

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** South Newton & Great Wishford Village Hall, Warminster Road,  
South Newton, Salisbury, SP2 0PJ  
**Date:** 23 June 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.45 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Bridget Wayman (Chairman), Cllr Jose Green (Vice Chairman), Cllr Tony Deane and Cllr George Jeans

Cllr John Thomson (Deputy Leader and Cabinet Member for Adult Care, Communities and Libraries)

### **Wiltshire Council Officers**

Richard Munro, Community Area Manager

Lisa Moore, Democratic Services Officer

Graham Hogg

Tracy Carter, Service Director - Waste Management, Service Director for Waste Management

Graeme Hay, Head of Service – Local Highways and Streetscene (South)

Chris Moore, Wiltshire Libraries

### **Town and Parish Councillors**

Ansty Parish Council – J Oldfield

Bishopstone Parish Council – T Long and J Thompson

Burcombe without Parish Council – N Lefroy

Chilmark Parish Council – P Boyles

Dinton Parish Council – D Kerley and V Lee  
Donhead St. Mary Parish Council – J Barnes and J Pendrill  
Fovant Parish Council – N Knowles (also Chairman of TAPCAP), T Phillip  
Hindon Parish Council – D Robertson  
South Newton Parish Council – J Green and M Pont  
Swallowcliffe Parish Council – G Ewer  
Teffont Parish Council – R Longfox  
Wilton Town Council – P Matthews

**Partners**

Wiltshire Police - Inspector David McMullin  
NHS Wiltshire – Jo Howes  
TAPCAP – Nigel Knowles  
Sustrans – Alistair Millington

**Members of Public in Attendance: 11**

**Total in attendance: 42**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the South West Wiltshire Area Board and introduced Councillor John Thompson (Deputy Leader and Cabinet Member for Social Services).</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Councillor Richard Beattie, Area Board member</li> <li>• Mike Franklin, Wiltshire Fire and rescue Services</li> <li>• Zillah Faulkner, Teffont Parish Council</li> </ul>	
3.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>	
4.	<p><u>Minutes</u></p> <p>The Chairman announced that future agendas would include Matters Arising, directly after the Minutes from the previous meeting.</p> <p>The Board members then went on to discuss the following under matters Arising:</p> <ul style="list-style-type: none"> <li>• The Board had hoped to see a revised plan of the proposed Gypsy and Traveller sites which included the sites within the bordering counties. As yet, a revised plan had not been presented to them. Councillor Jose Green explained that Wiltshire Council needed provision for eighteen pitched across the South of Wiltshire, with a total of eighty nine across the whole of Wiltshire.</li> <li>• Only some of the Parishes contacted since the last meeting regarding a reduction in street lighting had responded. The Community Area Manager agreed to liaise with the other Parishes to formulate a plan which would be brought to the next meeting of the Area Board.</li> <li>• Councillors Bridget Wayman and Tony Deane had met to discuss the options for the Tisbury Middle School Site. The findings would be brought to the next Area Board meeting</li> </ul>	<p><b>Richard Munro</b></p> <p><b>Richard Munro</b></p>

	<p>for discussion.</p> <ul style="list-style-type: none"> <li>• Under item 12, Parish Councillor Charles Smith had asked the Board to help find a solution to a speeding issue in Dinton. Councillor Toby Sturgis had agreed to arrange a meeting between interested parties to find a way forward. Unfortunately Councillor Sturgis did not schedule a meeting, so the Chairman Councillor Wayman had done so instead.</li> </ul> <p><b><u>Decision</u></b>  <b>The minutes of the previous meetings held on 21 April and 18 May 2010 were agreed as a correct record and signed by the Chairman.</b></p>	
5.	<p><b><u>Chairman's Announcements</u></b></p> <p>The Chairman announced that the Area Board had met immediately after the Annual Council meeting held on 18 May 2010, to appoint a Chairman and a Vice Chairman for the next municipal year. At that meeting Councillor Bridget Wayman was re-elected as Chairman and Councillor Jose Green as Vice Chairman.</p> <p>There would be a change to the order of items on the agenda. Item 7 would now be discussed under Chairman Announcements and instead the Board would receive a presentation on the Waste and Recycling Service Harmonisation Consultation at item 7.</p> <p>Other announcements were:</p> <p><b><u>Parking Charges Harmonisation</u></b>  Details regarding this consultation are attached to these minutes.</p> <p>Councillor John Thompson informed the Board that it was important for people to respond to the proposals during the consultation period, as they had not yet been agreed. All valid comments received during the consultation period would be taken into consideration.</p> <p><b><u>Highways Work Programme</u></b>  Details regarding this consultation are set out on page 17 of the agenda.</p> <p><b><u>Local Transport Plan Scheme Funding Allocation</u></b>  From the £250,000 of funds which had been awarded to Area Boards for improvements to highways projects, the South West Wiltshire Area Board had been allocated £17,079. Councillor John Thompson advised the Board that the funding could be used to support small safety projects, agreed by the Board.</p>	

