

# MINUTES

**Meeting:** PEWSEY AREA BOARD  
**Place:** Burbage Village Hall, Eastcourt Road, Burbage SN8 3AJ  
**Date:** 5 September 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jerry Kunkler (Chairman), Cllr Stuart Wheeler (Vice Chairman) and Cllr Brigadier Robert Hall

Cllr John Noeken (Cabinet Member for Resources)

### **Wiltshire Council Officers**

Caroline Brailey, Pewsey Community Area Manager  
Sharon Smith, Democratic Services Officer  
James Hazlewood, Senior Democratic Services Officer  
Bill Parks, Head of Service, Local Highways and Streetscene  
Helen Pickett, Highways Management Technician  
Anne Huggett, Senior Media Relations Officer  
Nicola Gregson, Head of Commissioning, Care, Support and Accommodation

### **Parish Councils**

Alton Parish Council – Steve Hepworth  
Charlton and Wilsford Parish Council – Trevor Trigg  
Chirton and Conock Parish Council – Stef Robertson  
Easton Parish Council – Hew Helps  
Grafton Parish Council – Susie Brew, Tom Hatfield  
Great Bedwyn Parish Council – Steve Hobson

Ham Parish Council – Susie Eldridge  
Marden Parish Council – Peter Bell  
Milton Lilbourne Parish Council – Paul Oatway, David Fall, Robert Jones  
North Newnton Parish Council – Carolyn Whistler  
Pewsey Parish Council – Bob Woodward, Peter Deck  
Rushall Parish Council – Colin Gale, John Rogers  
Shalbourne Parish Council – Stella Zweck, Peter Blanthorn  
Woodborough Parish Council – John Brewin

**Partners**

Wiltshire Police – Ron Peach  
Pewsey Community Area Partnership (PCAP) – Bob King, Stan Bagwell  
Bouverie Hall, Pewsey – Martin Clifton  
Burbage Village Hall – Martin Hamer  
Pewsey Evergreens – Linda Keepence  
PHAB Community Transport Scheme – Peter Akrigg  
Pewsey Development Centre for Young People – Karen Brown  
Wootton Rivers Village Hall Management Committee  
Pewsey Shadow Community Operations Board – Curly Haskell, David Line, Caroline Maddocks

**Total in attendance: 51**

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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 representative, Councillor John Noeken.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Ian Gibbons – Service Director, Wiltshire Council  Jim Fletcher – Woodborough Parish Council  Nicola Gilbert – Pewsey Primary School  Terry Eyles – Pewsey Parish Council</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 4 July 2011 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>a) <u>Warm and Well – Free home insulation scheme</u></p> <p>The Chairman introduced the announcement provided with the agenda at pages 21-22.</p> <p>b) <u>Any other announcements</u></p> <p>The Chairman reminded all present that Pewsey Carnival was to take place on Saturday 17 September 2011.</p>
6.	<p><u>Cabinet Representative - Councillor John Noeken</u></p> <p>Councillor John Noeken, Cabinet Representative for Resources provided the Board with a brief outline of his responsibilities which included:</p> <p>Human Resources and Organisation Development  ICT  Procurement and Commissioning  Customer Services</p>

	<p>Shared Services  Business Management Programme  Business Transformation  Legal and Democratic Services  Councillor Development  Registration Service and Coroners</p> <p>Taking the above areas of responsibility into account, further clarity was provided that the 5 pre existing ICT systems had now been successfully merged into one county wide system. Procurement and commissioning continued to achieve year on year savings and was on target to secure £36m savings over the 4 years of the Business Plan.</p> <p>Goods, Services and Works contract opportunities with Wiltshire Council over the European Union (EU) thresholds are published electronically in the Official Journal of the European Union (OJEU) which can be viewed on the <a href="#">Tenders Electronic Daily (TED)</a> website.</p> <p>The Cabinet Member also confirmed that as part of his business transformation responsibility, there was an ongoing relationship with Cllr Stuart Wheeler in relation to the development of the campus programme.</p> <p>The Chairman thanked Councillor John Noeken for attending.</p>
7.	<p><u>Area Board Updates</u></p> <p>The Chairman invited Caroline Brailey to provide an update on matters raised at the previous Area Board meeting held on 4 July 2011 where the following information was given.</p> <p><u>Locked play areas – Bloor sites in Pewsey</u></p> <p>Wiltshire Council had now taken over the sites and the play areas were now open to the public.</p> <p><u>Kings Corner</u></p> <p>It was understood that the wall had now been demolished and that work will now continue to further remedy the problem.</p> <p><u>Pewsey Parish Council takeover of car parks in Pewsey</u></p> <p>An update had been received from legal department who confirmed that evidence had emerged which caused confusion on the ownership of legal title. The property department had been asked to provide a ‘to scale’ map which would be provided to land registry who, in turn, would be able to clarify land ownership. Once this had taken place the takeover of car parks would proceed.</p>

