

# MINUTES

ITEM 3

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Wootton Bassett School, Lime Kiln, Wootton Bassett, SN4 7HG  
**Date:** 6 October 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.45 pm

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Please direct any enquiries on these minutes to:

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## **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

Cllr Stuart Wheeler (Cabinet Member for Leisure, Sport and Culture)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Alison Sullivan, Community Area Manager  
Laurie Bell, Service Director Policy, Research and Communications  
Mark Smith, Service Director, Amenities and Leisure  
Lucy Murray-Brown, Leisure Partnerships Manager

### **Town and Parish Councillors**

Cricklade Town Council – Terri Robertson, Gina Chapman

Wootton Bassett Town Council – Steve Walls, Sue Doyle, Jenny Stratton, Jonathan Bourne (Clerk)

Broad Town Parish Council – Veronica Stubbings

Latton Parish Council – Phil Winfield

Lydiard Millicent Parish Council – T Pepperall

Lydiard Tregoz Parish Council – Peter Willis, Avril Roe

Lyneham and Bradenstoke Parish Council – John Webb

Marston Meysey Parish Meeting – Andrew Brand

Purton Parish Council – Mike Bell

**Partners**

Wiltshire Police – Inspector Steve Cox, Sergeant Martin Alvis

Wiltshire Fire and Rescue Service – Mike Franklin, Peter Price, Perry Payne

Northern Community Area Partnership – Bob Jones

Development Services for Young People – Pete Smith

Extended Services – Andrea Smith

**Members of Public in Attendance: 30**

**Total in attendance: 64**

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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, Councillor Peter Doyle, welcomed everyone to the meeting and asked the councillors and officers present to introduce themselves. He also thanked the Head of Wootton Bassett School, George Croxford, for facilitating the use of the school hall.</p> <p>The Chairman announced that there would be no debate on Item 8 on the agenda; Community Planning. Instead, any comments regarding this item should be made under Item 6; Partner Updates.</p> <p>The Chairman also reminded people to complete their feedback forms and hand them in at the end of the meeting.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies were received from Mike Mikefield (Wootton Bassett Town Council), Brian Atfield (Cricklade Town Council), and Paul Harrison (Wootton Bassett Sports Association).</p>	
3.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting listed Councillor Bill Roberts' name twice which needed to be amended. With this amendment, the minutes were agreed a true record.</p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on Wednesday 14 July 2010 were agreed as a correct record and signed by the Chairman.</b></p>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillor Peter Colmer declared a prejudicial interest in Item 9a on the agenda; Community Area Grants. Councillor Colmer stated that he would leave the room for the deliberation and decision of this item.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred the meeting to the Chairman's Announcement summary in the agenda, which provided information on various consultations and announcements.</p>	

	<p>Further information was available from the Wiltshire Council website, or by signing up to the Community Area Network.</p>	
6.	<p><u>Partner Updates</u></p> <p>The Chairman welcomed updates from partners, which were received as follows:</p> <p><b>Wiltshire Police</b></p> <p>The written update report from Wiltshire Police was noted. Inspector Steve Cox commented on the increase in domestic and non-domestic burglaries and announced that a male was arrested last week who had been linked to a number of local incidents. Inspector Cox reiterated the importance of ensuring that homes were kept as securely as possible.</p> <p><b>Wiltshire Fire and Rescue Service</b></p> <p>The written update report from the Fire and Rescue Service was noted. Mike Franklin reiterated the advice within the report regarding chimney fires and the importance of having chimneys swept properly. Mike introduced his colleagues Peter Price and Perry Payne, who provided an update on the Cricklade Fire Cadets.</p> <p><b>Fire Cadets</b></p> <p>Since the Fire Authority announced in April that it intended to close both Cricklade and Ludgershall Fire Cadet units, the support to keep both the units going had been overwhelming. The Fire Authority met on 23 September and agreed a set of recommendations (attached at Appendix A).</p> <p>Councillor Peter Colmer welcomed the statement from the Fire Authority and proposed the following:</p> <ol style="list-style-type: none"> <li>i. That Wootton Bassett and Cricklade Area Board works closely with Tidworth Area Board to ensure that a consistent approach to funding is achieved for the remainder of this year.</li> <li>ii. That alternative sources of funding be investigated to sustain the Fire Cadets in subsequent years.</li> </ol> <p>The Chairman asked for a show of hands in support of Councillor Colmer's proposals; to which the large majority of the public present showed support. The proposals also received unanimous support from the Area Board.</p>	

