

MINUTES

Meeting: PEWSEY AREA BOARD
Place: Bouverie Hall, North Street, Pewsey, SN9 5ES
Date: 7 March 2011
Start Time: 7.00 pm
Finish Time: 8.46 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Jerry Kunkler (Chairman), Cllr Charles Howard and Cllr Mark Connolly

Wiltshire Council Officers

Caroline Brailey, Pewsey Community Area Manager
Ian Gibbons, Service Director for Legal and Democratic Services
James Hazlewood, Senior Democratic Services Officer
Nicholas Bate, Emergency Planning Officer
Joan Davis, Head of Libraries
Niki Lewis, Service Director Communities Heritage Libs & Art
John Salen, Project Manager, Business Change

Parish Councils

Alton Parish Council – Steve Hepworth, Kate Fielden, Charles Fletcher
Burbage Parish Council – Gavin Ketchen
Charlton and Wilsford Parish Council – Trever Trigg
Easton Parish Council – Hew Helps
Grafton Parish Council – Susie Brew
Great Bedwyn Parish Council – Steve Hobson
Ham Parish Council – Susie Eldridge
Manningford Parish Council – Bernard Gaskin
Marden Parish Council – Peter Bell

North Newnton Parish Council – Keith Brotherhood
Pewsey Parish Council – Terry Eyles, Pat Keers, Bob Woodward, Peter Deck, Marilyn Hunt, Darren Eyles
Rushall Parish Council – John Rogers, Colin Gale
Shalbourne Parish Council – Stella Zweck
Stanton St Bernard Parish Council – Wendy Tarver, Mike Frankton, Joyce Hale
Upavon Parish Council – Robert Bruce
Woodborough Parish Council – Jim Fletcher
Wootton Rivers Parish Council – Michael Farr

Partners

Wiltshire Police – Inspector Andy Noble
NHS Wiltshire – Alison Bell
Great Western Hospital – Helen Bourner
Pewsey Community Area Partnership (PCAP) – Bob King, Stan Bagwell
Pewsey Primary School – Nicole Gilbert
PHAB Community Transport Scheme – Peter Akrigg
Friends of the Ridgeway – Ian Ritchie
The Shak – Daniel Vallis, Catherine Brown

Members of Public in Attendance: 12

Total in attendance: 59

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and introduced the Area Board Members and the officers sitting at the top table.</p> <p>It was noted that Councillor Robert Hall and Councillor Stuart Wheeler were both unable to attend the meeting. As such, Councillor Charles Howard and Councillor Mark Connolly were both in attendance to ensure a quorum, under the substitution arrangements with the Tidworth Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Councillor Robert Hall • Councillor Stuart Wheeler • Councillor Keith Humphries • Stef Robertson – Chirton Parish Council • Margaret West – Voluntary Action Kennet • Martin Hamer – Burbage Village Hall
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 10 January 2011 were agreed as a correct record and signed by the Chairman.</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 referred to the following announcements, written details of which were set out at pages 17-32 of the agenda:</p> <ol style="list-style-type: none"> a. Fairtrade Fortnight b. Childcare Sufficiency Assessment 2011 – Consultation c. Waste Consultation Feedback d. CarShare Scheme e. Proposed changes to arrangements governing the Councillors' Code of Conduct

