

# MINUTES

**Meeting:** PEWSEY AREA BOARD  
**Place:** Burbage Village Hall, Eastcourt Rd, Burbage SN8 3AJ  
**Date:** 10 March 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 9.10 pm

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Please direct any enquiries on these minutes to:

Sharon Smith (Senior Democratic Services Officer), Tel: 01225 718378 or (e-mail) [sharonL.smith@wiltshire.gov.uk](mailto:sharonL.smith@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jerry Kunkler (Chairman)  
Cllr Paul Oatway  
Cllr Stuart Wheeler (Vice Chairman)  
Cllr Jonathon Seed  
Cllr Richard Gamble

### **Wiltshire Council Officers**

Caroline Brailey, Community Area Manager  
Nicole Smith, Head of Strategic Housing  
Karen Brown, Youth Development Co-ordinator  
Steve Matthews, Community Coordinator Highways

### **Parish Councils**

Burbage Parish Council - Michaela Grabowski  
Charlton and Wilsford Parish Council – Christopher Beese  
Chirton and Conock Parish Council – Paul Mills  
Easton Parish Council – Hew Helps  
Grafton Parish Council – Natalie Bullock  
Great Bedwyn Parish Council – Roger Durie  
Ham Parish Council – Susie Eldridge  
Manningford Parish Council – Bernard Gaskin

Milton Lilbourne Parish Council – Robert Jones, Ken Bryant  
North Newnton Parish Council – Carolyn Whistler  
Pewsey Parish Council – Caroline Dalrymple, Simon Shaw, Peter Deck, Andrew  
Whitney, Terry Eyles, Curley Haskell  
Rushall Parish Council – Richard Tilbury, Colin Gale, John Rogers  
Shalbourne Parish Council – Mike Lockhart  
Upavon Parish Council – Russ Appleton  
Wilcot and Huish Parish Council – Dawn Wilson  
Woodborough Parish Council – John Brewin

**Partners**

Wiltshire Police – Matt Armstrong  
Office of the Police and Crime Commissioner – Pam Gough  
Wiltshire Fire and Rescue – Mike Franklin  
Wiltshire CCG – James Slater, Anna Collings  
Healthwatch Wiltshire – Paul Lefever  
Pewsey Campus Team – Charmian Spickernell, Caroline Baynes, Curley Haskell  
Pewsey Community Area Partnership (PCAP) – Patrick Wilson  
Pewsey Vale School – Steve Hartley  
Pewsey Primary School – Nicola Gilbert  
Good Neighbours Scheme – Mary Soellner

**Total in attendance: 71**

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<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, the officers and the visiting cabinet representatives, Councillor Jonathon Seed and Councillor Richard Gamble.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <p>Ian Gibbons - Associate Director Wiltshire Council  Stephen Hepworth – Alton Barnes Parish Council  Dee Nix – Wilcot and Huish Parish Council  Bob Woodward – Pewsey Parish Council  Bob King - PCAP</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 13 January were agreed as a correct record and signed by the Chairman.</b></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 highlighted the following announcements as provided within the agenda pack:</p> <ul style="list-style-type: none"> <li>• <b>Dementia Strategy Consultation</b> – The strategy outlined plans for how organisations would work together. The consultation period would end on 19 May. The authority's desire was for dementia friendly communities across the county and it was noted that Royal Wootton Bassett and Cricklade was a pilot area to test the dementia friendly toolkit which it was hoped would be made available to all across the County shortly.</li> </ul> <p>The Community Area Manager made the Board aware of a local Arts Club for Dementia Sufferers that had been running as a pilot in the Pewsey area for 10 weeks but required funding to ensure it was able to continue. Noting that some areas within Wiltshire were making a pledge to become dementia friendly the Pewsey area may wish to consider whether it too wanted to make the pledge and also whether to support funding towards the project.</p>

