

# MINUTES

**Meeting:** SALISBURY AREA BOARD  
**Place:** South Wilts Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ  
**Date:** 30 September 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.20 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Mary Douglas (Chairman), Cllr Christopher Cochrane (Vice Chairman),  
Cllr John Brady, Cllr Richard Clewer, Cllr Bill Moss, Cllr Ricky Rogers and  
Cllr Paul Sample

Cllr Dick Tonge (Cabinet Member for Highways and Transport),  
Cllr Stuart Wheeler (Cabinet Member for Leisure, Sport and Culture) and  
Cllr Richard Gamble (Portfolio Holder for Public Transport)

### **Wiltshire Council Officers**

Stephanie Denovan, Service Director for Schools and Learning  
Marianna Dodd, Salisbury Community Area Manager  
Carolyn Johannesen, Communications Account Manager  
James Hazlewood, Senior Democratic Services Officer

### **City and Parish Councils**

Salisbury City Council – Su Thorpe, Bobbie Chettleburgh, Annie Child  
Laverstock and Ford Parish Council – David Law

### **Partners**

Wilts Police – Richard Goodman, Kate Phipps  
Wiltshire Fire and Rescue – Mike Franklin

Our Salisbury: Salisbury City Community Area Partnership (SCCAP) – Debrah Biggs,  
Charles Wells, Amanda Newbury, Margaret Wilmot  
Salisbury Arts Centre – Deryck Newland  
Salisbury Festival – Charlotte Reeves  
Salisbury Green Party – Sue Wright  
Salisbury Journal – Annie Riddle  
Salisbury Tenants’ Panel – Colin Duller  
St Edmunds Community Association – Tony West, Roger Stephens, Mary Stephens  
Mothers’ Union – Rosemary Allen  
Wiltshire College – Lee Williamson

**Members of Public in Attendance: 28**

**Total in attendance: 63**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>The Chairman reported that apologies for absence had been received from the Leader of the Council, Councillor Jane Scott, who had been due to attend the meeting as the visiting Cabinet Member. It was hoped that Councillor Scott would be able to attend a future meeting of the Board.</p> <p>Apologies for absence had also been received from Councillor Brian Dalton.</p>	
3.	<p><u>Declarations of Interest</u></p> <p>Councillor Chris Cochrane declared a prejudicial interest in item 16 (Community Area Grants) specifically in the application from Harnham Memorial Hall, as his brother-in-law ran the hall. Councillor Cochrane indicated that he would leave the room for consideration of the application.</p> <p>The Chairman, Councillor Mary Douglas, declared a prejudicial interest in item 16 (Community Area Grants) specifically in the application from Salisbury Street Pastors, as she was a street pastor. Councillor Douglas indicated that she would leave the room for consideration of the application.</p>	
4.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on Thursday 22 July were agreed as a correct record and signed by the Chairman.</b></p> <p>Referring to minute 3b (Community Payback – Call for “Grot Spots”), the Chairman commented that the issue of whether the scheme could be used to remove graffiti from privately owned buildings was still being investigated. An update would be provided at the next Area Board meeting.</p>	<p><b>Cllr Mary Douglas</b></p>

