

# MINUTES

**Meeting:** CORSHAM AREA BOARD  
**Place:** Lacock Village Hall, East Street, Lacock, SN15 2LF  
**Date:** 18 May 2016  
**Start Time:** 19:00  
**Finish Time:** 20:56

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Alan MacRae (Chairman), Cllr Sheila Parker, Cllr Dick Tonge and Cllr Philip Whalley (Vice Chairman)

### **Wiltshire Council Officers**

Richard Rogers (Community Engagement Manager), Emma Drage (Community Youth Officer), Natalie Heritage (Democratic Services Officer) and Terry Bracher (Archives and Local Studies Manager)

### **Town and Parish Councillors**

Corsham Town Council – Ruth Hopkinson, Pete Pearson  
Box Parish Council – Alan Clench, Mike Curd  
Colerne Parish Council – Tom Hall  
Lacock Parish Council – Ron George, Chris Doel  
Biddestone Parish Council – Tim Smith

### **Partners**

Police – PC Hazel Anderson  
Fire – Mark Unwin  
Corsham Chamber of Commerce – Kevin Gaskin  
Corsham Institute – Jeffery Thomas, Martin Head  
Healthwatch Wiltshire – Anne Keat

**Members of Public in Attendance: 20**  
**Total in attendance: 42**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
18	<p><u>Election of the Chairman</u></p> <p>Cllr Macrae was re-elected Chairman for the forthcoming municipal year.</p>
19	<p><u>Election of the Vice-Chairman</u></p> <p>Cllr Whalley was re-elected as Vice-Chairman for the forthcoming municipal year.</p>
20	<p><u>Welcome</u></p> <p>Those present were welcomed to the meeting.</p>
21	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Dave Martin (Corsham Town Council), Sgt Ronnie Lungu (Neighbourhood Policing Team) and Sue Stockley (Corsham Chamber of Commerce).</p>
22	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 17 March were presented.</p> <p>It was noted that the minutes of 17 March be amended to reflect a greater accuracy for the grant application received from Box Village Hall for £4000. The amended minutes would need to detail that the requested £4000 from Box Village Hall had been to help with the removal of the existing stair-lift and to replace it with a new one and that thus; the application that had been submitted was not purely for a stair-lift, as had been recorded.</p> <p><b>Resolved:</b>  <b>To approve and sign as a correct record the minutes of the meeting held on 17 March 2016, subject to the amendment of item 13; that the grant application received from Box Village Hall for £4000 had been for the removal of the existing stair-lift and its replacement.</b></p>
23	<p><u>Appointments to Outside Bodies</u></p> <p><b>Resolved:</b>  <b>To make appointments to outside bodies and working groups, as detailed in the agenda pack.</b></p>
24	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>

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### Chairman's Announcements

The Chairman drew attention to the written announcements contained with the agenda.

Richard Rogers, Community Engagement Manager, was invited to speak about the 'Our Community Matters' website. Mr Rogers outlined that the website encompassed a blog site too and was used as a tool to help inform the Corsham community area of events and activities that were taking place. Those present were encouraged to sign-up to the blog site, in order to receive weekly updates from the Corsham community area.

Attention was also drawn to the 'Arts Together' project, an initiative that was designed to bring people together to work on arts projects. It was noted that the project's exhibition was on display in the Springfield Campus until 31 May. It was highlighted that the project aimed to aid the recovery and social inclusion of those who had suffered a stroke and that many participants had commented that the project had brought a huge benefit to their lives.

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### Corsham Railway Station

Pete Pearson was in attendance and presented an update on the progress of the Corsham Railway Station. Mr Pearson outlined that there had been a large amount of public support for the station and that the scheme was no longer a campaign, but rather a concrete business model.

It was highlighted that developments around the Corsham MoD, the digital economy and the academic field had added to the momentum for the feasibility study for the station to be completed and therefore, it was seen as the optimum time for the project to be moved forward.

Mr Pearson detailed that one option for the station was to provide a railway line that would connect Corsham to Bath, and then to Trowbridge and Westbury. He also commented that there was a possibility for a Bristol-Corsham-Oxford service to be provided, however, this was currently not a main focus of the project. Those present were informed of how a Bristol/Metro-West service was being considered; as this could help to join the academic institutions in the area. Mr Pearson added that a university was being explored for Corsham and noted that such a development would also be a huge economic driver for the area.

Mr Pearson explained that the Town Council was the leader of the project, yet Wiltshire Council, the Corsham Councillors, as well as Members of the Cabinet – such as Cllr Whitehead, were also taking a strong role in the advancement of the project. Other partners included the Chairman of TransWilts (a project which was financed by the government and centred on providing sustainable transport in Wiltshire), the Corsham Institute, the Swindon and Wiltshire Economic Partnership and Wiltshire's MP, Michelle Donelan.