	<p><b><u>Decision</u></b>  <b>The Area Board agreed:</b></p> <ul style="list-style-type: none"> <li>i. <b>That Wootton Bassett and Cricklade Area Board works closely with Tidworth Area Board to ensure that a consistent approach to funding is achieved for the remainder of this year.</b></li> <li>ii. <b>That alternative sources of funding be investigated to sustain the Fire Cadets in subsequent years.</b></li> </ul> <p><b>NHS Wiltshire</b>  The written update report from NHS Wiltshire was noted.</p> <p><b>Chambers of Commerce</b>  Bob Jones, Chairman of the Cricklade Business Association, expressed disappointment that recent applications to the Performance Reward Grant Scheme were not successful, and also at the proposed car parking charges which posed a real threat to Cricklade, with the risk that local shoppers would choose to shop at West Swindon instead.</p> <p>Bob also announced Cricklade’s success in being awarded Gold Standard at the Britain in Bloom finals, making Cricklade the top achieving town in Wiltshire in this competition.</p> <p><b>Town and Parish Councils</b>  Written updates were received and noted from Wootton Bassett Town Council and Cricklade Town Council Further verbal updates were received as follows:</p> <p><b>Purton Parish Council</b> – Mike Bell expressed concern at the amount of information being received through the Area Board, and particularly the very short notice that the councils were given to provide informed responses, and requested that consideration be given to this in the future. He also stated that he was pleased to see Cross Lanes in Purton being one of the preferred options put forward by the Local Traffic and Highways Working Group.</p> <p><b>Cricklade Town Council</b> – Gina Chapman commented on the issues with local flooding and praised the work of the Land Drainage Department since 2007/08. She expressed concern that such resources appeared to be scarce since Wiltshire became a unitary authority and requested that the councillors looked favourable upon such resource during budget cuts.</p> <p><b>Lydiard Tregoz Parish Council</b> – Peter Willis referred to Item 8 on the agenda; Community Planning, and stated that the officer’s report did not include an option 5, as put forward by the council.</p>	<p><b>Alison Sullivan</b></p>
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	<p>The Chairman acknowledged that the report had not clearly identified the fifth option, and explained that this option had been outlined on the agenda instead.</p> <p><b>Northern Community Area Partnership (NCAP)</b> – Bob Jones, Chairman of NCAP, expressed concern at the communication and engagement between the Partnership and the Area Board. He also referred to the Community Planning report accompanying Item 8 on the agenda, and felt that there was another option missing from the report that had previously been agreed with Wiltshire Council.</p> <p><b>Wootton Bassett Community Fayre</b> - Thomas Woodhouse reported that a Community Fayre had taken place in the Memorial Hall on 25 September, with approximately 60 people in attendance representing 15 groups and organisations. The event had been very successful and included some useful presentations including one from Community First regarding funding streams and one from Alison Sullivan on Community Area Grants. Further details would be published shortly in the community magazine, and there was a view to hold further similar events in the future.</p> <p><b>Extended Services</b> – Jo Smith announced that the Wootton Bassett Arts Festival would be held next year at Wootton Bassett School, and encouraged anybody interested to get in touch. There would also be a family learning event for the Wootton Bassett and Cricklade cluster on Saturday 23 October at Wootton Bassett School. This event was free and would involve cooking preparation in the morning and arts events in the afternoon.</p>	
7.	<p><u>Task Group Updates</u></p> <p>Updates were received from the Area Board’s task groups as follows:</p> <p><b>a) Local Traffic and Highways Working Group</b>  The Chairman introduced the report in the agenda which consisted of the notes and recommendations from the Working Group’s meeting held on 21 September 2010.</p> <p>The Area Board had been allocated the sum of £12,000 that was specifically for the use of small local transport schemes. Following consideration of 32 schemes, the Working Group recommended that five be put forward for further evaluation by Highways Officers, full details of which were contained in the notes of the meeting.</p>	



contained the background to the item listing four options for moving the matter forward. A fifth option, which had emerged during consultation and which was also described in the report, had been listed separately on the agenda for clarity.

