

MINUTES

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: South Newton Village Hall, South Newton SP2 0PJ
Date: 10 December 2014
Start Time: 6.30 pm
Finish Time: 8.42 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) lisa.moore@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Tony Deane, Cllr Peter Edge, Cllr Jose Green, Cllr George Jeans and Cllr Bridget Wayman

Wiltshire Council Officers

Stephen Harris, Community Area Manager
Lisa Moore, Democratic Services Officer
Robin Townsend, Associate Director, Corporate Office
Lee Haine, Community Coordinator, Highways and streetscene south
Nicola Sage, Community Youth Officer

Town and Parish Councillors

Barford St. Martin Parish Council – J Holloway
Bishopstone Parish Council – M Ash
Burcombe without Parish Council – N Lefroy
Dinton Parish Council – C Smith
Fovant Parish Council – R Nunn
Hindon Parish Council – D Robertson
Sedgehill and Semley Parish Council – G Purdue
South Newton Parish Council – J Green
Tisbury Parish Council – S Moran
Wilton Town Council – P Matthews

Partners

Wiltshire Police - Inspector David Minty

Total in attendance: 23

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman Councillor George Jeans welcomed everyone to the meeting of the South West Wiltshire Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Mike Franklin – Wiltshire Fire & Rescue Service
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 8 October 2014 were agreed a correct record and signed by the Chairman, subject to the following amendment:</p> <p><u>Item 6 – Updates</u> It was the Wilton Church and Deanery which had started the Credit Union and not the Business Chambers.</p>
5	<p><u>Matters Arising</u></p> <p>There were none.</p>
6	<p><u>Chairman's Announcements</u></p> <p><u>Broadband</u> A written update on the Broadband roll out for Wilton was circulated at the meeting.</p> <p>There had been a delay in the expected installation of super fast Broadband in the Wilton area, it had initially been expected in June 2014, but would now be taking place in January 2015. Installation within a community area depends on when individual exchanges within that area are upgraded.</p> <p>There had been an issue where some Bishopstone residents had been without any phone line for up to eight weeks during the summer. The information website had been regularly monitored, but there was not yet any information</p>

	<p>other than the postcode checker had changed the date of implementation for the SP5 area to a year later.</p> <p>Action: CAM to look into the matter.</p> <p>Dinton had initially been told that they would be included in the Wilton roll out, however now they would be included with Teffont instead.</p> <p>The Chairman added that wireless and 4G availability would be looked in to after March 2016, as Central Government had allocated an additional £3 million to be used after 2016. By that stage 91% coverage should have been achieved across Wiltshire.</p> <p>BT planned to discontinue the use of the telephone kiosk in Wilton, but as there was mobile coverage there it would not be such an issue. However, in areas with no mobile coverage this would create a problem.</p> <p>The Councils reconditioned laptop scheme had a further 200 available at £60 each for those who met the criteria of target groups such as the Elderly. Digital Champions were available to provide training within the community. There was a regular session in Wilton Community Centre on Thursdays from 10 – 12noon.</p> <p><u>Taxi Charges Harmonisation</u> The Council was looking at harmonising taxi rates across Wiltshire, currently Salisbury had the highest minimum charge. Fees across Wiltshire would rise to come in line with those charged in Salisbury.</p>
7	<p><u>Current Consultations</u></p> <p>The Board noted the current consultations as detailed in the agenda and online at: http://www.wiltshire.gov.uk/council/consultations.htm</p> <p>The Chairman noted that over 15,500 people had responded to the Green Waste consultation, with a preference to option 1, to have a 3 month suspension of the scheme. A decision would be taken by Cabinet within the next few weeks.</p>
8	<p><u>Partner and Community Updates</u></p> <p>The Board noted the following written updates attached to the agenda:</p> <ul style="list-style-type: none"> a) Police b) Wiltshire Council Items for Information – Car Parking Review c) Wilton Town Team minutes – an updated version was circulated at the meeting and attached to these minutes. d) Local Neighbourhood Plans (NHP) Update – Tisbury, West Tisbury, Broadchalke, Hindon and Wilton were all in the process of writing NHP's.

Tisbury and West Tisbury had written to the Leader to complain about the lack of professional support available in writing the plans.

Anyone experiencing problems with this should talk to their local Member.

Action: Associate Director Robin Townsend would feed back the comments to Cabinet.

The following verbal updates were received:

Community Speedwatch (CSW)

Christine Wickham from Wilton CSW gave an overview on the scheme. The Wilton group was established in 2010. Some sites were identified to patrol, these were Shaftesbury Road, South Street and Burcombe Lane.

