

MINUTES

Meeting: TIDWORTH AREA BOARD
Place: Wellington Academy, Tidworth Rd, Ludgershall
Date: 17 November 2014
Start Time: 7.00 pm
Finish Time: 8.50 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Chris Williams, Cllr Mark Connolly and Cllr Charles Howard

Wiltshire Council Officers

Karen Linaker - Community Area Manager (CAM)

Kevin Fielding – Democratic Services Officer

Alistair Cunningham – Associate Director, Economic Planning & Development

Town and Parish Councillors

Tidworth Town Council – Humph Jones, Ann Birch and Corby Kemp

Ludgershall Town Council – Owen White & M Betteridge

Chute & Chute Forest Parish Council – Carolyn Wall

Everleigh Parish Council – Denis Bottomley

Partners

Wiltshire Police – Insp Christian Lange

Wiltshire Fire & Rescue Service – Mike Franklin

Police & Crime Commissioners Office – Clive Barker

Tidworth Garrison – Col James Denny

Tidworth Community Area Partnership – Tony Pickernell

Youth Services – Wendy Higginson

Extended Services – Julie Tremlin

Total in attendance: 38

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 1 | <p><u>Chairman's Welcome, Introductions and Announcements</u></p> <p>The Chairman welcomed everyone to the Wellington Academy for the Tidworth Area Board.</p> <p>Karen Linekar was introduced as the Community Area Manager, standing in for Mary Cullen who was unable to attend the meeting.</p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> • Wiltshire's Car Parking Review – written report contained in the agenda pack. • Youth Area Board Meeting – that a Youth Area Board meeting had taken prior to the meeting. • Army Rebasing – update - written report contained in the agenda pack. |
| 2 | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Keith Cockerton – Collingbourne Ducis Parish Council.</p> |
| 3 | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> |
| 4 | <p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Monday 22nd September 2014 were signed off as a correct record with the following amendment: <p>Agenda Item No.9 - Community Area Transport Group Update</p> <p><i>The CATG had, therefore, recommended a survey at the Collingbourne Ducis Church bends to assess the likely impact of the diverted HGVs to this area and to seek resolution to potential problems. The survey should also seek to see if HGVs could be directed via Leckford Cross to the A342/A346 junction, thus missing the Church bends.</i></p> |

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| | <p><i>The survey would cost around £10,000.</i></p> |
| 5 | <p><u>Roll Out of Community-led model for positive activities for young people - Wendy Higginson, Community Youth Officer</u></p> <p>Wendy Higginson - Community Youth Officer, Wiltshire Council gave a presentation that outlined the Community-led model for positive activities for young people.</p> <p>Points made included:</p> <p>The Vision</p> <ul style="list-style-type: none"> • All young people have access to a varied and innovative youth offer. • The right help when they need it. • Taking into account the views of young people and other stakeholders. • Bring young people and the community together. <p>The role of the Community Youth Officer (CYE)</p> <ul style="list-style-type: none"> • Be the “go to person” for young people’s issues. • Engage with young people - champion their voice decision making. • Establish and support the Local Youth Network. • Support local youth and community projects. • Find out and write up the needs, outcomes, priorities and objectives for positive activities in the local area. <p>The role of the Local Youth Network</p> <ul style="list-style-type: none"> • Be a sub group of the Community Area Board. • Represent a wide range of community stakeholders. • Come together at events, workshops, youth fairs, meetings and consultations. • Encourage active engagement and improved partnership working |

between key stakeholders and young people.

The role of the Local Youth Network Management Group

- 10 – 12 Members.
- Young people must play a central role.
- Coordinate the design, development, delivery and review of positive activities for young people.
- Evaluate grant requests and identify suitable providers.
- Make recommendations to area board on how funding should be deployed.

Grants Funding and Procurement

- Voluntary and community sector.
- Must be for activities for young people aged 13-19.
- Application form available online.
- Evaluated by the LYN and recommended to the area board for funding.
- Corporate suppliers can apply to be in a catalogue of providers.
- Application form available online.
- Applications are evaluated by commissioning officers.
- The Area Board will seek quotes, evaluate and consider the competition.