	<p>In relation to the state of the public toilets at the bus station, it was noted that Wilts and Dorset bus company would maintain these facilities.</p>	
5.	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> <li>a. <b>Wiltshire Local Transport Plan (LTP) Strategy</b> – Information on this on-going consultation was available at page 23 of the agenda, and on the Council’s website, <a href="http://www.wiltshire.gov.uk">www.wiltshire.gov.uk</a>.</li> <li>b. <b>Wiltshire Council Petition Scheme</b> – Information on this scheme was set out at page 25 of the agenda.</li> <li>c. <b>Housing and Planning Receptions moving to 27-29 Milford Street</b> – It was noted that the Planning reception moved to the new location on 1 September and the Housing reception would move on 1 October. Further information on opening hours was set out on page 27.</li> <li>d. <b>Gypsy and Traveller Site Consultation</b> – This consultation had been delayed; details were set out on page 29 of the agenda.</li> <li>e. <b>Wiltshire Intelligence Network</b> – More information on this project was set out on page 31 of the agenda.</li> <li>f. <b>Grit Bins</b> – The Chairman reported that the Salisbury Community Area had been allocated an additional 6 grit bins to complement the existing 61. The Area Board would determine the location of the additional bins at the next meeting and suggestions were invited for suitable locations. Specific suggestions (with postcodes) should be sent to Marianna Dodd, Salisbury Community Area Manager. Recommendations would be submitted for approval to the next meeting of the Area Board.</li> </ul>	
6.	<p><u>Leader of the Council</u></p> <p>As Councillor Jane Scott had submitted her apologies, this item was deferred.</p>	
7.	<p><u>The Unit</u></p> <p>Councillor Richard Clewer, Portfolio Holder for Youth and Skills introduced this item, inviting the young people from The Unit to give the presentation.</p>	

Charlotte Mortimer-Talman introduced herself and her peers representing The Unit including Nikki Day, Grace Slater, Jeffa Snell, Kevin Follett and Keith Gale. Charlotte spoke about how the organisation had developed over the past year.

Having started off as a Facebook page, The Unit had received £4,500 funding from the Area Board towards start up costs, and had taken over occupation of an empty shop in Endless Street. Further funding had been received from the Lottery and other sources, totalling £32,000 over the year.

Some of the achievements of the Unit included:

- An ever-growing online profile, including facebook, twitter and dedicated website – [www.unitspace.org.uk](http://www.unitspace.org.uk)
- Running a competition called “You Rule”, to invite young people to come up with their own ideas for the future of Salisbury
- Supporting a youth enterprise forum, and helping to distribute local discount cards for young people
- Receiving help from two local artists to redesign and improve the appearance of the Endless Street shop
- Running a charity event, where two people were sponsored to be locked in the shop for 24 hours
- Helping a passer-by who feel ill and needed somewhere to wait for an ambulance
- Hosting a radio broadcast for Spire FM
- Daily contact with over 700 young people in Salisbury
- Becoming a registered Arts Award organisation
- Working in partnership with the Salisbury Festival
- Producing articles for the Salisbury Journal
- Setting up an online forum for users to discuss the local music scene.

Future projects would include:

- “Design a postcard for Salisbury” competition
- Supporting a film-making project
- Being selected as one of 40 organisations to pilot a new arts qualification
- Attending a national awards ceremony
- Opening 4 days a week during the daytime
- More fund-raising.

Charlotte concluded by thanking the Area Board for the grant and by expressing the hope that the Unit would continue to develop and grow.

	<p>The Chairman thanked and congratulated Charlotte and her peers to a round of applause.</p>	
<p>8.</p>	<p><u>Update from Representatives</u></p> <p>Su Thorpe, Leader of Salisbury City Council, gave an update on behalf of the City Council:</p> <ul style="list-style-type: none"> <li>• The refurbishment of the Guildhall was now well underway, with the hoardings having been erected in the last few weeks. The Council had selected the colour scheme, having taken advice from English Heritage and the National Trust. A blog would soon be available online, including photos of the progress being made. This would be available at <a href="http://www.salisburyguildhall.co.uk">www.salisburyguildhall.co.uk</a></li> <li>• On 8 October, there would be an event entitled Bemert-10 to celebrate the tenth anniversary of the Bemerton Heath Neighbourhood and Community Centre, which would be known in future as the Bemerton Heath Centre. From 10.15am onwards there would be various activities, to which all were welcome.</li> <li>• The new car park in Hudsons field was now complete bar sealing and planting.</li> <li>• Plans for the Queen Elizabeth Gardens were available to be viewed at the City Council Offices and on the City Council's website.</li> <li>• Concerns had been raised over the removal of bollards from Queen Street and High Street. City Councillors were working with Councillor Mary Douglas to seek the reinstatement of the bollards.</li> <li>• An event had been held on 29 September to celebrate the work of the allotments society, including a scarecrow competition.</li> <li>• The third edition of City Voice would be coming out over the next month.</li> <li>• The new Crematorium brochure was now available.</li> </ul> <p>Councillor David Law confirmed that he had nothing to report from Laverstock and Ford Parish Council.</p> <p>The Chairman invited questions from the public for the representatives of the Police and Wiltshire Fire and Rescue. There were no questions for either.</p>	

