

# MINUTES

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Marsh Farm Hotel, Coped Hall, Wootton Bassett, SN4 8ER  
**Date:** 24 March 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.50 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Councillor Allison Bucknell (Chair), Councillor Peter Colmer, Councillor Peter Doyle, Councillor Mollie Groom, Councillor Jacqui Lay and Councillor Bill Roberts

Cabinet Representative: Councillor Dick Tonge, Highways and Transport

### **Wiltshire Council Officers**

Laurie Bell (Service Director), Gareth Brown (Youth Development Officer), Steve Cross (Highways Officer), Julia Densham (Democratic Services Officer), Adrian Hampton (Highways Officer), Jessica Phillips (Wiltshire Libraries) and Karen Scott (Community Area Manager)

### **Town and Parish Councillors**

Cricklade Town Council - Shelley Parker (Clerk) and David Tetlow\*

Wootton Bassett Town Council - Johnathan Bourne, Paul Heaphy\*, Mike Leighfield, Jenny Stratton and Steve Walls

Broad Town Parish Council - Veronica Stubbings\*

Clyffe Pypard Parish Council – P Gantlett

Latton Parish Council – Jonathan Archer

Lydiard Millicent Parish Council - John Bennett and Tom Pepperall

Lydiard Tregoz Parish Council – Avril Roe and Peter Willis

Marston Meysey Parish Council – Andrew Brand

Purton Parish Council - Mike Bell\*

\*nominated parish and town council representatives

## **Partners**

Wiltshire Police – Sergeant Martin Alvis, Inspector Steve Cox and Sergeant Adam Whyte

NHS Wiltshire – Jo Howes

Northern Community Area Partnership – Bob Jones (Chairman)

Barnadoes – Rachel Stewart

Gazette and Herald – Nicola Curtis

RAF Lyneham – Lisa Mitchell

UK Youth Parliament – Kevin Emsley

Westlea Housing Association – Martyn Baker

Wootton Bassett Chamber of Commerce – Paul Dunn and Angie Reeves

**Members of Public in Attendance: 16**

**Total in attendance: 58**

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<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 and thanked those that had donated Easter Eggs to the Help for Heroes charity. She reminded those present that all were invited to contribute and ask questions during the meeting. The Wiltshire councillors and officers introduced themselves.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Mike Franklin and Iain Hunter (Wiltshire Fire and Rescue Service), Parvis Khansari (Wiltshire Council) and Wing Commander Rob Snell (RAF Lyneham).</p>	
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 27 January 2010 were signed as a correct record, subject to the following amendment under the youth issues item:</p> <ul style="list-style-type: none"> <li>• £6,000 was needed to maintain the existing youth service for the financial year 2010/11.</li> </ul>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillors Mollie Groom and Jacqui Lay declared a personal interest in Item Nine 'Community Area Partnership' as members of the Northern Community Area Partnership Steering Group. If the item considered funding for the partnership this would become a prejudicial interest and they would not vote nor be present for the discussion.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p><u>Gypsy and Traveller Consultation</u></p> <p>Wiltshire Council was preparing a plan that would identify land for gypsy and traveller sites and include a policy for assessing the suitability of other sites the Council was asked to consider through the planning application process.</p> <p>Wiltshire Council had a responsibility to plan for the housing needs of everyone in the Wiltshire community. This included the accommodation needs of gypsies, travellers and travelling show</p>	

people.

An eight week consultation on the issues and general approach to identifying land for new gypsy, traveller and show people sites was to start on Tuesday 6 April and would run until 5pm on Friday 4 June 2010.

All information that related to the consultation was to be available from the end of March on the Wiltshire Council website, in the main Council offices and available at local libraries.

To discuss the issues involved in this consultation in more detail, drop in events were being held. The nearest event would be held at the Neeld Hall, Chippenham between 4pm and 8pm on Wednesday 5 May 2010. Other events were also being held in Devizes and Salisbury.

#### The Review of Special Educational Needs Provision

Over recent months Wiltshire Council officers had worked with schools, parent representatives and other people to review Special Educational Needs (SEN) provision in the county.

The review considers:

- special school provision
- specialist provision that was part of mainstream primary and secondary schools and
- SEN support services for schools of which there were many in this area.

