

# MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Morgans Vale and Woodfalls Village Hall, The Ridge, Woodfalls,  
SP5 2HU  
**Date:** 6 June 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.20 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Richard Britton, Cllr Christopher Devine, Cllr Julian Johnson, Cllr Ian McLennan and Cllr Leo Randall

### **Wiltshire Council Officers**

Tom Bray, Southern Wiltshire Community Area Manager  
Lisa Moore, Democratic Services Officer  
Tracy Carter, Service Director - Waste Management Services  
Tony Nye, Youth Development Co-ordinator

### **Town and Parish Councillors**

Alderbury Parish Council – E Hartford, A McGowan & A Newbery  
Coombe Bissett Parish Council – D Rattue  
Downton Parish Council – S Barnhurst-Davies, B Cornish, S Lacey, J Whitmarsh  
& R Yeates  
Firsdown Parish Council – M Bishop, B Edgeley & N Walsh  
Landford Parish Council – J Martin & Alan Westmore  
Laverstock and Ford Parish Council – R Champion & V McLennan  
Redlynch Parish Council – K Budworth, B Dunn, A Lewins, C Morrison, W Reeve  
& D Trick  
West Dean Parish Council – J Greene & H Urquhart

Whiteparish Parish Council – T King  
Winterslow Parish Council – P Fletcher & D Newton

**Partners**

Wiltshire Police – Inspector Andy Noble  
Wiltshire Fire and Rescue Service – Mike Bagnall, Mike Franklin & Graham Weller  
Extended School Services – Emma Procter  
Tenants Group – D Scott

**Total in attendance: 59**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Appointment of a Chairman</u></p> <p>The Community Area Manager Tom Bray opened the meeting and invited those on the top table to introduce themselves. He then called for nominations for Chairman for 2013/14.</p> <p><b><u>Decision</u></b>  <b>Councillor Richard Britton was elected as Chairman of the Southern Wiltshire Area Board for 2013/14.</b></p>
2	<p><u>Appointment of a Vice - Chairman</u></p> <p>The Chairman, Councillor Richard Britton called for nominations for Vice-Chairman for 2013/14.</p> <p><b><u>Decision</u></b>  <b>Councillor Chris Devine was elected as Vice-Chairman of the Southern Wiltshire Area Board for 2013/14.</b></p>
3	<p><u>Apologies</u></p> <p>There were none.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 31 January 2013 were agreed as a correct record and signed by the Chairman.</p>
6	<p><u>Chairman's Announcements</u></p> <p>The Council had recently changed the service provider for Highways maintenance and Streetscene services. The new contract had been awarded to Balfour Beatty; a workshop had been scheduled for the next evening, Friday 7 June, 6.00pm at City Hall Salisbury, to provide information to Town and Parish Councils.</p>
7	<p><u>Appointments to Working Groups and Task Groups</u></p> <p>The Chairman noted that the table attached to the agenda required one change,</p>

	<p>as the representatives listed for two of the groups were incorrect. This table has since been amended online and a correct version is attached to these minutes.</p> <p><b><u>Decision</u></b>  <b>The Board agreed the representatives to Outside Bodies and Working Groups as per the table attached to these minutes.</b></p>
8	<p><u>Current Consultations</u></p> <p>There were currently no consultations open on the website. To keep up to date with consultations go to: <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a></p>
9	<p><u>Our Community Area</u></p> <p><u>Police – Inspector Andy Noble</u>  A Neighbourhood Team update was attached to the agenda pack, in addition Inspector Noble gave a verbal update.</p> <p>The current focus throughout the sector was on vehicle crime and non-dwelling burglaries.</p> <p>A current scheme in Wilton to tackle rural crime was due to be rolled out across the Southern Wiltshire community area within the next 4 – 6 weeks.</p> <p>In Whiteparish recently, one resident had discovered and reported three burglars at the rear of a premises. PC Henry Clissold arrived at the scene and arrested three Polish nationals, who had been active across the border in Dorset. The resident had been nominated for a police award.</p> <p>The new Police Sergeant (PS) Dave Lennane had been visiting the parishes within the community area. Redlynch, Firsdawn and West Grimstead noted that they had not yet met him, Inspector Noble explained that PS Lennane would get around to all of the parishes in due course.</p> <p><u>Questions and Comments were then received, these included:</u></p> <ul style="list-style-type: none"> <li>• What was the situation with the nominated lead members in the Parish councils for Community Safety? <u>Answer:</u> Tom Bray explained that Parish Councils had been asked by the Area Board to nominate one of their councillors to act on community safety matters by liaising with the police and the Neighbourhood Watch groups within their communities. Inspector Noble added that other schemes such as Community Speed Watch and the Neighbourhood Residents Street Watch schemes like those in operation in the Salisbury area, could also be incorporated.</li> </ul> <p><u>Wiltshire Fire &amp; Rescue Service – Mike Franklin and Mike Bagnall (Station Manager Salisbury)</u></p>

Written updates were attached to the agenda pack and circulated at the meeting, in addition to this Mike gave a verbal update.

