

# MINUTES

**Meeting:** PEWSEY AREA BOARD  
**Place:** Bouverie Hall, North Street, Pewsey SN9 5ES  
**Date:** 7 July 2014  
**Start Time:** 7:00 pm  
**Finish Time:** 8:40 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jerry Kunkler (Chairman)  
Cllr Paul Oatway  
Cllr Stuart Wheeler (Vice Chairman)

### **Wiltshire Council Officers**

Caroline Brailey, Community Area Manager  
Sharon Smith, Senior Democratic Services Officer  
Matthew Carbine, Multi Media Officer  
Steve Matthews, Community Coordinator, Highways

### **Parish Councils**

Alton Parish Council – Steve Hepworth  
Charlton and Wilsford Parish Council – Bob Montgomery  
Easton Parish Council – Hew Helps, Margaret Holden  
Grafton Parish Council – Susie Brew  
Great Bedwyn Parish Council – Charles Howell  
Ham Parish Council – Susie Eldridge  
North Newton Parish Council – Carolyn Whistler  
Pewsey Parish Council – Simon Shaw, Curly Haskell, Alex Carder, Peter Deck, Patrick Wilson, Terry Eyles  
Rushall Parish Council – Colin Gale

Shalbourne Parish Council – Mike Lockhart  
Upavon Parish Council – Paul Cowan, Keith Howard  
Wilcot and Huish Parish Council – Dawn Wilson  
Woodborough Parish Council – John Brewin

**Partners**

Wiltshire Police – Matt Armstrong  
Wiltshire Fire and Rescue – Mike Franklyn  
Pewsey Campus Team – Curly Haskell  
Pewsey Community Area Partnership (PCAP) – Susie Brew, Patrick Wilson

**Total in attendance: 52**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
13	<p><u>Election of Chairman</u></p> <p>The Senior Democratic Services Officer presided over the first item of business, seeking nominations for the position of Chairman of the Pewsey Area Board for the ensuing year.</p> <p><b><u>Decision:</u></b>  <b>Cllr Jerry Kunkler was appointed Chairman of the Pewsey Area Board for the ensuing year.</b></p>
14	<p><u>Election of Vice Chairman</u></p> <p>The Chairman sought nominations for the position of Vice Chairman of the Pewsey Area Board for the ensuing year.</p> <p><b><u>Decisions:</u></b>  <b>Cllr Stuart Wheeler was appointed Vice Chairman of the Pewsey Area Board for the ensuing year.</b></p>
15	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and introduced the Area Board Members and officers present.</p>
16	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from Ian Gibbons, Associate Director Wiltshire Council.</p>
17	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 12 May 2014 were agreed as a correct record and signed by the Chairman.</b></p>
18	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest received.</p>
19	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the Boards attention to the Announcements within the agenda pack as detailed below.</p> <ul style="list-style-type: none"> <li>• <b>Outcome of Youth Activity Review</b> – On 10 March Cllr Richard Gamble (Portfolio Holder for Education, Skills and Youth) attended the Board meeting</li> </ul>

as part of a wider consultation with local communities on the future delivery of youth activity.

Following the consultation a report was presented to the Council's Executive where a new community level approach service model was agreed. A copy of the press release, published after the meeting on 15 May, was circulated for information.

The new model would include replacing the Youth Advisory Group (YAG) with a Local Youth Network (LYN) as a sub group of the area board. This new group would advise area boards, recommend local priorities and help monitor the quality and effectiveness of youth activities.

- **Garden Waste Consultation** – The Council was undertaking a consultation on kerbside garden waste collection from 1 July 2014 to 1 September 2014. Copies of the full announcement could be found on page 15 of the agenda.

Details of the consultation would be available on the Council's consultation webpage which could be found at:

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

- **Mini Recycling Sites** – Details of the removal of mini recycling sites around the County due to the success of kerbside collection were provided at the previous meeting.

13 key sites would now remain open across the County, details of which could be found on page 17 of the agenda.

- **CIL (Community Infrastructure Levy)** – Wiltshire Council submitted its Draft Charging Schedule for examination on 23 June. A Statement of Modification (which sets out proposed changes to the Schedule) was also published for a 4 week consultation period. Further details on how to respond to the Modification could be found in the announcement provided on pages 19-22 of the agenda.