	<p>f. Reducing Child Poverty Strategy Consultation g. Update regarding the Great Stones Way: On-going consultation with Parish Councils h. Update regarding the Shak Breakfast Club</p> <p>In relation to Fairtrade Fortnight, the Chairman welcomed Jacky Brown from the Wiltshire Fairtrade Coalition, who was present with a number of displays about Fairtrade. It was also noted that there would be a Fairtrade Fashion Show at the Devizes Town Hall, at 7.30pm on Wednesday 9 March 2011 – tickets £3 on the door.</p> <p>In relation to the Waste Consultation Feedback, it was noted that the rollout of the new arrangements was due to begin from September.</p> <p>Peter Bell, Chairman of Marden Parish Council, gave a further update regarding the Great Stones Way. It was noted that a response had now been received from Mark Smith (Director of Neighbourhood Services, Wiltshire Council), which supported the view that the project should not proceed until the parish councils' concerns had been addressed. Ian Ritchie, of the Friends of the Ridgeway, added that the organisation was awaiting a meeting with Wiltshire Council officers in early May, to discuss solutions to the issues raised.</p> <p>The Chairman also announced that one candidate had been interviewed for the job of running the Shak Breakfast Club. Another interview would be held shortly, and it was hoped that the club would reopen on the first day of the summer term.</p>
6.	<u>Health and Wellbeing</u>
6.1.	<p><u>Cabinet Representative - Councillor Keith Humphries</u></p> <p>It was noted that Councillor Keith Humphries had sent his apologies to the meeting.</p>
6.2.	<p><u>Community Services Contract</u></p> <p>At the Chairman's invitation, Helen Bourner (Director of Business Development at Great Western Hospitals (GWH)) gave a presentation on the future provision of community health services by GWH.</p> <p>Following the government's announcement that all Primary Care Trusts should separate their commissioning and provider arms by 1 April 2011, NHS Wiltshire had announced in August 2010 that it would be inviting local NHS organisations to submit a proposal to run a range of community services in Wiltshire and some neighbouring areas. These services included:</p> <ul style="list-style-type: none"> • Community Maternity services and hospital based maternity services at RUH in Bath.

	<ul style="list-style-type: none"> • Adult, Children’s and other associated services such as Community Dentistry and Prison Health in the community. <p>In November NHS Wiltshire announced that Great Western Hospitals had been selected as the preferred provider, and so would take over provision of these services in Wiltshire and parts of Bath and North East Somerset (BANES) from June 2011.</p> <p>The slides from the presentation are available to view online via the following link: http://cms.wiltshire.gov.uk/mgConvert2PDF.aspx?ID=15945</p> <p>Following the presentation, the Chairman invited questions and comments:</p> <ul style="list-style-type: none"> • Councillor Mark Connolly asked whether residents of Tidworth and Ludgershall would still be able to access services in Andover, as this was often more convenient. Helen confirmed that there were no plans to change the natural flow of service users to the nearest point of access. • Responding to a question regarding plans to develop services at Savernake hospital, Helen commented that proposals to address this strong user demand were current under consideration. The Area Board’s input would be sought to this process at some point during the summer. <p>The Chairman thanked Helen for attending and for the presentation.</p>
<p>6.3.</p>	<p><u>End of Life Care</u></p> <p>Alison Bell, End of Life Care Lead (NHS Wiltshire), gave a presentation on End of Life Care. The National End of Life Care Strategy, published in 2009, had been adapted into a local document in 2009, and approved by NHS Wiltshire and Wiltshire Council, following a period of consultation and review by a Scrutiny Task Group. The document related to adults only and aimed to:</p> <ul style="list-style-type: none"> • respond to the needs of patients and carers in planning for end of life; • deliver high quality end of life care; and • ensure that people’s preferences on place of care are met. <p>Alison listed the services currently provided (including, GPs, care homes, social services, acute hospitals, and local hospices). Reference was also made to the need to encourage individuals to discuss their wishes with family and health staff.</p> <p>The slides from the presentation are available to view online via the following link: http://cms.wiltshire.gov.uk/mgConvert2PDF.aspx?ID=15946</p> <p>The Chairman thanked Alison for attending and for giving the presentation.</p>

7.

Community Resilience - Town/Parish Emergency Plans

Nick Bate, Emergency Planning Officer, gave a presentation on town and parish emergency plans. Local Communities were being encouraged to prepare themselves for emergency scenarios in a way which would complement the emergency services. This was particularly relevant given the recent bad weather, with some communities becoming hard to access due to snow and ice.

The plans were compiled using national 'at risk' data, as well as local risk information from the individual parishes, and local knowledge of assets such as village halls, equipment, and food/fuel supplies. A nominated person would take responsibility for holding a full version of the plan and ensuring that it was kept up to date. Consideration was required in terms of data security, as names, addresses and telephone numbers would be included in the plan. Arrangements would also be required for "cascading" information in the event of an emergency.

The government had produced a template to assist with the production of Emergency Plans, which would be circulated amongst Town and Parish Councils via their clerks.

Following concerns from some small parish councils, it was also suggested that some smaller parishes may wish to work with adjacent parishes on a combined plan.

