

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Chitterne Village Hall, Chitterne
Date: 4 July 2013
Start Time: 7.00 pm
Finish Time: 8.25 pm

Please direct any enquiries on these minutes to:

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Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Pip Ridout, Cllr Andrew Davis, Cllr Keith Humphries, Cllr Christopher Newbury and
Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Jacqui Abbott, Warminster Community Area Manager
Barry Pirie, Service Director for Human Resources and Organisational Development
shirley Yeo, Communications, Wiltshire Council
Lucy Murray-Brown, Head of Campus Delivery & Operational Models
Adrian Hampton, Head of Local Highways & Streetscene South

Town and Parish Councillors

Warminster Town Council
Bishopstrow Parish Council
Chitterne Parish Council
Codford Parish Council
Longbridge Deverill and Crockerton Parish Council
Maiden Bradley with Yarnfield Parish Council

Partners

Wiltshire Police
Wiltshire Fire and Rescue Service
Office of the Police & Crime Commissioner
Community Area Partnership

Total in attendance: 34

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and introduced the Area Board members and Wiltshire Council officers.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Jill Willmott – Chapmanslade Parish Council, Heather Abernethie – Warminster Town Clerk, Len Turner – Warminster Chamber of Commerce and Sandra Samuel - Youth Development Co-ordinator.</p>
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the meetings held on 7 March 1013 and 5 June 2013 were agreed as correct records and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.14, Warminster Villages Community Partnership funding – Cllr Pip Ridout, who is the treasurer of Warminster Villages Community Partnership. Would speak on the item, but would not take part in the vote.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements which were covered in the agenda pack:</p> <p>Safeguarding Thresholds This Chairman’s announcement provides information about a review of guidance on safeguarding thresholds which has been undertaken jointly by the Wiltshire Safeguarding Children Board and the Wiltshire Children and Young People’s Trust. This has resulted in the introduction of a revised safeguarding document and toolkit.</p> <p>Wiltshire Fire and Rescue Service - Draft Public Safety Plan 2013-16 'Have Your Say' This Chairman’s announcement provides information about the new draft Public Safety Plan 2013-16 (Integrated Risk Management Plan) which is available to view on the Wiltshire Fire and Rescue Service website. The plan shows what the service has been doing and how it intends to build on that for the future.</p>

	<p>Changes to bus service 24 (Salisbury - Warminster) With effect from 29 July 2013, First bus company will be starting a new Salisbury – Warminster – Bath service which will replace the 24. The new service will be operated by First on a commercial basis, with no financial support from the Council.</p> <p>The parishes that would be affected were;</p> <p>Warminster Area Board – Warminster, Bishopstrow, Norton Bavant, Heytesbury, Knook, Upton Lovell, Codford, Boyton, Sherrington, Stockton</p> <p>South West Wilts – South Newton and Wilton</p>
5.a	<p><u>Current Consultations</u></p> <p>The report contained in the agenda pack was noted.</p>
6.	<p><u>Local Highways and Streetscene Service</u></p> <p>Adrian Hampton – Head of Local Highways & Streetscene South, introduced Tracy Myers as the new Community Co-ordinator, with responsibility for the Warminster community area. Tracy’s role would be to act as a focus for information, consultation and problem solving regarding the delivery of local highways and street scene services. The team will monitor the services provided by the Council’s new contractor, Balfour Beatty Living Places.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> • Who should members contact in the first instance? <ul style="list-style-type: none"> a. Members can go straight to Tracy Myers with any queries. • Are you working with the local Housing Societies? <ul style="list-style-type: none"> a. Very much a work in progress, Tracy would be looking into this. <p>The Chairman thanked Adrian Hampton and Tracy Myers for attending the meeting.</p>
7.	<p><u>Shadow Campus Operations Board</u></p> <p>A presentation was given by Lucy Murray-Brown, Head of Campus Delivery & Operational Models which outlined the process for setting up a Shadow Campus Operations Board for Warminster, a report was included as part of the agenda pack.</p>

Background

- A campus is a building, or buildings, in a community area that will provide the services the local community needs in an accessible location.
- Local community involvement critical to the success.
- Reduces the long term financial, environmental and operational pressures on operating aging, low quality buildings.
- Potential to co-locate with partner and voluntary organisations.
- Encourages the council to explore wide ranging innovative management and operational arrangements.
- Core criteria to all campus buildings include shared reception, community space, accessible IT provision, personal care facilities and catering facilities.

Developing a Campus proposal for Warminster

Indicative sequence of events

- Initial Area Board meeting – July 2013.
- Audit and research work – autumn/winter 2013.
- Community consultation phase one – winter/spring 2013/14.
- Community consultation phase two – summer/autumn 2014.
- Area Board consideration – autumn/winter 2014.
- Council consideration – winter 2014/15.

Questions and points made included:

- That the Campus is not just about Warminster, but the whole Warminster community area.
- Would the Neighbourhood Policing team be fully included in the consultation process?
 - a. Yes, the NPT would be fully involved in the process.
- Will the rural areas be included in the consultation process?