	<p>A discussion then took place with Graeme Hay, Head of Service – Local Highways and Streetscene (South) answering questions from those present.</p> <p>The Chairman asked people to forward proposals for schemes or plans for small projects in their community areas to the Community Area Manager, Richard Munro by 31 July 2010.</p> <p>Email: <a href="mailto:richard.munro@wiltshire.gov.uk">richard.munro@wiltshire.gov.uk</a> Tel: 01985 844825</p>	
6.	<p><u>Review of County Library Services</u></p> <p>Chris Moore, Reading and Learning Services Manager explained that the Library service was currently undergoing a four stage review ending in September 2010, to establish ideas for future library services, what could potentially be on offer and how £500,000 of savings could be achieved within the next two years.</p> <p>Chris gave a presentation to the Board and asked people to complete a card that had been circulated, for people to comment on what their top five priorities for the Library service for the future would be.</p> <p>The Chairman asked if the Library service was looking for more volunteers to help staff the libraries, allowing them to open for a greater number of hours, as the Tisbury library had limited opening hours.</p> <p>Councillor John Thompson advised the Board that if people in the community wished to volunteer a few hours a week to work alongside the existing trained staff in the libraries, then that may permit longer opening hours and was a good way for the community to support the service.</p> <p>Volunteers who worked in a social environment, which included training and a uniform, often benefited from the experience as they were made to feel like part of the process.</p>	
7.	<p><u>Waste and Recycling Service Harmonisation</u></p> <p>Tracy Carter, Service Director for Waste Management Services thanked the Chairman and the Board for allowing time on the agenda at short notice.</p> <p>Tracy explained that the Council aimed to engage as many</p>	

	<p>communities as possible in the consultation and went on to explain why there was a need for change.</p> <p>Following the formation of a unitary council, Wiltshire Council currently operated several different services across the county. It was felt that every resident of Wiltshire deserved the same service, no matter where they lived in the county.</p> <p>The proposed new service would be:</p> <ul style="list-style-type: none"> <li>• Household rubbish collection would be on an alternate weekly basis.</li> <li>• To maintain the existing black box recycling collection on an alternatively weekly basis.</li> <li>• To implement a kerbside collection of plastic bottles and cardboard fortnightly.</li> <li>• To implement a non chargeable optional kerbside collection of garden waste fortnightly.</li> </ul> <p>With the implementation of the above, the rate of recycling would increase to above 50%.</p> <p>People were asked to take a handout which contained a cut out freepost questionnaire. Further information could be found online at <a href="http://www.wiltshire.gov.uk/waste">www.wiltshire.gov.uk/waste</a> or by visiting one of the planned road shows around the county.</p> <p>Comments in writing could be sent to:</p> <p>The Director, Department of Neighbourhood and Planning Wiltshire Council County Hall Trowbridge Wiltshire BA14 8JN</p> <p>All correspondence should be in by Friday 20 August 2010.</p>	
8.	<p><u>Sustrans' Connect2</u></p> <p>Alistair Millington from Sustrans gave a presentation explaining that Wiltshire Council and Sustrans were two years in to a project to implement a series of cycle/walk ways around the county. Some of the routes proposed were within the community areas in South West Wiltshire.</p> <p>The proposed implementations and pathways were:</p>	