Grant Criteria

- Applicants must have policies and procedures that fulfil legal requirements.
- Can be up to a value of £5,000 per project.
- Must help meet the needs, outcomes, priorities and objectives for positive activities in the local area.

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| | <ul style="list-style-type: none"> • Young people must be involved in the completion of the application to ensure the activity is accessible, affordable, wanted and valued by them. • Activities that involve or benefit groups of vulnerable young people or that include matched funding will be given additional weighting in the decision making process. <p>The Chairman thanked Wendy Higginson for her presentation.</p> |
| 6 | <p><u>Group Activities - Wendy Higginson, Community Youth Officer</u></p> <p>The meeting was invited to take part in an interactive session which looked at:</p> <ul style="list-style-type: none"> • Proposals for membership of the LYN. • Best way for the LYN to Communicate with the local community. • What works well and how can we build on this. <p>The Chairman thanked the meeting for taking part and Wendy Higginson for organising.</p> |
| 7 | <p><u>Local Youth Network (LYN) and Management Committee - recommendations</u></p> <p>Decision</p> <ul style="list-style-type: none"> • That the Tidworth Area Board adopts the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs) and commence work on establishing a LYN. • That the Tidworth Area Board notes the budget for the remainder of the financial year 2014/15 of £10,985.83. • That the Tidworth Area Board approves a motion that the Community Area Manager, in consultation with the Community Youth Officer and Chairman of Tidworth Area Board, may authorise expenditure in support of positive activities for young people of up to £1,000 per project between Area Board meetings. A report explaining such decisions and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board. • That the Tidworth Area Board approves authority be delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings and consultation activities with young people. |

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| 8 | <p><u>Question and Answers</u></p> <p>Question raised included:</p> <p>Would you be providing any anything for the under 13s? <i>a. The provision is for the 13-19s, which is what the Youth Service offering covered. Younger children could get capital grant funding through the Area Board.</i></p> <p>Would there still be a TCAP Children & Young Person theme group? <i>a. This would need to be discussed, but TCAP could work with the LYN.</i></p> <p>Would the Area Board be able to top up the LYN funding if required? <i>a. Yes, this could be done.</i></p> <p>When will the LYN Management Group become operational? <i>a. Early December 2014.</i></p> <p>Would people be invited to join the management group? <i>a. Wendy Higginson had already spoken to some organisations to get representatives to join, however volunteers would be welcomed.</i></p> <p>The Chairman thanked Wendy Higginson.</p> |
| 9 | <p><u>Supporting the Voluntary Sector to deliver positive activities</u></p> <p>Simone Lord - Develop and Rob Guy - Youth Action Wiltshire gave short presentations which sought to outline how their organisations were supporting the voluntary sector to deliver positive activities.</p> <p>Develop</p> <p>Points made included:</p> <p>That Develop's work included:</p> <ul style="list-style-type: none"> • Equalities Support • Training and Events • Funding Support • Group Support • Volunteer Centre Wiltshire - offering help and information to support and maintain volunteering opportunities |

Questions raised included:

- Is this a free service?
a. Yes, currently we offer a free service.

Youth Action Wiltshire

Points made included:

That Youth Action Wiltshire provide Pre & Post 16 prevention programmes

- Pre 16 - open access youth club support
- 8-16 Inspire Credits
- Young Carers
- Post 16 – National Citizenship Scheme
- Foundation Learning
- Young Carers Transitions 16+
- Resilience
- Young Leader Programme

Supporting the set up of new clubs

- Assist with policy writing and club constitutions
- Signpost to appropriate insurance brokers
- Complete DBS checks at a subsidised rate
- Employment of staff and HR & Governance advice
- Help source and apply for funding

What had Youth Action Wiltshire helped to achieve in the past year:

- Supported 3 new start up clubs

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| | <ul style="list-style-type: none"> • Held 14 county youth events (Football, Fishing, Water Sports, Arts Competitions, Girls Only Days) • Helped train 85 adult volunteers • Helped train 36 new young leaders (16-24) <p>Questions raised included:</p> <ul style="list-style-type: none"> • You never seem to run any projects etc in the Tidworth/Ludgershall areas. <i>a. Your point would be passed back to the team.</i> <p>The Chairman thanked Simone Lord and Rob Guy for their presentations.</p> |
| 10 | <p><u>Community Area Grants</u></p> <p>The Area Board members considered three Grant Applications and one member led application:</p> <p>Community Area Grant Application</p> <p>Decision St James Ludgershall and Faberstown, Parochial Church Council awarded £1,934.76 for acoustic enhancement to community hall</p> <p>Reason <i>This application meets the 2014/15 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation, match funding has been secured and the project will have community benefit.</i></p> <p>Member led applications</p> <p>Decision Cllr Charles Howard - Everleigh Playground equipment awarded £966.89</p> <p>Reason <i>This application meets the 2014/15 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation, match funding has been secured and the project will have community benefit.</i></p> <p>Decision Cllr Mark Connolly - TCAP second Tranche funding awarded £3,000</p> <p>Reason <i>The project is to provide Tidworth Community Area Partnership with the second tranche of it's funding from the area board for the financial year</i></p> |

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| | <p>2014/15. This will enable TCAP to continue to operate effectively and to support the work of the area board.</p> |
| <p>11</p> | <p><u>Updates from Town and Parish Councils, the Police, the Army, NHS, TCAP and other Partners</u></p> <p>Tidworth Garrison – Col James Denny Points made included:</p> <ul style="list-style-type: none"> • Army 20/20 – Planning meetings were now ongoing. <p>Tidworth Community Area Partnership – Tony Pickernell Points made included:</p> <ul style="list-style-type: none"> • The Memory group was now meeting on the first Monday of the month. • Tony Pickernell and Mary Cullen were now Dementia Champions. • TCAP were now working with the Clinical Commissioning Group. <p>Wiltshire Police – Inspector Christian Lange The written update was noted.</p> <ul style="list-style-type: none"> • That Wiltshire Police were looking forward to working with the LYNs. • That the new Wiltshire & Swindon Community Messaging service was now operational. <p>Wiltshire Fire & Rescue Service – Mike Franklin The written update was noted.</p> <ul style="list-style-type: none"> • That the Wiltshire and Dorset Fire & Services had agreed to merge. • That a combined Community Safety building would be built in Salisbury. • That the “Safe Drive – Stay Alive” safety campaign had been launched. <p>Tidworth Town Council – Corey Kemp Points made included:</p> <ul style="list-style-type: none"> • Tidworth Council meeting – Tuesday 2nd December. |

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| | <p>Ludgershall Town Council – Owen White Points made included:</p> <ul style="list-style-type: none"> • The “You are here” map for the town centre car park was now in situ, thanks to the Wellington Academy pupils for making it. • Thanks to all who attended for a well received Remembrance service. • The Christmas lights switch on would be on Saturday 29th November with various community events planned. • Ludgershall Town Council had vacancy for an administrative assistant at the Town Council offices. <p>Everleigh Parish Council – Denis Bottomley</p> <ul style="list-style-type: none"> • Everleigh Carol Service – Saturday 13th December. <p>Collingbourne Ducis Parish Council</p> <ul style="list-style-type: none"> • That Collingbourne Ducis Parish Council thanked the Area Board for their help in securing the Puffin Crossing for the village. • That it was hoped that a public consultation would form part of the survey at the Collingbourne Ducis Church bends to assess the likely impact of the diverted HGVs to this area and to seek resolution to potential problems. <i>Cllr Mark Connolly would follow up if a public consultation could form part of the survey and report back to the Area Board in due course.</i> <p>Extended Services – Julie Tremlin</p> <ul style="list-style-type: none"> • That Extended Services were working with German schools to prepare for Army Rebasing. <p>The Chairman thanked everybody for their updates.</p> |
| 12 | <p><u>Date of Next Meeting and Close</u></p> <p>The next meeting of the Tidworth Area Board will be held on Monday 19th January 2015.</p> |