It was highlighted that £19 million was needed to ensure that the service would

be delivered and it was stressed that the government would need to contribute a substantial amount to the project. Mr Pearson informed the meeting that the project would cease if it could not advance further than the feasibility stage; as it was important that money was allocated prudently. It was noted that if the project had advanced passed the 'Option Selection' phase, then the project would become the responsibility of Wiltshire Council.

Attention was drawn to the fact that a railway station for Corsham was environmentally viable and that it would serve to help improve the congestion problems associated with the Bath area. Mr Blackburn, from TransWilts, pledged that his organisation was doing all that they could to ensure that the Corsham Railway Station became a reality.

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### Lacock Unlocked

Terry Bracher was in attendance to present a final report on the 'Lacock Unlocked' project. Mr Bracher highlighted that the Lacock archives contained over 800 years' worth of history. He explained that in 2012 a grant of £601,000 had been awarded to the project from the Heritage Lottery Fund and other partners; this grant was intended to help ensure that the Lacock archives remained preserved and to help engage the community in the running of the project.

Mr Bracher detailed that the project was led by a number of volunteers, both from the local area as well as further afield. He outlined that the volunteers had been required to undertake labour intensive work and that they had also been involved in designing and creating content for the project's website. Those present were informed of how work had been undertaken with students from Wiltshire College, to develop a smart phone location-aware app. Mr Bracher explained that as one wandered through the village of Lacock, the smart phone app would provide pop-ups of stories, based on where one was located within Lacock.

It was highlighted that a number of other schools had also been involved in the project; such as schools in Bowerhill, Colerne and Lacock. These schools had participated in creative writing exercises, in relation to the 'Lacock Unlocked' project. Mr Bracher stressed that, primarily, Wiltshire residents had been targeted with the project and he detailed that disabled persons had been taught a digital photography course; which had been exhibited in the Springfield Campus. Other participants of the project included the Lacock WI; who had recreated recipes found in the Lacock archives.

Those present were informed that the Lacock archive ran until around 1940, however, the project had sought to extend the archives to the present date. Thus, stories had been recorded from the current villagers of Lacock and, as a result, more than 40 oral history interviews had been completed, along with further photos and videos.

Mr Bracher informed the meeting that the project had lasted for around 3 years and it had led to the creation of a book; which was available for sale in the local Church and bookshops around Lacock. Overall, 115 community volunteers had taken part in the project. Mr Bracher thanked the volunteers, the community of Lacock and the national trust for their contributions to the project. He added that the project was soon due to close, however, there was still an opportunity for individuals to add their story to the Lacock archives.

The chairman praised the work of all those involved with the project and those present reiterated his sentiments.

#### Lacock Parish Council

Ron George, Lacock Parish Council, was in attendance to provide an update on Lacock Parish Council. Mr George detailed that the Parish Council had the aim of creating a community sports club; which was fit for the needs of the distinctive village of Lacock.

Mr George noted that, largely, Lacock was owned by the National Trust and therefore, this demanded that a close working relationship was maintained between the residents of Lacock and the National Trust. He added that between 14-15 organisations regularly used the Village Hall; however, the size of the Hall often created a problem, as well as the fact that there were not sufficient car parking facilities. Mr George stressed that Lacock's sports organisations had 21<sup>st</sup> century needs and thus, the Parish Council was seeking to ensure that they could provide for such needs.

It was outlined that there was a proposal to convert the semi-derelict pavilion located on the Lacock playing fields into a building that could provide multi-purpose spaces for recreational activities undertaken by the widest of age ranges and interests; whilst being inclusive for disabled users and encouraging all to visit, view and engage. It was explained that the Pavilion would be remodelled, in order to ensure that it was complaint for use and that it would be used to store sports equipment. Mr George highlighted that in spring 2015 the Parish Council had been tasked to analyse what was necessary for Lacock and this had been considered through a public consultation.

The proposed amended design to the Lacock Pavilion would seek to improve the existing building and would also provide changing facilities for users. It was stated that after an initial engagement with key stakeholders, priorities had been addressed and these included; matching the facilities to the activities that would be offered.

The meeting was informed that a range of design options had been explored. The final decision, as agreed by key stakeholders and the wider general public, was to compliment the Pavilion and build next to the original building. It was highlighted that this option had been designed and coordinated with the National

Trust.

It was explained that a community grant from the Corsham Area Board had helped to move the project forward. Also, that the Parish Council were at the point of signing the 'Head of Term' agreement with the National Trust, for 400 square metres; which would allow for the area of the proposed development to be constructed.

The Chairman then thanked Lacock Parish Council for their presentation and noted that he was glad that the Corsham Area Board had been able to provide a small amount of money to the project, to help build its momentum.