	<ul style="list-style-type: none"> <li>• Toucan Crossing near to Garden Centre on Salisbury Road</li> <li>• Quidhampton</li> <li>• Wilton – Minster Street</li> </ul> <p>Alistair asked the Area Board to support the implementation of the paths where possible, by commenting on the planning applications and when implemented, to promote the use of the paths within communities.</p> <p>Other assistance could be funding towards the signage, as routes which had poor signage were poorly used.</p> <p>Town Councillor Phil Matthews asked Alistair if Sustrans would attend a separate meeting outside of the Board meeting with Wilton Town Council, as he felt that several of the details discussed had not been in the original plan that Wilton Town Council had seen when consulted on the pathways.</p> <p><b><u>Decision</u></b>  <b>Alistair Millington would attend a scheduled meeting with Wilton Town Council to discuss changes to the plans.</b></p>	<b>Alistair  Millington  and Wilton  Town  Council</b>
9.	<p><u>NHS Wiltshire Out-of-hours Service</u></p> <p>Jo Howes, NHS Wiltshire gave an update on the changes to the Out-of-Hours Service across Wiltshire. Some of the points covered were:</p> <ul style="list-style-type: none"> <li>• Prior to 1 April 2010, Wiltshire’s out-of–hours service had been covered by four separate suppliers.</li> <li>• Wiltshire Medical Services had been chosen to become the sole provider of the service from April 2010.</li> <li>• The use of agency staff would be minimised, instead working with local GP’s and other salaried GP’s.</li> <li>• There would be up to a maximum of six doctors covering Wiltshire at any one time.</li> <li>• The doctors were driven around the county in Land Rovers which had GPS tracking systems which would enable the driver to find rural locations.</li> <li>• Warminster Hospital would open as a base for people to see a doctor out of hours.</li> </ul> <p>Jo asked if anyone had experienced a problem since the 1 April 2010, that they email her with the details for investigation <a href="mailto:jo.howes@wiltshire.nhs.uk">jo.howes@wiltshire.nhs.uk</a></p> <p>Following the Queens speech, NHS Wiltshire had drawn up a number of conclusions, which Jo outlined. These were:</p>	

	<ul style="list-style-type: none"> <li>• All current money received by PCT will go directly to GP's to fund services themselves, with support from NHS Wiltshire.</li> <li>• PCT would remain to deal with Public Health.</li> <li>• GP's would need to carry out the engagement and consultations.</li> <li>• Deadline for the changes would be April 2012.</li> </ul> <p>Nationally the NHS would be separated from the Department of Health, and would have a separate Board, made up from a selection of individuals, much like the Police or Fire Authority Boards which had been seen over the past few years.</p> <p>Councillor George Jeans read a detailed statement out relating to the NHS dentist service in Mere, which Jo responded to, however she also offered to respond in writing to Councillor Jeans due to the detailed figures involved.</p>	<b>Jo Howes</b>
10.	<p><u>Community Grant</u></p> <p>The Board considered a grant application for funding under the Community Grant Scheme. After a discussion the Board members voted on the application.</p> <p><b><u>Decision</u></b>  <b>Chilmark Playground Management Committee was awarded £833 towards their project to install safety surfacing and new swing seats for the play area.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2010/11 and would improve the facilities for children in the community.</i></b></p>	<b>Richard Munro</b>
11.	<p><u>Community Asset Transfer</u></p> <p>The Chairman asked the Board to consider the application from Donhead St Mary Parish Council for the transfer of land in Ludwell currently owned by Wiltshire council, which would enable a Community Orchard project to go ahead.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to approve the transfer subject to the following condition:</b></p> <p style="margin-left: 40px;"><b>1) That the applicant ensures that the easements as noted below are respected.</b></p> <p style="margin-left: 80px;"><b>a. The route of overhead line and wooden posts would</b></p>	<b>Richard Munro</b>



