

## MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Wilton community Centre, West Street, Wilton Wilts SP2 0DG  
**Date:** 7 December 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.45 pm

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Please direct any enquiries on these minutes to:

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### **In Attendance:**

#### **Wiltshire Councillors**

Cllr Bridget Wayman (Chairman), Cllr Jose Green (Vice Chairman),  
Cllr Richard Beattie, Cllr Tony Deane, Cllr George Jeans and Cllr John Noeken,  
Cabinet Member for Resources

#### **Wiltshire Council Officers**

Lisa Moore, Democratic Services Officer  
Graeme Hay, Head of Service - Local Highways and Streetscene (South)  
Matthew Woolford, Media Relations Manager  
Tom Bray, Southern Wiltshire Community Area Manager  
Stephen Harris, Community Area Manager  
Jaki Farrell, Youth Services Coordinator  
Ros Griffiths, Project Manager Campus and Operational Delivery Models Team

#### **Town and Parish Councillors**

Ansty Parish Council - Oldfield  
Bishopstone Parish Council – M Ash & J Thompson  
Bower Chalke Parish Council – R Weaver  
Burcombe without Parish Council – C Churchill & N Lefroy  
Dinton Parish Council – C Churchill & C Smith  
Fovant Parish Council - C Churchill & N Knowles  
Hindon Parish Council – D Robertson

Mere Parish Council – M White  
Quidhampton Parish Council - C Churchill  
Sutton Mandeville Parish Council – W Brooks  
Swallowcliffe Parish Council – G Ewer  
Teffont Parish Council – Z Faulkner & R Long-Fox  
Tisbury Parish Council – P Duffy & S Harry  
Wilton Town Council – T Batchelder, P Matthews, C Purves & T Taylor

**Partners**

Wiltshire Police - Inspector Andy Noble  
Wiltshire Police Authority - Joy Hillyer  
TAPCAP – N Knowles  
Wilton CAP – R Ashton Brown  
TCSP – Bev Ford

**Total in attendance: 45**

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| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u>  |
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| 1.                     | <p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Bridget Wayman welcomed everyone to the meeting of the South West Wiltshire Area Board and introduced Councillor John Noeken, Cabinet representative for Resources and Mr Graeme Hay, Head of Local Highways &amp; Streetscene for South area.</p> <p>The Chairman introduced Steve Harris; the new Community Area Manager (CAM) for South West Wiltshire who was in attendance, however as he had not yet started his role with the Board on a full time basis, the Southern Wiltshire CAM, Tom Bray was at the top table with the Board members.</p>   |
| 2.                     | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Graham Hogg – Service Director</li> <li>• Steve Wilson – Divisional Highways Manager</li> <li>• Mike Franklin – Wiltshire Fire and Rescue</li> </ul>   |
| 3.                     | <p><u>Declarations of Interest</u></p> <p>There were none.</p>   |
| 4.                     | <p><u>Minutes</u></p> <p>The minutes of the previous meeting, held on Wednesday 5 October 2011 were agreed a correct record and signed by the Chairman.</p>  |
| 5.                     | <p><u>Matters Arising</u></p> <p><u>Salamander</u><br/>Councillor Green had attended a ceremony to mark the completion of the Salamander course at Salisbury Fire Station where some young people from the South West Wiltshire Community Areas had taken part.</p> <p><u>Community Area Grant</u><br/>Councillor Deane asked for clarification on whether the grant of £5,000 awarded to Semley Village Stores was given as a grant or as a loan, as he was not able to attend the previous meeting. The Chairman confirmed it was a grant.</p> <p><u>British Cycle Association</u><br/>Wilton Town Councillor Phil Matthews informed the Board that a wash up meeting had taken place on 4 November; the notes from that meeting were not available yet.</p> |

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## Chairman's Announcements

### Localism Act

The Chairman advised that the Localism Bill, about which there had been a seminar in May, 2011 at Dinton Village Hall, had now been enacted. Details of any changes to the Bill were not yet known, but would be reported to the Area Board in due course.