	<p>A motion was therefore likely to be put forward during the funding item later in the agenda for consideration.</p> <ul style="list-style-type: none"> <li>• <b>Library Memory Group</b> – Four new library groups had started in January for those with memory loss and dementia and their carers in Pewsey, Purton, Warminster and Mere. Sessions were run weekly and were free of charge.</li> </ul> <p>Wiltshire Libraries were keen to speak to anyone who may be interested in volunteering at these groups.</p> <ul style="list-style-type: none"> <li>• <b>Rural Development Funding</b> – a representative from North Wessex Downs and Plain Action Local Action Groups (LAGs) was available both before and after the meeting to make attendees aware of their plans to bid for Rural Development Programme for England (RDPE) funding to enable them to continue their LEADER programmes during 2015-2020.</li> </ul>
6	<p><u>Cabinet representative</u></p> <p>Cllr Jonathon Seed, Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding was welcomed to the meeting to inform all present of his role and to answer questions arising.</p> <p>Cllr Seed confirmed that as a member of the Council’s Executive Committee he had 4 Councillors supporting him in his role which included Cllr Jerry Kunkler for leisure and sport. The details provided on his portfolio areas included:</p> <p>Resilient communities were at the centre of the Council’s business plan. The involvement of the voluntary sector was invaluable in building strong communities.</p> <p>Pewsey was one of 18 area boards across the county, which were a groundbreaking initiative set up by the Council in 2009 to bring local decision making to a local community level. Their success was recognised by many neighbouring counties many authorities of which had visited the authority to learn from the process.</p> <p>A review of the area board structure was currently underway and due to be completed shortly. The revised structure was likely to result in a further enhancement the role of the boards.</p> <p>The idea of Campus projects was given approval by Cabinet following a review of leisure centres which revealed that to maintain the centres at their existing state (many of which required updating) would cost at least this amount over the next 25 years. The Campus projects would allow new facilities to be built to meet the ongoing needs of local communities.</p> <p>Leisure had been incorporated within the Public Health portfolio of the Council and it was hoped that the integration would further enhance the Councils goal to</p>

	<p>achieve a healthy community within Wiltshire. Leisure services and libraries alike would be incorporated within campus plans across the county.</p> <p>The Public Health department were already looking at ways in which to incentivise the community to keep healthy.</p> <p>Cllr Seed's responsibility for flooding had seen a busy few months. The Council strived to coordinate a proactive approach with the community to alleviate flooding within Wiltshire. Flood planning within the Wiltshire area was good with many small schemes taking place to minimise the amount of flooding.</p> <p>Indicative to the rest of the country, finance was an important factor on the work that could be undertaken and the services that could be provided. Discussion around this included that of bus services. Although this was not within the portfolio of Cllr Seed he reiterated the importance of the community working together to help ensure future provision was maintained in the areas where it was needed most, noting the ever reducing funds received from central government.</p> <p>Highways was also raised as an area of concern, noting the increasing number of potholes around the area and the impact this had on cycling. The Chairman confirmed that he would take this forward with the responsible Cabinet member to see what could be done.</p> <p>The Chairman thanked Cllr Seed for his time and for the informative presentation.</p>
7	<p><u>Campus Update</u></p> <p>The Chairman welcomed Curly Haskell, member of the Campus Team to give a presentation on the work undertaken to date.</p> <p>As outlined within the report given by Cllr Seed, Curly Haskell reiterated that the Campuses were being established to ensure a community facility sustainable for the next 25 years.</p> <p>The Campus Team was strong and resolute in its objectives with a wide breadth of experience in its membership.</p> <p>Following consultations undertaken 4 main themes had been identified for the resulting campus as follows:</p> <ul style="list-style-type: none"> <li>• Modern Youth Facility – the current SHAK facility was well supported with strong evening attendance. The facility was also used for breakfast and lunch clubs which were also well attended.</li> <li>• Modern Leisure Centre – the buildings would need to provide a good amount of multi purpose spaces that could be used for a wide range of uses.</li> </ul>