In addition to the announcements provided within the agenda pack, the Chairman was pleased to announce that in September elite international cyclists would be racing through the streets of Wiltshire as part of the world's key cycling events, **Tour of Britain**.

More than 100 top international cyclists would be threading their way through the centre of Bradford on Avon, Trowbridge, Devizes and Pewsey on 12 September 2014.

The Tour of Britain was a cornerstone of the UK's cycling calendar and the country's biggest professional cycling event starting in Bath and finishing in Hemel Hempstead. Further details of the event would be released later in the

	<p>year but all were encouraged to attend the tour on 12 September in the Pewsey community area to witness what was expected to be an exciting event.</p>
20	<p><u>Partner Updates</u></p> <p>(a) <u>Wiltshire Police</u></p> <p>Inspector Matt Armstrong was welcomed to the floor to give a brief presentation on Community Messaging as part of his partner update.</p> <p>The presentation included that the Community Messaging pilot was in response to a consultation undertaken by the Police and Crime Commissioner. This had resulted in a number of objectives as outlined below:</p> <ul style="list-style-type: none"> <li>• Reduce crime and anti-social behaviour</li> <li>• Protect the most vulnerable in society</li> <li>• Put victims and witnesses first</li> <li>• Reduce offending and re-offending</li> <li>• Drive up standards of customer service</li> <li>• Ensure unfailing and timely response to calls for assistance</li> </ul> <p>Following a public opinion survey, 41% of those who responded had indicated that they were not happy with the visibility of policing within neighbourhoods. 46% also indicated a dissatisfaction with the information made available.</p> <p>The survey revealed the following:</p> <ul style="list-style-type: none"> <li>• Survey and improve satisfaction by delivering a consistent relevant message</li> <li>• Engage, warn and inform by geographic location</li> <li>• Two-way messaging</li> <li>• Accessible to the whole community</li> <li>• Improved police / community liaison</li> </ul> <p>The webpage of the national website was shown to the meeting. This could be found via the following link:  <a href="http://www.ourwatch.org.uk">www.ourwatch.org.uk</a></p> <p>There were currently 200 Wiltshire users on the national site which would be developed further to include faster paced messaging, information on crime trends, details of appeals, event advertisement, etc.</p> <p>The pilot site for the Pewsey community was expected to be in place by the end of summer 2014. Once the website was fully active engagement with community groups (including the Community Area Crime and Safety Group) would commence.</p>

(b) Wiltshire Fire and Rescue

Mike Franklin, of Wiltshire Fire and Rescue, reminded all that the area board had been made aware of a public consultation regarding closer working with Dorset Fire & Rescue Service.

At a meeting held on 12 June, it was agreed to delay the consultation until later in July. A further meeting was expected later this week where further details would be made available.

Mike Franklyn also informed the Board that there were now 6 retained fire fighter recruits in the Pewsey area at various stages of progress of application.

The Fire service were also in talks with the community area partnership to undertake a joint project arising from the JSA working with people who lived and worked on the Kennet and Avon Canal regarding boat fire safety.

(c) Wiltshire Clinical Commissioning Group (CCG)

No update was provided.

(d) Parish Councils

The updates provided from North Newnton and Woodborough Parish Councils were noted.

(e) Pewsey Campus

Curly Haskell, Chairman of the Pewsey Area Campus Team, provided an update on the campus as follows.

Construction of the MUGA (Multi Use Games Area) was expected to start on 21 July 2014 and should, weather permitting, be completed by the end of September.

Pewsey Academy School and Wiltshire Council continued to work together to develop the MUGA which although on academy land would be managed by the campus outside of school hours.

Work continued with Pete Smith (Project Manager) and Bruce Massie (B3 Architects) on the design of the campus which now included a new swimming pool. The final stage would be to set the final design within the budget which was expected by mid August. Static displays of the proposed site would be available to view thereafter. Full details would be made available by the Community Area Manager, Caroline Brailey, at that

stage.

Presentations in the Pewsey, East Grafton, Burbage and possibly Woodborough communities would take place in early September where officers from Wiltshire Council and members of the campus team would be on hand to answer any questions. Curly Haskell was also currently working on a FAQ sheet which he hoped to have available shortly.

The intention was to bring the final designs to the Pewsey Area Board on 15 September for approval before being submitted to Planning.

The Chairman thanked Curly for the update, noted the great work undertaken by the Campus team over the last 3 years to get to this stage and looked forward to receiving details of the plans at the next meeting.