### What Matters to You

A survey was being rolled out across Wiltshire. The views of the community about your areas really do count, and Wiltshire Council would like to invite you to comment on a range of topics that affect life where you live, including:

- how and what we spend money on in your area
- what we can do to improve life where you live
- how we can improve safety in your area
- your views on other public services
- the natural environment where you live

It's easy to take part. [You can fill in the survey online](#) which saves time, and us money, or complete a paper survey and return it using the prepaid envelope.

Packs are available in most Wiltshire libraries and leisure centres or from the Area Board meeting tonight.

Once all the responses have been analysed a full report would be produced. This would be used by the council and our official partners, including NHS Wiltshire, Wiltshire Fire & Rescue Service and Wiltshire Police, to develop policies that meet the needs of local communities.

### 11 – 19 Strategy Outcome of Consultation

Information was attached to the agenda highlighting seven priorities following the approval of the Commissioning Strategy for 11 – 19 year olds, by Cabinet on 13 September 2011.

### Parking

The cost of season tickets for car parks in Wiltshire is being discounted by around 20%. Prices have been reviewed and the discount is a temporary measure until permanent reductions are made in the New Year.

The new prices are on the Wiltshire Council website already and took effect from Tuesday 6 December.

### Adoption

National press had recently reported that there was a low adoption rate across the country. Until recently the Chairman had been on the Adoption Board and assured everyone that Wiltshire were in fact working well on the adoption

process and that many hold ups were a result of the courts, not by Wiltshire Council.

#### Empty Homes Officer

An Empty Homes Officer had recently been appointed. If Parish councils had identified any private or council empty homes they could contact Claire Pullan by email [claire.pullan@wiltshire.gov.uk](mailto:claire.pullan@wiltshire.gov.uk)

#### Olympic Route

Matthew Woolford, Communications Account Manager showed a short DVD which outlined a brief overview of the 2012 celebrations around Wiltshire for the Olympics and the Queens Golden Jubilee.

Tool kits were available from Matthew and people were able to log their contact details with him for further updates as they become available.

#### Youth Area Board

The next meeting of the Area Board would be on 29 February 2012. Starting earlier than usual, at 6.00pm the theme for the first hour of this meeting would be centred on young people. Information would be available on youth grants which would be considered by the Board at a special grants area board to be held in March 2012. The Board has £12,000 of youth project funds available for this project.

#### South Wiltshire Core Strategy

Councillor Green had attended a meeting the previous evening where the Inspector had found the draft document to be sound. The reduction in new homes for the area had been reduced from 12,400 to 9,400. This document would go to Cabinet on 17 January 2012 and then to Full Council on 7 February 2012.

The South Wiltshire Core Strategy needed to be consistent with the rest of Wiltshire and so would feed into the overall Strategy for Wiltshire by the end of 2012. Until the new strategy is formally adopted the present strategy will continue to be followed.

#### Village Design Statement (VDS)

Councillor Green explained that three VDS were still waiting to be ratified. The Head of Spatial Planning was optimistic that the VDS would be brought to Area Planning committees in the future for adoption and could then be used as evidence when making future decisions.

The Chairman allowed Mr Weaver to read a statement out regarding his dissatisfaction with the consultation for the South Wiltshire Core Strategy.

The Chairman added that further information would become available on housing boundary issues which would be brought back to a future Area Board meeting.