The Chairman reiterated his earlier comment that there would be no debate under this item, as the purpose of this was to make a decision to set the future direction of community planning. The Chairman did, however, call for a show of hands from the floor to indicate indicative levels of support for each option so as to inform the unitary councillors. The show of hands indicated no support for Options 1, 2 or 3, limited support for Option 4 (approximately five hands) and majority support for Option 5 (approximately 14 hands).

Prior to the Area Board taking a vote on the options, the Chairman explained that the implications of adopting Option 5 would be that:

1. The Area Board would redirect funding away from the Northern Community Area Partnership (NCAP).
2. The Area Board would no longer look to NCAP to provide or update the Community Plan.

Following a proposal from Councillor Colmer to adopt Option 5, a vote was taken by unitary councillors and Option 5 (as set out on the agenda paper) was unanimously adopted to set the general direction for future community planning as follows:

#### **Decision**

**That Option 5 be adopted, that would take away the centralised community planning approach thereby cutting costs, negating the need for a Community Area Partnership and draw upon town and parish community led plans which could also feed into the strategic planning of Wiltshire Council and other agencies.**

**This Option 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.**

Following this decision, the Area Board went on to consider each of the six individual recommendations contained on page 42 of the report and voted as follows (in each case unanimously):

#### **Decision**

1. **Recommendation 1: Not voted upon (The Chairman**



	<p>explained that NCAP would need to decide upon its own actions based on decisions made by the Area Board).</p> <p>2. <b>Recommendation 2: <u>Not supported.</u></b></p> <p>3. <b>Recommendation 3: <u>Not supported.</u></b></p> <p>4. <b>Recommendation 4: That the Area Board actively supports and encourages the development of individual parish and town community plans, and that these plans are integrated into the overall community plan for the area – <u>Supported.</u></b></p> <p>5. <b>Recommendation 5: That the Area Board continues its focus on working groups and task groups, e.g. Rural Buffer Zones Task Group, Future of RAF Lyneham, Local Traffic and Highways Working Group, and the proposed parish and town group – <u>Supported.</u></b></p> <p>6. <b>Recommendation 6: That the formation of a new Community Area Partnership for the area should not be undertaken at this time – <u>Supported.</u></b></p> <p>Following interventions from the floor, which queried the results of the previous voting on the recommendations, a second round of votes was taken among unitary councillors on the last 5 recommendations in the report. The results clearly indicated that an identical result was obtained in each case, thereby clearly confirming the decisions reached.</p> <p>The Chairman summarised that Option 5 had been adopted by the Area Board to set the future direction of community planning in Wotton Bassett and Cricklade Community Area.</p>	
9.	<p><u>Funding</u></p> <p>Councillors considered applications for funding from the following grant schemes:</p> <p><b>a) Community Area Grants Scheme</b></p> <p><b><i>Note: Councillor Colmer left the meeting for the discussion and decision relating to this item.</i></b></p> <p>i. <u>Marston Meysey Village Hall Association</u> This application sought a grant of £1,750 to provide equipment to refurbish the small kitchen in the village hall.</p>	

