

MINUTES

Meeting: MALMESBURY AREA BOARD
Place: Malmesbury Town Hall, Cross Hayes, Malmesbury, Wilts SN16 9BZ
Date: 18 January 2012
Start Time: 7.00 pm
Finish Time: 9.08 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr John Thomson (Chairman), Cllr Simon Killane (Vice Chairman), Cllr Carole Soden and Cllr Toby Sturgis

Councillor Jane Scott (OBE) – Leader of Wiltshire Council

Wiltshire Assembly of Youth/UK Youth Parliament – Chloe Harris-Alba

Wiltshire Council Officers

Miranda Gilmour, Community Area Manager
Barbara Gray, Events and Sponsorship Manager
Alexa Smith, Democratic Services Officer
Brian Taylor, Area Development Manager
Linnet Tomes, Marketing Officer
Jacqui White, Service Director Shared Services and Customer Care

Town and Parish Councillors

Malmesbury Town Council – Bill Blake, Maggie Dennis, Patrick Goldstone, Kim Power, Ray Sanderson and Martin Snell
Ashton Keynes Parish Council – Ian Woods
Brinkworth Parish Council – John Beresford*, Martin Evans and Owen Gibbs
Brokenborough Parish Council – Bob Tallon*
Charlton Parish Council – Simon Burne*
Crudwell Parish Council – Terry Fraser* and Ian McKay

Easton Grey Parish Council – John Tremayne*

Norton & Foxley Parish Council – Peter Campaigne*

Oaksey Parish Council – J Falkingham and Robin Rogers*

Sherston Parish Council – Martin Rea*

St Paul Malmesbury Without Parish Council – Roger Budgen and Roger Lee*

Partners

Police – Sergeant Martin Alvis and Inspector Chris Martin

Fire – Mike Franklin

Chamber of Commerce – Aimee Frankham

Gazette and Herald – Victoria Ashford

Malmesbury River Valleys Trust – Frances Goldstone

Malmesbury and the Villages Community Area Partnership – Mark Allen, J Exton,
Peter Gilchriest and Sid Jevons*

Wiltshire and Gloucestershire Standard – Tina Robins

Western Daily Press – Tristan Cork

Total in attendance: 136

<u>Agenda Item 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 present to the meeting. He introduced Councillor Jane Scott OBE, Leader of the Council. He then explained that item 8 on the agenda, 'Having Your Say – Planning Applications' would be moved to the beginning of the meeting, to allow for the presentation to be repeated in another room. This took place for the people who were unable to join the main meeting, due to fire regulation restrictions on the number of people allowed in the room.</p> <p>The Chairman announced that Malmesbury Town Council had two planning meetings on 31 January at 6.30 and 8.00 pm to discuss supermarket plans and deliver their verdict. Sainsbury's was also holding an open day on Saturday 28 January in the Town Hall.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Paul Baker (Chamber of Commerce), Ellen Blacker (Dauntsey Parish Council), Gareth Brown (Youth Development Co-ordinator), John Cull (Lea and Cleverton Parish Council), Dave Jacomb (Wiltshire Fire and Rescue Service), Alison Cross-Jones, Lesley Greene (Cotswold Water Park Trust), Carolyn Kennedy (Community Librarian), Terry Mockler (Hankerton Parish Council), Graham Morris, Jackie Peel, Jenny Plummer (Good Neighbour Co-ordinator), Graham Thorne (Minety Parish Council) and Andrew Woodcock (Malmesbury Town Council).</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 9 November 2011 were approved and signed as a correct record.</p>
4.	<p><u>Declarations of Interest</u></p> <p>Councillor Soden and Councillor Sturgis both declared a prejudicial interest in item 14c, a grant application from the Cotswold Water Park Trust. They did not vote on the application.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman provided information about the fortnightly waste and recycling collections service.</p> <p>Before Christmas Wiltshire Council introduced the new kerbside plastic bottles and cardboard collection.</p> <p>From early February 2012, Wiltshire Council would be delivering new, green</p>