	<p><b>appear to either run through or be on the north-eastern boundary of the Land in Question. The existence and route of any electricity cables (overhead or underground) or other services should be confirmed by a site inspection and enquiry of the relevant Undertaker prior to the preparation of any drawing to be attached to any agreement, licence, lease or other document.</b></p> <p><b>b. The applicant ensures that the easements are respected by avoiding planting trees in this area.</b></p> <p><b>c. The site is not considered suitable for affordable housing.</b></p>	
12.	<p><u>Performance Reward Grant Scheme</u></p> <p>The Chairman explained that the Performance Reward Grant Scheme was funded by a sum of money, held centrally. The Board had invited groups to put bids in for projects within the community areas, but that very few had been received so far.</p> <p>A bid from the Community Payback Scheme had been put forward centrally and Area Boards had been invited to endorse the bid for funding.</p> <p>Councillor John Thomas asked the Board to support the scheme and said that his community area had made good use of the people in the scheme, on projects in his area.</p> <p>The Chairman explained that the scheme may conflict with the work carried out in the South West Wiltshire community areas by the youth groups on the Leisure Credit Schemes. With the summer holidays coming up the youth groups would be looking for more things to do to gain leisure credits.</p> <p>Councillor Tony Dean asked the Board not to endorse the scheme, as he felt that it would be better to give the funds to people who had suffered as a result of the crimes committed by the people on the scheme.</p> <p>A discussion then took place on whether to support the scheme or not. Following the debate, the Councillor voted on supporting the bid.</p>	

	<p><b><u>Decision</u></b>  <b>The Area Board would endorse the bid for the Community Payback Scheme to be funded centrally.</b></p>	Richard Munro
13.	<p><u>Update from Community Area Partnerships</u></p> <p>Richard Munro, Community Area Manager explained that he had not received any written information from SW7CAP (the Mere Community Area Partnership) and that neither of the Chairmen from SW7CAP or WilCAP (Wilton Community Area Partnership) was in attendance to give an update.</p> <p>Nigel Knowles, Chairman of TAPCAP (Tisbury Community Area Partnership) gave an update.</p> <ul style="list-style-type: none"> <li>• TAPCAP meets every second Wednesday of the month.</li> <li>• The CAP's focus was the Review of the Community Area Plan</li> </ul> <p>Town Councillor Phil Matthews asked the Board if the Community Area Partnerships could be asked to submit a written report for inclusion in the agenda for future meetings.</p> <p><b><u>Decision</u></b>  <b>The Community Area Manager would ask the Community Area Partnerships to submit written reports for inclusion in the agenda.</b></p>	Richard Munro
14.	<p><u>Update from Partners</u></p> <p>Inspector David McMullin informed the Board that following the departure of PC Andy Fell, the replacement for Tisbury would be PC Martin Day. No one had any questions for Inspector McMullin, so due to other commitments, he had to leave the meeting following his update.</p>	
15.	<p><u>Update on Issues</u></p> <p>The Chairman noted that there had been a high number of speeding related issues and stated that she would ask Inspector McMullin for a programme of deployment for the Speed Indicator Devices Scheme (SIDS). The figures from the Metro count reports would also be shared with Board Members and Parish Councils.</p> <p>Some members of the public expressed concern that there had been a lack of progress in their villages with the Community Speed Watch Scheme (CSW) and emphasised that in some cases the local residents were not capable of forming groups of volunteers to</p>	

