

# MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Downton Memorial Hall, The Borough, Downton SP5 3LT  
**Date:** 5 December 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 8.55 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Richard Britton (Chairman), Cllr Christopher Devine (Vice-Chair),  
Cllr Richard Britton, Cllr Julian Johnson, Cllr Ian McLennan and Cllr Leo Randall

Cllr Jane Scott – Leader of the Council

Cllr Chris Williams – Portfolio Holder for Area Boards and Libraries

### **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 Services Coordinator

Deborah Haynes, Associate Director – Public Health Team

Bob Crean, Community Coordinator – Highways & Streetscene (south)

### **Town and Parish Councillors**

Alderbury Parish Council – E Hartford, A McGowan & A Newbery

Britford Parish Council – M Hitchings

Clarendon Park Parish Council – K Rodgers

Downton Parish Council – S Barnhurst-Davies, J Brown, B Cornish, R Ford, D  
Harrison, J Whitmarsh & R Yeates

Firsdon Parish Council – M Bishop & B Edgeley

Landford Parish Council – J Martin

Laverstock and Ford Parish Council - R Champion & V Bussereau  
Pitton and Farley Parish Council – C Purves  
Redlynch Parish Council – N Ashton & W Dunn  
West Dean Parish Council – J Greene & H Urquhart  
Whiteparish Parish Council – L Palmer  
Winterslow Parish Council – D Newton

**Partners**

Police and Crime Commissioner – Angus Macpherson  
Wiltshire Police – Inspector Andy Noble  
Wiltshire Fire and Rescue Service – Mike Franklin & Dave Dunford  
Youth Advisory Group – C Pickering & M Poole

**Total in attendance: 52**

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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, Councillor Richard Britton welcomed everyone to the meeting of the Southern Wiltshire Area Board, and introduced Councillor Jane Scott, Leader of the Council and Councillor Chris Williams, Portfolio holder for Area Boards and Chairman of Tidworth Area Board, to the meeting.</p>
2	<p><u>Apologies</u></p> <p>There were none.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Thursday 3 October 2013, were agreed as a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>Councillor Randall declared a personal interest relating to item 12, CATG funding for signage at New Whiteparish Memorial Centre, as he is a Memorial Ground trustee.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li>• A community event would be taking place on Thursday 27 February at Trafalgar School, Downton. The workshop would focus on the findings from the Joint Strategic Assessment (JSA), which highlight statistics for the Southern Wiltshire community area.</li> <li>• Congratulations were given to Alderbury Parish Council as they had been the first to take formal steps in the production of a Neighbourhood Plan (NHP).</li> </ul>
6	<p><u>Current Consultations</u></p> <p>The board noted the consultation information provided in the agenda, in addition the Chairman drew attention to the 'What matters to you survey' which would remain open until 31 December 2013.</p>
7	<p><u>Leader of the Council, Councillor Jane Scott OBE</u></p> <p>Councillor Jane Scott, Leader of the Council gave the following updates to the Board:</p>

### Wiltshire Council's Business Plan

The council's Business Plan had been published online, to view a copy follow the link:

<http://www.wiltshire.gov.uk/council/howthecouncilworks/plansstrategiespolicies.htm>

Paper copies are also available in libraries across Wiltshire.

Over the next four years the council will focus on 12 key actions to help deliver the three priorities, some of these are:

- Roads - Additional money would be invested during 2014–2017 to reduce the historic backlog in highways maintenance. This would include works on major roads as well as rural and estate roads and pavements.
- To continue to improve safeguarding services to protect the most vulnerable in our communities.
- Community Working – to continue working through the Area Boards to invest in a community working structure, with additional funding for CATG and improved working opportunities with town and parish councils.
- To invest in the economy. The unemployment figure for Wiltshire falls well below the national average; the council aims to work to maintain this position, as it believes that a strong county is one where there is a low level of people on welfare.
- Within the next 10 years there would be a new Science Park at Porton, which would provide 2000 high paid skilled jobs.
- Joining up of public services – In 2014 the police would decant from Wilton Road, some of the divisions would be temporarily relocated in Bourne Hill, Salisbury until the Campus building was completed in 2015.