	<p>Pewsey Parish Council were still not happy that they had not received a reply to their concerns raised in their letter of 13 May 2011.</p> <p><u>Woodborough Road Safety Group</u></p> <p>The Community Area Transport Group met in July where it was agreed that a site visit should be undertaken to provide a clear understanding of the safety issues surrounding the school pick up and drop off points. The local highways team subsequently met with the Transport Group and undertook the site visit during term time to ensure the problem was experienced first hand.</p> <p>Remedial work such as refreshed painting and sign cleaning had been undertaken over the summer period to ensure it was in place prior to the children returning to school. Other options were now being explored which included the potential for alternative routes to school.</p> <p>An update on progress would be provided at a later meeting.</p>
8.	<p><u>Future of Pewsey Area Community Trust (PACT)</u></p> <p>The Chairman welcomed Lee Grafton, Director of the Pewsey Area Community Trust (PACT) to the meeting.</p> <p>Lee explained that the Trust had been established approximately 10 years ago by Wiltshire County and Kennet District Councils. Following fulfilment of all the objectives in place and due to the uncertainty of the Trust following unitary in 2009 it was agreed that the Trust would be dissolved. As a result, all allocated funds to close the Trust had now been paid which left approximately £12k of funding available with an anticipated £25k of outstanding loans to be received.</p> <p>The Pewsey Area Community Trust (PACT) will cease at the end of September and it is proposed that all remaining funds be transferred to the Colin Lampard Trust to allow for the remaining funds to be granted to the local community. Lee Grafton would remain a Trustee.</p> <p>The first meeting of the Colin Lampard Trust is scheduled to take place on 6 September 2011. Following the meeting further details on the process to which funds can be requested would be provided.</p> <p>The Chairman thanked Lee Grafton for his attendance and the work that PACT have achieved over the years and welcomed further information on grant accessibility from the Colin Lampard Trust in due course.</p>
9.	<p><u>Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>Inspector Ron Peach referred the meeting to the written update in the agenda which included:</p>

- The 'Bluz n Zuz' disco held on Friday 8 July had been well received.
- A drive to target beauty spot thefts from vehicles over the summer period included increased patrols by Neighbourhood and Response officers as well as a programme of education for motorists who, in some instances, continued to leave valuables in clear sight in unattended vehicles.
- Structural changes within the response model of Emergency Response is expected to be take effect next month which would include clustering responses around hubs to improve administration, meet demand and improved profile. A more remote working approach plus Airwaves Radio Sets (ARS) should allow for a more consistent cover.

In most cases the response time criteria (set at within 20 minutes in rural locations) was being achieved.

Further partnership working was also expected which could include, for example, shared custody facilities with neighbouring counties.

- Upon questioning the high increase of cases in relation to Non Dwelling Burglary, clarification was provided that the Priority Crime Team were working to reduce this figure. It was acknowledged that the high figure was in part due to the high levels of theft of metal, the price of which had significantly increased over recent months.

(b) Wiltshire Fire and Rescue

Cllr Robert Hall presented the written update provided by Mike Franklin of the Wiltshire Fire and Rescue Service.

In addition clarification was provided that in conjunction with local appliances sent to fire call-outs, facilities from outside of the County were also used where required with 90% of all call-outs responded to within 20 minutes.

(c) NHS Wiltshire

The written updated provided by NHS Wiltshire, as detailed on page 29 of the agenda was noted.

(d) Pewsey Community Area Partnership (PCAP)

Bob King, Chairman of PCAP gave an update on the work of Partnership. At the last meeting held it was agreed that an e-survey would be circulated to parish councils and individuals to ascertain the effectiveness

of PCAP and the direction in which the Partnership should take in future.

PCAP will be holding its next meeting in Rushall on Thursday 22 September.

Within this item, a statement from Cllr Stan Bagwell of Enford Parish Council was given in relation to Wiltshire Council's Core Strategy on Transport where concern was raised that the A345 was not taken into consideration as a highly used highway from the north to the south of the County. A copy of the statement can be found attached to these minutes.

The statement had been presented to the Tidworth and Amesbury Area Boards in July and a copy also sent to Clare Perry MP.

The Cabinet Member for Resources confirmed that the latest draft of the Core Strategy did not refer to the A345 nor did it give much precedence to the A303 but that he had raised his concerns with both Strategic Planning Officers and the Inspectorate in relation to this.

A copy of the response to the Planning Inspector's invitation of 5 August to comment on the implications of the July 2011 National Planning Policy Framework (NPPF) and which took into consideration the comments made by Amesbury Town Council on the Wiltshire Core Strategy was presented.