	<ul style="list-style-type: none"> <li>• Community Services – the ability to bring all services under one roof. Better coordination and communication was better for users.</li> <li>• Satellite services – the Pewsey community area was spread over 30 miles from east to west and therefore a form of mobile service was desirable.</li> </ul> <p>A strong relationship was developing with Pewsey Vale School and the team were hoping to build similar relationships with the Children’s Centre and primary schools within the proposed site areas.</p> <p>Draft plans for the campus site next to the Pewsey Vale School included a Multi Use Games Area (MUGA). Although on school land this formed part of the campus and could be used by the school during the day and the community outside of school hours.</p> <p>A draft plan of what the proposed campus could comprise was shown to give the Board an idea on what could be achieved.</p> <p>Following questions received clarification was given that parking had been taken into consideration and any campus proposals would not reduce the amount available.</p> <p>In terms of health services, a clinical room was currently incorporated within proposed plans although no agreement had been made with any provider as it was not yet at that stage.</p> <p>Dr Collings, a local GP in attendance, confirmed that referrals were made to the active health scheme, although it was recognised that this was not always easy to access in the past.</p> <p>The Chairman thanked Curly Haskell for the update and the Board looked forward to receiving recommendations from the Team at a future meeting.</p>
8	<p><u>Youth Activity Review</u></p> <p>Cllr Richard Gamble, Portfolio Holder Education, Skills and Youth Wiltshire Council, gave a presentation on the youth activity review currently taking place.</p> <p>Cllr Gamble confirmed that the Council were keen to have the involvement of as many people as possible and encouraged all in attendance to feed into the consultation.</p> <p>The consultation had arisen to ensure the changing needs of young people were fully addressed and followed the submission of a report to Cabinet on 21 January.</p> <p>This was also in line with Campus proposals which it was noted would provide</p>

new opportunities in the way in which services could be provided in the future. The first campus was due to open in Corsham in June 2014.

The budget for 2014/15 had been set at Council on 25 February and included a need for cost savings across the authority, which included £191,000 from Integrated Youth Services.

The authority had a statutory duty to secure access to leisure time activities for young people. The Department of Education changed the guidance approximately 18 months ago that authorities should 'enable' services and not just 'provide' with an enhanced role for the voluntary sector in the community.

There were approximately 1,053 young people in the Pewsey community area. In 2012/13 over £9,000 had been allocated to young people initiatives, including to 'Have a Go' carnival, EPIC (young people's job club) and Great Bedwyn Youth Club sports project. It was important that the large number of voluntary groups involved in these initiatives were linked in a more effective way to maximise the services offered.

The 4 options being consulted were:

- Retain the current in-house service but reduce the cost
- Outsource the service
- Encourage and support staff to form a Public Service Mutual
- Develop a community led approach

Cabinet at its meeting held on 21 January had expressed an interest in Option 4.

The consultation process started on Friday 31 January and a final report with recommendations for future provision was expected to be presented to Cabinet on 22 April.

Feedback received to date as part of the consultation emphasised two main points:

- The public wanted to have a say on future delivery
- A wide range of activities was wanted

The outcome of the consultation should:

- Provide a better service for young people
- Give greater influence to young people on local provision
- Target resources and funding to those who needed it most
- Protect the vulnerable with safeguarding a top priority
- Deliver youth services in a different way
- Provide value for money and use of resources
- Improve the future environment (the Campus programme would provide this)
- Reflect the revised government guidance

	<p>All were encouraged to submit their views via the following websites:</p> <p><a href="mailto:voiceandinfluenceteam@wiltshire.gov.uk">voiceandinfluenceteam@wiltshire.gov.uk</a></p> <p>Further information could also be found at:</p> <p><a href="http://www.wiltshire.gov.uk/council/consultations/consultationypactivitiesreview.htm">http://www.wiltshire.gov.uk/council/consultations/consultationypactivitiesreview.htm</a></p> <p>Following the presentation a representative from the SHAK came forward to present a petition of approximately 300 signatures to save the SHAK. Cllr Richard Gamble confirmed that the petition would be taken into consideration as part the consultation.</p> <p>Welcoming the petition received the young people in attendance were encouraged to e-mail the Board with suggestions on how the Council could encourage better engagement by the young.</p> <p>The Chairman thanked Cllr Gamble for the presentation and encouraged all to participate in the consultation.</p>
9	<p><u>Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>Inspector Matt Armstrong referred the meeting to the written update in the agenda and confirmed that a recent restructure in Wiltshire Police had resulted in a number of vacant inspector posts but that Matt would remain as the Inspector for the Pewsey community area.</p> <p>In being asked for his views on the SHAK, the Inspector confirmed that the service it provided was considered or benefit to the Pewsey community area.</p> <p>(b) <u>Wiltshire Fire and Rescue</u></p> <p>The written update which was circulated by Mike Franklin, of Wiltshire Fire and Rescue, was noted.</p> <p>(c) <u>Wiltshire Clinical Commissioning Group (CCG)</u></p> <p>James Slater (CCG) was in attendance and confirmed there was no update to be given.</p> <p>(d) <u>Pewsey Community Area Partnership</u></p> <p>Patrick Wilson presented the update to the Board which included that an initial trial on parish council issues was run at the last Partnership</p>



