

MINUTES

Meeting: Royal Wootton Bassett and Cricklade Area Board
Place: Online Meeting - Microsoft Teams
Date: 29 September 2021
Start Time: 6.00 pm
Finish Time: 8.00 pm

Please direct any enquiries on these minutes to:

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

In Attendance:

Wiltshire Councillors

Cllr Allison Bucknell (Chairman), Cllr Bob Jones MBE (Vice-Chair), Cllr David Bowler, Cllr Steve Bucknell and Cllr Jacqui Lay

Wiltshire Council Officers

Jane Vaughan, Community Area Manager
Diane Ware, Principal Technical Officer for Highways Assets and Commissioning
Dominic Argar, Assistant Multimedia Officer
Matt Hitch, Democratic Services Officer

Total in attendance: 26

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
18	<p data-bbox="336 376 1153 414"><u>Chairman's Welcome, Introductions and Announcements</u></p> <p data-bbox="336 443 1485 551">The Chairman welcomed everyone to the online meeting of the Royal Wootton Bassett and Cricklade (RWB&C) Area Board. Members and officers then introduced themselves.</p> <p data-bbox="336 589 1485 772">The Chairman explained that the legislation allowing local authorities to take public meetings and decisions online had not been extended past 6 May 2021. Area Boards held online after this date would therefore need to have any funding decisions ratified through the Leader Delegated Decision process before funding could be released.</p> <p data-bbox="336 810 1485 958">She also informed the Area Board that, from 11 October 2021, Jane Vaughan would be supported by Alexa Davies as Community Engagement Manager (CEM) and that they would work closely together to deliver an action plan for the area.</p> <p data-bbox="336 996 1485 1283">Thanks were given to Frances Barrone for the support she had given as the Local Area Co-ordinator for RWB&C over the past three years. It was noted that the Local Area Co-ordinator Service would be restructured and replaced with a new Prevention and Wellbeing Team from October 2021. The Chairman offered to share further information about how to access the service when it became available. In addition, she offered to assist residents to ensure that there were no gaps in service provision during the transition (please see the attached document for further details).</p> <p data-bbox="336 1321 1485 1653">The Chairman then referred the Area Board to information contained within the agenda about plans for additional bus services. Cllr Steve Bucknell reported that the level of positive feedback about the proposals had resulted in the decision to use a larger bus than originally anticipated from Lydiard Residential Park. The tender process for a larger bus had led to an adjustment to the anticipated start date of the new service. Given the desire of residents to use the service as soon as possible, he stated that conversations were underway to see if a smaller bus could be used as an interim measure until the larger bus delivered further capacity.</p> <p data-bbox="336 1691 1485 1874">A web link was available in the agenda pack thanking the Area Board for its support of the Lydiard Archives. The Chairman praised the work of the Friends of Lydiard Park in preserving the wealth of historical material for the public and explained that discussions were underway about the possibility of displaying artifacts in a local village hall.</p> <p data-bbox="336 1912 1485 2020">The Area Board was notified by the Chairman that the Lime Kiln Leisure Centre was due to come under the management of Wiltshire Council from the start of October 2021. She also noted that there was a possibility that this would lead to</p>

