

# MINUTES

**Meeting:** MALMESBURY AREA BOARD  
**Place:** Malmesbury School, Corn Gastons Malmesbury SN16 0DF  
**Date:** 10 September 2014  
**Start Time:** 5.00 pm  
**Finish Time:** 8.45 pm

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Please direct any enquiries on these minutes to:

Adam Brown (Democratic Services Officer) Tel: 01225 718038, Tel: 01225 718038 or (e-mail) [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Chuck Berry, Cllr Simon Killane (Vice Chairman), Cllr Toby Sturgis and Cllr John Thomson (Chairman)

### **Wiltshire Council Officers**

Miranda Gilmour, Community Area Manager  
Adam Brown – Democratic Services Officer  
Maggie Rae – Corporate Director

### **Town and Parish Councillors**

Malmesbury Town Council – Kim Power  
Brinkworth Parish Council – Elizabeth Threlfall  
Dauntsey Parish Council – Ellen Blacker  
Little Somerford Parish Council – Tony Pooley  
Minety Parish Council – Charles Cook  
St Paul Malmesbury Without Parish Council – Roger Budgen, Caroline Pym, Andy (Peter) Hatherell

### **Partners**

Police – Insp. David Hobman, Martin Alvis  
Wiltshire Fire & Rescue – Dean Corbin  
Wiltshire CCG - Rob Hayday, John Pettit, Ted Wilson

**Total in attendance: 57**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
31	<p><u>Health Fair</u></p> <p><b>Health Fair:</b> Visitors were invited to browse a selection of stalls as a part of the health-themed Area Board.</p> <p><b>Dementia Awareness Session:</b> Those in attendance were given the chance to become Dementia Friends at a session. The session gave them an understanding of dementia and taught them how to help those living with it.</p> <p><b>Better Care Plan:</b> Corporate Director Maggie Rae congratulated those present on providing an excellent event and introduced a short film on the role of the Better Care Plan and the changes in health care across Wiltshire.</p> <p>After the film had finished Maggie Rae, Dr Simon Watkins, Rob Hayday, Dr John Pettit, and Ted Wilson answered questions from the Area Board. Questions were asked on the importance of preventative healthcare for young people; it was explained that this is of great importance. Clarification was sought on the conflict of health and social issues; it was stated that medical experience will be used together with signposting people to relevant services. Concerns were expressed about the new houses planned for Malmesbury and the capacity for the GP surgery to be able to cope. Dr John Pettit explained that they would cope by sharing consulting rooms.</p> <p><b>How to encourage volunteers to support lonely and isolated people in the community?</b> The Community Area Manager, Miranda Gilmour explained that this question formed one of the priority actions from the Joint Strategic Assessment event held earlier in the year. Time didn't allow for a workshop, so those present were asked if they had ideas about how the community could develop this. Cllr Chuck Berry suggested all parish councils be requested to nominate a representative for older people (similar to footpaths). Steve Cox was involved with Athelstan's Army in Malmesbury which included befriending the housebound. Ellen Blacker had a key role as the local Good Neighbour co-ordinator.</p> <p><b>Decision:</b></p> <p><b>For Miranda Gilmour to hold discussions with Steve Cox, Kim Power, Ellen Black, and Cllr Berry.</b></p>
32	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed all those present at the meeting.</p>

33	<p><u>Apologies for Absence</u></p> <p>Apologies were received from:</p> <p>Bob Tallon – Brokenborough Parish Council          Andrew Woodcock – Malmesbury Town Council          Sue Poole – Malmesbury Parish Council          Ashley Stopforth – Luckington &amp; Alderton Parish Council          John Tremayne – Easton Grey Parish Council          Kieran Kilgallen - PPC          Matt Perrott – Highways Community Co-ordinator          Bill Parks – Local Highways          Ian Halton - BBLP          Sid Jevons – MVCAP          Mike Franklin – Wiltshire Fire &amp; Rescue Service</p>
34	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 9 July 2014 were presented.</p> <p><b>Decision</b></p> <p><b>To approve the minutes of the previous meeting as a true and accurate record.</b></p>
35	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
36	<p><u>Chairman's Announcements</u></p> <p>The Chairman and Area Board made the following announcements:</p> <p><b>a. Youth Activity Update:</b></p> <p>Cllr Thomson explained that in May 2014 the Cabinet had agreed to adopt a community-led model for the provision of positive activities for young people.</p> <p>Community Youth Officers had been appointed to 15 of the 18 Area Board areas. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level. Cllr Thomson was pleased to announce that Ollie Phipps had been appointed as the Community Youth Officer for Malmesbury Community Area. Cllr Thomson explained that they had their first meeting and discussion with the secondary school.</p> <p>Each Area Board was stated to have a delegated authority, a devolved budget and dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area.</p>