Questions and comments were then received, these included:

- Ron Champion, Chairman of Laverstock and Ford Parish Council invited the Leader to attend a consultation event where the proposed housing development on the WW1 airfield at Old Sarum would be discussed.  
Answer: If there is a planning application for the site then it would not be appropriate, however if no application had been submitted then the

Leader agreed to attend.

- Bill Dunn, Redlynch Parish Council asked whether under the Boundary Review, the amalgamation of the wards Nomansland and Landford could be brought forward by a year, to 2016? Answer: This was a new responsibility handed down to the council. The recommendations from the Electoral Boundary Review had gone to Full Council, where it was agreed that a small team would be formed to look at each boundary. The team would be in contact with all parishes where changes had been proposed.
- In the past Downton Leisure Centre had received a grant of £50,000 from Wiltshire Council. Has the budget been fixed for 2014 and if so how much funding will it receive this year? If no funding was awarded then the Leisure Centre may have to close. Answer: The budget has not been set yet, the council would contact Downton PC as soon as the information was available.
- Pitton & Farley PC did not have the facilities to store grit and had concerns regarding the possibility that responsibility for gritting the parish would be passed on to them. Answer: Two years ago when some parishes began to form parish plans, some chose to take on the storage and distribution of grit during adverse weather. Although this works for some parishes, it will not suit all. For those parishes who have farmers willing to store the salt, the council will deliver 3 tonnes. In addition snow ploughs are available to farmers willing to assist in clearing routes through the parish.
- The Housing Allocation Policy says that local people would be given priority, what does 'local' mean, parish or county level? Answer: Local does not mean county. The paper includes the definition of what local means. The document also contains maps which depict what is considered local for each area.

**Action: CAM to circulate the document containing the maps detailing the proposed ward changes to all parish councils for information.**

- What is being done to alleviate the traffic problems on the A303? Answer: The council was working with the authorities in Somerset and Devon to form a major infrastructure bid for improvement works. The work would need to start at Countess Roundabout, which is where the first blockage occurs. It was understood that the Minister had been quite positive when presented with the ideas.

	<ul style="list-style-type: none"> <li>Was there a briefing note available on Neighbourhood Plans which could be circulated to parishes? <u>Answer:</u> There is a paper, however it is not ready for circulation as requires updating. Another alternative would be for a few parishes to get together and invite a Strategic Planning Officer to attend and provide a briefing.</li> </ul> <p>The Chairman thanked Cllr Scott for attending the meeting to provide the update.</p>
8	<p><u>Report on Issues Affecting our Community Area</u></p> <p><u>Police – Inspector Andy Noble</u></p> <p>Information concerning the decommissioning of Salisbury Police Station would be circulated through the media over the next couple of weeks. Some of this will include:</p> <ul style="list-style-type: none"> <li>Prisoners would be transported to the custody suite in Melksham, until a new purpose built suite was built in Salisbury.</li> <li>Some of the Police business would be moving to an estate already in use in Amesbury. This is where the police officers would start and end their shift from.</li> <li>Other Police services would be co-located with Wiltshire Council in Bourne Hill Salisbury, until the completion of the Salisbury Campus.</li> </ul> <p>In addition to the crime statistics attached to the agenda, Andy noted that there had been some non-dwelling burglaries in Alderbury and Whiteparish. A group of Officers had been allocated to work on this, two arrests had been made. A further update would be available at the next Area Board.</p> <p>Comments and Questions included:</p> <ul style="list-style-type: none"> <li>Recently some allegations were made against how other Forces may be manipulating statistics. What procedures are in place to ensure it would not happen in Wiltshire? <u>Answer:</u> The way we classify crime in Wiltshire, has been continuously tightened over the past years. If a victim reports something as a crime, then we must report it as such.</li> </ul> <p>The local Neighbourhood Police Teams reported figures are low enough to be able to carry out regular checks. In a 12 month period, there were 20 reported domestic burglaries within the Southern Wiltshire area. However the statistics can only represent reported crime, the real level of crime is under reported.</p> <p><u>Fire – Mike Franklin</u></p> <p>The usual Fire statistics report was not available at present due to teething problems with new software. A report would be available at the next Area Board. Salisbury Station Manager Dave Dunford, was in attendance to answer any</p>