The Draft Public Safety Plan for 2013/16 had been published and was under consultation. To view a copy, click on the link: <http://www.wiltsfire.gov.uk/>

If you have any comments or views on the future plans, please send them to [consultation@wiltsfire.gov.uk](mailto:consultation@wiltsfire.gov.uk) before 01 August 2013. If you would like to become a stakeholder to contribute to any future plans or ideas the Service has, please fill out a [Stakeholder registration form](#) found on our homepage under 'Have your say'.

Over the last 10 years the number of fires attended had dropped by 48%. As many as 20 – 30% of homes do not have a smoke alarm fitted or in working order. Mike circulated referral cards for people to take away and complete if they wished to receive a free home safety check.

In May 2013 there were a total of 5 reported fires within the community area, 4 were accidental and 1 was recorded as deliberate. In February one of the fires had resulted in a fatal incident where a person had lost their life.

Alan Westmore of Landford Parish Council thanked the Fire Service on behalf of the village, for their efforts whilst attending the fatal incident. He added that they had arrived very quickly and had tried to gain entry into the property.

#### NHS

A written update for May was attached to the agenda.

The Chairman also noted that following the presentation from the Clinical Commissioning Group at the last meeting, further information had been circulated by the Community Area Manager.

#### Wiltshire Council Information

Rural Bus Service, Proposed Changes to X3 - Information had been attached to the agenda, the Chairman urged people to respond if they had strong views on the subject.

Safeguarding Thresholds – Information had been attached to the agenda.

#### Youth Service – Tony Nye, Youth Development Coordinator

Tony thanked everyone for welcoming him back after returning from a secondment position.

A Youth Development – Plans for the Future report had been attached to the agenda. Tony explained that the report detailed his thoughts on what could be achieved and how he may go about achieving it. Tony asked people to consider the plans and feedback comments to him by 30 June 2013.

On Saturday 15 June an event for Young people would be held in the Youth Zone in Winterslow. Tony asked people to promote the event around the community area. Transport could be arranged for those who required it.

The Leisure Credits scheme is a scheme for young people to undertake work in the community in exchange for leisure credits to use on activities. He asked the Parishes to let him know of any jobs which could be undertaken by the young people in the scheme.

Tony asked for people to contact him if they wished to be removed or added to his distribution list as he was in the process of updating it.

[Tony.nye@wiltshire.gov.uk](mailto:Tony.nye@wiltshire.gov.uk)

The Chairman added that the delivery of the youth work had been an ongoing problem within the Southern Wiltshire community area, due to the limited resources available. He hoped that those who had views would get involved by contacting Tony.

#### Southern Wiltshire Issues System

A progress report had been attached to the agenda. Tom Bray Community Area Manager explained that issues related to pot holes were passed straight on to Clarence to process. There were many Highways maintenance issues, which Tom would be working on with a member of the Highways team. Requests for improved signage or small Highway schemes were passed on to the Community Area Transport Group (CATG) for consideration.

Councillor Johnson noted that the list was very long and asked whether the Issues were being dealt with in the best possible way. Tom explained that he aimed to encourage people to take action themselves in the first instance by reporting Highways Issues like potholes, directly to Clarence.

Cllr McLennan explained that Laverstock & Ford parish council had received a bill for the emptying of their bin, from the new contractor Balfour Beatty. The amount was higher than the previous contractors, so the parish clerk contacted them for an explanation, which they were unable to provide. The matter was raised with Adrian Hampton, who was able to liaise with Balfour Beatty, who agreed to match the price from the previous year.

Mr Dunn of Redlynch Parish Council spoke about the poor condition of the surface on School Road in Nomansland which he felt had been waiting for action for over 15 years. He asked the Board for support in pushing the scheme forward for attention as a matter of urgency. Answer: Highways were working on the maintenance list. An update on the School Road scheme in Redlynch would be reported back at the next meeting.