	<p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £1,750 to Marston Meysey Village Hall Association.</b>  <b><i>Reason: The application met the Community Area Grants Criteria 2010/11 and would enable the community to use the enhanced facility.</i></b></p> <p>ii. <b><u>Cricklade Town Council</u></b>  This application sought a grant of £2,494 to erect a fence around the skate park.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £2,494 to Cricklade Town Council.</b>  <b><i>Reason: The application met the Community Area Grants Criteria 2010/11 and would enable young people to play safely in the local community.</i></b></p> <p><b><i>Councillor Colmer returned to the meeting.</i></b></p> <p><b>b) Performance Reward Grant Scheme</b></p> <p>i. <b><u>Wiltshire Voices</u></b>  The application sought £3,000 for each Area Board to encourage participation of selected hard to reach groups in their Community Areas.</p> <p><b><u>Decision</u></b>  <b>The Area Board supported the application from Wiltshire Voices and recommended that it be approved by the Performance Reward Grant Panel.</b></p> <p>ii. <b><u>Wiltshire is Saving Energy</u></b>  The application sought £12,566 to provide energy monitors in all libraries across Wiltshire that could be hired for free by local households. The energy monitors provided the households with information on energy usage; helping to reduce carbon emissions and save on energy bills.</p> <p>Some concern arose from the floor regarding the cost of this project and it was suggested that such energy monitors could be obtained from many of the major energy suppliers.</p> <p>After some discussion, Councillor Bucknell proposed</p>	<p><b>Alison Sullivan</b></p> <p><b>Alison Sullivan</b></p> <p><b>Alison Sullivan</b></p>
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	<p>that the pilot scheme should be extended, and that efforts should be made to source the energy monitors free of charge before committing the funds to this project.</p> <p><b><u>Decision</u></b>  <b>The Area Board recommended that the pilot phase of the Wiltshire is Saving Energy project be extended, and that efforts should be made to source the energy monitors free of charge before committing the funds to this project.</b></p>	<p><b>Alison Sullivan</b></p>
<p>10.</p>	<p><u>Community Issues Update</u></p> <p>Alison Sullivan, Community Area Manager, provided an update on issues raised via the Community Issues System.</p> <p>Four new issues had been raised; of which three were regarding speeding issues and had been referred to the Community Speedwatch Scheme. The one other new issue was regarding parking, and the relevant enforcement officers had been notified.</p> <p>Alison reminded the meeting that any new proposals for transport schemes needed to be logged as an issue via the Community Issues System before they could be considered by the Local Traffic and Highways Working Group.</p> <p>A comment arose from the floor regarding the ineffective road strips that tended to wear down quite rapidly. This issue could be taken to the next meeting of the Local Traffic and Highways Working Group.</p>	
<p>11.</p>	<p><u>Leisure Facilities Review and Questions for the Cabinet Representative</u></p> <p><b>a) Leisure Facilities Review</b></p> <p>Councillor Stuart Wheeler, Cabinet Member for Leisure, Sport and Culture, gave a presentation on the Council's proposals for leisure provision in the county over the next 25 years.</p> <p>Wiltshire Council had inherited some form of financial responsibility for 23 leisure facilities on 1 April 2009 and it was considered that the present indoor leisure facility stock was broadly outdated, inefficient and unsustainable. £93 million would be required over the next 25 years to sustain the existing buildings, and this did not include any service or building enhancements, which were much required in some of the centres.</p>	

Councillor Wheeler explained that the proposals included the Council retaining management responsibilities for some of the existing leisure facilities, developing four brand new facilities within campuses, and devolving the remaining facilities to local communities.

Councillor Wheeler outlined the Council's proposals specific to the Wootton Bassett and Cricklade Community Area:

- Cricklade Leisure Centre – the Council planned to work with the Cricklade & District Community Association to arrange for agreed investment leading to the devolvement of the facility to the community.
- Lime Kiln Leisure Centre – refurbishments to be undertaken leading to the devolvement of the facility to the community.
- Devolvement could be to a single or a variety of different groups. In other parts of the county interest had been forthcoming from community groups, town/parish councils, schools, existing trusts, etc.
- The Council had commissioned a report on the community trust options to help assist with the proposal.
- Community groups would be given support and advice to set up the organisation.
- Calne and Cricklade, which both already had community-managed facilities, had volunteered to give advice and support where requested.