	<p>a. Yes, the SCOB would be looking at the rural needs, the Parishes would be invited to engage with the SCOB on this.</p> <p>Decision</p> <p>That the Warminster Area Board resolved to establish a Shadow Campus Operations Board.</p> <p>Expressions of interest are invited from the representatives of:</p> <ul style="list-style-type: none"> • Town & Parish Councils. • Education & Young people. • User & community groups. • The wider community. <p>And the deadline for receipt by Wiltshire Council will be 27 August 2013.</p> <p>That Cllr Keith Humphries is appointed as the elected Wiltshire Councillor representing the Area Board on the Shadow Campus Operations Board.</p> <p>The Chairman thanked Lucy Murray-Brown for attending the meeting.</p>
8.	<p><u>Your Local Issues</u></p> <p>i.The report included in the agenda pack was noted.</p> <p>ii.Corton playing Fields – older children gathering around the play area. It was agreed that the local Neighbourhood Policing team would look into this issue.</p>
9.	<p><u>Community Asset Transfer - Allotments at the Tynings, Warminster</u></p> <p>The Area Board was asked to consider an application submitted by Warminster Town Council for the transfer of the allotments at TheTynings, Warminster to Warminster Town Council.</p> <p>A report was included as part of the agenda pack.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Warminster Area Board approved the transfer subject to the matters referred to in paragraph 9 of the report, (agenda item 9).
10.	<p><u>Community Area Transport Group</u></p> <p>i.The report included as part of the agenda pack was noted.</p>

	<p>The following CAT-G funding was agreed:</p> <p>Decision</p> <p>That the Warminster Area Board agreed the funding of the following projects for CAT-G expenditure:</p> <ul style="list-style-type: none"> • Bishopstrow Flexi Bollards - £879. • Beech Grove Traffic Management - £5,000. <p>ii. Cllr Pip Ridout raised the issue of traffic from West Street into the town by the Obelisk. Traffic was jumping the queue by taking a right turn, Cllr Ridout requested that a no right turn sign was erected to stop this.</p> <p>It was agreed that Warminster Town Council raises this issue with the CAT-G.</p>
11.	<p><u>Updates from Partners</u></p> <p>The following written updates that had been received before the meeting and were included in the agenda were noted:</p> <p>Wiltshire Police Insp Alan Webb advised that the following issues would be followed up by the Neighbourhood Policing Teams:</p> <ul style="list-style-type: none"> • Older Children gathering in the Corton playing field play area. • Right turn issues on West Street. • Youths riding motor bikes in the Town Park during the early hours. • Fishermen parking dangerously on the Shearwater road. • Misuse of the Black Dog Hill layby. <p>Wiltshire Fire & Rescue Service</p> <p>NHS Wiltshire</p> <p>Warminster Town Council</p> <p>Horningsham Parish Council</p> <p>Maiden Bradley with Yarnfield Parish Council</p> <p>Upper Deverills Parish Council Longbridge Deverill and Crockerton Parish Council</p> <p>The Chairman thanked all the partners for their updates.</p>

12.	<p><u>Community Area Grants - New System 2013/14 - Update</u></p> <p>Jacqui Abbott – Community Area Manager outlined a report which sought to update and provide clarity to the 2013/14 Area Board funding process.</p> <p>The report was noted.</p>
13.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2011/12 Community Area Grant funding:</p> <p>Wylve Valley 1914 Project – awarded £3000 towards the Wylve Valley 1914 Project for an interpretative map. <i>Reason</i> <i>This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.</i></p> <p>Corsley Memorial Playing Field – awarded £500 for the Corsley Memorial Playing Field Barbeque. <i>Reason</i> <i>This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.</i></p> <p>Maiden Bradley Village Hall Project – awarded £2,900 request for a new Central Heating system. <i>Reason</i> <i>The application meets grants criteria 2013/14 and has been classified as a capital project.</i></p> <p>Dick Collins – Corsley Reading Rooms gave a brief update and thanked the Area Board for the new chairs which been purchased after successfully applying for grant funding from the Area Board.</p>
14.	<p><u>Warminster Villages Community Partnership - Funding Request</u></p> <p>The Warminster Area Board members considered a report from the Warminster Villages Community Partnership requesting the Board’s approval to core funding covering the financial year 2013/14.</p> <p><i>Note:</i> <i>Cllr Pip Ridout did not take part in the vote as she had declared an interest as the treasurer of the Warminster Villages Community Partnership.</i></p>

	<p>Decision</p> <ul style="list-style-type: none"> • That the Warminster Area Board approved the core funding request for £10,334 with an agreement to release the 1st tranche of £5,167 immediately. • That the Warminster Area Board agreed to consider what amount of funding to give, when the 2nd tranche of funding is considered at the November Area Board meeting with the condition that the final Warminster and Villages Community Area Plan is published in October 2013 at the latest and • Two further theme groups of the partnership had been established as detailed in the workplan by October 2013.
15.	<p><u>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</u></p> <p>There were none.</p>
16.	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> • 5 September 2013 – Maiden Bradley Village Hall. • 7 November 2013 – Warminster Civic Centre. • 9 January 2014 – Warminster Civic Centre. • 6 March 2014 – Warminster Civic Centre.
17.	<p><u>Evaluation and Close</u></p> <p>The next meeting of the Warminster Area Board will be held on 5 September 2013 at Maiden Bradley Village Hall.</p>