In response to concerns raised regarding insurance, it was confirmed that parishes should always contact the on-duty Emergency Planning Officer. If authority was given for action to be taken in place of Wiltshire Council, then those acting would automatically be covered by the Council's liability insurance.

The Chairman thanked Nick for the presentation, and invited questions and comments:

- Nick also endeavoured to circulate the plan produced by Bradford-on-Avon Town Council as an example. It was also emphasised that each Town/Parish would have different circumstances and needs, so the template should be tailored to the requirements of the community.

ACTION: Nick Bate

- A query was raised as to how to ensure insurance cover from the council if it was not possible to contact the on-duty Emergency Planning Officer (EPO). Nick emphasised that personal safety was paramount, and that common sense should be used. In addition, insurance related primarily to situations where heavy machinery was being used (e.g. tractors being used to plough snow); it was likely that in these situations the on-duty EPO could be contacted.

8.

Partner Updates

(a) Wiltshire Police

Inspector Andy Noble referred the meeting to the written update at pages 35-36 of the agenda.

It was hoped that rural non-residential burglaries should fall following the recent successful prosecution and imprisonment of a local offender. This had been achieved through a number of measures, including partnership working, and targeted surveillance of suspects.

As the spring months were approaching, an increase was anticipated in beauty spot crime, specifically theft from parked cars. An estimated 80% of these offences were due to valuables being left on display and so measures were being taken to educate drivers regarding this.

Inspector Noble also gave an update on recent staffing changes in the team – the new team composition was set out at the top of page 35 in the agenda.

Further to a question regarding increased metrocounts, it was noted that Community Speedwatch sites were reviewed each year, via a metrocount, to monitor the on-going impact of the scheme.

Pewsey Parish Council raised a suggestion that existing Community Speed Watch volunteers be accredited to train other volunteers. This would help give the system more flexibility and save time for police staff. Inspector Noble supported this idea and undertook to take it forward.

ACTION: Inspector Andy Noble

(b) Wiltshire Fire and Rescue

There were no representatives present from the Fire and Rescue Service. The Chairman referred to the written update at pages 37-38 of the agenda, an updated copy of which was available at the back of the room.

(c) NHS Wiltshire

The Chairman referred to the written update at pages 39-40 of the agenda, an updated copy of which was available at the back of the room.

(d) Pewsey Community Area Partnership

Bob King, Chairman of the Pewsey Community Area Partnership (PCAP) gave an update on behalf of PCAP.

	<p>Road Safety and speeding continued to be issues of high priority at PCAP meetings. The other current issue was the future of the Information Shop and Voluntary Action Kennet. Further information on this would be forthcoming under item 9 (Library Service Review).</p> <p>The next meeting of PCAP would take place on 24 March at Rushall; requests for agenda items would be welcomed.</p> <p>(e) <u>Parish Councils</u></p> <p>Woodborough Parish Council were reprinting the Householders' Guide for Emergencies in an A5 format, and distributing this to homes in the area. Copies of the document could also be provided for other Parish Council to distribute in their areas at 35 pence per copy.</p> <p>Pewsey Parish Council continued to work with Wiltshire Council on two on-going major projects: Car Parks and Leisure Centres. Parish Councillors had recently met with Wiltshire Councillor Dick Tonge regarding the Parish Council taking over the running of the car parks in Pewsey. Similarly, discussions were ongoing with Wiltshire Council officers regarding a community group taking over the running of the Wilcot Road Leisure Centre. Initial feedback was very positive.</p> <p>(f) <u>Pewsey Community Area Young People's Issues Group (CAYPIG)</u></p> <p>Daniel from the CAYPIG gave an update on a number of trips and events which were coming up, including go-karting and ice-skating.</p> <p>(g) <u>Extended Services</u></p> <p>Noted the information contained in the report set out at page 45-46 of the agenda.</p>
9.	<p><u>Library Service Review</u></p> <p>The Chairman invited Niki Lewis and Joan Davis to give a presentation on the Library Service Review.</p> <p>Niki outlined the context of the review, with the previously anticipated saving requirement of 3% per year over four years, rising to £500,000 over two years following the government's spending review. This figure was in addition to the savings made through the council's review of the management structure.</p> <p>Fortunately the on-going service consultation had provided information as to service users' priorities, and so proposals had been put forward and agreed along the following lines:</p> <ul style="list-style-type: none"> • Maintain a healthy stock of books (over £750,000 investment each year)

- Continue to run extensive information service
- Free IT and web access
- Continue to run events and activities
- Capital investment to provide self-service machines.