A document had been written that set out what the review had shown and what the Council would like to do in the future. This would now be shared with a wide range of people who were invited to respond to say what they think about the Council's proposals. As soon as the document became available it would be circulated to Parish Councils, through the Area Boards network, and it would also be available on the Wiltshire Council website.

#### Waste Collection Consultation

A planned public consultation into possible changes to Wiltshire's waste and recycling service which was due to start shortly, would now not take place until after the General Election. The reason for this decision was that there appeared to be differing national policies regarding future waste and recycling services emerging from Whitehall which had caused confusion and uncertainty. It would, therefore, be inappropriate to hold a

	<p>consultation until the council had a clear steer on the national policy following the General Election.</p> <p>In the meantime, our waste and recycling services would continue to operate as currently provided.</p> <p>Regarding the waste site review, consultation on a plan for civic waste sites over the next 15/20 years would go to Area Boards in summer 2010. The consultation would be put to Cabinet in July for authorization and consultation would follow. The consultation would not necessarily go to all Area Boards, but to those in which sites fell.</p> <p><u>Flood Fairs</u></p> <p>As part of a county-wide flood survey, flood fairs for town and parish councils were to be held, the first of which was at the Olympiad Leisure Centre, Chippenham on 14 April, 10.00am to 2.00pm. Refreshments and a buffet lunch would be provided.</p> <p>The purpose of the flood fair was to raise awareness of flooding and drainage issues and to encourage local communities to consider how flooding affected their area.</p> <p>Speakers from the Environment Agency, Wiltshire Fire &amp; Rescue Service, National Flood Forum, the Met Office and Wiltshire Council Emergency Planning Team were to undertake presentations. The event was also to include displays of flooding related equipment used by the various agencies to deal with drainage and flooding, Wessex Water PLC &amp; 365 (Drainage Company) were also to be in attendance.</p> <p><u>Provision of Out Of Hours Medical/Dental Services</u></p> <p>NHS Wiltshire wished to inform people about the new Wiltshire-wide service for out of hours urgent medical and dental treatment. From 1 April 2010, Wiltshire Medical Services was to provide a single service across the county.</p> <p>Further information was available at the meeting and in libraries.</p> <p><u>Mother's Day Bike Ride for Afghan Heroes</u></p> <p>Sara Brown described the recent event that raised money for Afghan Heroes and she wished to thank all those involved in co-ordinating the event particularly Wiltshire Police and Wiltshire fire and Rescue Service.</p>	
6.	<p><u>Partner Updates</u></p> <p>The following partner updates were received:</p>	