<p>9.</p>	<p><u>Update from Salisbury City Community Area Partnership (SCCAP)</u></p> <p>Debrah Biggs, Chairman of “Our Salisbury”, the Salisbury Community Area Partnership (SCCAP), gave an update on behalf of the organisation.</p> <p>SCCAP continued to contribute to the Area Board, at meetings and behind the scenes. The Partnership also continued to work with Wiltshire Forum of Community Area Partnerships (WFCAP), Salisbury City Centre Management, the Salisbury Vision, the City Council and others.</p> <p>New members of the Partnership included Ruth Jones, representing The Unit, and Amanda Newbury, from the Salisbury Late Night Economy Working Group.</p> <p>SCCAP was currently working on the questionnaire – it was planned to send this to all homes in Salisbury. The results of the questionnaire would be used to inform the production of a Community Plan, which would be an essential document in prioritising services and allocating grant funding in the future.</p> <p>The Partnership was also organising a State of the Area Debate on Thursday 18 November. Various activities in the day would conclude in the evening with a “Question Time” event, to be chaired by Debrah.</p> <p>An on-going task was brokering an agreement with Wiltshire Council as to the respective roles of the Area Board and the Partnership.</p>	
<p>10.</p>	<p><u>Review of Leisure Facilities</u></p> <p>Councillor Stuart Wheeler, Cabinet Member for Leisure, Sport and Culture, gave a presentation on the review of council-owned indoor leisure facilities.</p> <p>Wiltshire Council had inherited some form of financial responsibility for 23 facilities around the county, including many facilities which were out of date and inefficient. The situation was unsustainable, with £93 million required over the next 25 years merely to sustain the existing stock, excluding any investment to improve the buildings.</p> <p>As such, proposals had been developed on the basis of £117 million investment over 25 years, to deliver a high quality, efficient and sustainable service. This would also go some way to meeting carbon reduction targets, with leisure facilities currently accounting for 21% of the Council’s carbon emissions.</p>	

The proposals would see four new facilities within campuses, with another two existing facilities being significantly enhanced and retained. The remaining facilities would also receive significant capital investment, before being made available for transfer to community management arrangements, as part of a robust process including support and identification of suitable business models, phased financial support resulting in independency, and potentially the transfer of freehold. It was acknowledged that different mechanisms and solutions would suit different facilities, and so a report on options had been commissioned to give examples of arrangements which had been established in other areas.

The Five Rivers Leisure Centre in Salisbury was considered to be a high quality, strategic facility, and this would be retained by the Council, with plans for investment and development over the timescale. Works to the centre would be completed by 2019 and were expected to include indoor tennis facilities, an indoor climbing wall, and an extension to the existing fitness suite.

Consultation on the proposals was taking place up to 29 October 2010, with details available on the Council's website, and at libraries, leisure facilities and offices. A report on the outcome of the consultation would be submitted to the Cabinet in December, and the Council would consider the results in February 2011.

The Chairman thanked Councillor Wheeler for the presentation and invited questions and comments:

- Support was expressed for the proposal to centralise leisure services on major sites. However, it was hoped that outlying facilities would not be forgotten. Councillor Wheeler commented that the target was for residents to have a facility within a 20 minute car journey, and that outlying community facilities would be crucial in achieving that.
- In response to a question, Councillor Wheeler reported that discussions were underway with schools – in particular, academies – regarding off-peak use of their facilities. This could open up new facilities to the community and maximise income for schools.

11.

Parking Strategy - results of consultation

Councillor Dick Tonge, Cabinet Member for Highways and Transport, introduced the results of the recent consultation on the Council's Parking Strategy.

