

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Grove Buildings, Mere  
**Date:** 1 February 2017  
**Start Time:** 6.30 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Tony Deane (Chairman), Cllr Peter Edge, Cllr Jose Green and Cllr George Jeans

### **Wiltshire Council Officers**

Stephen Harris, Community Engagement Manager

Lisa Moore, Democratic Services Officer

Phillip Morris, Senior Development Manager, Public Health

### **Town and Parish Councillors**

Berwick St. John Parish Council – R Carter & G Marks

Burcombe without Parish Council - C Churchill (also for Fovant, Quidhampton, Dinton & Donhead St Mary)

Mere Parish Council – J Jordan & B Norris

### **Partners**

Wiltshire Police - Inspector Sparrow & PC A Hardman

Dorset & Wiltshire Fire and Rescue Service – Jason Moncrief

**Total in attendance: 22**

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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 Cllr Tony Deane welcomed everyone to the meeting of the South West Wiltshire Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Cllr Bridget Wayman</li> <li>• Robin Townsend – Associate Director</li> <li>• Sue Wight – Age Uk</li> <li>• Cllr David Robertson – Hindon PC Chairman</li> <li>• Cllr Phil Matthews – Wilton TC</li> <li>• Cllr Ken Taylor – Quidhampton PC</li> </ul>
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the previous meeting held on Wednesday 7 December 2016, were agreed as a correct record and signed by the Chairman; subject to the following amendments:</b></p> <p><i>5 October Meeting – Agenda Item 8, Community Policing. The Statement should have read:</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Jose Green had met with Inspector Sparrow regarding poaching, and gambling in the Chalke Valley. Answer: There was a lot of poaching and gambling amongst the poachers in the area. It was also noted that due to poor mobile reception it was not always possible for people to report issues via their mobile phones when out in the rural locations.</i></li> <li>• <i>Were the cross-border exercises referred to continuing? Answer: The Rural Crime team had regular meetings set up for Wiltshire and Dorset, these would continue.</i></li> </ul>

5	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li>• There had been a change to the date of the next meeting, this would now be held on Thursday 8 March 2017.</li> <li>• A Cyber Crime presentation would come to the May meeting.</li> <li>• People were encouraged to sign up for the Great British Spring clean during 3<sup>rd</sup> to 5<sup>th</sup> March 2017.</li> <li>• The Board was working on a scheme which would fund replacement white lines.</li> <li>• The Dinton Community shop had ceased trading.</li> <li>• Food digesters were still available to purchase at a subsidised price; however this subsidy would be cut next year. Follow the link for info: <a href="https://www.greatgreensystems.com/promotions/wiltshire/">https://www.greatgreensystems.com/promotions/wiltshire/</a></li> <li>• The A303 consultation was scheduled for Saturday 4<sup>th</sup> February at the Grove Buildings, Mere. The section up for consideration for change was Winterbourne Stoke. Further information was available on the Highways England website, where the consultation could be completed.</li> <li>• The Shaftesbury Cottage hospital was a small 40 bed hospital. The Dorset CCG were consulting what to do with those beds. Lester Dibden was mounting a defence for the hospital. We have been told that they will now include those areas of Wiltshire over the border that are less than 3 miles away in the consultation. Save our beds group.</li> </ul>
6	<p><u>Warm and Safe Wiltshire</u></p> <p>The Board received a presentation from Phillip Morris on fuel poverty and the ways in which residents could be supported in their homes.</p> <p>The warm and safe service in partnership with Wiltshire Council had been running for the past year.</p> <p>There was an increasingly documented link between health and housing. It was recognized that living in cold homes had significant physical and mental health implications. New guidance had been issued by NICE on 5<sup>th</sup> March 2015 which provide 12 recommendations, three key points to take away were:</p>

1. Cold Homes are a health issue
2. Every contact must count
3. A single point of referral is necessary

Wiltshire Context:

- EWD Rated Wiltshire: 260 in 2012/13 (ONS)
- Number of households in Wiltshire in fuel poverty was 10% (2013) (20,523 of households) (DECC)
- 5,883 homes had no central heating (2011 census).
- Wiltshire properties were 23% less energy efficient (and more expensive to heat) than the national average

What we do:

- Free-phone based energy advice and support
- Home visits
- Fitting simple energy saving draught proofing measures for free
- Supported referral on for other relevant services
- Funding for improvements

Questions and comments included:

- The Area Board was trying to build on Community hubs to make sure these services were known to everyone in the community who may need to use them.
- How was fuel poverty calculated? – Answer: Households having to spend more than 10% of their income on fuel bills. In England there was a low income high cost fuel poverty definition.
- Many of us had received cold calls, saying that if you are a pensioner on benefits you can apply for money saving measures. Answer: There was a huge challenge with door step callers, there were others that offered support around heating measures. This service however was council run.
- An article had been published which stated that wall insulation had been proven to be insufficient. Answer: Cavity wall insulation has been proven to be effective, if installed correctly. Solid wall insulation also had to be carried out correctly, this could also make a substantial difference.
- What about listed buildings? Answer: Secondary glazing which did not impact on the property or was visible can be used. There was quite a lot of detailed guidance available.
- The Fire service was leading on the Safe and Well visits. People respected and trust the fire service and were happy to use them.