In addition, opening hours had been reviewed and it had been identified that that the 10 libraries with the lowest footfall together accounted for only 3% of library visits. It was now proposed that these facilities would be run by volunteer groups, with a small input from the library service.

Joan added that the 5 libraries with the next lowest footfall (including Pewsey) accounted for 6% of library visits. These would continue to be run by the library service, although with slightly reduced hours – Pewsey Library would be going from 24 hours a week (previously 19) down to 17 per week. However, it was hoped that support from volunteers would allow the opening hours to be increased up to 24 hour per week and potentially beyond that.

A paper had been tabled with further details of the proposed changes to the service, and with contact details for those interested in volunteering.

The Chairman thanked Niki and Joan for the presentation and invited questions from the floor:

- It was noted that Aldbourne Parish Council was considering paying a small amount from the parish precept to pay for additional hours at the library. Niki commented that there were other options in addition to volunteering.
- Peter Deck spoke on behalf of Pewsey Parish Council, referring to the Pewsey Information Shop, which was previously sponsored by Voluntary Action Kennet (VAK), and run entirely by volunteers. As VAK was being disbanded, it was suggested that the Information Shop could be relocated to the library, with the volunteers helping to extend the library opening hours. This proposal was supported by Pewsey Parish Council.

Further to the Chairman's request for a show of hands, those present showed a significant level of support for this proposal.

Joan responded that discussions had already been held on this proposal with Margaret West, and that the process had been very positive so far.

Bob King, Chairman of Pewsey Community Area Partnership (PCAP), commented that PCAP had offered to support the Information Shop during the interim period.

- Responding to a question, Joan confirmed that no changes were currently proposed to the current five mobile library routes.

10.	<p><u>Community Area Transport Group (CATG) update</u></p> <p>Caroline Brailey (Pewsey Community Area Manager) gave an update to the meeting regarding the work of the Community Area Transport Group (CATG).</p> <p>The CATG had met on 9 February 2011 to consider the progress made on the informal assessment of prioritised local integrated transport schemes. The actions taken and proposed next steps were set out in Appendix A to the report at page 49 of the agenda.</p> <p><u>Decision</u> Pewsey Area Board noted and agreed the actions put forward by the Community Area Transport Group as set out at Appendix A, and agreed that the 2010/11 funding allocation of £12,377 be carried forward to the next financial year (2011/12).</p> <p>ACTION: Caroline Brailey</p>
11.	<p><u>Community Issues</u></p> <p>In the absence of Councillor Stuart Wheeler, Caroline Brailey updated the meeting on the Community Issues which had been received by the Area Board.</p> <p>Most of the issues listed had not been changed since the previous meeting, and this had been set out on the written update at page 51-52.</p> <p>Some of the speeding issues had been subject to a metrocount and had not met the criteria for Community Speed Watch. However it may be possible to use other measures such as signage and SLOW markings on the road. It was also noted that it was proposed to reduced the speed limit through Chirton to 40mph (from 50mph).</p> <p>Since the list had been produced for the meeting, two further issues had been submitted:</p> <ul style="list-style-type: none"> • a request for speeding in Burbage and Woodborough to be addressed. • concern from Pewsey Parish Council over Rights of Way issues, specifically slow response times from Wiltshire Council officers. <p>A member of the public raised concern over the removal of bollards at Ball Road, which had allowed vehicular access to the road at Kings Corner. It was noted that Pewsey Parish Council had raised this issue with the highways department who had advised that the matter had been referred to the legal team.</p> <p>The Chairman undertook to look into the issue, as did Ian Gibbons, Service Director – Legal and Democratic Services.</p>