	<p>the refurbishment of the facility in the longer term.</p> <p>The CEM, Jane Vaughan, then rounded off the Chairman's Announcements by updating the Area Board about a county-wide youth survey that was running until 22 October 2021. The survey gave young people the chance to give their feedback about local services and priorities. The CEM would be sending out additional information to local schools, youth providers and other partners in order to encourage as many young people as possible to get involved.</p>
19	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Mary Champion as well as Cllr Alex la Roche, Chairman of Broad Hinton & Winterbourne Bassett Parish Council.</p>
20	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the Area Board meeting held on 16 June 2021 were approved as a true and correct record.</p>
21	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
22	<p><u>Police and Crime Commissioner for Wiltshire and Swindon</u></p> <p>As the Police and Crime Commissioner (PCC) for Swindon and Wiltshire, Philip Wilkinson, had been recently elected, he took the opportunity to provide some background information about his career, as well as what he saw as his key priorities. The PCC explained that he had lived in Wiltshire for 28 years and would bring his experience in delivering security plans, to the role. He pledged to conduct an outreach programme to increase dialogue with communities, rather than relying on a top-down approach. He explained that the feedback from the outreach programme would, alongside expert advice from the police, be used to inform his plan.</p> <p>During the discussion several queries were submitted about the issue of speeding. The PCC noted that speeding was a key priority identified by the public during his election campaign. He then outlined the steps that he planned to tackle their concerns, including the purchase of new mobile speed cameras and better coordination between Speed Watch teams. He was also open to the idea of facilitating a county wide forum for tackling speeding and stressed the importance of using a range of measures, including education, to reduce speeding. It was explained that the deployment of the cameras would be informed by data, so that they could be stationed in priority hotspots.</p> <p>The PCC was also keen to stress the interconnected nature of certain crimes</p>

	<p>and that issues, such as anti-social behaviour, were driven in part by serious organised crime, County Lines and wider drug related issues.</p>
23	<p><u>Spotlight on Parishes and Partners</u></p> <p>The Chairman noted that Phil People had been replaced as the Area Board's contact at Dorset & Wiltshire Fire and Rescue by Dean Hoskins.</p> <p>Written updates were available in the pack from Healthwatch Wiltshire, B&NES, Swindon and Wiltshire CCG (Clinical Commissioning Group), Cricklade Town Council, Royal Wootton Bassett Local Youth Network and Green Square Accord Housing Association.</p> <p>Amy Dallimore, Community Development Worker at the Army Welfare Service, provided an update about how Area Board funding was used to support activities over the summer, as well as of current activities in MOD Lyneham. She explained that free fun science classes, circus skill sessions and 'crafternoon' events had had taken place to support the wellbeing of military children.</p> <p>Cllr Mark Clarke, the Chairman of Cricklade Town Council, provided a verbal update noting that they had recruited new staff. He reported that the recently refurbished local leisure centre was being run by a non-profit organisation and continued to provide a valued service to the town and wider public.</p> <p>Danielle Blake from The Rise Trust (Youth) thanked the Area Board for their continued support and explained that they had been providing outreach youth sessions in Cricklade that allowed children the time to relax, as well as to seek advice and guidance. Positive relationships were also being built in RWB where similar programmes were taking place. Furthermore, play-based youth sessions had been running at Purton Village Hall for the past three weeks, including one spent making pizzas.</p> <p>Cllr Andrew Matthews from RWB Town Council reported that the High Street had seen an increased volume of traffic since the easement in lockdown restrictions and that new businesses had opened. The Town Council had recently purchased the Manor House from Wiltshire Council and were in the process of converting it into a facility for community use. They had also become the sole trustee of the Memorial Hall, securing its long-term future. Finally, he reported that the Town Council currently had a vacancy for a new Town Clerk.</p> <p>Sue Hughes from the RWB Local Youth Network reported that they had supported over 200 families to obtain school uniforms since the start of the pandemic, including 40 families over the summer from a High Street stall. Plans were also underway for a Christmas street art wall. Additionally, children were being helped to work on Duke of Edinburgh Awards.</p>
24	<p><u>Community Safety Update</u></p> <p>The Chairman explained that during lockdown the Area Board had set up a</p>