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| 7. | <p><u>Petition Relating to Road Noise from the A350 at East Knoyle</u></p> <p>The Board were informed that a petition had been received regarding a noisy stretch of road along the A350 at East Knoyle. The request was that when the road was next due for resurfacing, consideration should be given to the use of a quiet surface.</p> <p>As no one was in attendance to speak on behalf of the petition, the Board voted on the request.</p> <p><b><u>Decision:</u></b><br/> <b>The South West Wiltshire Area Board supports the request that when the road section at the A350 near East Knoyle is next due for resurfacing, that a quiet surface is considered as it is recognised that noise is an issue in that area.</b></p>   |
| 8. | <p><u>Tisbury Campus Update</u></p> <p>Councillor Tony Deane introduced Ros Griffiths as the new Project Officer for the Tisbury Campus Project.</p> <p>Papers were circulated (copies are attached to these minutes) detailing the Tisbury Shadow COB Campus proposal to the Board, as detailed below:</p> <p>The Area Board is asked to consider making the following recommendation to the Cabinet regarding the Tisbury Community Campus proposal:</p> <p>Recommendation:<br/> That based on an assessment of the overall service improvement possibilities and to ensure long term security of service delivery for the wider Tisbury Community Area, the South West Wiltshire Area Board ask cabinet to:</p> <ul style="list-style-type: none"> <li>(a) Support a community campus on the Nadder School Site that will service the Tisbury Community Area and ensure that this includes, as a minimum, all services outlined to the meeting.</li> <li>(b) Develop this proposal so it is delivered with minimal disruption to the existing services and facilities and not detract from the heart of Tisbury.</li> <li>(c) Provide resources to ensure that the Business Case is submitted to Cabinet Spring of 2012 as the original programme.</li> </ul> <p><b><u>Decision:</u></b><br/> <b>The South West Wiltshire Area Board approved the recommendation as detailed above.</b></p> |

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| 9.  | <p><u>Community Area Transport Group (CATG) Update</u></p> <p>Councillor Tony Deane gave an update, following the last group meeting held on 22 November 2011, adding that Officers who attended these meetings were doing their utmost to progress the schemes. Notes from this meeting had not been finalised and would be available at a later date.</p> <p>Out of the allocated £34,000 approximately £24,000 had been committed to projects this year.</p> <p>The pelican crossing scheme on the A30 at Charlton, in the parish of Donhead St Mary would cost approximately £85,000, as this was a small village it was unlikely that they would ever be in a position to raise the funds to pay for the completion of the crossing. If remaining funds were available at the end of the financial year the CATG would come to the Board for a contribution to this project.</p> <p>Financial help from Parish Councils towards small schemes was welcomed.</p> <p><u>Lorry Survey</u></p> <p>Dinton Parish Councillor - Charles Smith gave feedback from the Lorry Survey which had been carried out earlier in the year. Traffic was observed between the hours of 07:00 – 19:00, to establish the number of HGV's travelling along the B3089. Charles would submit his findings to Wiltshire Council, for consideration when planning went ahead for improvements to Willoughby Hedge.</p> <p>The Chairman added that the weight limit would not be lifted until improvements are made to the A303 junction.</p> <p>Tom Bray, Community Area Manager agreed to send Charles information on the Lorry Watch scheme which was in operation in other areas.</p> |
| 10. | <p><u>Replacement Fingerposts</u></p> <p>The Board considered the request to release funding to the four parish councils detailed in the officer report along with one additional request from Sutton Manderville parish council who had been missed off the report.</p> <p><b>Recommendation:</b><br/> <b>To release funding of £350 per parish council to Donhead St Andrew, Swallowcliffe, Sedgehill and Semley, Tisbury and Sutton Manderville, with the condition that each Parish Council that receives funding to replace or refurbish a finger post, in line with the issued criteria, must provide evidence of doing so within twelve months.</b></p> <p><b>Decision:</b><br/> <b>The South West Wiltshire Area Board released £1,750 of funds to the named parish councils as per the above recommendation and condition.</b></p>  |

