

MINUTES

Meeting: Warminster Area Board
Place: Civic Centre, Sambourne Road, Warminster, BA12 8LB
Date: 3 February 2022
Start Time: 7.00 pm
Finish Time: 8.35 pm

Please direct any enquiries on these minutes to: Ben Fielding, Democratic Services, (Tel): 01225 718656 or (e-mail) Benjamin.fielding@wiltshire.gov.uk. Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Bill Parks (Vice-Chairman)
Cllr Andrew Davis
Cllr Christopher Newbury
Cllr Pip Ridout

Wiltshire Council Officers

Graeme Morrison, Community Engagement Manager
Dominic Argar, Assistant Multimedia Officer
Ben Fielding, Democratic Services Officer
Chris Clark, Head of Local Highways

Town and Parish Councils

Sutton Veny Parish Council
Corsley Parish Council
Longbridge Deverill Parish Council
Warminster Town Council

Total in attendance: 22

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor Tony Jackson, therefore meaning that Councillor Bill Parks presided over the meeting as Chairman. Additional apologies for absence were received from Inspector Al Lumley, Wiltshire Police, Sarah Jeffries, Clerk of Maiden Bradley Parish and Heather Parks, Clerk of Sutton Veny Parish.</p> <p>Councillor Christopher Newbury joined the meeting at 7.57pm.</p>
3.	<p><u>Minutes</u></p> <p>There were no declarations of interest.</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 gave the following updates:</p> <ul style="list-style-type: none"> <p>• Ask Angela Campaign Relaunch</p> <p>The Chairman drew attention to a briefing note attached to the agenda which was a reminder of the Ask Angela Scheme. It was outlined that the scheme helps to keep people safe on a night out and to protect anyone feeling vulnerable while on a date or with someone they have met. Further information and posters can be found on the Ask for Angela webpage Ask for Angela - Wiltshire Council.</p> <p>• Queens's Platinum Jubilee Celebrations</p> <p>The Chairman drew attention to a briefing note attached to the agenda which outlined that Wiltshire Council has a system in place to ensure that communities wishing to celebrate the Queen's Platinum Jubilee are signposted to the council's web page (Platinum Jubilee celebrations - useful information and guidance - Wiltshire Council) where they will find the appropriate tools, support and guidance to apply to hold a street party.</p> <p>• Reminder of Changes to the Highway Code from 29 January 2022</p> <p>The Chairman referred to the report attached to the agenda which outlined changes to the Highway Code, which had taken place. Such changes included:</p>

- The introduction of a hierarchy of responsibility of road users.
- Priority for pedestrians at junctions
- Priority for cyclists, riders and horse-drawn vehicles at junctions.
- Clarification on road positioning for cyclists
- More information on safely overtaking motorcyclists, cyclists, horse-riders and horse-drawn vehicles and filtering by cyclists.
- Adopting what is known as the 'Dutch Reach' technique when opening the doors of a parked vehicle.

- **Changes to residual waste collection days from 28 February 2022**

The Chairman noted that from 28 February the household waste collection days for nearly all Wiltshire properties will change, however it was stated that there is no change to recycling or garden waste collections, which will still take place on their usual day for all residents. From 31 January and for the following two weeks, all households will receive a letter that explains the changes and details their new collection day. Further information about waste collections

www.wiltshire.gov.uk/waste

- **Wiltshire Youth Council**

The Chairman updated those in attendance that the Wiltshire Youth Council election was currently underway, with the election closing on 4 February and results expected in the near future. Further information about the Wiltshire Youth Council can be found via the following link:

<https://www.wiltshire.gov.uk/article/1451/Children-and-young-people-s-voice>

- **Dates for Non-Business Area Board Themed Meetings**

Community Engagement Manager, Graeme Morrison, informed the Area Board that there are plans for two events, with the themes of youth and military/civilian integration. The youth themed event is set to take place Tuesday 17 May, venue to be confirmed. Additionally, the Military Garrison is set to hold a large community event on 27 July and therefore whilst the Area Board is keen to hold its own military themed event, a date is yet to be set in order to avoid any duplication.