More information is available at: [www.warmandsafewiltshire.org.uk](http://www.warmandsafewiltshire.org.uk)

7	<p><u>Area Board community events and activities in 2017</u></p> <p>Community Engagement Manager; Steve Harris showed a DVD and gave an update on the events and activities taking place in 2017.</p>
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	<ul style="list-style-type: none"> <li>• There had been discussions around the creation of a Memorial Forest to commemorate the 10,000 soldiers that fell in the first world war, so that in the future people would be able to go there to learn more.</li> <li>• The Legacy Board was set up in 2012 had supported subsequent events each year. Gary Nunn from Wilton was involved with the Legacy Board and would continue to be involved with the Community Board.</li> <li>• 19 of our 38 parishes took advantage of the litter picking scheme last year.</li> <li>• The litter Picking would take place during 3 to 5 March. The collection of the litter would be coordinated and arranged for after 5 March. Info had already been circulated through the PC clerks and to schools. Litter picking equipment had already been made available last year and could be reused this year.</li> </ul> <p>Questions and comments included:</p> <ul style="list-style-type: none"> <li>• The Chairman asked those present whether instead of a forest memorial, would they prefer a tree planted in the individual parishes of the men who were lost? <u>Answer:</u> Well for those in areas such as Mere on the edge of the County would need to travel up to 45 mins to visit the chosen site, so having individual trees locally would benefit those areas. However some parishes may have lost a lot of men but do not have the room to plant the tree there. Maybe nice to plant a tree to commemorate it but then the forest as well.</li> <li>• It was likely there would be no cycle race this year as funding had dropped off. It was disappointing that these events were not continuing.</li> </ul>
8	<p><u>Partner and Community Updates</u></p> <p>The Board received verbal updates from Partners and Community Groups present, including:</p> <p><u>Police Neighbourhood Teams</u> Inspector Sparrow gave the following update:</p> <ul style="list-style-type: none"> <li>• A person had been charged with attempted murder in Wilton earlier in the month, following the discovery of a deceased female being found within his property. He has not yet been charged. No adverse impact report for Wilton.</li> <li>• Priorities had been focused on rural crime and poaching. An operation had been run liaising with the game keepers to try and work together to target poachers on the ground.</li> </ul>

- There had been a spike in catapult damages to cards, this related to the rural crime. Unless you catch them in the act it was almost impossible to catch them. The police were fairly sure they know who was involved and were trying to catch them.
- There has also been a spike in non-dwelling burglaries, in areas around Downton and Redlynch, with a few coming towards Wilton. People were urged to be more aware, and advised to mark any power tools and keep them locked away.
- Community policing had been going for 3 months in the south Wiltshire area. This was going well one positive aspect being an improvement in response times. A lot of emphasis on call handling, by asking more questions at the first point have managed to reduce demand.
- There had been an increased problem in the west wilts area with non-dwelling burglaries. During Christmas time this was usually high anyway, with gifts stored outside in sheds and packaging left outside for all to see.
- The priority would be to push the PCSOs further to get the community confidence back up. They were doing the job of the Community Beat Officer.
- An Internet safety day would be held next week. Cybercrime was not just about the internet, in included scams and smart phones. We were looking to expand our coffee mornings to roll this out to more people.

Comments and questions:

- The Chairman noted that it was public perception that the police had disappeared from the streets. Answer: Having our Police vehicles parked visibly in the communities and in the villages, had brought about positive comments.
- The Chairman announced that the Tisbury Community Safety Partnership had been coordinated by Bev, as the Police no longer had the resources to keep it running. It was used to help set police priorities and as a link between the community and the police. The Board would like to morph it in to an area community safety partnership. There would be 4 meetings a year, 2 meetings at Nadder centre, one in Mere and one in Wilton. Police attendance at these meetings would continue.
- It would be important to have the right people around the table if you were launching a new Group. Not all the problems would be police related. Other partners needed to be involved to ensure we can look to the best partner to deal with each individual issue. Answer: The next meeting had been scheduled, all partners willing to come on board would be welcome.

