



## Community and Wellbeing committee minutes

### Minutes

From the committee meeting at 7pm on Tuesday 6 February 2024

At St. Margaret's Hall, Bradford on Avon

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### Decision making

The **decisions** made by the committee at this meeting are at minute [41](#).

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### Present

Councillors:

- Kate Bessant
- Jennie Parker
- Alison Potter
- Katie Vigar

Town Council Officers:

- Ian Brown - Chief Executive & Town Clerk
- Matthew Mclaughlin
- George Tomlinson – Engagement Officer

Meeting clerk:

- Sarah Howe – Committee Clerk
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### Apologies

From Councillors unable to attend the meeting:

- Sam Blackwell
  - Jack Vittles (Vice-Chair)
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40. Declarations of interest

None

41. Minutes from the previous meeting of the committee

Proposed by Councillor Katie Vigar

Seconded by Councillor Alison Potter

And with all in favour it was **resolved**: that the Minutes of the last committee meeting held on 14 November 2023 be accepted as a true record of the meeting.

42. Matters arising

None.

43. Agenda item 6 – Presentation about the Chatty Café

Sasko Spirovski and Jessica Hall from the local health centre's Health and Wellbeing team came to talk about the newly established Chatty Café in Bradford on Avon.

The Health and Wellbeing team help those referred by the health centre with housing, wellbeing, isolation, mobility issues and assorted other personal issues of a physical, emotional, social or economic nature.

The Chatty Café has been set up at Mill Café in Lamb Yard and meet on a Monday once a month between 10am-12pm. They had their first meeting at the end of January and so far the initiative is going well with 7-8 people attending from the town and as far afield as Trowbridge.

Attendees can talk and discuss whatever they wish, and **anyone** is welcome to join in. There are cards on the tables in the café to denote which tables are part of the scheme if you want to get involved.

Sasko is planning to attend every week with one other member of the health and wellbeing team. Eventually they hope to train up volunteers to attend. Private talks with the health and wellbeing team can be arranged following on from a café visit if required or desired.

The Chair asked for a few more details and was pleased to hear about the scheme. Councillor Vigar had attended the first session in her capacity as Mayor and emphasised that the sessions were genuinely for anyone, for example, those that had newly arrived in town, people living with anxiety and those looking for information about what else goes on in town etc.



#### 44. Chair's Verbal Update

Following on from the presentation the Chair mentioned another support group the Over 60's Aldhelm Group which meet at Aldhelm Court, Southville road. The group currently comprises around 11 attendees both men and women which help each other out with advice and chat about local issues including what Bradford on Avon can offer. There are regular trips out for lunch and an annual trip to the panto. The Chair invited the Health and Wellbeing team to this year's Christmas party.

#### 45. Agenda item 7 – BoA Youth

(i) A written update was provided by David Lloyd, the Youth Support Co-ordinator which was supplied with the agenda. Currently around 11 youngsters come along to the sessions and increasingly youngsters are moving from the more junior to the more senior group without being lost by the wayside. He also indicated that the team are recruiting another part-time member of staff and that the staff in general are interested in the move to become Bradford on Avon Town Council employees. Councillor Vigar thanked David for his update and was pleased to hear about all the activities.

(ii) Verbal update on the T.U.P.E. process (Transfer of Undertakings (Protection of Employment)) by the Town Clerk. He confirmed that the legal process to transfer the staff to Bradford on Avon Town Council is underway with several meetings in the pipeline. Staff will become town council employees from 1 April 2024. The Engagement Officer will take management responsibility for the Youth services staff and develop a strategy in line with the Town Vision.

The Chair asked whether other youth groups in town such as the Mighty Girls could be included in the strategy meetings. The Town Clerk confirmed other groups could attend some meetings.

In response to the question from a member of the public given in Appendix A, the Chair and Councillor Vigar also went on to confirm that youth services are a top priority and the council has shown its commitment by bringing the youth services in-house to ensure quality and longevity.



#### 46. Agenda item 8 – Talking Newsletter

The Communications Officer referred to his report which was included with the agenda. There have been strides to increase the use of plain English and improve accessibility formatting in council communications of late and the introduction of a talking newsletter would be another option to help members of the public access council information more easily. The idea would be to read out the Snippets and quarterly newsletter. A survey will be circulated to assess demand for such a service with respondents asked if they or someone they know would be interested. Work also needs to be done on the best format to use.

Councillor Vigar confirmed a talking newsletter is produced in Trowbridge so those running the scheme would be worth contacting. A small discussion led to suggestions for access of the information via laptops, phones, a broadcast on West Wilts radio (the Communications Officer confirmed they had been approached and seem keen), the audio available in the library and doctor's surgery. The Chair said she would also pass on the details of Wiltshire Sight who are based in Devizes.

#### 47. Agenda item 9 – Resident's Panel

(i) The latest panel results - the Communications Officer referred to his report as supplied with the agenda and offered to answer any questions. Councillor Vigar observed that the responses were down to 46% on this occasion (quite a low figure) and wondered if it was because there were questions regarding the Town Vision which required panellists to read the Town Vision first. However, she was cheered by the responses to the precept question where more than 50% were happy to pay a slightly higher precept to improve the services the town council offers.

(ii) Resident's Panel Infographic – the results from the recent resident's panels have been distilled into a 'roadmap' illustrating what has been asked for and, as a result, what the council has done to address those wishes. A sign of it will be hung up in the council offices, a digital or hard copy will be sent to all panellists, and similarly, copies will appear on the town council website and on social media.



The Chair asked about the review process for the resident's panel. It was confirmed that there was an initial review after the first panel and the whole process can be reviewed again with the new administration in 2025.

48. Agenda item 10 – Volunteer Day

Councillor Vigar reminded members that there is a volunteer week each year which was expanded last year into the Big Help Out as part of the Coronation Celebrations. The council would like to get involved with the Big Help Out event again this year which takes place over the second weekend in June. Last year's event was down scaled into St Margaret's Hall, due to poor weather, but despite that was quite successful. The Engagement Officer is leading the organisation along with a working group of her and 3 councillors. They will begin meetings after the February half term week.

The Chair also confirmed she would like to get involved.

49. Chief Constable for Wiltshire report to the Police and Crime Commissioner  
The report was noted.

50. Next meeting

The next committee meeting is provisionally arranged for Tuesday 16 April 2024.

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End of the meeting

The meeting finished at 7.45 pm



## Appendix A: Comments and Questions from the Public and Councillors

There were 4 members of the public present. There was one question from a member of the public.

(Q1) Question regarding Agenda item 7: the BoA Youth Update. A resident representing a local youth group and the young people of the town in general asked if the council is going to maintain their investment in the young people of the town and strengthen the council's financial commitment.

The Chair confirmed the question would be answered during the meeting when councillors reached agenda item 7.

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