- **Local Successes**

Congratulations were offered to the following individuals, for their respective achievements:

- Tom Dommett for being appointed to the position of Warminster Town Clerk.
- To Old Silk Works Manager, Lou Gover who had been nominated to be a finalist in the local hero category of the Alzheimer's Support Wiltshire Awards for selfless work and generosity in lockdown and beyond.
- Adrian South, Deputy Director of Clinical Care for the South West Ambulance Foundation Trust, who was awarded the Queen's Ambulance Service Medal for distinguished service.
- Chapmanslade resident and Olympic gold-medallist, Kate French, who was awarded an MBE in the New Year Honours 2022 list for her services

	<p>to the sport of modern pentathlon.</p> <ul style="list-style-type: none"> • Green and Blue Strategy <p>The Chairman noted that on 1 February, the Wiltshire Council Cabinet approved to adopt the Green and Blue Infrastructure Strategy, to help shape the Council's carbon reduction plans for the next 5 years. This document is now pending approval at Full Council on 15 February, with both documents to be used as a framework for all forthcoming Council plans, to ensure that progress is on track to be carbon neutral by 2030.</p>
6.	<p><u>Updates from Partners</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> • Wiltshire Police <p>The Area Board noted a written update attached to the agenda.</p> <ul style="list-style-type: none"> • BaNES, Swindon & Wiltshire Clinical Commissioning Group (BSW CCG) <p>The Area Board noted a written update attached to the agenda as well as a Vaccination Stakeholder Briefing.</p> <ul style="list-style-type: none"> • Healthwatch Wiltshire <p>The Area Board noted a written update attached to the agenda.</p> <ul style="list-style-type: none"> • Warminster and Villages Community Partnership <p>Councillor Pip Ridout updated that there had not been a recent meeting of the Warminster and Villages Community Partnership.</p> <ul style="list-style-type: none"> • Warminster Health and Wellbeing Forum <p>Councillor Pip Ridout updated that Chair of the Forum, Stephanie Stevens, was unable to attend the Area Board and that though the Forum was no longer part of the Area Board, it would submit a written report to the Area Board. Councillor Ridout noted the following three points that were addressed within the report attached to the minutes:</p> <ul style="list-style-type: none"> • There has been a change to the function of the Warminster Health Wellbeing and Social Care Forum (HWBSC Forum). • The previously postponed Warminster and District Health Fair will not take place this year. • The HWBSC Forum is looking to attend the Army outdoor engagement event on 27 July. <ul style="list-style-type: none"> • Local Youth Network <p>Community Engagement Manager, Graeme Morrison updated that following the last Area Board meeting, he had met with Town Councillor Stacey Allensby who had agreed to Chair the format of the new Local Youth Network going forwards. It was raised that there is set to be a meeting 22 March with local youth organisations to identify what the youth network should look like; with an update</p>

to be provided at the next Area Board meeting.

Graeme also informed the Area Board of the one-year rural youth outreach programme that had been taking place, with Community First having been allocated a £5,000 grant from Warminster to make up a combined amount of £25,000 from 5 Area Boards. The first four months of this programme have included conducting research, with a focus on young people living in isolated rural areas. After this four-month phase, the project will move to a delivery phase, which will look to initiate positive activities for young people from the research conducted and will work with existing providers to break down barriers.

- **Town and Parish Councils Nominated Representatives**

The area board noted the following written updates that had been attached to the agenda from the following Parish Councils; Heytesbury, Imber and Knook, Sutton Veny, Maiden Bradley and Horningsham. A written update was also attached to the agenda from Warminster Town Council.