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|     | <p>Graeme Hay, Head of Service – Highways and Streetscene (south), advised that the rolling programme for fingerposts through the Highways department had been suspended. Councillor Deane confirmed that funding for replacement fingerposts would continue to be considered at the Area Board. Parishes wishing to apply for funding should contact the Community Area Manager, Steve Harris on <a href="mailto:stephen.harris@wiltshire.gov.uk">stephen.harris@wiltshire.gov.uk</a>.</p>   |
| 11. | <p><u>Community Asset Transfer (CAT)</u></p> <p>The Board considered an application for a Community Asset Transfer (CAT) made by Bishopstone Village Hall Committee for the transfer of land adjoining Bishopstone Village Hall, as detailed in the officer report attached to the agenda, and in accordance with Wiltshire Council’s Community Asset Transfer Policy.</p> <p><b><u>Decision:</u></b><br/> <b>The South West Wiltshire Area Board approved the transfer subject to the matters referred to in paragraph 9 of the Officers report.</b></p>   |
| 12. | <p><u>Partner Updates</u></p> <p><u>Police</u><br/> Inspector Andy Noble introduced himself as the replacement for Inspector McMullin, and explained that he would be covering the Wilton Community Area whilst his colleague Inspector Lindsey Winters covered Mere and Tisbury.</p> <p>Inspector Noble then gave a presentation on the new Policing Model, explaining that the aim was to deliver the same level of service across Wiltshire for less money. As a result of the new model, response times had been improved.</p> <p>None of the front line services had been cut, instead there had been reductions to the behind the scenes support structure.</p> <p>In the future the police would be involved with the Campus projects across the county with the intention of being more efficient.</p> <p>Inspector Noble went on to give area updates, these included:</p> <p><u>Mere</u><br/> There had been 6 residential burglaries across Mere and Zeals, two men remain in custody awaiting trial.</p> <p><u>Tisbury</u><br/> There had been several heating/oil fuel thefts with between 500 – 5,500 litres being stolen at a time. Dedicated patrols were now in operation to tackle this, but people were urged to report suspicious unmarked tankers or fuel carrying vehicles to the police. Close cross border working with Dorset was in progress,</p> |



on these thefts.

#### Wilton

There had been a tragic death of a young person in the area; rumours that there had been suspicious circumstances, in terms of foul play were untrue.

Recent rural crime included poaching, two people had been arrested and cross border work was underway to tackle this issue.

#### Wiltshire Police Authority

Joy Hillyer gave an update and explained that the WPA was monitoring what was happening under the new policing model, adding that so far the WPA was very pleased with how things were going.

From 15 November 2012, the role of the WPA will end and they will be replaced by a Police and Crime Commissioner, further information on this was included in the handout circulated at the meeting. A copy is attached to these minutes.

#### Community Area Young People's Issues Group (CAYPIG) – Jaki Farrell

A written update report had been attached to the agenda. Jaki added that they were fortunate in Mere and Tisbury to have had good support from the Area Board and the Parish Councils for youth projects and activities. In the future, changes to the way in which youth services are delivered, it may be necessary to think of additional ways to raise further funds towards activities and running costs of the youth services available in the community areas.

Councillor Green asked if Jaki could offer Fovant Youth Club any suggestions on how to attract volunteers, as they were in desperate need. Answer: Jaki offered to provide Fovant with any advice on volunteering possible.

**Action: Cllr Green and Jaki Farrell to discuss the matter further outside of the meeting.**

#### Low Water Levels

Mary White – Chairman of Mere Parish Council read a statement out regarding the low water levels in The Shreen and Ashfield Water, thought to be caused by over abstraction of the water by Wessex Water, supported by the Environment Agency. A copy of the statement is attached to these minutes.

Several other parishes contributed to this discussion, with similar issues of low water levels in the rivers near them. Councillor Noeken suggested that as this was more widespread than just Mere, it may be a matter which affects areas across the whole of Wiltshire. He suggested that one of the Board members brings the matter to the Cabinet meeting the following week.