	<p>questions.</p> <p><u>Wiltshire Council Updates</u> The Chairman drew attention to the Carers Small Grant Scheme update attached to the agenda.</p> <p><u>CCG – NHS 111 Service Update</u> The Board noted the information attached to the agenda, in addition the Chairman noted that there would be a Healthwatch item on the next agenda.</p> <p><u>Southern Wiltshire Issues System</u> Tom Bray, Community Area Manager informed the Board that parishes had been invited to a HGV meeting scheduled for 11 December, where a lorry watch update would be presented.</p> <p><u>Good Neighbour Scheme - Nicola Wilson</u> Over the last year the scheme had managed to reach out and help over 2000 elderly and vulnerable people across Wiltshire. In Southern Wiltshire Nicola had personally helped 120 people within the community area.</p> <p>Nicola would be stepping down as coordinator for the south, at the end of December, until the position was filled, the work would be covered by an existing coordinator in Idmiston. Nicola urged people to continue in identifying those in need of support and to get in contact with the Good Neighbour Scheme.</p> <p>For further information, follow the link: <a href="http://www.wiltsgn.org.uk/">http://www.wiltsgn.org.uk/</a></p> <p>The Chairman noted that the Good Neighbour Scheme was a valuable service but that it was still not widely advertised. He urged parishes to spread the word.</p> <p><u>Old Sarum Community Centre – Cllr Ian McLennan</u> Work had not yet started on building the new Community Centre. Bricks would not start to be laid until spring 2014. Under the Section 106 agreement, this building should have been built and handed over to the community to run.</p> <p>530 of the new properties at the Persimmons housing development were now occupied, many triggers had been missed and Persimmons had shown little regard for the building of the Community Centre.</p> <p><b>Action: Cllr McLennan to contact Corporate Director Carlton Brand to discuss the matter.</b></p>
9	<p><u>Local Authority responsibilities for Public Health</u></p> <p>Debbie Haynes from the Council's Public Health Team introduced a DVD outlining the changes to Public Health and the new role for Area Boards.</p>

### Youth Development Theme - Actions from Cluster Meetings

Over the past couple of months Tom Bray - Community Area Manager, and Tony Nye – Youth Development Coordinator had been working together to organise a series of cluster group meetings across the Southern Wiltshire community area to assess what provisions and services were already available and to develop ideas for future youth development projects within each cluster.

Attendees included members of the parish council, youth groups, local volunteers, and representatives from the Police and Fire. The meetings and outcomes were productive and varied. Some new projects had started to advance quite quickly.

All of the main outcomes arising from the six cluster group meetings are detailed in the report attached to the agenda.

Michelle and Courtney, are two of the young people who attended the Laverstock and Old Sarum meeting, they explained that at their meeting they looked at what was already available to young people and what was missing from their area. They aimed to work with a member of the parish council to carry out a consultation in January 2014.

Dave Dunford, Station Manager at Salisbury fire station, attended the meeting held in Alderbury. They looked at the possibility of providing a number of activities which could be facilitated by groups such as the Scouts or the Fire service. If successful this could then serve as a pilot for other areas, and possibly build in to a nationally recognised level of achievement.

The Chairman thanked everyone who was involved with the work.

The Board then considered the recommendation to release funding to this Area Board Project as detailed in the report attached to the agenda.

#### **Decision**

**The Southern Wiltshire Area Board agreed to allocate £6,300 from the Area Board's Capital Grants Fund and £4,524 from the Area Board's revenue funding dedicated to Young People as detailed in the table below:**

	Clusters	Funding requirements so far...	Capital	Revenue
1	Laverstock, Ford & Old Sarum	• Youth led meetings at Old Sarum (Venue hire, promotion and refreshments) =£100	-	£100
2	Alderbury, Whaddon, West Grimstead, Clarendon	• Set up of voluntary-led youth club at Alderbury Social Club Start up costs (hall hire for 6mth & training, DBS checks etc) = £2,900 Equipment for youth club = £2550	£2,550	£2,900