Councillor Sue Fraser provided a verbal update on behalf of Warminster Town Council. The update covered the following points:

- Spring in the park is set to go ahead on Sunday 1 May in the Lake Pleasure Grounds.
- The Civic Awards for 2021 have now been awarded.
- The Town Council is looking to update its CCTV cameras.
- The Town Council has started work on revising the Neighbourhood Plan.

Councillor Neil Carpenter provided a verbal update on behalf of Corsley Parish Council. The update covered the following points:

- In the previous Parish meeting a focus had been identified as improving the environment for walkers and horse riders.
- The Parish Council is aiming to get better signage to align with the Highway Code as well as the A362, which has a bridal path crossing it.
- There is also an aim to improve kissing gates to enhance the environment.

- **Ash Dieback**

Head of Local Highways (Wiltshire Council), Chris Clark, provided an update on Ash Dieback. The update covered the following points:

- A brief explanation of Ash Dieback was provided to the Area Board, being a disease affecting native Ash trees, with the majority that have it being dead within 5 to 10 years. It was noted that from a Highways perspective this is particularly dangerous with trees failing and losing structural strength, therefore causing large limbs to shed onto roads.
- The response from Highways has been a risk-based approach, looking at main A and B road networks, with visual assessments having taken place with trained arborists having been driven around to look at the trees alongside highways.

- This surveying process has been conducted 2 years running, however Ash Dieback is spreading wider and quicker than first expected. There is therefore a focus to remove trees presenting a current risk which totals out at 1,600 trees this year, example areas have included the A4 on Derry Hill as well as Box to Fiveways.
- Looking forwards, the Highways team is looking at open spaces and Rights of Ways, working with landowners to increase knowledge and awareness of the disease.
- The majority of the trees removed have been chipped down to go off to be used as biomass, with work being conducted to investigate whether a local facility can be used to make use of these materials.
- Another concern was presented as the need to replant trees to offset those being removed in order to align with the Green and Blue Infrastructure policy.

Following the verbal update there was time for the following questions and points to be raised:

- Chris Clark stated that if rural villages see clearly diseased trees, they should, where possible, approach landowners as very often they would have a better connection to the landowner than the Council would. It has however been found that generally larger landowners are aware of the disease and have been acting. Additionally, the risk-based approach has not been conducted to the exclusion of roads which are C classed or unclassified, with action being taken if identified as being unsafe.
- Regarding the responsibility of landowners, Chris Clark stated that the responsibility of removing diseased trees does come under their responsibility and that though no financial support can be provided, advice is available. Regarding enforcement, a number of legislations can be used under the Highways Act and Miscellaneous Provisions Act to try to engage with landowners.
- It was acknowledged as being correct that over the next 10 years, £10/12million pounds is needed to be found for Ash Dieback; however Chris Clark noted that the Council is learning more and has adapted to using a forestry harvesting machines rather than individual chainsaws to be more cost efficient.
- Regarding information offered to be provided by Parish Councils, Chris Clark noted that this would be difficult as there would be a differing level of expertise across Parish Councils and if Parishes were to report issues, this could potentially lead to the Highways team being inundated with requests.
- The price of the biomass chips was questioned, to which Chris Clark stated that the previous job conducted equated to around 10% of the value of the works undertaken.
- Regarding the possibility of managing the felled timber locally, the Council is investigating a long-term contractor for arboriculture work as well as facilities to store timber centrally.