	<p>lidded garden waste bins to those residents who signed up before 1 December 2011. If you missed the deadline, but would like to opt in to the free garden waste collection service, you could sign up to receive a bin in summer 2012. This could be done online via the Wiltshire Council website, by telephone by calling 0300 4560102, or by completing a form. If you currently have a garden waste bin or have already signed up to the new service, you do not need to take any further action.</p> <p>The new garden waste service would commence from early March and at the same time Wiltshire Council would introduce a fortnightly collection of household waste. This should enable Wiltshire Council to increase recycling to 50% and reduce the amount of waste sent to landfill to less than 25%.</p> <p>During February residents would receive a collection calendar and information leaflet through the post setting out collection dates.</p> <p>Information about car parking permits in Malmesbury was made available at the meeting. Please find attached to the minutes.</p>
6.	<p><u>Partner Updates</u></p> <p>The Chairman noted the written updates from partners included in the agenda pack.</p> <ol style="list-style-type: none"> a. A written update was circulated at the meeting, please find attached to the minutes. Sergeant Martin Alvis added that a review of two public houses in Malmesbury had taken place after local people had expressed concern. Strict licensing conditions were now in place. Councillor Killane thanked the police for their help with improving the street concerned. A breach of the gates installed at Fosse Way at Whitewalls, Easton Grey had taken place. The cut lock had been successfully replaced. b. The written update from Wiltshire Fire and Rescue Service was noted. In addition to this, a free advice service was offered to businesses to make them safe and aware of requirements regarding fire, associated accommodation, food hygiene, alcohol licensing, health and safety and family safety. For further information, please contact the service by email: tfscf@wiltsfire.gov.uk or on 01380 732956. c. The written update from NHS Wiltshire was noted. d. The written update from Malmesbury and the Villages Community Area Partnership was noted. Martin Rea underlined that the walks group had gained significant local support. The first of the walks to be launched would be the White Walls Walk from Malmesbury to Luckington. <p>Five fully trained drivers had now been appointed to the community area transport project, but the Partnership was still seeking more volunteers.</p>

	<p>Please call 01666 390110 if interested.</p> <p>The community hub was moving forward quickly. Public opinion was still being sought and, as part of this, Westlea Housing would survey a large number of residents. Surveys were also available to complete at the area board meeting.</p> <p>e. Steve Cox reported Malmesbury Town Council’s plans for the Queen’s Diamond Jubilee. A celebration weekend for the Olympics was being organised for September, to include the first half marathon in Malmesbury and a trail to connect the bridges in the town. The Town Council were focusing on projects to improve services to local elderly people and improving local footpaths.</p> <p>f. Chloe Harris-Alba stated that elections for Wiltshire Assembly of Youth and the UK Youth Parliament would take place in February. Two places were available for North Wiltshire representatives. Chloe also confirmed that work on the school hall at Malmesbury Secondary School had been completed and the hall was available to take bookings.</p> <p>g. The written update from the Chamber of Commerce was noted. Aimee Frankham added that the Chamber would be objecting to both planning applications. She reiterated the request for a retail impact survey to be conducted that was specific to Malmesbury. Councillor Scott was invited to the next ‘Think Local Buy Local’ event on 31 January to showcase the best of Malmesbury businesses. Amy explained that the ‘Home Improvement Show’ had been postponed because it fell during the consultation period for the supermarket applications, however uptake on the show had been positive.</p>
7.	<p><u>Cabinet Representative - Councillor Jane Scott OBE</u></p> <p>Councillor Scott first provided an overview of her role as Leader of the Council.</p> <p>After the national elections, she had been elected for a four term period to lead a team of nine Councillors, each with a particular responsibility. Councillors Thomson and Sturgis sat on this Cabinet. The Cabinet worked closely with the senior management team.</p> <p>The Cabinet were focusing on two important issues in the county at present; the budget and the Wiltshire Core Strategy. Wiltshire Council had a clear four year business plan linked to the budget. This was based on the need to make savings and continue to deliver services effectively, especially those to elderly people and to vulnerable children, where funding was being increased, who were both increasing in numbers in the county. Investment would also be made to encourage economic development and high end jobs into the county and to develop high speed broadband.</p>

£40 million savings had been made last year through changes to the back office. This year savings should be in the region of £32 million. The result of this was that council tax could be kept at a 0% increase last year with the same arrangement proposed for this year, if agreed at the budget setting meeting on 28 February. Councillor Scott announced that public budget consultation forums were taking place as below:

Monday 23 January 6.00 pm refreshments for a 6.30 pm start at St John's Parish Centre, Trowbridge.

Tuesday 24 January 6.00 pm refreshments for a 6.30 pm start at The Corn Exchange, Devizes.