	<p>monthly meeting between the police, fire brigade and other local representatives to discuss local safety concerns. The next meeting, due to be held on 8 October, would focus on the issue of firework safety.</p>
25	<p><u>5 Year Highways Plan</u></p> <p>Diane Ware, Principal Technical Officer for Highways Assets and Commissioning, referred the Area Board to the draft of the maintenance plan and noted that the final version would be published around March/April 2022. She confirmed that budgets for each Area Board would be allocated based on condition, rather than the overall length of the road network, and that RWB&C was broadly in the middle in terms of condition when compared to other Area Boards. The overall aim was to get all of Wiltshire's roads to similar condition, with roughly 20 percent of the network requiring maintenance.</p> <p>She explained that in order to catch roads before they deteriorate quickly, early intervention would be necessary. In some cases, it may appear that roads in reasonable condition were being prioritised, but by replacing the surface course, rather than digging up the whole road, less carbon would be emitted.</p> <p>During the discussion the officer offered to provide further information about the overall length of the road network within the Area Board. She also provided answers to technical queries about the relative merits of different road surfaces. Some queries were raised about specific roads that attendees felt were of concern. The officer noted that further information was available on the Council's website and that she would welcome feedback about the post 2022-23 priority list. She also clarified that the addition of cycle lanes would have to be agreed through a traffic group or the Community Area Transport Group (CATG) and that money for pavements would have to come out of a separate budget.</p> <p>Decision</p> <ol style="list-style-type: none"> 1. To note the report and that priorities set for 2022/23 are already being planned. 2. To consider draft proposals for priorities in our areas beyond 2023. 3. To contact Diane Ware with any differences in priorities by end of October 2021. 4. To note that the final decision on the five year plan will be taken to Cabinet in April 2022.
26	<p><u>CATG</u></p> <p>The Chairman introduced the item. Members also noted that CATG was due for review and would be scrutinised by the Environment Select Committee.</p> <p>Decision</p>

	<ol style="list-style-type: none"> 1. For Royal Wootton Bassett and Cricklade Area Board to note the discussions from the CATG meeting of Wednesday 1 September. 2. To close the following issues: 11-19-03 (parking issue along Garraways and Roebuck Close). 3. To add the following issues to the priority list: 11-20-11 (Elm Cross junction).
27	<p><u>Climate Strategy and Natural Environment Plan Consultation</u></p> <p>Cllr Steve Bucknell gave a presentation providing background information about the Council's Climate Strategy and Natural Environment Plan, noting that the Council had pledged to become carbon neutral by 2030. Some of the measures outlined in the Climate Strategy included providing cleaner transport, as this contributed 45 percent of the greenhouse gasses emitted in Wiltshire, as well as moving to sustainable forms of energy and delivering thousands of new jobs in the green economy.</p> <p>He explained that the Green and Blue Infrastructure Strategy was centred around six key themes, one of which being woodland and trees. It was highlighted that only nine percent of Wiltshire was covered by trees, compared to 13 percent nationally, so he encouraged towns and parishes to promote tree planting. As both strategies were out for consultation, Cllr Steve Bucknell suggested people attend engagement events and participate in the online survey before the consultation closed on 17 October.</p> <p>He then went on to outline measures being undertaken at an Area Board level. The Area Board planned to work alongside, town and parish councils, community groups and individuals. To that end, a community environmental toolkit would be circulated to provide further information. An audit would also be undertaken to establish what was being done in the community to tackle environmental issues, the results of which would be used to develop a wider community engagement plan. Cllr Steve Bucknell hoped that this process would allow for terms of reference and clear objectives to be set for groups within the community area.</p> <p>Decision</p> <ol style="list-style-type: none"> 1. RWB & Cricklade Area Board notes the draft Climate Change and Green and Blue Infrastructure strategies and urges residents, organisations and businesses across the Community Area to contribute to the Consultations ahead of the closing date of 17 October 2021. 2. RWB & Cricklade Area Board commits to work with organisations, residents and businesses across the Community Area to create a