	<ul style="list-style-type: none"> • Dorset & Wiltshire Fire and Rescue Service <p>The Area Board watched a video update from the Dorset & Wiltshire Fire and Rescue Service which could be accessed via the following link: https://youtu.be/DcVai1fa4-c</p>
7.	<p><u>Community Police Task Group (CPTG)</u></p> <p>Councillor Pip Ridout provided an update on the Community Police Task Group to the Area Board. Attention was drawn to the general report from the CPTG attached to the agenda pack and the verbal update covered the following points:</p> <ul style="list-style-type: none"> • The Community Police Task Group met on 9 December; however this was poorly attended with only 6 attendees. The meeting was however successful with various priorities and actions set for the Police. Such priorities included: Speeding, Drugs and Shoplifting. • It was noted that the purpose of the CPTG is to be a link between the communities and the Police. • The CPTG have agreed to meet once a quarter, with the next meeting likely to be in March.
8.	<p><u>Warminster Regeneration Working Group</u></p> <p>Councillor Bill Parks updated the Area Board that there was nothing to report from the Warminster Regeneration Working Group and that news is still awaited from Wiltshire Council in regard to the asset transfer of the Community Hub as well as town centre improvement grants.</p>
9.	<p><u>Community Area Transport Group (CATG)</u></p> <p>Councillor Andrew Davis introduced the minutes and recommendations from the CATG meeting held on 19 January 2021. Councillor Davis noted that the previous meeting on 19 January had been positive as well as noting that though the Area Board is only permitted to have 5 priorities at a time, some schemes were identified as being worthy to fund though not being ready to take place. It was also recognised that the funding that had taken place had been allocated to a fair distribution between the town and villages.</p> <p>A potential project was identified by the Area Board and Corsley Parish Councillor Neil Carpenter that could include using the biomass chippings from felled Ash Dieback trees to improve the bridal path around Little Cley Hill.</p> <p>Resolved:</p> <p>The minutes of the Community Area Transport Group meeting held on 19 January 2021 were agreed as a correct record as well the funding recommendations within the attached report.</p>
10.	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications for funding:</p>

Community Area Grants:

1. Sutton Veny Parochial Church Council Fundraising - £5,000 towards Sutton Veny Church Community Space Facilities.

Resolved:

Sutton Veny Parochial Church Council Fundraising was awarded £5,000 towards Sutton Veny Church Community Space Facilities.

2. Longbridge Deverill Parish Council - £1,000 towards purchase of second Speed Indicator Device.

Resolved:

Longbridge Deverill Parish Council was awarded £1,000 towards purchase of second Speed Indicator Device.

3. Warminster Athenaeum Trust - £5,000 towards Athenaeum Ventilation.

Resolved:

Warminster Athenaeum Trust was awarded £5,000 towards Athenaeum Ventilation.

4. Corsley Parish Council - £1,080 towards Corsley Speed Indicator Device.

Resolved:

Corsley Parish Council was awarded £1,080 towards Corsley Speed Indicator Device.

5. Heytesbury and Sutton Veny Cricket Club - £3,419.45 towards Heytesbury and Sutton Veny Cricket Club improved practice and all-weather playing facilities.

Resolved:

Heytesbury and Sutton Veny Cricket Club was awarded £3,419.45 towards Heytesbury and Sutton Veny Cricket Club improved practice and all-weather playing facilities with £1,000 of funding coming from the Youth Budget.

6. Warminster Town Football Club - £694.53 towards Warminster Town Football Club Felling of Trees with Ash Dieback Disease.

Resolved:

	<p>Warminster Town Football Club was awarded £694.53 towards Warminster Town Football Club Felling of Trees with Ash Dieback Disease.</p> <p><u>Health and Wellbeing Grants:</u></p> <p>1. Warminster Action Group - £916.66 towards Warminster Action Group.</p> <p><i>Councillor Andrew Davis noted that he had previously been a member of the Warminster Action Group in its infancy but had however since been removed from their membership.</i></p> <p>Resolved:</p> <p>Warminster Action Group was awarded £916.66 towards Warminster Action Group.</p> <p><u>Local Youth Network Funding:</u></p> <p>1. Army Welfare Service Community Support - £2,569.99 towards Army Welfare Service Community Support Film Club.</p> <p>Resolved:</p> <p>Army Welfare Service Community Support was awarded £2,569.99 towards Army Welfare Service Community Support Film Club.</p>
11.	<p><u>Urgent items</u></p> <p>Community Engagement Manager, Graeme Morrison, noted that though previously the Area Board had allocated £5,000 towards a fingerpost project, with up to two fingerposts per parish per year, no applications had been received.</p>
12.	<p><u>Future Meeting Dates</u></p> <p>The date of the next meeting is 14 July 2022.</p>