Cllr Thomson stated that each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN would be supported by a smaller coordination group facilitated by the Community Youth Officer. To enable Area Boards to satisfy themselves and the local community that budgets are being targeted appropriately, a new system for monitoring the impact of youth activities will be introduced with regular reports to the LYN and Area Board.

Cllr Thomson announced that a number of workshops focusing on: Leader's Guidance, Local Youth Network Terms of Reference and 'Positive Activities Toolkit', had been organised for Area Board members, Community Youth Officers and Community Area Managers. Area Boards were encouraged to nominate one or more members to attend one of the sessions.

### **Decision**

**The Board agreed to nominate Cllr Simon Killane as their youth champion. He would attend the meeting.**

**b. Gleeson's Appeal – letter from Cllr Jane Scott OBE to Eric Pickles MP:**

Cllr Sturgis explained that planning regulations in the county had been through numerous changes, and that the planning application mentioned in the Gleeson's appeal letter would be up for review in 6 weeks. Cllr Killane added that there had been fantastic support and that it was a great demonstration of ordinary people having direct contact with government and that it showed how people can have an influence if they work together.

**c. Changes to Electoral Registration System:**

Cllr Killane explained that over the summer, all Wiltshire residents had received a letter telling them about the biggest change to the electoral registration system in nearly 100 years.

A new, more secure, system of Individual Electoral Registration had been introduced where each individual will be responsible for registering themselves. Many Wiltshire residents were automatically moved onto the new electoral register. However, Cllr Killane stated that some needed to take action to join or remain on the register. It was explained that this was possible to do quickly and easily online. People were stated that they needed to provide their National Insurance Number and date of birth when registering.

Cllr Killane stated that those who have not yet responded would be sent a reminder and urged to complete the process.

More information can be found at [www.gov.uk/yourvotematters](http://www.gov.uk/yourvotematters)

**d. Emergency Planning Workshop:**

Cllr Thomson announced that Malmesbury Area Board is hosting an Emergency Planning Workshop for Town and Parish Councils on Wednesday 15 October from 6.00pm to 9.00pm in Sherston Village Hall.

It was explained that Wiltshire council's Head of Public Protection (Emergency Planning) will work with parish/town councils to create robust local emergency planning strategies which not only include risks such as snow and flooding but other issues such as chemical spillages or major health threats. Those who had made a start already on their plans were strongly advised to attend the session.

It was also explained that due to the anticipation of good attendance that numbers will be limited to two representatives per town or parish council.

Cllr Thomson stated that the programme would not be offered again in the near future as the rolling out of this intensive support across Wiltshire will take a number of years to complete.

For further information or to book places contact Miranda Gilmour by email: [miranda.gilmour@wiltshire.gov.uk](mailto:miranda.gilmour@wiltshire.gov.uk)

**e. Garden Waste Consultation:**

Cllr Sturgis informed the Area Board that the public consultation exercise to gain residents' views on potential future changes to the current kerbside garden waste collection service had been extended until 1 October and residents were presented with three proposals for changes to the service.

The proposed changes were:

1. A three month suspension of the non-chargeable kerbside garden waste service with no collections taking place in December, January and February.
2. A five month suspension of the non-chargeable kerbside garden waste service with no collections taking place in November, December, January, February and March.
3. To introduce a chargeable kerbside garden waste collection service instead of the current non-chargeable service.

Cllr Sturgis stated that as of Friday 5 September the consultation had received 13,627 responses, the highest level ever received in Wiltshire. Cllr Sturgis praised the consultation and spoke from experience referencing the effectiveness of subsidised compost bins.

Residents were asked to pick the one option which best meets their needs and informed that they could find more information and contribute to the consultation by:

- Visiting the Council's website and following the link to public consultations.
- Going online at your local library.
- Picking up a leaflet from your local library, leisure centre, council office or town council office.

