2 Grant Application – Cricklade Town Council
--------------------	-----------------------------------------------------------------------------------------------------------------------------------------------

No unpublished documents have been relied upon in the preparation of this report.

Report Author	Alison Sullivan, Community Area Manager Tel: 07917 721371 E-mail alison.sullivan@wiltshire.gov.uk
----------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------

Report to	All Area Boards
Date of Meeting	August - October
Title of Report	PRGS Funding Bid: Wiltshire Voices

What is Wiltshire Voices?

Wiltshire Voices is a project to encourage broader participation in civic life. It is designed to ensure that the needs of all local people are properly understood and addressed.

Background

A recent review of the Area Boards revealed concern that some sections of the community are not fully engaged. These groups are often absent from meetings and events and their needs are not well understood. The Boards were criticised for focusing too heavily on the needs of the 'usual suspects.'

Responding to the challenge

Wiltshire Council's Cabinet considered this issue carefully. It has challenged the Area Boards to respond positively at local level. The Cabinet encouraged the submission of a funding bid to support this work and the Performance Reward Grant (PRG) Panel has given 'in-principle' support subject to approval by the Boards.

A focus on positive local action

Wiltshire Voices is about changing lives – not glossy reports. We want information in the form of personal stories, articles and recordings that will challenge, question and prompt responses. The information will be tailored to meet the needs of different people – such as service professionals, community groups, schools, parish councils and the media. The aim is to generate discussion, learning, ideas and - most importantly - *action*.

A lasting legacy

Wiltshire Voices is about making a lasting difference. New ways of involving people will be developed and this will become the way we do business not an optional add-on. With help from localised public services, communities will be finding and delivering solutions to local challenges and issues. Grants and funding will be better targeted to support projects that really make a difference. Priorities and plans will be more clearly focused on the needs of local people and our work will centre around improving lives not services. Over time these things will help make Wiltshire a better place for everyone.

Capacity and resources to deliver

Instead of each Board trying to engage many groups it is proposed that each Board works intensively with one priority group in its locality. Across Wiltshire this will mean that the needs of 18 different community groups will be addressed. The bid proposes that each Board is allocated a sum of £3,000 to complete its own local project. The work will be coordinated by the Community Area Manager and involve councillors, service providers and community groups – *but most importantly local people*. Each project will take around 8 months and Wiltshire Voices will be complete by Summer 2012 at the latest.

The full bid is available to view at tinyurl.com/32xqeyo

To enable Wiltshire Voices to proceed, the Area Board is asked to support this bid for PRG funding.

Wiltshire Voices

- What?** To make sure a wider range of voices are heard by:
- engaging a broader cross section of the community in the work of the Area Boards - 'not just the usual suspects.'
 - ensuring that the loudest voices do not always dominate
 - better understanding the needs of those who cannot or do not speak up for themselves
 - creating new ways for people to participate
 - encouraging more community based inclusion projects
 - developing community plans that focus on the needs of the whole community
- Why?** A survey conducted in Spring 2010 revealed serious concerns about the lack of involvement of 'everyday people' and harder to reach groups. In response, Wiltshire Council issued a challenge to the Area Boards to broaden community engagement.
- Who?**
- The project will focus on and involve those whose needs are less well understood.
 - The 18 Community Area Managers will facilitate the work across Wiltshire
 - Partner agencies, frontline service officers, support workers, carers, voluntary services and councillors will be involved
 - A small project team will lead the work in each area.
- How?**
- Project team of key people to plan and manage the project
 - Desk research and information gathering
 - Face to face engagement with target group
 - Recording, documenting and presenting
 - Publishing and promoting
 - Action planning
- When?** Commencing in Autumn 2010 and concluding by early Summer 2012
- Progress?** Area Boards across Wiltshire have been looking to identify target groups. So far, the following provisional programme has been established.