Fire & Rescue – District Commander Jason Moncrief

Ben Ansell was the newly appointed Chief Fire Officer at the beginning of December. Jim Marney would take up the assistance chief post.

6000 safe and warm visits had been carried out in first 6 months of the organisation. That number would increase as we moved forward. The contact for arranging one of these was available on the website.

The Safe Drive Stay Alive initiative was running for students and military establishments.

Nov was quiet month for all three areas of South West Wiltshire, with Tisbury and Mere still getting some co-responder shouts. In December Mere received 10 co-responder incidents with 4 on Christmas eve. There had been 35 incidents in total for the area.

Availability was still a struggle during the day, especially in Tisbury. This was making it hard to keep the appliance available during the day. We urge anyone with an influence over local employers to promote the retained Fire Service to their employees.

Comments and Questions:

- Would there be future changes to the service and should we expect any fundamental changes at Mere, Tisbury and Wilton? Answer: They were all retained stations, so all manned by people giving a large commitment. We were looking at how we pay them and how we incentivise it. Wilton provided better cover as they were looking at when they could be on cover all the time. There had been talks of moving Tisbury fire station but there were no set plans yet. There were safe numbers of people and water to be able to attend property fires. There may be a better way of managing people and vehicles, but not by reducing crews.
- Now that Dorset and Wiltshire had come together we could look at both ways of doing things and rewrite the rules to get the best out of the service.
- On the first response were you looking at smaller man power? Answer: We need a minimum of 4 in a vehicle currently to operate safely. In Gillingham the first responder is able to go alone in the car if they feel comfortable doing so.

The Board noted the written updates and information attached to the agenda and circulated at the meeting:

- a) Healthwatch Wiltshire
- b) PCC Precept Consultation

	<p>c) Clinical Commissioning Group  d) Wilton Town Team Minutes  e) Wiltshire Council Consultations  f) Community Policing – circulated at the meeting</p>
9	<p><u>Local Youth Network (LYN)</u></p> <p>Community Engagement Manager, Steve Harris gave a Youth update to the Board, this included:</p> <ul style="list-style-type: none"> <li>• There had not been a LYN meeting since the last Board meeting</li> <li>• There was now a free youth evening at the Nadder Centre which was run by Seeds 4 Success. 35 young people to each evening so far.</li> <li>• The Area Board had previously funded some ‘Anyone can cook’ sessions. The sessions in Chalke Valley had not yet taken place as they had been unsuccessful in finding someone to facilitate the sessions so far. The plan was to offer something else instead to the NEAT young people with transport.</li> </ul>
10	<p><u>Health and Wellbeing Group</u></p> <p>The Board noted the minutes of the last Health &amp; Wellbeing Group meeting held on 14 December 2016.</p> <p>The Board’s H&amp;W Champion Cllr Jose Green, noted that the Group had agreed that there would be a drive to recruit more Champions in the communities to keep a safe eye on vulnerable people.</p> <p>The Board considered the recommendations arising from the last meeting and to adopt the Terms of Reference, as detailed in the attached reports.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board approved:</b></p> <ul style="list-style-type: none"> <li>• <b>The draft terms of reference.</b></li> <li>• <b>The H&amp;WB Group recommends to the South West Wiltshire Area Board that an application be made to create a Dementia Action Alliance, with the work monitored by the H&amp;WB Group.</b></li> </ul> <p>The Community Engagement Manager then read out the following update on behalf of the H&amp;WB Champions:</p> <p>Throughout January, we have continued with the project to identify every activity held in the South West Area. This is nearly complete and will be available to members of the area board and parish councils later this month.  Meetings have been held with Health watch, Alzheimer’s Support, The SW care</p>