Volunteers had depleted over the years, there were currently 5, who shared the device with other local areas. The volunteers worked in pairs to record the data, which was then downloaded by another volunteer into a spreadsheet.

Following the appointment of the Police and Crime Commissioner, the CSW was revitalised, there were now 126 teams across Wiltshire, and 33,000 vehicles had been logged across Wiltshire in 2014.

Charles Smith was part of the CSW team in Dinton. They operated a three week cycle, during the first week more people were logged than in the second and third weeks.

Anyone caught doing more than 50% of the speed limit would now be visited by the police. The fastest recorded vehicle going through the 30mph part of Dinton was recorded at 63mph.

Stephen Harris, Community area Manager also read out updates from Hindon Tollard Royal and Teffont CSW schemes.

Police

Inspector David Minty gave an update in addition to the written update attached to the agenda.

Performance was generally very good at present. The Tisbury PCSO had been replaced and would be starting shortly.

Victim based crime was down 30% and domestic burglary down 40%. Violent crime was up 20.9% over the year, but in figures, this equated to an additional 9 crimes.

Operation Midas was underway with officers working with colleagues cross border to tackle cross border crime. Operation Windwhistle was a Wiltshire based operation to tackle rural crime, where local farmers would go out on walks

	<p>with Police to spot things. This was a good example of the local community coming together to tackle crime.</p>
9	<p><u>Update on positive activities for young people in South West Wiltshire</u></p> <p>Nic Sage introduced herself as the new Community Youth Officer for Mere, Tisbury and Wilton. Work had been underway to develop a Local Youth Network (LYN) for each of the community areas and a LYN Management Group. Nic would be making sure that young people would be central to the planning of how the Youth funds would be allocated.</p> <p>Nic would be focusing on mapping the provision of what was already available across the areas, increasing volunteer numbers and providing support to organisations applying for funding.</p> <p>Youth groups still had the use of the Wiltshire Council minibuses and Urby van in the area.</p> <p>The Wilton youth centre was well up and running, with support from the Town Council and the Wilton Educational Trust. There would be two open sessions a week.</p> <p>In Tisbury the St John's organisation was running two sessions a month, working with Seeds for Success Nic was hoping to get more sessions up and running.</p> <p>A new Cadet detachment was starting up in Tisbury, they were hoping to be ready to march in March 2015.</p> <p>The Tisbury Community Campus would be opening in a year's time; young people had been involved with the planning stage of that.</p> <p>In Mere, the parish council owned the youth centre; they were waiting for the building to be made straight and in good running order, with the help of Seeds for Success, so that sessions could be held there soon.</p> <p>Comments and questions were then received, these included:</p> <ul style="list-style-type: none"> • Tisbury parish council allocates £2,500 a year from the precept to youth, other parishes could do the same and allocate some funding towards youth facilities. • Wilton Town Council had taken on the lease of the youth centre, but the facility was used by other villages not just young people in Wilton. We could ask the villages if they would be willing to give some funding towards it. <u>Answer:</u> Asking outlying villages to contribute to the funding may prevent the young people from attending; this is not what we are working towards.

	<p>The Board considered the recommendations detailed in the agenda</p> <p><u>Decision</u> The South West Wiltshire area Board agreed the following:</p> <ol style="list-style-type: none"> 1. That in respect of urgent matters that may arise from time to time between meetings, the Community Area Manager, in consultation with the Community Youth Officer the Chairman of the Area Board and the local Member, be granted delegated authority to approve expenditure not exceeding £1000 from the youth budget for projects in relation to positive activities for young people. A report explaining any such decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board. 2. That authority be delegated to the Community Area Manager to manage an annual budget of up to £500 to cover expenditure related to the management of the LYN and its activities. A report giving details of any expenditure incurred will be reported to the next ordinary meeting of the South West Wiltshire Area Board. 3. The LYN Management Group would be chaired by Cllr Bridget Wayman.
10	<p><u>Area Board Projects and Priorities</u></p> <p><u>Winter Weather</u> Andrew Perrett gave an overview of the response plan that has been created for the area.</p> <p>In South West Wiltshire, we operate a volunteer farmer's scheme, where farmers and landowners across the three community areas had agreed to assist in spreading grit or operating a plough if bad weather requires it. The assistance varies; some will plough their road whilst other will come out and help on an agreed route. These routes were shown on a map on the screen.</p> <p>All of the areas assets were also logged on this map, Andrew asked that if people knew of any other assets then to let him know so that they could also be logged.</p> <p>There was the 1 ton salt bag scheme in operation across the county, where parishes could arrange to have a delivery of 1 ton of salt which they would store and make ready for use when required.</p> <p>Ten pedestrian spreaders would shortly be delivered for distribution around the parishes.</p>