Upon questions received in relation to the budget for Highways set by the Council, clarification was provided that the setting of the budget had to take into consideration the needs of the county as a whole and that any increase would result in a reduction of funding elsewhere.

The Community Area Manager (CAM) addressed the Board with details of the light switch-off project where nominations were sought from PCAP on areas which could take part. An application has now been received from the village of Huish and details of the proposal from within the Parish were presented.

The Board, upon vote, were in favour of the proposal to switch off 3 lights between the hours of midnight and 5:30am. The Highways Department would now be requested to make an assessment on the viability of the proposal.

(e) Parish Councils

No further updates were received from Parish Councils.

(f) Pewsey Community Area Young People's Issues Group (CAYPIG)

The last meeting of the CAYPIG focused discussion on the 13-19

Strategy.

The next meeting will take place at 7pm on 21 September at the Shack where the needs of young people in the area will be considered. New members would be welcome to attend.

(g) Extended Services

There was no update provided.

(h) Pewsey Campus – Shadow Community Operations Board

The Chairman of the Pewsey Shadow Community Operations Board (COB) provided a brief presentation on the work undertaken to date.

This included that two meetings of the COB had been held to date on 11 July and 1 August respectively. The next meeting is hoped to take place at the end of September.

The initial part of the public consultation to seek the opinions of residents was now well underway with approximately 6,000 mail shots within the area sent and a further 100 questionnaires sent to recognised groups such as parish councils, primary schools, secondary schools and community groups and bodies. All residents should now have received a copy of the questionnaire but additional copies were available at the meeting for those wishing to take one.

Subject to approval at each stage the following timelines are currently being worked towards:

- November 2011 - Formal consideration of the proposal by the Area Board
- January 2012 – Approval by Wiltshire Council Cabinet
- April 2012 – Commence construction
- April 2013 – Planned completion date

Following closure of the consultation period and upon consideration of the completed questionnaires a further more detailed consultation will be undertaken.

An extraordinary meeting of the Area Board will be arranged for the beginning of October where details of the initial consultation will be presented.

The Chairman thanked Bob Woodward for his presentation and encouraged all to complete the questionnaires.



10.

Help to Live at Home

Nicola Gregson, Head of Commissioning, Care, Support and Accommodation gave a presentation on the Council's programme to improve services to older people and vulnerable adults in Wiltshire.

Work had been undertaken over the last two years to ensure the services provided met the needs of the population including a detailed consultation.

The feedback received concluded that there were too many organisations to deal with resulting in confusion over the choices to take and where to get help if needed. It was also felt that money was wasted on duplication because of this.

There was also concern raised regarding crises at night and the importance 'that little bit of help' had both in terms of maintaining independence and helping to alleviate loneliness and isolation. Many of those in care homes stated that their preference would have been to remain at home where possible.

Within the Pewsey area at present there were 45 sheltered housing units within Aston Court and Aston Bungalows with 18 extra care units within Meadow Court. Approximately 16 people currently received domiciliary care at home in Pewsey itself with 119 within the wider Pewsey area.

In order to improve services a new service for people living at home had been commissioned with Leonard Cheshire appointed a 7 year contract today for the local area. Somerset Care, Complete Care and Ridgeway would be the other providers for areas across the County.

Local NHS staff would be working with Leonard Cheshire to ensure the right people are fulfilling the right role and to ensure that they were encouraged to work with existing community organisations and the voluntary sector.

A new telecare and response service in conjunction with the health service would also commence shortly which would also provide more sophisticated equipment at home. One service would be available in the future across the County to provide equipment and a practical support service. It was hoped that the new service would commence in November following the appointment of the service provider.

Following questions received, it was confirmed that Community First Responders would be considered within the new service provision structure.

Much had been done to broaden awareness of the new services, including radio interviews, details provided in the Wiltshire magazine to all residents as well as current customers contacted. However the Care, Support and Accommodation team would welcome any further ideas to encourage wider awareness.

The Chairman thanked Nicola Gregson for the presentation.