Report of HWBSC Forum activities

The 14 December virtual meeting of the Health Well Being and Social Care Forum attracted some 19 attendees and, apart from the invaluable sharing of information between Forum members, there were three interesting speakers. The first was from Headway, a local Wiltshire charity helping people with sustained brain injuries. Next, we heard from the Army whose current CO is very keen to engage and collaborate with the local community and is running an outdoor engagement event on 27 July. Finally, we received a presentation from the Living Well Team based at the Avenue Surgery. The real value of these two-hour quarterly meetings lies in the sharing of information across traditional boundaries and the connections made between key individuals with shared interests. A full set of notes is available should Area Board members wish them to be attached. The next Forum meeting is on 8 March.

Changes to the function of the Warminster Health Well Being and Social Care Forum (HWBSC Forum)

Over the last decade, the Warminster area has operated two distinct but related health and well being bodies. The HWBSC Forum membership comprises 40 plus disparate bodies representing professional healthcare staff, charities, condition-specific organisations and some individuals. The Forum meets quarterly and its aim is to share updates and information across organisational boundaries – a survey held last years indicated the immense value gained by members. Traditionally, the Forum holds no funds and is independent of the Council.

The second body is the Health and Well Being Management Group (HWB Management Group) which is smaller body but with some Forum members belonging to both bodies. It meets quarterly, has been ably chaired by Pip Ridout and has been used as an initial filter for spend submissions submitted to the Area Board (though the AB always makes the final decision). The HWB Management Group has a budget and some of this has been used to fund activities like the successful Health and Volunteer Fairs prior to the pandemic.

Following discussion between the two groups, it was agreed that the HWB Management Group would be dissolved as a redundant body with the HWBSC Forum now expected to carry out additional scrutiny on spend proposals. The HWBSC Forum will be an independent body with control of its finances and, as appropriate, will apply to the AB for funding in the same way as other organisations.

It has been agreed that the Chair of the HWBSC Forum (Stephanie Stevens) will submit a written update report to the Area Board.

Warminster and District Health Fair 2020

Following discussions with David Reeves, we have made the difficult decision not to proceed with the postponed Health Fair 2020 planned for 9 April this year. As I write we are still seeing significant numbers of confirmed Covid cases (currently over

100,000 each day) and Covid still has not made a transition from epidemic to endemic. As a consequence, it is possible that subsequent variants may be less responsive to existing vaccines. While it is accepted that we will all have to live with coronavirus (as we have done with influenza), time alone will dictate how the future looks – and ten weeks seems too short to make that judgement.

In addition, the Health Fair is an indoor event where attendees are encouraged to browse and to engage with exhibitors. This sort of close contact carries increased risk to all. While the population is largely vaccinated, it is not clear how long immunity will last and even the vaccinated appear vulnerable to catching Covid. In our view, vulnerable people – who might benefit most - will not want to risk exposure at a potentially crowded indoor event.

Helpfully, the Army is arranging an outdoor Engagement Event on 27 July and has been actively engaging with the HWBSC Forum to encourage exhibitors to sign up. Apart from the outdoor nature of the event, the later date will allow more consideration of how life will look going forward. We have also explored piggy-backing the Spring in the Park event on 1 May but there is insufficient capacity.

Finally, it is possible that – given favourable circumstances – we could hold an indoor Health Fair in, say, September 2022. While the timing would not be optimal – our view is that it is better to do so in the Spring when people are seeking out new things – this is an option that we could explore, if there is sufficient interest.

We realise that there will be a whole spectrum of personal views which may differ from ours. But we feel that, on balance, we do not have to proceed on 9 April and that, to do so, carries risks to both individuals and to the success of the event.

Stephanie Stevens