- | | |
|------------------------------------------|------------------------------------------------------------|
| • Amesbury | <i>(Council tenants and leaseholders)^</i> |
| • Bradford on Avon | <i>(Boaters)^</i> |
| • Calne | <i>(People with mobility issues)^</i> |
| • Chippenham | <i>(Disability allowance claimants)*</i> |
| • Corsham | <i>(NEETS)^</i> |
| • Devizes | <i>(Victims of domestic violence)*</i> |
| • Malmesbury | <i>(Rural isolation and access)^</i> |
| • Marlborough | <i>(Recently retired)^</i> |
| • Melksham | <i>(Everyday people who currently do not participate)^</i> |
| • Pewsey | <i>(Rural families on low incomes)*</i> |
| • Salisbury | <i>(Drug users)^</i> |
| • Southern Wiltshire | <i>(Gypsies and travellers)^</i> |
| • South West Wiltshire | <i>(Young people in rural areas)^</i> |
| • Tidworth | <i>(Army dependents)^</i> |
| • Trowbridge | <i>(Teenage parents)^</i> |
| • Warminster | <i>(Older people in residential care)^</i> |
| • Westbury | <i>(Elderly people living at home)^</i> |
| • Wootton Bassett & Cricklade | <i>(Multiple Sclerosis)*</i> |

[^] provisionally agreed

* subject to confirmation

Report to	All Area Boards
Date of Meeting	August - October
Title of Report	PRGS Funding Bid: Wiltshire is Saving Energy (WiSE)

What is the initiative?

Working with the Energy Saving Trust and sponsored by the Wiltshire Environmental Alliance this initiative aims to make available to all Wiltshire householders the equipment and advice to save energy in their home. By making an energy monitor and support pack available to hire free of charge from all libraries across Wiltshire we are providing the tools that will allow householders not only to save money but also reduce their carbon footprint.

Why do we need this initiative?

Saving money and ensuring householders can afford to heat their homes is always a priority. An energy efficient home will cost less to heat.

This initiative will also help achieve the LAW ambition of reducing Wiltshire's Carbon footprint. The initiative will offer a very practical solution to monitoring and reducing the householder's energy consumption resulting in them saving money.

Who will benefit?

The library service is available to all Wiltshire residents, currently the library service has 220,416 users. The information and advice from the Energy Saving Trust is free of charge and open to everyone.

The support pack includes information about grants and funding available to private housing residents in receipt of certain benefits. Current figures confirm there are 12,000 people within Wiltshire that these grants could potentially apply.

Is there a demand?

Following a very successful pilot we can prove there is a demand for energy

monitors and the supporting information. 41 Energy monitors have been available to hire from 6 libraries. The monitors have been continuously on issue and there are 31 customers on the waiting list.

How will it work?

We will provide a full support package with each energy monitor that will include details on how the user can save energy through both changes in their daily life and investing in energy efficiency technologies. From the information they receive any changes the user makes to their lifestyle immediately following the use of the monitor will start saving carbon. As the users see their energy bills reducing they will have no reason to go back to old ways resulting in long term financial and carbon savings.

How will we measure success?

We can put multiple measures in place to monitor success. The library service can provide regular reports on the level of issues. The Energy Saving Trust and Private Sector Housing will provide information on the number of follow up calls and website surveys that are generated from the energy monitor support packs.

The full application can be viewed at: www.tinyurl.com/38zs2sf

To enable this initiative to proceed, the Area Board is asked to support this bid for PRG funding

WOOTTON BASSETT & CRICKLADE AREA BOARD

Date	Location	Area Board Agenda Items (including officer contact details)	Cabinet Member Attending	Other events (provisional)
1 December 2010	Greatfield and Greenhill Village Hall, Hook, Lydiard Tregoze, SN4 8EA	<p>Community Items: Partner items: Corporate items: Wiltshire Council's New Approach to Providing Face to Face Customer Access To Council Services Budget Consultation</p> <p>Community Area Grants will be considered.</p>	Cllr John Thomson (Deputy Leader & Adult Care, Communities and Libraries)	<p>Outcomes of the Leisure Facilities Review</p> <p>Outcomes of the Community Flooding</p> <p>Consultation on the Draft Wiltshire Local Transport Implementation Plan</p> <p>Consultation on Waste Sites</p>
2 Feb 2011	Cricklade Town Hall, High Street, Cricklade, SN6 6AE	<p>Community Items: Partner items: Corporate items:</p> <p>Community Area Grants will be considered.</p>	Cllr Keith Humphries (Health and Well Being)	

Community Area Manager: Alison Sullivan (alison.sullivan@wiltshire.gov.uk)
 Democratic Services Officer: Penny Bell (penny.bell@wiltshire.gov.uk)
 Service Director: Laurie Bell (laurie.bell@wiltshire.gov.uk)