Following Councillor Wheeler's presentation, a number of questions and comments arose, as summarised below:

- Currently the Calne and Cricklade community-owned facilities received approximately £70,000 per year from Wiltshire Council which was considered vital to the survival of the facilities. The question was asked whether this funding would be available for Lime Kiln. Councillor Wheeler stated that he was not able to make guarantees at this stage, as he was currently looking for expressions of interest, and issues such as phased financial support would be discussed with interested parties as part of the negotiations.
- In response to Councillor Wheeler's comment that any devolved facilities would be passed on in a good state of repair, a question arose regarding what 'good state of repair' meant. Councillor Wheeler informed the meeting that full conditions surveys had been carried out for all facilities, and the specific work to be done prior to handover would form part of the negotiations with interested parties.

- A comment was made regarding the local schools and the possibility for schools to take responsibility for the devolved facilities. Councillor Wheeler commented that discussions were taking place with the school and that there could potentially be good financial benefits for a school to take on indoor leisure facilities.
- In response to a question regarding what would happen if no willing community group came forward, Councillor Wheeler stated that a four-year period had been set aside to work with any willing groups, and if no interest was expressed by the end of the four years then the Council would need to review the situation.
- A suggestion was made that any community group interested in taking over a leisure facility would need to be provided with a lot of technical information. Lucy Murray-Brown, Leisure Partnership Manager, confirmed that thorough surveys had been carried out on the facilities, and would be made available. The Council had also set aside significant sums of money for major works to be carried out, where appropriate, prior to devolvement.
- In response to concern regarding the freehold of leisure sights being transferred, and how this could affect future use of the land, Councillor Wheeler confirmed that any transfer of freehold would include a conveyance to restrict future use to leisure provision only, and would also include a 'claw-back' clause.
- Some disappointment was expressed that Wootton Bassett and Cricklade Community Area would not be benefitting from a new 'Community Campus'. In response to this, Lucy Murray-Brown commented that the Workplace Transformation Team was responsible for the development of Community Campus's, and was shortly due to be meeting with Wootton Bassett Town Council to discuss opportunities.
- George Croxford, Head of Wootton Bassett School, stated that the school's PE facilities were currently limited, mainly because the school made use of Lime Kiln's facilities, and so there was concern about what would happen if Lime Kiln closed. In response, Councillor Wheeler commented that he envisaged the school's use of the facility to be a major use, and also hoped that the school would enter into discussions regarding the future management of Lime Kiln.

	<ul style="list-style-type: none"> <li>• The question was asked whether community groups running such a facility would be able to access other sources of funding. Councillor Wheeler stated that this was most certainly the case, as community groups were often able to access funding streams that the Council could not.</li> </ul> <p>Councillor Wheeler advised the meeting that anyone interested in obtaining further details, or in expressing interest to manage a leisure facility, should contact Lucy Murray-Brown.</p> <p>To conclude Councillor Wheeler’s presentation, a survey was carried out using the held-held voting system. The responses to the survey were not intended to form part of the formal consultation, but would provide officers with an indicative ‘snapshot’ of people’s views.</p> <p>The Chairman thanked Councillor Wheeler for his presentation and encouraged people to respond to the consultation.</p> <p><b>b) Questions for the Cabinet Representative</b></p> <p>Councillor Wheeler provided an overview of his Cabinet Portfolio, which was Leisure Sport and Culture. He talked about the responsibilities and current objectives of the Sports Team, which targeted young people and aimed to increase participation. He also talked about the Council’s Funding and Events Manager; Tamzin Ewers, and explained that Tamzin could assist local clubs and groups with accessing funding. Councillor Wheeler also talked about the Wiltshire and Swindon History Centre in Chippenham, which was a joint initiative between Wiltshire Council and Swindon Borough Council and included county archives, family history, local history, school records, county archaeology and more.</p> <p>The Chairman thanked Councillor Wheeler and suggested anyone with specific questions should submit them after the meeting and a response would be arranged.</p>	
12.	<p><u>Evaluation and Close</u></p> <p>An evaluation of the evening’s meeting was conducted using the live handheld voting system. The results would be used to improve future meetings where necessary.</p> <p>The Chairman thanked everyone for attending the meeting and announced that the next meeting of Wootton Bassett and Cricklade Area Board would be held on Wednesday 1 December 2010, 7.00 pm at Hook Village Hall.</p>	

Appendix A