	more sustainable future.
28	<p><u>Ash Dieback</u></p> <p>The CEM introduced a brief presentation about the issue of Ash Dieback, explaining that it was expected to kill the majority of the ash trees in the country within five to 15 years. The Area Board then watched a video providing further information about the issue, the link to which was available with the agenda pack. The CEM then highlighted organisations that would be able to provide further information for landowners. Members noted that it might be helpful to advertise the reason why trees were being chopped down to pre-empt questions from the public.</p>
29	<p><u>Community Area Status Report</u></p> <p>The CEM noted that the Community Area Status Report had been adopted at the last meeting of the Area Board and it had been agreed that an action plan would be developed to address priority issues. She reported that, since the previous meeting, members had reflected on the priorities within the status report had agreed to divide their work around the themes of people and place, as outlined in the report attached to the agenda pack.</p> <p>She then gave a presentation outlining the key issues identified, as well as highlighting the actions that had been devised to tackle those issues. The key actions identified included:</p> <ul style="list-style-type: none"> • Developing a Community Area Parish Forum. • Developing the Local Youth Forum. • Re-establishing the Health and Wellbeing Group. • Promoting regeneration of the high street. • Raising awareness of local organisations working to tackle poverty. <p>The CEM reiterated that the action plan was not set in stone and was intended to be adapted as different needs arose and projects were completed. She also stressed that the adaptable nature of the document would allow for collaboration with local partners, as future drafts could be informed by their views. After reading the attached report and watching the presentation, members decided whether to approve the action plan.</p> <p>Cllr David Bowler had to leave the meeting at 7:45pm.</p> <p>Decision</p> <p>1. To agree an area board action plan and confirm that priorities will form the focus of resources for the RWB&C Area Board during 2021/22. Pages 71 – 86 within the agenda pack.</p> <p>2. To agree initial priority actions.</p>

30	<p><u>Funding Applications</u></p> <p>Members considered the application for the Health and Wellbeing funding as detailed in the agenda pack.</p> <p>Rebecca Seymour, from Wiltshire Music Centre, spoke in support of their application for £1,500 towards their Celebrating Age Project. She explained that they had worked in the Area Board for five years. During the pandemic they had been recording online concerts for residents. Further activities, such as phone calls or outdoor concerts, had been held to ensure that those without internet access would also be supported. As restrictions had eased it had become possible to arrange indoor activities, such as a Florence Nightingale themed event earlier in September. The representative noted that the additional funding would allow for at least a further 10 activities to be held in the Area Board area within the next year.</p> <p>Decision</p> <p>To award £1,500 of a requested £1,500 to Wiltshire Music Centre for their Celebrating Age project.</p> <p>The CEM provided an update about two grants awarded under delegated authority since the previous meeting. The decisions were made after consultation with all members. The Chairman noted that there had been an underspend on the grant awarded to the Army Welfare Service. During the discussion the members stated that they were happy for the remaining funding to be carried forward to October and there were no objections.</p> <p>Decision</p> <p>To note the awarding of the following grants under delegated authority:</p> <ol style="list-style-type: none"> 1. ABG79 Army Welfare Service for Lyneham Summer Youth Programme £800.00 2. ABG90–The Rise Trust for Youth Outreach sessions £3,230.00
31	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
32	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everybody for attending the meeting and looked forward to future meetings, whether they were virtual or in person.</p>

	It was noted that the next ordinary formal meeting of the Area Board would be on Wednesday 19 January 2022, at 6pm.
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Minute Item 18

At the Area Board on Wednesday we were asked to find information relating to support for vulnerable adults, especially in light of the current rearrangements.

We have been told that the new Prevention and Wellbeing Team will be part of adult care and people should contact 0300 4560111 for support and advice.

(There is also an online referral, which may be useful for the Foodbank and other organisations who become aware of urgent issues – the following link will take you to the relevant site: [Referrals and forms | Your care Your support Wiltshire](#))

The Wellbeing Hub is also still in operation 0300 003 4576, now being answered by staff in the Advice and Contact Team, so people who ring that line should be able to get the advice they are looking for and also easily be referred on to the Prevention and Wellbeing Team as appropriate without having to make further contact/calls.

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