Monday 30 January 6.00pm refreshments for a 7.00 pm start at The Neeld Hall, Chippenham.

Salisbury 31 January 6.30 pm refreshments for a 7.00 pm start at The Guildhall, Salisbury.

Councillor Scott stressed the importance of getting involved in the development of the Wiltshire Core Strategy, because this would form the basis of decision making until 2026. The draft document would return for consultation from 20 February and it was hoped to be in place for the beginning of 2013. Once agreed, neighbourhood plans could move forward.

This overview was followed by a question and answer session which covered the following main points:

- Existing independent local businesses needed support and had an important role in providing flexible employment opportunities – it was agreed that these businesses offered a different experience and resources would be directed to them as well as larger high end employers. Alistair Cunningham, Service Director for Economy and Enterprise, would be providing support with the Wessex Association of Chambers of Commerce.
- Academy schools and their impact on the Wiltshire Council budget – the council was supportive of national policies and academy schools in Wiltshire were keen to remain close to the Local Education Authority. Support for schools not becoming academies was equally significant.
- Wiltshire Council was running well in the absence of a Chief Executive and the new structure was helping services to work more closely together.
- Economic development in villages would be considered in the Core Strategy – creating self sustaining communities was essential and the need to balance conservation and development was achievable.
- A presentation would be made about high speed broadband in the county at area board meetings. £16 million would be invested for 95% of people in Wiltshire to be able to access high speed broadband in the next two years. The challenge would be to fill the areas not attractive to commercial companies. Wiltshire Council was working in conjunction with Swindon and South Gloucestershire and trying to educate the whole of the community to use the service.

	<ul style="list-style-type: none"> • Funding from car parking charges was directed to support the many non commercial bus routes in the county.
8.	<p><u>Having Your Say - Planning Applications</u></p> <p>In light of the current planning application by Sainsbury's for a supermarket and the anticipated submission of a supermarket application by Waitrose, Brian Taylor, Area Development Manager, gave a short presentation about how to see planning applications, how to make comments about them and how any comments made are dealt with by Wiltshire Council.</p> <p>Brian explained that the process of how individuals and groups could get involved in planning applied to any planning application. Once an application was submitted to Wiltshire Council it was checked to make sure it had the necessary information to be valid. The next step was the consultation stage, when the application would be placed on the Wiltshire Council website, taken to the local town and parish councils, immediate neighbours would be written to, site notices would be put up, notices would be put in the press and technical experts would be referred to.</p> <p>Any individual or group was entitled to comment on a proposal. Proposals could be viewed online via the Wiltshire Council website, at the local council office and Town and Parish Councils had copies of applications. Please contact planning reception on 01249 706444 if you would like help with information. Comments need to be made in writing and could be submitted by email, by using an online form or in writing (please include your name and the application number that the comment refers to). While there was a 21 day period for consultation, if comment fell outside this period for good reason, please get in touch.</p> <p>There was then a question and answer session. This included:</p> <ul style="list-style-type: none"> • While an application from Sainsbury's had been submitted, one had not been received from Waitrose. If received the applications would be dealt with in tandem at the same planning committee. • It was asked if the planning hearing could be held in Malmesbury – a decision on this could not be made at the area board meeting, it would be put to the relevant Chairman. • A retail impact assessment specific to Malmesbury was requested – these issues were addressed in the applicant's proposal and would then be independently checked. • Planning policy at present was in a state of flux – as the Core Strategy had not yet been formally adopted, the planning team were currently working to the North Wiltshire Local Plan. • The average time to determine a major planning application was 13 weeks. • With regards to public enquiries and appeals, when an application was refused, it had to be on strong grounds. Brian assured the meeting that any decisions made would be vigorously defended.