#### Community Area Transport Group (CATG)

The Southern Wiltshire Area Board has £13,376 of funding for 2013/14, which is the same as the previous year. It had taken a great deal of hard work to make

	<p>the funding go as far as it did in 2012/13, with additional funds levered in. The Chairman gave thanks to the parish councils who had also contributed.</p> <p>The next CATG meeting was scheduled for 20 June 2013. The Chairman added that it was really important for parishes to attend and become involved if they had schemes on the list for consideration.</p> <p><u>Footpath Project Update – Cllr Leo Randall</u>  Under the footpath project 32 kissing gates had now been installed around the community area, with a further 27 to be installed in Whiteparish, West Dean and Winterslow. Local people had volunteered 325 hours of their time to come together to carry out the work.</p> <p>The Board thanked the volunteer group who were coordinating the work. Future plans of the group include overseeing a walks guide. Other possibilities include repairs to stiles. If the labour to carry out the work can be found then sourcing the materials could be assisted.  Further information can be found on the Southern Wiltshire Walks website by following the link: <a href="http://southernwiltshirewalks.weebly.com/">http://southernwiltshirewalks.weebly.com/</a></p> <p><u>Extended Services – Emma Procter</u>  Emma thanked the Board for all they had done over the past four years for extended services, and said goodbye to everyone as she would be taking redundancy at the end of June 2013.</p> <p>Counselling sessions and visits by a Parent Support Officer were now in place in all schools across the community area.</p> <p>The Chairman thanked Emma for all she had done, as he felt that her work had made a real difference across the community area.</p>
10	<p><u>Where Next?</u></p> <p>The Chairman explained that as this was the start of a new council, the Area Board wanted to hear from the community on which types of projects they would like to see the Board working on.</p> <p>In previous years the community had not wanted to form a Community Area Partnership (CAP), so instead the allocation of funding which was usually available to support a CAP, had been used by the Board to support the types of work which may otherwise have been carried out by a CAP.</p> <p>The Area Board satisfaction survey carried out in April 2013 indicated that people in the Southern Wiltshire community area would like to see more participation and involvement in the meetings.</p>

A workshop then took place where people worked in six groups around the room to produce two ideas from each group for future Area Board projects.

After the workshop the ideas were fed back to Tom Bray the Community Area Manager, who then created a voting session on the screen using the top 10 ideas. Those present were then able to vote on their top three by using the voting handsets. The results of this are shown below:

**In 2013/14, the Area Board Should Focus On... (multiple choice)**

	<b>Responses</b>	
Community Gardens	6	5%
Intergenerational projects – digital/gardening...	11	10%
Community transport to youth activities	18	16%
Pop up play days for children & families	5	4%
Footpath links between villages	25	22%
Mobile Post Office	8	7%
Holiday provision for young people	5	4%
Management of wild woodland areas	12	11%
Community services for older people	12	11%
Healthy activities for young people	12	11%
<b>Totals</b>	<b>114</b>	<b>100%</b>

Tom would also be circulating the survey those registered on the Community Area Network.

11

Community Area Grants

The Area Board considered three applications for funding from the Community Area Grant Scheme for 2013/14. The Chairman invited applicants present to speak in support of their applications, following discussion the Board members voted on each application in turn.

**Decision**

**Nomansland Sports Association was awarded £5,000 towards their project to install a new skate park and a sports facilities building, subject to the following condition:**

- 1. If the other sources of funding outlined in the application are not awarded within 6 months of this decision the Area Board have the right to withdraw the funding for use on other community projects. The decision will be reviewed at the Area Board meeting on 5 December 2013.**



	<p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2013/14 and demonstrates a direct link to the Community Plan for 2010 – 2015 as detailed in the Officer’s report.</i></p> <p><b><u>Decision</u></b>  River Bourne Community Farm was awarded £3,870 towards their project to create a public seating area and barn refurbishments.</p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2013/14 and demonstrates a direct link to the Community Plan for 2010 – 2015 as detailed in the Officer’s report.</i></p> <p><b><u>Decision</u></b>  Firsdown Parish Council was awarded £1,734 towards the purchase of new play equipment for the children’s play area.</p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2013/14 and demonstrates a direct link to the Community Plan for 2010 – 2015 as detailed in the Officer’s report.</i></p>
12	<p><b><u>Close</u></b></p> <p>The Chairman thanked everyone for coming, before closing the meeting.</p> <p>The next meeting would take place on Thursday 1 August 2013, 7.00pm at Alderbury Village Hall.</p>