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### Partner Updates

The Chairman drew the meeting's attention to the written partner updates provided with the agenda.

Tom Hall, Colerne Parish Council, detailed that Colerne had held a successful May Fair and that 3 new Cllrs had been co-opted onto the Parish Council. He noted that the Parish Council would be organising more events in the future, such as for the Queen's Birthday and Armed Forces Day.

Ruth Hopkinson, Corsham Town Council, stated that the Corsham Summer Fete would be held on Saturday 11 June and that the Town Council were looking into organising an art survey, in order to consider how the Town Council could best support the arts in Corsham.

PC Hazel Anderson, Neighbourhood Policing Team, provided an update from the Neighbourhood Policing Team for the Corsham community area. She drew attention to the written update provided with the agenda and stressed that regular patrols would be maintained in the Lacock area, in response to the recent robbery at a jewellers in Lacock. PC Anderson also highlighted that the perpetrators who had robbed vehicles in the Box and Colerne areas had been arrested. The vehicles in question had been located in the Bath area and enquiries were continuing. It was noted that regular patrols of the areas had led to the quick arrest of the offenders.

Mark Unwin, Watch Manager – Corsham Fire Station, informed the meeting that the joining of the Dorset and Wiltshire Fire and Rescue Services had been a huge task and that several organisational changes were still taking shape. He stated that an excellent service was delivered to the residents of Corsham and that there was always an appliance available for the Corsham community area.

Richard Rogers, Community Engagement Manager, was then invited to present on the Health and Wellbeing Group and the successes from the Corsham community area from 2015/16, as well as the priorities for 2016/17. Mr Rogers explained that the budget for the Area Board was slightly higher than the

previous year and that such an increase could be attributed to the fact that the Area Board had previously provided a substantial amount of money to grant applicants and, as a result, had effectively engaged with the community. He noted that the Health and Wellbeing group had been allocated a fund of £7,700 for the forthcoming municipal year.

Mr Rogers detailed that the Springfield Campus was deemed as a hugely successful initiative as, for example, library usage in Wiltshire had declined, however, Corsham represented an anomaly in this respect. Furthermore, usage of the leisure facilities and room bookings in the Campus had increased; which demonstrated the positive impact that the Campus had had on the community. Mr Rogers signalled that the Campus hoped to include a nail bar and hairdressing salon in the future.

In terms of the successes of 2015/16, Mr Rogers drew attention to several events that had been held in the Corsham community area, such as the 'Magna Carta', the 'Big Get Together' and 'Clean for the Queen'. He highlighted that there were more events planned around the Queen's Birthday and that engagement with the initiative known as 'The Big Pledge – the Road to Rio' had been positive, as it had encouraged more people in the area to become active.

He informed those present that for 2016/17, the focus would be upon the Health and Wellbeing group. Attention was drawn to the 'Safe Places' scheme; which had been designed to offer help and support for people that may feel as though they needed additional support when they were in the town. It was stated that public amenities that advertised the 'Safe Place' sign had had appropriate training and were available to people of any age group, should they feel the need for such support.

Cllr Parker provided an update on the appointment of a Health and Wellbeing Project Officer. She explained that 3 people had been interviewed for the position and that the decision had been a difficult one, however, it was agreed that Kevin Gaskin should be appointed as the Health and Wellbeing Project Officer.

**Resolved:**

**The Area Board ratify the appointment of Kevin Gaskin as the Health and Wellbeing Project Officer for the Corsham community area.**

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Tesco Bags of Help Programme

Caroline McKenna was in attendance and presented on the 'Tesco Bags of Help Programme' and explained how eligible and interested parties could apply for funding. Miss McKenna highlighted that the fundraising scheme was for community groups and she detailed that the fund originated from the money raised from Tesco customers, from the 5p charge associated with carrier bags.

She detailed that the money raised was to be used to pay for green spaces in communities across England.

Miss McKenna outlined that a wide range of organisations could apply for funding, such as; housing associations and registered charities. She noted that the proposed projects needed to benefit the whole community and should not charge for access into the site. It was relayed that sports facilities and community gardens were some examples of projects that could be sponsored. Miss McKenna explained that there was an online application form, as well as an eligibility checker available for interested parties.

Miss McKenna informed the meeting that there would be display units erected in local Tesco stores; which would allow customers to place discs in a specific unit, by way of voting for a particular project. She stressed that each organisation that received a place in a Tesco store display unit would receive some form of the funding available; however, the amount allocated to each group would be the sole decision of the Tesco customers.

31 Local Youth Network Management Group (LYNMG)

Emma Drage, Community Youth Officer, was in attendance and provided a short update on the Local Youth Network Management Group (LYNMG). Miss Drage informed the meeting that the LYNMG had been working on organising a 'Youth Fest' day; the event would help to showcase to young people the services that are provided for them and would also allow young people the opportunity to be consulted on what they believe that the community should provide for them.