9.	<p><u>White Lion Park - Community Asset Transfer</u></p> <p>The area board was asked to consider the transfer of White Lion Park, Malmesbury to Malmesbury Town Council.</p> <p>A show of hands was taken regarding support for the proposal and no objections were made.</p> <p><u>Decision</u> The area board approved the transfer of White Lion Park, Malmesbury to Malmesbury Town Council, on condition the cost of advertising the transfer in the local press for two consecutive weeks was met by the Town Council.</p>
10.	<p><u>Reduced Night Lighting</u></p> <p>Mark Allen from Malmesbury and the Villages Community Area Partnership asked the area board to consider proposals from St Paul Malmesbury Without Parish Council and Malmesbury Town Council for reduced night lighting.</p> <p>This was the second year the Partnership had coordinated the process and these two councils had elected to take part. Mark ran through the report produced and the proposed changes, available to view on the Wiltshire Council and Partnership websites. Concern was raised about the consultation process as letters from the Town Council to some residents affected had not been received.</p> <p><u>Decision</u> Malmesbury Town Council would be requested to provide information for White Lion Park estate residents regarding the consultation process undertaken for the reduced night lighting scheme.</p> <p><u>Decision</u> The area board would support the proposals for reduced night lighting, as per recommendations from St Paul Malmesbury Without Parish Council and Malmesbury Town Council.</p>
11.	<p><u>Year of Celebrations in Wiltshire</u></p> <p>Linnet Tomes, Marketing Officer, gave a presentation about the 2012 year of celebrations in Wiltshire.</p> <ul style="list-style-type: none"> • Two key events would take place in 2012 – the Olympic Torch route and the Queen’s Diamond Jubilee. • There would be an evening event in Salisbury on 11 July 2012 for the London 2012 Olympics. • 2012 was an opportunity to raise awareness in the local community about what was happening, to get involved, to reinvigorate the local economy, showcase what we had and encourage community spirit.

- Performers were asked to audition online for a chance to appear alongside a national headline act at the evening event. The deadline for entries was February 26. From February 29, people would then be able to vote for the act they wanted to see perform. Shine 4 Wiltshire was open to individuals and groups of any age who lived in Wiltshire. In order to enter the contest, entrants must email the council with a link to a You Tube video displaying their talent. This could include bands, orchestra, singers, choirs, theatre performers or dance/acrobatic groups. Following the deadline, entries would be placed on the council's 2012 Celebration Facebook page for people to view and vote for their favourite. Hopefuls could audition online now by emailing 2012celebrations@wiltshire.gov.uk with a link to their You Tube video.
- Toolkits were available at the meeting to help plan an event. If you would like any help with doing this, please email 2012celebrations@wiltshire.gov.uk
- It was intended that the Wiltshire Queen's Diamond Jubilee event would be held on either the 1 or 2 May in the Salisbury Cathedral and Close. Jousting style tents would be used by each area board to display items to celebrate Wiltshire's history and all that was good in their area of the county today through the work of local citizens. The items to be included in the tents were at the discretion of the area board.

The presentation was followed by a brief discussion. Concern was raised that Salisbury was quite a distance from Malmesbury and funding would better be spent on local events. It was explained that Salisbury had been chosen as the focus for the county event by the Olympics Committee. Buses would be organised to transport people to the event.

Councillor Sturgis then provided an update about Malmesbury's involvement with the Queen's Diamond Jubilee celebrations in Salisbury at the beginning of May. The area board had been asked by the Lord-Lieutenant of Wiltshire to participate in the county event by filling a jousting style tent with items to celebrate Wiltshire's history and all that was good in the local area. The intention was for each area board in the county to be represented in Salisbury.

While Malmesbury Area Board fully supported the exciting opportunity for communities to come together to celebrate the Queen's Diamond Jubilee, some people did not believe it appropriate to contribute towards these celebrations through the area board budget. The area board hoped that town and parish councils would want to contribute to their own activities and it was confirmed that several parish councils had already made extensive plans.

Wiltshire Council events team had set up a webpage to add or search a 2012 event on the Wiltshire Council website:

- To search an event, please follow the link below:
http://www.wiltshire.gov.uk/leisureandrecreation/whatson.htm?phrase=&date=&type=ET_OLYM&act=handlesearch
- To add an event:

	<p>http://www.wiltshire.gov.uk/leisureandrecreation/whatson/tellusaboutyour event.htm</p> <p>There was a link to these pages from the Wiltshire Council homepage or if anyone would like to email their event to 2012celebrations@wiltshire.gov.uk it will be added to the county wide database.</p> <p>Councillor Sturgis asked that anyone who would like to be involved in promoting Malmesbury and the surrounding villages at the Salisbury Jubilee event should contact as soon as possible Miranda Gilmour, Community Area Manager. Please call 01672 515742 or email miranda.gilmour@wiltshire.gov.uk. This might include promoting its history or local businesses.</p> <p>The area board had been provided with information about costs for the Salisbury event, as included in the agenda pack.</p> <p><u>Decision</u> Malmesbury Area Board would set aside £3,500 towards the celebration of the Queen’s Diamond Jubilee in Salisbury.</p>												
12.	<p><u>Feedback on Workshop Regarding Area Board</u></p> <p>Miranda Gilmour provided feedback on the workshop held at the previous Malmesbury Area Board meeting in Malmesbury. Please find document circulated at the meeting attached to the minutes.</p> <p>A question was asked regarding report deadlines for inclusion in the agenda pack. Please find a list of report deadlines for the forthcoming year below:</p> <table data-bbox="320 1294 957 1512"> <thead> <tr> <th>Area board date:</th> <th>Report deadline:</th> </tr> </thead> <tbody> <tr> <td>07.03.12</td> <td>22.02.12</td> </tr> <tr> <td>09.05.12</td> <td>24.04.12</td> </tr> <tr> <td>04.07.12</td> <td>20.06.12</td> </tr> <tr> <td>05.09.12</td> <td>21.08.12</td> </tr> <tr> <td>07.11.12</td> <td>24.10.12</td> </tr> </tbody> </table>	Area board date:	Report deadline:	07.03.12	22.02.12	09.05.12	24.04.12	04.07.12	20.06.12	05.09.12	21.08.12	07.11.12	24.10.12
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13.	<p><u>Community Issues Update</u></p> <p>The area board were asked by the Community Area Manager to agree those community issues to be closed and/or sent to the Community Area Transport Group.</p> <p><u>Decision</u> The area board would close the following issues:</p> <p>Issue 406 – residents parking in Malmesbury had been devolved to the town council and would form part of their Neighbourhood Plan.</p> <p>Issue 1809 – repair to pathway in Oaksey was being considered for a</p>												

	<p>Community Area Grant at this meeting.</p> <p>Issue 1915 – gritting of Alexander Road, Malmesbury. This road would not be put on the precautionary route list, but would be treated as a ‘Community Route’, which meant it would be gritted at times of snow fall and freezing rain.</p> <p>Issues 1923 – parking issues in Poole Road, Malmesbury. Temporary signage was being trialled. If successful, residents would need to purchase signs as this was a private road.</p> <p>Issue 1509 – Gritting of Aubrey Rise, Leland Close, Powell Rise and Twynnoy Close, Malmesbury. These roads would not be put on the precautionary route list, but would be treated as ‘Community Routes’ and gritted at times of snow fall and freezing rain.</p> <p><u>Decision</u> The area board would refer one issue to the Malmesbury Community Area Transport Group (CATG), as per the report included in the agenda pack (Issue 1895 – speeding in Minety).</p>
14.	<p><u>Area Board Funding</u></p> <p>Consideration was given to the three applications made to the Community Area Grants Scheme.</p> <p><u>Decision</u> All Saints Church, Oaksey was awarded £1,982 towards a new church path project.</p> <p><u>Reason</u> <i>The application meets the 2011/12 grant criteria and the footpath is used by the community.</i></p> <p><u>Decision</u> The King’s Day Nursery School was awarded £999 to provide flooring in a newly created basement room which would accommodate children attending the after school club at the nursery.</p> <p><u>Reason</u> <i>The application meets the 2011/12 grant criteria and there were specific references in the Community Plan in respect to supporting early years, toddler groups and pre-schools.</i></p> <p><u>Decision</u> Cotswold Water Park Trust were awarded £879 towards group workshops for young people to learn about night time wildlife at the Cotswold Water Park and to create willow lanterns to parade in a Spring Equinox project.</p>

	<p><u>Reason</u> <i>While the application was border line in meeting the 2011/12 grant criteria (as the applicant had received funding from the area board last year to undertake a similar project), the project would reach out to new groups of young people from the villages.</i></p> <ul style="list-style-type: none"> To note: as Councillors Soden and Sturgis were unable to vote on this last application, the area board showed their support for the application and it was then additionally approved by Councillor Scott, in order to meet legal requirements for a quorate decision.
15.	<p><u>Evaluation and Close</u></p> <p>The Chairman asked for a vote on doing an evaluation or closing the meeting, after the room voted to end the meeting, he thanked everyone who was able to attend. The next meeting would be held on Wednesday 7 March 2012 at Sherston Village Hall.</p>