meeting and would be developed further over the coming months. Its purpose was to identify issues and ensure they were filtered through to the correct source (i.e. Area Board or Council).

A round table discussion would be taking place on Monday 17 March at Upavon regarding the army rebasing programme where all were encouraged to identify any issues of concern to be fed into the consultation process ending on 1 April 2014.

(e) Parish Councils

The updates as provided within the agenda pack were noted, as were the hard copies distributed at the meeting and available with these minutes from:

Rushall Parish Council  
Wilcot and Huish Parish Council

(f) Pewsey Youth Advisory Group (YAG)

The main concern of the Group related to the youth activity review and what effect it might have on the SHAK. The next meeting of the YAG would take place on Wednesday 12 March where discussion would centre on the Review and Campus.

(g) Good Neighbours Scheme

Mary Soellner presented the update as provided within the agenda pack and confirmed that 1,121 homes had been visited last year.

(h) Army Rebasing

Cllr Paul Oatway informed the Board that the British Army were scheduled to return to UK and to the County of Wiltshire in considerable numbers.

Noting that this would have an impact on the County stakeholder meetings had been held including one hosted by the Tidworth Area Board where over 300 were in attendance.

In comparison to other neighbouring areas, the rebasing was likely to have limited effect on the Pewsey community area as the majority of troop numbers would be located elsewhere.

Some parish councils had expressed concern about transport links which it was understood was being taken into consideration.

Cllr Oatway reiterated the great work done by the armed forces and that the Wiltshire should look positively to the return of troops within Wiltshire.

	<p>Attendees were reminded of the PCAP meeting taking place on Monday 17 March (as detailed within the PCAP update) where army rebasing would be further considered.</p>
10	<p><u>What Matters to You Event</u></p> <p>Caroline Brailey, Community Area Manager, presented the report which updated members on the outcome of the ‘What Matters to You’ Conference held at the Bouverie Hall in Pewsey.</p> <p>The event took place on 24 February where each table was allocated a specific theme of which it was asked to put forward 3 to 4 priorities relating to it.</p> <p>The results of the priorities identified could be found on Appendix 1 of the report. Details of the top 10 overall priorities were highlighted on the screen and attendees were given time to consider these before being asked to select what they felt should be the top 3 priorities for the community area.</p> <p>Attendees noted that several of the themes were similar in nature and it was therefore agreed that priority 1, 8, 9 and 10 should be taken as one transport related priority as option 1.</p> <p>Upon vote the following priorities were identified:</p> <p>Option 1 – Transport (to improve affordable transport links to the Campus for families and young people to access services day and evening)  Option 4 – Employment (Identify employment specialisms to reinforce and attract inward investment)  Option 7 – Housing (Ratify the proposal for 40% affordable housing as outlined in the Core Strategy and NDP asap &amp; offer to local people first)</p> <p>Upon vote the Board members agreed to take the above as priorities for the Pewsey Area Board and also pledged to make the community a dementia friendly area which would be included as an additional priority for the Board.</p> <p><b>Decision:</b></p> <p><b>The Board adopted Options 1, 4 and 7 (Transport, Employment and Housing) as priorities for the ensuing year and pledged to make the Pewsey community a ‘dementia friendly’ area.</b></p>
11	<p><u>Wiltshire's New Housing Allocation Policy</u></p> <p>Nicole Smith, Head of Strategic Housing Wiltshire Council was welcomed to the meeting and gave a presentation on the way affordable housing would be allocated in the future.</p> <p>The main changes to the allocation policy were:</p>