	<p><u>Wiltshire Police</u></p> <p>The written report was noted and Inspector Cox responded on the following issues:</p> <p>While the police acknowledged that stinger training caused upset for local residents and drivers, it was necessary that this exercise was carried out on public roads to be effective.</p> <p>Metal theft was an increasing problem and special measures had been put in place including liaison with scrap dealers to track suppliers.</p> <p><u>Wiltshire Fire and Rescue Service</u></p> <p>The written report was noted.</p> <p><u>NHS Wiltshire</u></p> <p>The written report was noted and Jo Howes, Community Engagement Manager, announced the new Out of Hours service for Wiltshire.</p> <p><u>Northern Community Area Partnership</u></p> <p>Bob Jones, Chairman, expressed concern that he had not yet received replies to his questions from the previous meeting.</p> <p><b><u>Action</u></b></p> <p><b>The Democratic Services Officer agreed to investigate.</b></p> <p><u>Parish and Town Councils</u></p> <p>Wootton Bassett Town Council</p> <p>Mr Leighfield gave a verbal update on the recent activities and successes of the town council and its community. The town council had convened a special meeting to consider the role of the Northern Community Partnership which had returned a vote of no confidence. The town council were to present a new approach under the later agenda item at this Area Board meeting.</p> <p>Westlea Housing Association</p> <p>Martyn Baker, Customer Access Manager, reported on an event 'Wiltshire Money' which would take place at Market Lavington</p>	<p><b>Julia Densham</b></p>
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	<p>Village Hall on 5 May 2010. The event aimed to raise awareness around financial inclusion and all were invited to attend.</p> <p>Cricklade Chamber of Commerce</p> <p>Bob Jones, Chairman, reminded the meeting that the Worm Charming competition was to be held on Sunday.</p> <p>Wootton Bassett Chamber of Commerce</p> <p>Paul Dunn thanked Wiltshire Police for the help in organising the Mother's Day Bike Ride for Afghan Heroes. A traders meeting was also arranged for 6 April 2010 to consider the effects of the closure of RAF Lyneham on local businesses. He pointed out that the repatriations also affected local trade. A conference on the possible uses of the site was to be arranged soon.</p> <p>Community Area Young People's Issues Group</p> <p>Kevin Emsley, Wiltshire Youth Parliament, gave an update on his youth manifesto that included youth transport and the condition of local pathways.</p> <p>Youth Task and Finish Group</p> <p>Councillor Lay gave an update on the recently held meeting that considered the provision of youth activities. These activities, when collated, would be advertised through the school web-site.</p> <p>Cricklade &amp; District Community Association</p> <p>The community group continued to run the leisure centre well and were awaiting the forthcoming leisure review.</p> <p><b><u>Action</u></b></p> <p><b>Laurie Bell, Service Director, agreed to arrange a meeting with the centre's manager to consider the issue.</b></p> <p>Community and RAF Fairford Liaison Group</p> <p>It was reported that the site had been 'moth-balled' but that it could be brought back into operation with 48 hours.</p> <p>Viridor Grants Panel</p> <p>The panel had met in January where four well presented applications had been approved. The meeting was reminded that</p>	<p>Laurie Bell</p>
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	<p>applications had to be for projects within ten miles of Calne.</p> <p>The Richard Jones Foundation</p> <p>Councillor Groom gave a brief report.</p>	
7.	<p><u>Wiltshire Police Protective Services Department</u></p> <p>Police Sergeant Adam Whyte gave a presentation on the work of the Police Protective Services Department. This work was often unseen by the public and Wiltshire Police wished to raise its profile. It comprised the following units:</p> <ul style="list-style-type: none"> <li>• Major Crime</li> <li>• Special Branch</li> <li>• Economic Crime</li> <li>• Public Order</li> <li>• Civil Contingencies</li> <li>• Critical Incidents</li> <li>• Organised Crime</li> <li>• Public Protection</li> <li>• Forensic Department</li> <li>• Operations (road policing, dog section, firearms).</li> </ul> <p>PS Whyte pointed out that all anti-terrorism advertising within local media was funded centrally and the counter terrorism hotline was 0800 789321.</p> <p>The Chairman thanked PS Whyte for the presentation.</p>	
8.	<p><u>Dealing with Traffic and Transport Issues in Wiltshire</u></p> <p>Cabinet Representative, Councillor Dick Tonge, introduced his cabinet responsibility for Transport and Highways, covering various aspects of the job.</p> <p>A discussion followed that considered road repairs.</p> <p><b><u>Action</u></b>  <b>Wiltshire Councillors endorsed the proposal to set up a working group to monitor local traffic and highways issues. It was to include a representative from each parish council to meet with key stakeholders including highways officers.</b></p> <p>Two written questions for Councillor Tonge had been received from Peter Willis, Chairman of Lydiard Tregoz Parish Council as follows:</p> <p><i>1. Is the Council satisfied that they get value for money from</i></p>	<p><b>Karen Scott</b></p>



	<p><i>the parish steward scheme?</i></p> <p>The parish steward scheme comprised 20 stewards all of whom have HGV driving licences. Their work included gritting roads during snowy conditions, repairing pot-holes, cleaning 'grips' to resolve road flooding, clearing undergrowth and lanes. They were flexible employees used to working on their own initiative. A survey of parish stewards was being conducted with the help of parish councils.</p> <p>2. <i>Are parish and town councils happy with the service they receive from their parish stewards?</i></p> <p>This question would be answered by the responses to the surveys.</p> <p>Councillor Tonge responded to the following questions from the floor:</p> <p>1. <i>The parish steward scheme was considered outstanding; however, what was the current situation regarding the other promised devolved services?</i></p> <p>Regarding property, a survey to town and parish councils to consider a pilot was underway. An additional £250,000 had been agreed for area boards to spend on highways issues. The decision to control energy saving street lighting would be devolved to parishes.</p> <p>2. <i>Pot-holes on Lime Kiln Road threatened safety as did the poor repair along the path in front of Wootton Bassett School.</i></p> <p>Divisional member Councillor Roberts agreed to consider this issue.</p> <p><b><u>Action</u></b>  <b>Councillor Roberts to investigate the situation.</b></p>	<p><b>Councillor Bill Roberts</b></p>
9.	<p><u>Community Area Partnership</u></p> <p>The Chairman outlined a recent decision by the Cabinet to allow Area Boards devise their own more flexible schemes for Community Area Partnerships.</p>	