Following questions received Curly clarified that facilities for skaters had been included in the planning design although the management and funding of it had yet to be decided by Pewsey Parish Council now that the facilities were to be a separate part of the campus (rather than in the old sports hall).

The sports centre was likely to be closed for a period of approximately 60 weeks. Alternative venues were being sought for use in that interim period. A suggestion received by the SHAK was that this could perhaps include the use of a portacabin in the interim period. The CAM confirmed that this would be investigated.

In noting a person centred approach to the delivery of health services in the future (which it was thought was likely to include mobile units bringing services to a central point in the community), the importance of an appropriate transport link to the campus was highlighted.

(f) Good Neighbours Scheme

No update was provided.

(g) Army Rebasing

Cllr Paul Oatway presented the updated which was included under page 30 of the agenda.

Ensuing discussion included the impact of army personnel and their families moving to the area on classroom capacity at Rushall or Woodborough and whether there would be adequate places to accommodate the increase.

Some members of the public proposed that the mothballed school should be reopened in Upavon area noting that both Rushall and Woodborough

	<p>were understood to be at capacity at present.</p> <p>The Chairman noted the concerns raised and highlighted the special Strategic Planning meeting taking place on 30 July at Salisbury City Hall where the Army Rebasing Masterplan would be discussed. All were encouraged to attend to express their views.</p>
21	<p><u>Pewsey Community Area Partnership (PCAP)</u></p> <p>Susie Brew and Patrick Wilson were welcomed to the meeting to give a brief update on the work of PCAP, including details of the bus services consultation.</p> <p><b>a) PCAP update inclusive of bus service consultation</b></p> <p>Following research undertaken an on-line directory containing basic information for approx 480 businesses in the community was compiled. Businesses were given the opportunity to enhance the information provided for a small fee. This directory would sit within the PCAP website which was due to launch within the next month, would supersede all other directories and would be kept up to date on a 6 monthly basis.</p> <p>PCAP was to run an event with Visit Wiltshire to promote tourism in the local community which PCAP were proposing should be held in the Heritage Centre.</p> <p>PCAP continued to provide what support it could to Pewsey EPIC and a meeting was due to take place with them on 10 July.</p> <p>A survey had taken place in relation to 'spice time' credits in the Pewsey area and a report on this would be released in the new couple of weeks. Although there was some initial scepticism about the scheme and how it would work in the area there was a desire for the scheme to be a success, noting the benefits it could bring for volunteers. The scheme allowed volunteers to accrue virtual time credits that could be exchanged for such things as leisure centre usage.</p> <p>A new steering group on dementia awareness was meeting on 18 July to develop events and activities for the community area.</p> <p>A Canal and Rivers Trust (CRT) managers meeting had taken place on 19 June. Following this useful meeting the CRT had now set up a forum which would allow relevant stakeholders the opportunity to get together and resolve outstanding issues.</p> <p>As an identified parish issue for Little Bedwyn, PCAP was to meet with Thames Water regarding the pumphouse flooding and surcharge issues raised earlier in the year to highlight the seriousness of the issue.</p>



An audit of the PCAP accounts had been undertaken and could be viewed if required. The PCAP Plan had also been updated by Susie Brew and a request for topics had already been issued.

The Parish Issues reporting system was to be released on 8 July. Any issues raised would be discussed at the next meeting of PCAP on 24 July.

### **Bus Service Consultation update**

The Passenger Transport Unit (PTU) had briefed the Board in January this year of a bus service review within the Pewsey area. A meeting was held at Woodborough Social Club on 7 May where the proposed changes were presented. This included replacing some services with timetabled routes, reducing the use of the call centre and closing the night and taxi bus service.

Noting the dissatisfaction of many residents both within the Pewsey and Devizes communities, the Community Area Partnerships of both boards linked together to respond to the consultation, requesting that time be given to allow for an additional option to be developed.

A further consultation meeting took place on 12 June where further data gathering took place. Alan James, a consultant brought on board to assist with developing the additional option, was welcomed to the meeting to provide further details.

Alan confirmed that his first task was to improve on the timetable for daytime services, noting that complete withdrawal of the service would not be right for the respective communities of Pewsey and Devizes. A revised draft timetable would be discussed with officers of the PTU.

The approach was to create faster direct services between Pewsey and Devizes at certain key times of the day and an improved rail shuttle service in the evening.