	<ul style="list-style-type: none"> <li>• Local connection to Wiltshire</li> <li>• Local homes allocated to local people</li> <li>• Creation of an open market register for those with no identified housing need</li> <li>• A review of the bands</li> <li>• Introduction of reasons to be excluded from the register</li> <li>• Allocations made in line with the bedroom standard</li> </ul> <p>The changes made were in line with feedback received from the consultation undertaken in 2013 and were approved by Cabinet in November 2013.</p> <p>A new IT system was currently being developed to cater for the revised requirements and work was ongoing with staff and providers to develop new procedures, application forms and informative literature for customers. The launch was expected to take place in September 2014.</p> <p>The Board were asked to note that the local connection did not apply to those in the armed forces who were, via statute, able to bid for properties without having a local connection.</p> <p>Following questions received clarification was given that those within a current one bed category who could demonstrate the need for an overnight stay by another at least one day per week could request to be considered for 2 bedroom properties.</p> <p>The question of GPs being requested to provide written proof of urgent medical need for applicants was raised. This should only apply to those indicating homelessness.</p> <p>The exclusions policy would bring the Council in line with other housing providers.</p> <p>The Chairman thanked Nicole Smith for the presentation and looked forward to seeing details of the launch later in the year.</p>
12	<p><u>War Memorial Film</u></p> <p>Due to limited time the short film on East Grafton War Memorial was not shown. However, those wishing to see the film could access it via the following link:</p> <p><a href="http://www.youtube.com/watch?v=HZUnXxqyOIk">http://www.youtube.com/watch?v=HZUnXxqyOIk</a></p>
13	<p><u>Community Area Grants</u></p> <p>The Area Board considered a number of applications for Community Area Grant funding. The Chairman invited the local Councillor to introduce each application, following which a representative of the applicant was given an opportunity to</p>

provide any additional information.

**Decision**

Great Bedwyn Parish Council was awarded £500 towards tree planting at the Wharf.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

North Newnton Parish Council was awarded £500 towards the purchase of an AED defibrillator system.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

Great Bedwyn Parish Council was awarded £500 towards the replacement of tables.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

Woodborough Parish Council was awarded £500 towards the purchase of a defibrillator (AED) at the Woodborough Social Club conditional upon match funding being in place before funds are released.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

Shalbourne Village Hall was awarded £450 towards the refurbishment of the Village Hall.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

Burbage Pre-School was awarded £2,000 towards astro turf in the outdoor play area conditional on match funding being in place before funding is released.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

**Decision**

Pewsey Extended Services/Pewsey Primary School was awarded £1,500 towards transport for young people to access activities in neighbouring towns conditional upon funding from the Extended Services budget being confirmed.

**Reason** *The application met the Community Area Grants criteria for 2013/14.*

	<p><b><u>Decision</u></b>  <b>Milton Lilbourne Parish Council was awarded £500 towards the purchase of a digital projector.</b>  <b><u>Reason</u> <i>The application met the Community Area Grants criteria for 2013/14.</i></b></p> <p>The Board were asked to note that £960 would now be available due to the return of funding allocated via a grant allocation earlier in the year. The Save Our Arts Club referred to at the beginning of the meeting was dependant on funding to ensure it was able to continue with its work for dementia sufferers. Accordingly the Board agreed to hold an special meeting later in March where a grant application would be considered by the Board members.</p>
14	<p><b><u>Community Issues</u></b></p> <p>Councillor Stuart Wheeler updated the meeting on the Community Issues which had been received by the Area Board.</p>
15	<p><b><u>Urgent Business</u></b></p> <p>There were no urgent items for consideration.</p>
16	<p><b><u>Future Meeting Dates and Close</u></b></p> <p>The next meeting of the Pewsey Area Board was scheduled for Monday 12 May 2014, 7pm at Coronation Hall, Grafton, Pewsey SN8 3DB.</p> <p>The Chairman thanked everyone for attending.</p>