**Action: Councillor Deane agreed to take the matter to Cabinet on 13 December 2012.**

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|     | <p>Suggestions received from the floor:</p> <ul style="list-style-type: none"> <li>• That if people have important issues such as these to discuss, that they are put forward as agenda items, prior to the publication of the agenda, so that other people with similar issues can prepare for input into the discussion.</li> <li>• The Issues System is there for people to log such issues; the Parish Council could have logged this on the system.</li> </ul>  |
| 13. | <p><u>Youth Initiatives Funding</u></p> <p>The Board considered the request to release £11,144 of Youth Initiative Funding to the Youth Coordinator in order for it to be used on funding the transport element of future youth projects as detailed in the officer report.</p> <p>The Board members voted on the recommendation.</p> <p><b><u>Decision:</u></b><br/> <b>The Board agreed to transfer the youth funding available to the Board of £11,144 to the Youth Development Coordinator for South West Wiltshire to spend on transport related projects across the 3 community areas. The YDC is requested to report back to the Area Board on how this money has been allocated.</b></p>   |
| 14. | <p><u>Community Area Grants</u></p> <p>The Board considered five applications detailed in the report, along with one other application for funding from the Community Area Grant Scheme. The Chairman invited applicants present to speak in support of their application and to answer any questions from the room. After discussion the Board members voted on each application in turn.</p> <p><b><u>Decision</u></b><br/> <b>Ebbesbourne Wake Village Hall Trust was awarded £5,000 towards their project to completely revamp and update the children’s play area situated outside.</b><br/> <b><i>Reason</i></b><br/> <b><i>The application met the Community Area Grant Criteria for 2011/12 and would provide play facilities for the children in the community.</i></b></p> <p><b><u>Decision</u></b><br/> <b>Bowerchalke Village Hall was awarded £3,931 towards their project to refurbish and upgrade the village hall.</b><br/> <b><i>Reason</i></b><br/> <b><i>The application met the Community Area Grant Criteria for 2011/12 and would provide enhanced facilities for use by the community.</i></b></p> |

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|     | <p><b><u>Decision</u></b><br/> <b>Friends of Dinton School was awarded £4,247 towards their project to completely upgrade and refurbish the school swimming pool.</b></p> <p><b><i>Reason</i></b><br/> <b><i>The application met the Community Area Grant Criteria for 2011/12 and would benefit the whole community once the pool was opened for outside use.</i></b></p> <p><b><u>Decision</u></b><br/> <b>Circular Arts was awarded £1,000 towards their Sunshine project to bring arts workshops to the elderly, with the condition that the award be made subject to the other funding detailed in the application, being secured.</b></p> <p><b><i>Reason</i></b><br/> <b><i>The application met the Community Area Grant Criteria for 2011/12 and would provide opportunities for groups of elderly residents in the community to take part in arts workshops.</i></b></p> <p><b><u>Decision</u></b><br/> <b>The application from Tollard Royal Village Hall Committee was deferred until a future meeting.</b></p> <p><b><i>Reason</i></b><br/> <b><i>As no one was in attendance to answer questions on the application.</i></b></p> <p><b><u>Decision</u></b><br/> <b>Chalke Valley Historical Society was awarded £250 towards their project to scan and archive historical documents.</b></p> <p><b><i>Reason</i></b><br/> <b><i>The application met the grant criteria for 2011/12 and would enable the historical documents to be preserved and used more widely in the future.</i></b></p> |
| 15. | <p><b><u>Update on Issues</u></b></p> <p>Tom Bray, Community Area Manager explained that he and the new CAM for the South West, Steve Harris would be sitting down together the following week to go through all of the active issues on the Issues System. Steve would then be moving these forward.</p> <p>Charles Smith, Dinton Parish Councillor, informed the Board that a Speed Indicator Device (SID) was now in the possession of the Board. Bev Ford, Richard Jeffries and Charles had received the training to use the SID and urged other parishes that thought they had a speeding issue to get in touch with one of them.</p> <p>The SID had been sited in one location for a period of one month to allow the three to train, once this had taken place, the SID could then be deployed to a number of pre set sites around the three community areas.</p>  |

16.

Future Meeting Dates and Close:

The next meeting of the South west Wiltshire Area Board will be held on Wednesday 29<sup>th</sup> February 2012, at Nadder Hall Tisbury. This meeting will start at 6.00pm with the Youth Area Board, following this item, at approximately 7.00pm the regular Board members will take their seats on the top table and the meeting will continue with usual business.