Further information was said to be available by contacting the council by emailing [gardenwasteconsultation@wiltshire.gov.uk](mailto:gardenwasteconsultation@wiltshire.gov.uk), or telephoning 0300 456 0102.

**f. Computer Basics Club:**

Cllr Killane announced that a monthly computer club would start on 16 September 2014, meeting in Malmesbury Library every third Tuesday of the month between 2-4pm.

It was explained that the club is being provided by Wiltshire Online's local Digital Champion volunteers and will provide basic help to people new to computers or lacking confidence to use them.

Cllr Killane urged those present to make the most of the free and friendly support and to pass on this information to anyone who might value this help.

It was stated that people can take along their own PC or tablet or use one of the computers at the library.

It is possible to register by telephone: 01225 793349 or email: [digitalinclusion@wiltshire.gov.uk](mailto:digitalinclusion@wiltshire.gov.uk)

**g. Campus Consultation:**

Cllr Thomson explained that he had been asked by the Chairman of the Malmesbury Shadow Campus Operation Board (SCOB) to give advance warning to our town and parish councils that they will shortly be receiving a consultation request about the community needs of their parish.

Cllr Thomson stated that this would form the first opportunity to feed in their ideas and that it was requested that this item was placed as a matter of priority on their next Parish Council agenda and a response be provided to the SCOB as soon as possible.

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Nomination of the The Wheatsheaf, Wheatsheaf Lane, Oaksey, as an Asset of Community Value

	<p><b>Decision</b></p> <p><b>Malmesbury Area Board agreed to formally support the nomination of The Wheatsheaf, Wheatsheaf Lane, Oaksey, as an asset of community value.</b></p>
38	<p><u>Partner Updates</u></p> <p><b>6a Wiltshire Police</b></p> <p>Inspector Dave Hobman was introduced by Cllr Thomson as taking over from Inspector Mark Thompson. Inspector Hobman introduced himself and explained that he would be responsible for Neighbourhood policing in Royal Wotton Bassett, Cricklade, Malmesbury, Chippenham, Calne and Corsham. Inspector Hobman introduced himself and assured those present that when issues arise in an area he will move necessary staff to address the problem.</p> <p><b>6b Wiltshire Fire and Rescue Service</b></p> <p>There were no updates given.</p> <p><b>6c Malmesbury and the Villages Community Area Partnership</b></p> <p>A written update was provided.</p> <p><b>6d Good Neighbours</b></p> <p>A written update was provided.</p> <p><b>6e Highways Community Co-ordinator</b></p> <p>A written update was provided.</p> <p><b>6f Town and Parish Councils</b></p> <p><b>i. Malmesbury Town Council</b></p> <p>It was announced by Kim Power of Malmesbury Town Council that they were close to creating the first no cold-calling zone in Malmesbury as a result of information from the May area board meeting. Cllr Thomson congratulated them on their progress.</p>
39	<p><u>Community Issues Update</u></p> <p>The area board was asked to refer the issues to the 7 October Community Area Transport (CATG) Meeting.</p> <p><b>Decision</b></p> <p><b>That the following issues presented were to be referred to the 7 October</b></p>

	<p><b>Community Area Transport (CATG) Meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>3403 - Perceived speeding through Milbourne village</b></li> <li>• <b>3425 - Improve pedestrian crossing on B4040 in Sherston</b></li> <li>• <b>3453, 3455, 3457, 3505 - Parking in Burnivale</b></li> <li>• <b>3506 - Speed limits on A429 south of Malmesbury</b></li> <li>• <b>3520 - Speed on Foxley Road, Malmesbury</b></li> </ul>
40	<p><u>Area Board Funding</u></p> <p>Miranda Gilmour, the Community Area Manager, outlined the funding report. In addition she requested officer delegation to provide a light supper for parish council representatives attending the emergency planning workshop on 15 October.</p> <p><b>DECISION</b></p> <p><b>The area board granted First Malmesbury (King Athelstan) Scout Group £1368 towards the replacement of their old kitchen and approved officer delegation to provide refreshments at the emergency planning workshop.</b></p>
41	<p><u>Evaluation and Close</u></p> <p>Those present were given the opportunity to vote electronically on how happy they were with the venue; the health fair; the dementia awareness session; their support for Malmesbury becoming dementia friendly community; the Better Care Plan video presentation; how informed they were on the Better Care Plan; and the level of public involvement.</p>