The Strategy covered a wide range of parking issues, including car park charges, strategic parking policy in relation to new residential and commercial developments, parking at railway stations, and residential parking schemes.

The consultation had been publicised on the Council's website and through the Community Area Networks. The issue had also been covered in the local press. Over 600 people had responded to the consultation, submitting over 5000 individual comments. Councillor Tonge gave an overview of the response to the consultation:

- There was overwhelming support for treating the economy as the most important consideration in setting parking policy.
- In addition, the majority of respondents supported the idea of price banding for different towns; although there was disagreement over which bands towns should be placed in.
- The majority of respondents supported free parking as a strategic and financial alternative to subsidised bus services. The current subsidy from Wiltshire Council was around £5 million per year.
- Support was also expressed for the proposal to offer Town/Parish Councils the option to "buy back" parking spaces or to consider car park management opportunities.
- The responses also demonstrated support for proposals to increase the number of spaces required for new residential developments.
- 88% of respondents considered Wiltshire Council was "reasonable" in its parking enforcement.

A total of 26 responses had been received from Salisbury, which was considered disappointing. Comments had included the need to balance short stay parking with Park & Ride, and the importance of encouraging use of Park and Ride by shoppers and tourists. Concern had also been raised that minimum residential parking standards would encourage car ownership and undermining efforts

to shift to sustainable travel modes.

The next stage in the process was for the consultation responses to be considered and processed, then a report would be submitted to the Cabinet on 14 December. Statutory procedures would take place between January and March 2011, prior to the changes being implemented from April 2011.

The Chairman thanked Councillor Tonge for the presentation and invited questions and comments:

- The detailed and early consultation on the parking strategy was welcomed, although disappointment was expressed at the low number of responses from the Salisbury area.
- Concern was raised that some of the residents' parking schemes in Salisbury were over 20 years old, and were no longer fit for purpose. The view was expressed that these schemes should be reviewed at the earliest opportunity. Councillor Tonge confirmed that a review of all Wiltshire residents' parking schemes was planned and that Salisbury would be reviewed first, due to the age of some schemes. A strategy and timescale were currently being produced.
- A resident referred to a parking scheme which was temporarily operating on a "no enforcement" basis due to the lack of clarity over the yellow lines. Responding to a request that the cost of permits for this scheme be suspended, Councillor Tonge undertook to look into this operational matter.
- The view was expressed that the consultation document was complicated and detailed. Councillor Tonge commented that legislation required detail in the parking strategy and that efforts had been made to simplify the consultation.
- It was noted that a balance was required between promoting the economy by keeping parking charges low, and keeping traffic out of the city by encouraging use of the Park and Ride scheme, via higher parking charges. Councillor Tonge commented that the schedule of charges would be considered by Wiltshire Council's Cabinet.

Following discussion, the following motion was moved, seconded and agreed:

**Cllr Dick  
Tonge**

	<p><b><u>Decision</u></b>  <b>The Salisbury Area Board draws the attention of cabinet to the importance to Salisbury of its continued economic vitality both as a popular tourist destination and an attractive shopping centre. We are keen to encourage the use of Park and Ride, so that our relatively compact city centre is not full of cars, but we also need to ensure that parking charges for Salisbury as a whole are lower than our competitors.</b></p>	<p><b>James Hazlewood</b></p>
<p>12.</p>	<p><b><u>Review of Library Service</u></b></p> <p>Niki Lewis, Service Director for Communities, Libraries, Heritage and Arts, gave a presentation on the review of the Library Service.</p> <p>A review of the service had been instigated to identify what library users wanted from the service. This would be considered in the context of the £500,000 savings required from the service’s budget within the next two years, representing about 10% of the existing budget.</p> <p>It was noted that Wiltshire’s Library Service was currently very highly rated compared with library services in similar local authorities. A wide variety of services was currently provided in libraries, including 750,000 books, CDs, DVDs, local information, various events, school links, and other groups.</p> <p>A number of ideas had been raised during the consultation so far; some of these were already provided in some libraries, and others would be considered for future service offers. However, further suggestions were still sought, and everyone present was encouraged to fill out the cards on each table, asking for five top priorities for the future of the Library Service.</p> <p>The Chairman thanked Niki for the presentation. There were no questions.</p>	
<p>13.</p>	<p><b><u>Area Board Projects</u></b></p> <p><b>a. Reducing Street Lighting</b></p> <p>Councillor Richard Clewer reported that few suggestions had been put forward for this scheme. The available budget of £5,000 would fund the adjustment to approximately 100 street lights, to enable them to be turned off for part of the night, thus saving power and reducing light pollution.</p>	<p><b>Cllr Richard Clewer</b></p>