3	Coombe Bissett, Homington, Britford, Odstock, Nunton & Bodenham	<ul style="list-style-type: none"> <li>No funding required at this stage.</li> </ul>	-	-
4	Downton, Charlton All Saints, Redlynch, Lover, Morgan's Vale & Woodfalls	<ul style="list-style-type: none"> <li>Voluntary-led Youth Café in Lover, Redlynch Village Hall Start up costs (hall hire for y1 &amp; start up activities) = £1424 Equipment for youth club = £2250</li> <li>Shelter for Loosehanger Wood (subject to planning permission) £780</li> </ul>	£3,300	£1424
5	Firsdow, Winterslow (M,E,W), Lopcombe Corner, Pitton, Farley, East Grimstead, West Dean	<ul style="list-style-type: none"> <li>Winterslow - Lining to provide a netball and 5 a side football court for community use at school = £500</li> </ul>	£500	-
6	Whiteparish, Landford, Nomansland	<ul style="list-style-type: none"> <li>No funding required at this stage.</li> </ul>	-	-
	6 cluster meeting costs	Venue costs		£100
<b>Total required</b> For a breakdown in of all Area Board funding commitments refer to the grant report at item 13 of this agenda.			<u>£6,300</u> From Area Board's capital grants fund	<u>£4,524</u> From Area Board's revenue funding dedicated to Young People

11

Footpaths

Councillor Leo Randall thanked everyone who had been involved with the installation of the kissing gates, a total of 49 had now been installed.

Further work to be carried out included clearance on an ongoing basis. There were already some volunteers in Landford who met regularly to carry out the work, but new volunteers were always needed to set up other groups.

Tom Bray had met with Tracey Carter, Service Director for the Board, where they had explored the possibility of involving other partners .

Actions for the future:

1. The Rights of Way team, beyond their statutory duties, is focused towards stimulating community action, working as community leaders, to achieve the goals set out in the Rights of Way Improvement Plan.

2. To develop capacity in the short-term, dedicated volunteer support is needed to enable us to develop the volunteers to become more self sufficient and unlock greater capacity from within the community. Taking this further this support could enable specific projects with young people, the unemployed, ex-service personnel and disabled people to advance the reach and benefits of this project further.

**Resources required:** Volunteer Coordinator funded and employed through a partner organisation to develop this work in Southern Wiltshire and possibly extend to other areas. The primary aim is to develop the work of the South Wilts Walks Group, setting up parish groups and by the end of the period produce a 'toolkit' for communities to help them deliver the service in their community.

3. In the short-term we should continue to develop Community Area wide activity days to encourage participation and provide training and familiarisation.

4. Where there is a nucleus of activity in a parish, help them to develop a local group and assist them to manage work and footpath priorities in their parish.

12

Community Area Transport Group (CATG) Update

The Board considered the recommendations for funding, made by the Community Area Transport Group at their last meeting held on 25 November 2013, as detailed in the report attached to the agenda.

**Decision**

**The Southern Wiltshire Area Board approved to release £7,000 of funding from the CATG Budget for 2013/14, to the following projects:**

<b>Scheme</b>	<b>CATG</b>	<b>PC</b>
Apple Tree Road parking solution	£1200	£100 (Redlynch)
Moor Lane junction	£250	-
Footpath linking Mediaeval Bridge to Milford House Nursing Home – Diversion Order	£800	-

West Grimstead Gateway	£4500	£500 (Grimstead)
Whiteparish Memorial Hall signage	£250	
<b>Total</b>	<b>£7000</b>	<b>£600</b>
<b>Total spent so far</b>	<b>£9,918.33</b>	<b>£1340</b>
<b>Total spent if approved</b>	<b>£16,918</b>	<b>£1940</b>
<b>Total amount left for next CATG</b>	<b>£5,757.67</b>	

13

Community Area Grants

The Southern Wiltshire Area Board considered 4 applications for funding from the Community Area Grants Scheme for 2013/14. Applicants present were invited to speak in support of their projects, following discussion the Board members voted on each application in turn.

**Decision**  
**Redlynch Village Hall was awarded £358.79 towards a Printer for the Silver Surfers and a hearing loop for the hall.**

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

**Decision**  
**Redlynch Players was awarded £3,100 towards upgrading of the lights and lighting rig.**

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

**Decision**  
**Boscombe Down Aviation Collection was awarded £640 towards the purchase of an over head projector for the conference room.**

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

**Decision**  
**Alderbury High Street Allotment Association was awarded £500 to purchase new deer proof fencing.**

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

14

Close

The Chairman thanked everyone for coming and closed the meeting.

The next meeting is scheduled for Thursday 30 January, 7.00pm at Alderbury Village Hall.