	<p><u>Northern Community Area Partnership</u></p> <p>Bob Jones, Chairman, gave an overview of the partnership. This included the following successful projects: engagement with the Regional Spatial Strategy, flooding, Studley Grange and Rights of Way.</p> <p>Councillor Peter Colmer proposed that, given the recent Cabinet decision, the issue be taken to a separate meeting in April to consider a mutually acceptable arrangement that would involve more local input across the whole community area.</p> <p><b><u>Decision</u></b>  <b>A separate workshop to be convened to design the new structure and the event to take place within 30 days of this Area Board meeting. The options to be circulated to all town and parish councils before the workshop.</b></p>	<p><b>Karen Scott</b></p>
<p>10.</p>	<p><u>Funding</u></p> <p><u>Community Area Grants Scheme</u></p> <p>Wiltshire Councillors were asked to consider three applications seeking funding from the 2009/10 community area grant budget.</p> <p><b><u>Decision</u></b>  <b>Cricklade Climate Action Group was awarded £90 to provide collection containers to recycle household batteries.</b></p> <p><b><u>Reason</u></b>  <b>The application met the grant criteria and demonstrated links to the recycling and environmental priorities of Wiltshire Council, in addition to promoting volunteering and youth participation in positive activities.</b></p> <p><b><u>Decision</u></b>  <b>Purton and Cricklade Young Farmers' Club was awarded £790 to upgrade the electrics at the YFC hut in Purton Stoke.</b></p> <p><b><u>Reason</u></b>  <b>The application met the grant criteria and demonstrated links to Wiltshire Council priorities of improving adult participation in sport and young people's participation in positive activities.</b></p> <p><b><u>Decision</u></b>  <b>Cricklade Leisure Centre Gardeners was awarded £255 to enlarge, improve and plant up the Children and Young People's Garden.</b></p>	

	<p><b><u>Reason</u></b>  <b>The application met the grant criteria and demonstrated specific links to Wiltshire Council priorities around volunteering, healthy living, young people’s participation in activities, improving the local area and reducing perceptions of anti-social behaviour.</b></p> <p><b><u>Performance Related Grant Scheme</u></b></p> <p>Laurie Bell, Service Director, gave an overview of the scheme.</p> <p>Wiltshire Councillors were asked to consider three bids to the scheme.</p> <p><b><u>Decision</u></b>  <b>The Holiday Activities for All project was strongly endorsed by the Wiltshire Councillors who agreed that the bid should go forward to be considered by the Performance Reward Grants panel. If successful, the organisation agreed to report back on the project at a future meeting.</b></p> <p><b><u>Decision</u></b>  <b>The Wootton Bassett Sports Association was endorsed by the Area Board Councillors by a majority vote (4 votes for, 2 votes against) after a straw poll of the floor showed an equal split.</b></p> <p><b><u>Decision</u></b>  <b>The Community Payback project was strongly endorsed by the Wiltshire Councillors who agreed that the bid should go forward for consideration by the Performance Reward Grant panel.</b></p> <p><b><u>Funding Priorities 2010-11</u></b></p> <p>The following priorities were agreed for the forthcoming year:</p> <p>Youth Issues  Rural Transport  Exercise for Older People</p>	
11.	<p><b><u>Community Issues Update</u></b></p> <p>The Community Area Manager tabled the issues update sheet which was noted.</p>	
12.	<p><b><u>Evaluation and Close</u></b></p> <p>The Chairman asked the meeting to note the Forward Plan</p>	

	despatched with the agenda. The next meeting was to take place on 26 May 2010 at Cricklade Town Hall. The Chairman thanked the meeting for their attendance.	
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