Miss Drage also highlighted that the Corsham Youth Zone had progressed well and she thanked the community for the support that they had shown towards the young people in the Corsham community area.

32 Community Area Grants

The Chairman noted that the Campus Mosaic Project had been delayed for one year, due to the artist having been diagnosed with cancer. However following successful treatment, the artist was now able to work on the project again.

The Chairman informed the meeting that there was a mistake on the agenda; the application listed for 'Corsham Village Hall' was in fact for 'Colerne Village Hall'. Ann Nicholas, Colerne Village Hall, was invited to introduce the application for £2790, to help improve disabled access to the Hall. Ms Nicholas outlined that in 2012 the Village Hall had received a £1000 grant from the Area Board to enable disabled persons to access the Hall; however, there was a desire to now extend access to disabled persons for another part of the Hall. It was explained that to accommodate for this, the current pathway would need to be widened. Ms Nicholas informed the meeting that the Village Hall had a very high usage rate; with around 300-400 people using the Hall for the monthly cinema provision.

Ben Hayday, Corsham Youth Zone, introduced the application from the Youth Zone for £1000, to help provide equipment for the Friday youth group. Those present were informed of how the Youth Zone provided regular activities on a Friday evening; such as arts and crafts, cooking and sporting activities. Mr Hayday highlighted that 70 young people were a part of the Youth Zone and this figure was continually increasing; indeed, at least 40 young people attended the regular Friday evening session. It was noted many people, including the Police Sgt, felt that the Youth Zone had strongly helped to foster positive relationships between young people in the community.

Glenys Gill, Colerne Boules Club, introduced the application from the Club for £2814.23 towards the Club's Petanque Project. She explained that there was a large amount of public support for boules and that there was the desire for a permanent boules terrain to be situated in the town. Ms Gill outlined that boules was one of the few sports that allowed competitors to play on equal terms; because all ages and abilities could participate, either standing or whilst seated.

Bob Mullins from AFC Corsham introduced the application for £769 from Leafy Lanes Playing Fields, towards youth goal posts for the under 11 team. Mr Mullins detailed that the Club boasted 290 members ranging from age 5 to 18 and that the Club had organised their first girl section. It was explained that the Club desired to have a youth sized goal; as this would enable young people to further enjoy the game and would help to ensure a fairer game, which in turn, would help to increase the Club's retention level.

Having been put to the vote, it was

**Resolved:**

- i. To award £2790 to Colerne Village Hall, to help improve their disabled access to the Hall;**
- ii. To award £1000 to the Corsham Youth Zone, to help provide equipment for the Friday evening youth group;**
- iii. To award £2814.23 to Colerne Boules Club, for their Colerne Boules Petanque Project;**
- iv. To award £769 to Leafy Playing Fields, to provide youth goal posts for the Under 11 team.**

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Community Area Transport Group (CATG)

The Area Board considered the minutes of the CATG meeting held on 14 April 2016.

Cllr Whalley, Chairman of the CATG, outlined that as a result of continuing work on the highways, recommendations often needed to be taken to the Area Board by the CATG. He explained that the Area Board was being asked to consider a pedestrian crossing across Hither Way in Lacock; which would provide a safer crossing route for those walking from the village to the National Trust car park,

however, he noted that an assessment needed to be carried out for this initiative and the cost of the assessment was £1600.

Cllr Whalley stressed that the CATG only considered low level highways projects and, occasionally, such projects would require an assessment to be undertaken. In such instances, the local Parish/Town Council was being asked to provide 25% of the assessment cost. However, it was highlighted that no financial contribution from the relevant Parish/Town Council would be required for an assessment of a major project; as such projects did not fall under the remit of the CATG.

The point was raised that, in terms of accuracy and clarity over the second recommendation made to the Area Board, an amendment was required. This amendment would state that the local contribution of assessment costs would only be necessary for projects that fell within the Area Board's responsibility and budget.

Having considered the recommendation and proposed amendment, it was

**Resolved:**

- i. To agree to fund 75% of the cost of an assessment (@£1,600) regarding pedestrians crossing Hither Way, Lacock (Issue No: 4364), if the Parish Council agree to fund the remaining 25%;**
- ii. Accept the recommendation that a local contribution of 25% be requested towards all future assessment costs undertaken for projects that fall under the Area Board's area of responsibility, remit and budget;**
- iii. Accept the list of priority schemes for the Corsham Community Area, as presented by highways.**

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Future Meeting Dates and Forward Work Programme

The next meeting date was confirmed as 20 July 2016 at Selwyn Hall, Valens Terrace, Box, SN13 8NT.

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Urgent items

There were no urgent items.

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