	<p><b>b. Local Transport Plan funding</b></p> <p>As reported at a previous meeting of the Board, a Community Area Transport Group (CATG) had been established to prioritise transport schemes for the £14,758 of funding available. A half day meeting had been held on 13 September, however no decision had been taken as some representatives had not been present. Another meeting would be organised, from which recommendations would come to the next Area Board meeting in November.</p> <p><b>c. Youth Funding</b></p> <p>Marianna Dodd, Salisbury Community Area Manager, reported that £7,825 was available under this project to support local activities for young people. Proposals were welcomed and would be considered by a group including SCCAP, Extended Schools Services, and the Community Area Young Peoples' Issues Group (CAYPIG). Recommendations would then be brought to the Area Board.</p>	<p><b>Marianna Dodd</b></p> <p><b>Marianna Dodd</b></p>
<p>14.</p>	<p><u>Your Local Issues</u></p> <p>Marianna Dodd, Salisbury Community Area Manager, reported that 61 issues had been submitted under the system. Investigating, solving and responding to issues was an on-going process, and a progress report was set out at pages 35-42 of the agenda.</p> <p>Marianna referred to the issues regarding cycling which had been considered in the roundtable discussion at the previous meeting of the Board on 22 July. The feedback had been summarised and included as an appendix to the minutes of that meeting. The specific issue of safe access for children from Coombe Road to Harnham Junior School had been referred to the local Councillor, and was one of the schemes being considered by the Community Area Transport Group (see item 13b above)</p> <p>The other points were more general issues over shared surfaces between cyclists and pedestrians; these had been referred to Richard Walters, the Director of the Salisbury Vision.</p> <p>Members considered that the “status” column in the issues report in the agenda needed to more accurately reflect the progress of the issue and any proposed actions. The Chairman undertook to discuss this outside of the meeting.</p>	<p><b>Cllr Mary Douglas</b></p>

	Councillor John Brady, as Cabinet Member for Housing, Planning and Economic Development, undertook to look into issue 1128.	<b>Cllr John Brady</b>
15.	<p><u>Grants Evaluation report</u></p> <p>Marianna Dodd, Salisbury Community Area Manager, commented that a significant level of feedback had been received from groups who has been funded by the Area Board. This would be compiled into a report for the next meeting of the Area Board.</p>	<b>Marianna Dodd</b>
16.	<p><u>Community Area Grants</u></p> <p>The Chairman invited a representative from each of the grant applicants to give a brief overview of their project to the Board. After each of the applicants had spoken the Chairman invited questions and discussion, then asked for a show of hands from those present to reflect public opinion. The Board members then voted on each application.</p> <p><b><u>Decision</u></b>  <b>Bemerton Community was awarded £4,000 towards undertaking a feasibility study for converting St John's Church Lower Bemerton for use by the whole community, following full or partial deconsecration.</b></p> <p><b><u>Reason</u> – <i>The application met the Community Area Grants Criteria 2010/11 and would support this project, which would benefit the whole community of the Bemerton area.</i></b></p> <p>Having declared a prejudicial interest in the following application, Councillor Mary Douglas left the room for consideration of the application. In her absence, the Vice-Chairman, Councillor Chris Cochrane, took the Chair.</p> <p><u>Councillor Cochrane in the Chair</u></p> <p><b><u>Decision</u></b>  <b>Salisbury Street Pastors was awarded £500 towards training volunteers in conflict management.</b></p> <p><b><u>Reason</u> – <i>The application did not meet the Community Area Grants Criteria 2010/11, in that it was a project which had already started. However, the Area Board considered that wider community benefit would be realised by the additional training and the way in which this would develop the success of the project to date.</i></b></p> <p><u>Councillor Douglas in the Chair</u></p>	<p><b>Marianna Dodd</b></p> <p><b>Marianna Dodd</b></p>