	<p>ACTION: Councillor Jerry Kunkler; Ian Gibbons.</p>
<p>12.</p>	<p><u>Community Area Grants</u></p> <p>The Area Board considered a number of applications for Community Area Grant funding. Caroline Brailey, Pewsey Community Area Manager, reported that the application from Pewsey Gallery Art Centre had been WITHDRAWN by the applicant. As such, there were sufficient funds to cover all the grants, if the Area Board was minded to approve all the applications in line with the recommendations in the report. This would leave the sum of £89 in the budget which would be carried forward to next year.</p> <p><u>Decision</u> Wiltshire Heritage Museum was awarded £500 towards the “henge hopper” bus service linking Stonehenge, and Avebury and the Wiltshire Heritage Museum, Devizes. <i>Reason</i> <i>The application met the Community Area Grants criteria for 2010/11 and would support the provision of sustainable transport to local facilities and attractions, benefiting tourism, trade, and local communities.</i></p> <p><u>Decision</u> Burbage Royal Wedding Street Party was awarded £500 towards the cost of Portaloos, marquees and entertainment, on the following conditions:</p> <ol style="list-style-type: none"> 1. the funding will only be used on the elements listed above; and 2. any profits made from the event will be reinvested to the benefit of the local community. <p><i>Reason</i> <i>The application met the Community Area Grants criteria for 2010/11 and would support this community event, enhancing community spirit and encouraging greater local awareness and friendliness.</i></p> <p><u>Decision</u> Stanton St Bernard Parish Council was awarded £335 towards upgrading play equipment and fencing the area. <i>Reason</i> <i>The application met the Community Area Grants criteria for 2010/11 and would help maintain this community facility to a safe standard.</i></p> <p><u>Decision</u> Upavon Parish Council was awarded £570 towards refurbishing two old red telephone boxes. <i>Reason</i> <i>The application met the Community Area Grants criteria for 2010/11 and would improve the visual amenity of the village, whilst maintaining the telephone boxes for potential community use.</i></p> <p>In relation to the application from Easton Royal Village Hall, it was noted that the request of £800 was significantly higher than for previous applications for notice boards. In addition, had the application been submitted by the Parish Council,</p>

	<p>the figure would only have been for half the cost, with the Parish Council being required to match fund. In view of these points, it was considered that part-funding of 50% was appropriate.</p> <p><u>Decision</u> Easton Royal Village Hall was awarded £400 towards purchasing and installing a new parish notice board for Easton Royal. <i>Reason The application met the Community Area Grants criteria for 2010/11 and would help promote communications in this rural area. The application was only funded in part due to the reasons listed above.</i></p> <p>It was noted that the application from Pewsey Gallery Art Centre had been WITHDRAWN by the applicant.</p> <p><u>Decision</u> Pewsey Royal Wedding was awarded £500 towards the cost of portaloos, tables and chairs, on the following conditions:</p> <ol style="list-style-type: none"> 1. the funding will only be used on the elements listed above; and 2. any profits made from the event will be reinvested to the benefit of the local community. <p><i>Reason The application met the Community Area Grants criteria for 2010/11 and would support this community event, enhancing community spirit and encouraging greater local awareness and friendliness.</i></p> <p><u>Decision</u> Bourverie Hall Committee was awarded £700 towards new tables and a news storage trolley <i>Reason The application met the Community Area Grants criteria for 2010/11 and would help maintain this community facility. In addition, lighter tables would benefit all those holding functions in the hall, particularly the elderly and infirm.</i></p> <p><u>Decision</u> It was agreed that the remaining funds of £89 would be carried over to 2011/12.</p> <p>ACTION – Caroline Brailey</p> <p>The Chairman commented that the deadline for submission of grant applications to be considered at the Area Board meeting in May was Friday 25 March.</p>
13.	<p><u>Evaluation</u></p> <p>The Chairman invited those present to give their views on the meeting via the evaluation forms which were on the tables.</p>

14.	<p><u>Urgent Business</u></p> <p>None.</p>
15.	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Pewsey Area Board was scheduled for Monday 9 May 2011, 7pm at Pewsey Vale School, Pewsey.</p> <p>In addition, it was noted that there would be an event on the Localism Bill and its implications for the Pewsey Community Area. This would be at 6.30pm, on Wednesday 6 April at Burbage Village Hall.</p> <p>The Chairman thanked everyone for attending.</p>