Further data collection had shown that the evening service was performing better than the daytime service with usage maintaining levels over the last year. The alternative option was likely to result in an improved daytime service and deliver some savings and Alan was confident that the same could be achieved for the evening service too.

School transport was highlighted where it was understood that the cost per individual was significantly higher than that of the public. Further work was being done to explore the reasons behind this to see whether cost savings could be made in this area.

Feedback from the public also indicated that an increase in fare would be preferable to a loss in service. There was also a case to be made that operating a more direct daytime service between Pewsey and Devizes could

	<p>open up a market not serviced by the Connect2 route, could increase usage and as a result reduce the cost per passenger figure.</p> <p>Clarification was also made that part of the renewal of contract would be the provision of new buses, recognising that the existing stock was in poor condition.</p> <p>It was understood that the PTU was to retender and would be consulting on the proposed service between 1 August and 10 September. It would be made clear to the PTU that the response to the consultation should be made available to the Board at its next meeting on 15 September.</p> <p>Thanks were given to PCAP and the consultant. The Board would continue to support an alternative to the initial proposals made and the Devizes area Board would be encouraged to do the same.</p> <p><b>b) PCAP work plan, budget and PCAP funding request.</b></p> <p>Patrick Wilson confirmed that PCAP had reviewed the budget for next year which was felt to be good and fair and asked that the Board endorse the request for funding as outlined within the report. It was also noted that the officer report recommended that should the funding request be endorsed that the funds should be transferred as one payment.</p> <p><b><u>Decision:</u></b></p> <p><b>To approve the whole year's core funding of £5,187 with an agreement to release the whole of this figure immediately; and</b></p> <p><b>That PCAP works with the Pewsey Area Board to develop projects or actions that target local priorities raised by the recent Joint Strategic Assessment (JSA)/What Matters to You event.</b></p>
22	<p><u>Appointment to Outside Bodies and Working Groups</u></p> <p>The Board was asked to appoint representatives to the outside bodies as provided in Appendix A of the report (page 45 of the agenda) and to reconstitute and appoint to the working groups for the year 2014/15 as provided within Appendix B (page 47 of the agenda).</p> <p>In presenting Appendix B, the following amendments were noted as follows:</p> <p><u>Shadow Community Operations Board</u></p> <ul style="list-style-type: none"> <li>• Town/Parish Council rep - Curly Haskell to be named as rep with Marilyn Hunt as deputy reps.</li> <li>• Education and Young People - Carol Grant to be named as the deputy rep.</li> <li>• User and Community – David, Line, Caroline Baynes and Bob Woodward as</li> </ul>

reps with Charmian Spickernell and John Rogers as deputy reps.

**Decision:**

- a) To appoint the following Councillor representatives to Outside Bodies as set out below:

**Pewsey Community Area Partnership – Cllr Paul Oatway  
Pewsey Youth Advisory Group (YAG) – Cllr Jerry Kunkler (Cllr Stuart Wheeler as substitute/deputy).**

- b) To agree to reconstitute and appoint to the working groups as set out below:

**Community Area Transport Group (CATG):**

<b>Position</b>	<b>Member</b>
Area Board reps (x3)	Cllr Paul Oatway Cllr Jerry Kunkler Cllr Stuart Wheeler
Parish Council reps (Pewsey)	Peter Deck Terry Eyles Richard Netherclift John Brewin Paul Cowan Dawn Wilson
Pewsey Community Area Partnership (PCAP) rep	Colin Gale
Chamber of Commerce rep	Patrick Wilson
Neighbourhood Policing Team rep	Vince Logue
Wiltshire Council Principal Transport Planner	Spencer Drinkwater
Wiltshire Council Senior Highways Engineer	Mark Stansby
Wiltshire Council Local Highways & Streetscene Engineer	Kristian Price
Wiltshire Council Highways Co-ordinator	Steve Matthews
Wiltshire Council Community Area Manager (CAM)	Caroline Brailey

**Shadow Community Operations Board:**

<b>Position</b>	<b>Member</b>	<b>Deputy</b>
Area Board rep	Cllr Paul Oatway	Cllr Jerry Kunkler
Town/Parish Council reps	Curly Haskell	Marilyn Hunt
Education and Young People rep	Wendy Spencer	Carol Grant
Wider Community rep	Caroline Saunders	
User and Community Group rep	David Line	
User and Community Group rep	Caroline Baynes	Charmian Spickernell
User and Community Group rep	Bob Woodward	John Rogers
Campus Delivery Manager	Sofie Nottingham	
Wiltshire Council Community Area Manager (CAM)	Caroline Brailey	