11.	<p><u>Pewsey Voices</u></p> <p>The CAM provided the Board with an update on the project to engage with rural families on low incomes.</p> <p>The Board was reminded that the project arose last year when Wiltshire Council and the Area Boards team applied for a Performance Rewards Grant to encourage public engagement from those not always heard within a community.</p> <p>A decision was taken to focus on the group of rural families on low incomes to establish what issues were of importance. A stakeholder meeting was held which included Credit Union, CAB, childrens centre, housing organisations and the police to give a view on what the issues were thought to be. The next stage will be to approach those residents within the group identified to ascertain whether their priorities indeed matched. An update will be provided to the Board with further details at a later stage.</p>
12.	<p><u>Community Area Transport Group (CATG) - update</u></p> <p>The Community Area Transport Group (CATG), which was set up last year to consider highway schemes had its latest meeting on 20 July 2011.</p> <p>The Group is made up of volunteers, selected by the Area Board, who make recommendations to the Area Board to access a small grant set aside for highways schemes.</p> <p>A report providing details of the meeting held on 20 July was provided with the agenda under pages 35-38. Although there were no recommendations arising from the meeting held it was agreed that the CAM would write to those who have submitted scheme requests to ask that they are resubmitted through the issues system where still valid to ensure they were being dealt with by the CATG.</p>
13.	<p><u>Queen Elizabeth II Playing Fields Challenge</u></p> <p>The Board were asked to select nominations for sites to be put forward for the Queen Elizabeth II Playing Fields initiative. The initiative would ensure that those successful sites would remain protected in perpetuity.</p> <p>Although four sites had initially been put forward one had been removed as it was felt too small to be submitted for consideration.</p> <p>Upon discussion it was agreed that all 3 of the remaining sites would be put forward for the initiative. These were:</p> <ul style="list-style-type: none"> <li>• Alton Barnes Playing Field</li> <li>• Pewsey Football Pitch (off Wilcot Road); and</li> <li>• Pewsey Broomcroft Road Open Space.</li> </ul> <p>An update on the outcome would be provided in due course.</p>

14.	<p><u>Community Issues</u></p> <p>Councillor Stuart Wheeler updated the meeting on the Community Issues which had been received by the Area Board.</p> <p>Councillor Wheeler referred to the written update provided in pages 39-40 of the agenda.</p> <p>In addition, the following clarifications were made:</p> <ul style="list-style-type: none"> <li>• A review on 'C' and unclassified roads was due to take place imminently. Due to limited resources only 2 roads in each of the area board areas would be reviewed per year. CATG will look at the proposals submitted and produce a priority list accordingly.</li> <li>• It was understood that Network Rail had been contacted to discuss whether additional parking could be provided at Great Bedwyn Station to help alleviate parking problems. Great Bedwyn Parish Council had been contacted by Network Rail who had asked them to contribute £5k towards the cost of assessment. The Knapp Tenants Association have indicated that they were not happy with the proposal by Network Rail.</li> </ul> <p>A meeting will take place on 14 September where the issues of commuter parking at The Knapp will be discussed.</p>
15.	<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 give a brief overview of their project to the Area Board.</p> <p>In considering the applications members of the Board were asked to note the following information:</p> <p><u>Application received from Milton Lilbourne Village Hall</u></p> <p>The grant requested had now been reduced from £3,875 to £2,343.</p> <p><u>Application received from Wooton Rivers Village Hall</u></p> <p>There was a typing error in relation to the grant figure quoted within the agenda. The correct figure, as provided within the application itself, should have read £4,976 and not £1,976.</p> <p><b><u>Decision</u></b>  <b>Wiltshire Geology Group was awarded £500 towards Fact Sheets, two guided walks and widening understanding of the nature of chalk habitats.</b></p>

	<p><b><u>Reason</u></b> <i>The application met the Community Area Grants criteria for 2011/12 and would support helping people to have opportunities for environmental learning.</i></p> <p><b><u>Decision</u></b> Milton Lilbourne Village Hall was awarded £2,343 towards the resurfacing of the concrete entrance to the village hall.</p> <p><b><u>Reason</u></b> <i>This application met the Community Area Grants criteria for 2011/12 and would support small business, voluntary organisations and community groups.</i></p> <p><b><u>Decision</u></b> Sunflowers of Grafton was awarded £3,987 towards work on the school buildings and marketing activities.</p> <p><b><u>Reason</u></b> <i>The application met the Community Area Grants criteria for 2011/12 and would contribute to the resilient communities vision of the Local Agreement for Wiltshire.</i></p> <p><b><u>Decision</u></b> Wooton Rivers Village Hall was awarded £4,976 towards repairs to the hall roof with the condition that match funding is in place before the grant is claimed.</p> <p><b><u>Reason</u></b> <i>The application met the Community Area Grants criteria for 2011/12 and would help to provide a thriving leisure and cultural environment that brings the community together.</i></p>
16.	<p><b><u>Urgent Business</u></b></p> <p>An extraordinary Area Board meeting would be arranged in October following the initial consultation exercise in relation to the Pewsey Campus.</p>
17.	<p><b><u>Future Meeting Dates and Close</u></b></p> <p>The next meeting of the Pewsey Area Board was scheduled for Monday 7 November 2011, 7pm at Bouverie Hall, North Street, Pewsey, Wiltshire SN9 5EQ.</p> <p>A date for the extraordinary meeting to be held in October 2011 will be circulated once confirmed.</p> <p>The Chairman thanked everyone for attending.</p>