	<p>coordinator and Wiltshire and Swindon user's network.          Jointly we have attended a Dementia Awareness meeting to identify the actions required if SW Area board gives its approval for the S. West Area to become a dementia Action Alliance.          We are helping progress the provision of Safe places in our area and have handed out over 200 ice cards to potentially vulnerable people.          Funding has been identified for the opening of a Memory Group in Mere and an application has been placed for funding for the development of the Sensory Garden in Tisbury which is a project instigated by Ann-Marie for and on behalf of the Tisbury Memory Group and Tisbury Community.          On 25<sup>th</sup> January we attended a meeting organised for the Health and Wellbeing champions and older people's champions across Wiltshire and had time to review activities in all areas as well as receiving training on falls, healthy consultation, carers awareness and what success would look like.          We both continue with our community work running 3 local groups which directly complements the work we carry out as Health and wellbeing champions.</p> <p>Regards Ann-Marie Dean and Valerie O'Keefe.</p>
11	<p><u>South West Wiltshire Community Safety Partnership</u></p> <p>The Board had discussed this item under partner updates. Jason Moncrief of Dorset &amp; Wiltshire Fire and Rescue agreed to attend the four meetings per year.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to form a Community Safety Partnership</b></p>
12	<p><u>Nadder Centre Update</u></p> <p>The Chairman gave an update, where he noted that originally there had been an area on the first floor, which had not been fitted out. This was earmarked for further education. Since the opening Wiltshire Council had found money to fit it out and were now trying to commercially let it. This would require a change of use permission through Planning. The community had said that they did not want the space let out for community use.</p> <p><b><u>Question:</u></b></p> <ul style="list-style-type: none"> <li>• How long was left of the lease for the old library? <b><u>Answer:</u></b> The CEM would find out and feedback.</li> </ul> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board approved the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>To object to proposed use of first floor space, losing the opportunity to provide educational training according to the original vision, and request</b></li> </ol>

	<p><b>cost benefit analysis of letting space.</b></p> <p><b>It was confirmed by Councillors Jeans, Green and Edge they would continue to have an open mind in considering any future information, should the matter come before the Southern Area Planning Committee, on which they were members, for determination.</b></p> <ol style="list-style-type: none"> <li><b>2. Adopt updated Nadder Centre Purpose, Vision, and Guiding Principles Paper.</b></li> <li><b>3. £3,000 to be ring-fenced for installation of art display area within the Nadder Centre, including costs for design. £5,000 to be committed for public art project, matching the £5,000 currently available as a result of the Hindon Lane development.</b></li> <li><b>4. Tisbury History Society to be offered 7-year lease with 5-year rent protection, consisting of 3 years at agreed rate plus 2 years agreed rate plus, inflation.</b></li> <li><b>5. Larger community noticeboard should replace existing board to enable more advertising for local groups and events.</b></li> </ol>
13	<p><u>Area Board Funding</u></p> <p><u>Update on Seeds 4 Success Funding</u>  The Community Engagement Manager updated on the previous funding allocated to Seeds 4 Success. A £60,000 contract had been agreed, with the first year's £30,000 paid. The second year would be split in to 2 tranches. The first payment this year and then the second payment to be brought back to the new Area Board in 2017/18 for approval by newly elected Board Members.</p> <p><u>White Lines Funding</u>  £10,000 had been put aside for the White lines project. Parish Councils had been asked to list the lies which they would like to have renewed. The board had a pricelist from CG Asphalt. Works would be carried out in the spring.</p> <p>White lines were revenue funding and not capital, so to allocate these funds, the Board would free up some revenue funding. There had been responses from 20 parishes to take up this initiative. The request list has been costed, a revised schedule would be produced.</p> <p><u>Community Area Grants Funding</u>  The board considered applications for funding as detailed in the agenda. Applicants present were invited to speak in support of their projects. Following discussion, the Board voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>Fovant Village Hall Management Committee was awarded £2829.50</b></p>

	<p><b>For a new kitchen at Fovant Village Hall.</b></p> <p>Cllr Jeans noted that to his knowledge, he had not supplied anything electrical towards this project.</p> <p><b><u>Decision</u></b>  <b>Mere Footpath Group was awarded £370.33 towards equipment For the Group.</b></p> <p><u>Public Toilets Funding</u>  Each Area Board had been given £1,000 from Highways to make toilets available for public use.</p> <p><b><u>Decision</u></b>  <b>Mere Parochial Church Council was awarded £1,000 towards the Church toilets works at the St Michaels church with the condition that there be discrete signage.</b></p> <p>Cllr Edge noted that there were already public toilets available in Mere, he did not support this project.</p> <p><u>Project funding</u>  The Board considered the project funding bids as detailed in the attached report.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board allocated £530 of Fingerpost funding to Tisbury Parish Council for one replacement fingerpost.</b></p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board allocated £3,000 of Youth and Community Project funding towards the Wilton Wheels project with the condition that an acceptable business plan was submitted.</b></p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board allocated £620 towards the Community Communications project in Berwick St John, with the condition that you investigate the WC grant of £300, and if available then the Area Board award would be reduced by that amount. It was agreed that the password would be displayed in the premises.</b></p>
14	<p><u>Close</u></p> <p>The next meeting of the South west Wiltshire Area Board will be held on Wednesday 8 March 2017, at the Nadder Centre, Tisbury.</p>