	<p><b>c) To note the Terms of Reference for the Working Groups as set out in Appendix C of the report.</b></p>
23	<p><u>LEADER Funding 2015 - 2020</u></p> <p>Alan Truscott (Plain Action) was welcomed to the meeting and gave a presentation on the future of LEADER funding and Local Action Group (LAG) within the Pewsey community area. This included the following information.</p> <p>The Pewsey community was primarily covered by the North Wessex Downs LAG represented by Dawn Hamblin. Alan Truscott (representative for the Plain Action LAG) was in attendance to give the presentation on her behalf and noting that Plain Action also covered a small portion of the Pewsey community area.</p> <p>Alan confirmed that LEADER was funding provided by the Rural Development Programme for rural projects and small businesses.</p> <p>LEADER Policy Priorities were understood to be:</p> <ul style="list-style-type: none"> <li>• Support for micro and small enterprises and farm diversification</li> <li>• Support for increasing farm productivity</li> <li>• Support for rural tourism</li> <li>• Support for increasing forestry productivity</li> <li>• Provision of rural services</li> <li>• Support for cultural and heritage activity</li> </ul> <p>During the funding programme between 2007 and 2013 there were 3 LAGs covering the Wiltshire community as a whole. From 2015 this was to be increased to 5 LAGs as follows:</p> <ul style="list-style-type: none"> <li>• Cotswolds Area of Outstanding Natural Beauty (AONB)</li> <li>• Plain Action</li> <li>• North Wessex Downs</li> <li>• Heart of Wessex (previously known as Sowing Seeds)</li> <li>• New Forest</li> </ul> <p>A map showing the areas covered by each was shown and could be found available as an appendix to the minutes.</p> <p>Alan confirmed that the purpose of the presentation was to inform Boards of the above priorities laid out by the EU and to identify areas of priority within the LAG area.</p> <p>A summary of funding granted by the respective LAGs across the Wiltshire area was shown. This equated to just over £4m of actual grant funding with a total investment (taking into consideration match funding) of over £8m as a result.</p> <p>LAGs were working to a tight timetable having been informed in August last year that they could bid for funding. A local development strategy was now being</p>

	<p>prepared for the 5 year period from January 2015 which would lay out proposals and which of the 6 priorities will be a focus.</p> <p>It was hoped that DEFRA would inform LAGs in December what funding would be available so that grants could be given from January 2015 onwards.</p> <p>It should be noted that grants awarded would be made in arrears.</p> <p>Contact details for both Alan Truscott and Dawn Hamblin were provided as follows:</p> <p>Alan Truscott (Plain Action) Tel: 01380 732814 e-mail: <a href="mailto:atruscott@communityfirst.org.uk">atruscott@communityfirst.org.uk</a> web: <a href="http://www.plainaction.org.uk">www.plainaction.org.uk</a></p> <p>Dawn Hamblin (North Wessex Downs) Tel: 01488 680458 e-mail: <a href="mailto:Dawn.Hamblin@wiltshire.gov.uk">Dawn.Hamblin@wiltshire.gov.uk</a> web: <a href="http://www.northwessexleader.org.uk">www.northwessexleader.org.uk</a></p> <p>The Chairman thanked Alan for the presentation.</p>
24	<p><u>Community Area Grants</u></p> <p>The Area Board considered a number of applications for Community Area Grant funding. The Chairman invited the local Councillor to introduce each application and a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><b><u>Decision</u></b> <b>Sunflowers Pre-school was awarded £5,000 towards developing the garden area at the Nursery.</b> <b><i>Reason The application met the Community Area Grants criteria for 2014/15.</i></b></p> <p><b><u>Decision</u></b> <b>Great Bedwyn Cricket Club was awarded £3,738 towards the purchase of a new motor roller.</b> <b><i>Reason The application met the Community Area Grants criteria for 2014/15.</i></b></p>
25	<p><u>Urgent Business</u></p> <p>There was no urgent business presented for discussion.</p>
26	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Pewsey Area Board was scheduled for Monday 15</p>

	<p>September 2014 at 7:00pm at Pewsey Vale School.</p>
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	<p>The Chairman thanked everyone for attending.</p>
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