	<p>patrol the streets with the speed gun devices, due to restrictions such as age and mobility.</p> <p>Other villages had requested that they skip the CSW stage of the process and were instead permitted to have a SID installed. The Community Area Manager was awaiting feedback on whether or not that option was possible.</p> <p>Councillor John Thompson informed the Board that as there was a very clear process to go through; he was unsure why the CSW scheme was not working in some areas of South West Wiltshire. He suggested that those who had expressed concern should take the opportunity in future to speak to Inspector McMullin at the Area Board meetings to discuss where the speeding problems lay and what possible solutions could be devised. He noted that when Inspector McMullin had given his update earlier in the meeting, no one had asked him any questions and the opportunity was then lost as he had unfortunately had to leave the meeting early, resulting in there being no police presence to answer questions relating to speeding issues that had been asked.</p> <p>Richard Munro confirmed that there was indeed a very clear procedure to follow and details of that had been sent to Parish Clerks to distribute within their villages.</p> <p>The Chairman agreed that as the issue of speeding had raised so much interest and debate, a separate meeting should be arranged where the board members and relevant officers could discuss possible solutions to the problems currently experienced by some parishes in relation to the process of CSW.</p> <p>Richard Munro informed the Board that the progress of all issues on the system could be tracked on line at:  <a href="http://www.wiltshire.gov.uk/communityandliving/areaboards/areboardsissuestracking.htm">http://www.wiltshire.gov.uk/communityandliving/areaboards/areboardsissuestracking.htm</a></p> <p><b><u>Decision</u></b>  <b>The Area Board decided the following:</b></p> <ol style="list-style-type: none"> <li><b>1) The Chairman would ask Inspector McMullin to provide a programme of deployment for the SIDS.</b></li> <li><b>2) Community Area Manager would circulate details from the Metro count to Board Members and Parish Clerks.</b></li> <li><b>3) The Board would convene a meeting to discuss speeding issues and would feed back the outcome to a future Area Board.</b></li> </ol>	<p><b>Cllr Wayman</b></p> <p><b>Richard Munro</b></p>
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16.	<p><u>Any Other Questions</u></p> <p>No other questions or comments were made.</p>	
17.	<p><u>Appointments to Outside Bodies</u></p> <p>The Board noted the table attached to the agenda, which listed the nominated Area Board representatives on the Outside Bodies for the South West Wiltshire Area.</p> <p><b><u>Decision</u></b>  <b>The Nominated Representatives on the Outside Bodies would remain as detailed for the next municipal year of 2010/11.</b></p>	
18.	<p><u>Future Meeting Dates, Evaluation and Close:</u></p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>The next meeting of the South west Wiltshire Area Board will be held on 25 August 2010, in East Knoyle Village Hall.</p>	
<p><u>attachment as detailed in Item 5 - Parking Strategy Information</u></p>		

## **Review of Local Transport Plan Car Parking Strategy**

### **What is a Local Transport Plan (LTP)?**

LTP's aim is to steer the development and implementation of national transport policies at the local level. The third Wiltshire LTP is currently being developed for final publication in March 2011.

### **What's the role of a car parking strategy?**

A strategy that deals with the supply and management of car parking can be one of the most useful tools available to local authorities in helping them achieve their economic, social and environmental objectives. In particular, a car parking strategy can:

- support the local economy and the vitality of town centres;
- encourage sustainable travel modes and help reduce reliance on the private car;
- enhance the look of streetscenes and the built environment;
- meet residents' needs for car parking near their homes;
- improve journey time reliability for road users by reducing on-street parking contraventions;
- reduce wasteful competition between towns based on parking charges;
- raise revenue for the Council to reinvest in transport services and measures;
- make Wiltshire a safer place through well designed and managed car parks;
- provide essential access for special needs groups and the mobility impaired; and
- improve the efficiency of the Council's parking service.

### **Why review the car parking strategy?**

The Council's current car parking strategy dates back to 2000 and now needs to be reviewed to reflect changed circumstances. Not least of these changed circumstances is the move to Wiltshire Council and the need for parking charges and standards to be broadly consistent across the whole of the county.

### **What's in the reviewed car parking strategy?**

The Council commissioned its consultants Mouchel to undertake the review and their main report includes chapters on parking policies, parking charges, residents' parking zones and parking standards.

### **Making comments**

Our preferred method of communication is for comments to be submitted online at <http://consult.wiltshire.gov.uk/portal>.

Alternatively, comments can be emailed to [transportplanning@wiltshire.gov.uk](mailto:transportplanning@wiltshire.gov.uk) or in writing to: Sustainable Transport Group, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JD.

Paper copies of the questionnaire and a reference copy of Mouchel's main and technical report are also available from all libraries.

The consultation is open from **12 July to 3 September 2010**.

### **Following steps**

The Council will feedback to Area Boards between late September and mid November 2010 prior to a formal decision being made by the council's Cabinet in December 2010. Any changes to parking charges and standards will be implemented from the beginning of April 2011.

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