	<p><b><u>Decision</u></b>  <b>Salisbury Late Night Economy (LNE) Working Group was awarded £1,350 towards providing registered taxi marshals in Salisbury city centre on 13 key dates between October 2010 and August 2011.</b></p> <p><b><i>Reason – The application met the Community Area Grants Criteria 2010/11 and would support this project to ensure the safety of those using taxis late at night.</i></b></p> <p>Having declared a prejudicial interest in the following application, Councillor Chris Cochrane left the room for consideration of the application.</p>	<p><b>Marianna Dodd</b></p>
	<p><b><u>Decision</u></b>  <b>Harnham Memorial Hall was awarded £2,006 towards repairing and modernizing the drains and relocating the soakaway.</b></p> <p><b><i>Reason – The application met the Community Area Grants Criteria 2010/11 and would support the maintenance of the community facility.</i></b></p> <p>In relation to the application from Salisbury City Community Area Partnership, concern was raised regarding some of the figures on the application form. It was noted that the in-kind match funding from Wessex Community Action and Salisbury City Council was for volunteer work and City Council officers' time spent on the project. However, this did not equate to the printing and postage costs listed in column A of the form. Councillors considered that this was a technical issue and that the grant should, nevertheless, be supported on this occasion, and the Chairman proposed that an informal meeting be arranged between Area Board members and SCCAP to determine future funding and partnership working arrangements.</p> <p>The Area Board thanked the volunteers and others who had given up their time to work on the project thus far.</p>	<p><b>Marianna Dodd</b></p>
	<p><b><u>Decision</u></b>  <b>Salisbury City Community Area Partnership was awarded £4,950 towards producing a questionnaire to enable a new Community plan for Salisbury to be produced.</b></p> <p><b><i>Reason – The application met the Community Area Grants Criteria 2010/11 and would support the production of the community plan, with the eventual clarity in terms of local priorities and objectives that this would bring.</i></b></p> <p>The Chairman reported that Thursday 14 October was the deadline for grants to be considered at the November Area Board meeting.</p>	<p><b>Marianna Dodd</b></p>

17.	<p><u>Performance Reward Grant Scheme</u></p> <p>The Chairman emphasised that these bids were seeking support from the Area Board, and that the final decision on funding would be made by Wiltshire Assembly's Performance Reward Grant Panel.</p> <p>(a) <u>Salisbury and South Wilts Sports Hub</u></p> <p><b><u>Decision</u></b>  <b>The Salisbury Area Board supported the bid from Salisbury and South Wilts Sports Hub to go forward for consideration by the Performance Reward Grant Panel.</b></p> <p>(b) <u>Energy Monitors – Wiltshire is Saving Energy (WiSE)</u></p> <p><b><u>Decision</u></b>  <b>The Salisbury Area Board supported the bid from Wiltshire Council to go forward for consideration by the Performance Reward Grant Panel.</b></p> <p>(c) <u>Wiltshire Voices</u></p> <p><b><u>Decision</u></b>  <b>The Salisbury Area Board supported the bid from Wiltshire Council to go forward for consideration by the Performance Reward Grant Panel.</b></p>	<p>Marianna Dodd</p> <p>Marianna Dodd</p> <p>Marianna Dodd</p>
18.	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending and encouraged those present to complete evaluation forms.</p> <p>It was noted that the next meeting of the Salisbury Area Board would be held at South Wiltshire Grammar School for Girls on Thursday 25 November 2010 at 7.00pm. (<b>NOTE – this meeting was subsequently moved to 7pm on Tuesday 30 November at Salisbury Methodist Church, to avoid clashing with the Salisbury Christmas Lights Switch On).</b></p>	