	<p>When it snows, local farmers would go out and plough the routes, then the gritters can go in and grit the routes earlier. This was a pilot scheme which was running primarily across South West Wiltshire.</p> <p>All of these operations needed to be underpinned by parish snow plans.</p> <p>Andrew asked all to feed back any comments after the winter period to aid with best practice for the rest of the County.</p> <p>Stephen Harris, Community Area Manager provided information on the following:</p> <p><u>First Aid Project</u> The Board considered the proposals to fund this Cllr Led Initiative, proposed by Cllr Jose Green, as detailed in the attached report.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to allocate £450 towards the Area Board Project to improve the number of first aid trained people in Towns and Villages and access to lifesaving equipment such as community defibrillators.</p> <p>The Board noted the update on Area Board Project and Priorities as attached to the agenda.</p>
11	<p><u>Tisbury Community Campus Update</u></p> <p>Chairman of the Community Operations Board, Cllr Tony Deane gave an update to the Board.</p> <p>The contractor for the Tisbury Community Campus had been appointed; it was Rydon, the same contractor working on the Salisbury Campus.</p> <p>Work would start on 5th January 2015 and would be a 12 month contract. It was hoped that the Campus would be open by the start of 2016 and have an official opening in early April 2016.</p> <p>The COB was evolving all the time, with people leaving and new people joining.</p> <p>Questions:</p> <ul style="list-style-type: none"> • Would there be a link road through the new housing estate during construction? <u>Answer:</u> No there would not be a link road. There would be some traffic during the building phase, but not as much as when there was a school there. • Can we advise the contractor of a preferred route for their vehicles?

Answer: Yes we can advise them.

12

Community Area Transport Group (CATG) Update

Chairman of the group Councillor Tony Deane gave an update to the Board.

The CATG asks in principle to a town or parish council contributing to a proposed scheme, to show their support for the project.

Questions:

- Had there been any reactions by parishes to the suggestion that they contribute funding towards the SIDs scheme? Answer: Some parishes had never seen a SID, they would like to see one before contributing any funding. Our SID was not part of the Wiltshire Council scheme. We would need to await all the responses before we could decide what the next steps would be.
- We need to retain the SIDs, after the Metro count, the next stage is to deploy a SID. This would be pointless if we did not have one to put up.
- The Boards SID was currently sitting in a garage, not being used. This was not solely due to an insurance issue but a physical requirement to climb a ladder and install it correctly.

Decision

The South West Wiltshire Area Board noted the minutes of the last meeting held on Monday 10 November 2014 agreed the recommendations for funding schemes from the CATG budget for 2014/15, as detailed in the report attached to the agenda and shown below.

Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required
Community Winter Weather Response	£16,894	£5,000	Up to £5,000 allocated for equipment towards the Area Board's scheme (launched at meeting on 11.12.2013)
Total		£5,000	

13

Area Board Funding

Fingerpost Funding

The Board considered a bid to the Area Board Project – Finger Post Funding Scheme for 2014/15, submitted by Sutton Mandeville Parish Council, as detailed in the attached report attached to the agenda.

Decision

The South West Wiltshire Area Board awarded £495 to Sutton Mandeville

	<p>parish council form the Fingerpost Funding budget for 2014/15.</p> <p><u>Community Area Grants</u> The Board members considered 3 applications for funding from the Community Area Grants Scheme, for 2014/15, as detailed in the report attached to the agenda.</p> <p><u>Decision</u> Wilton Town Council was awarded £750 from the Community Area Grant Scheme for 2014/15, towards creating a new Wilton Community Website.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p><u>Decision</u> Barford St Martin Parish Council was awarded £2,344 from the Community Area Grant Scheme for 2014/15, towards new fencing along the river Nadder.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p><u>Decision</u> Quidhampton Village Hall Committee was awarded £1,450 from the Community Area Grant Scheme for 2014/15, towards refurbishment of toilets.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p>Note: The parish council was giving £150 towards the project, so rather than award the requested amount of £1,600, the Board reduced the award to £1,450.</p>
14	<p><u>Issues System Update</u></p> <p>The Board noted the table of current Issues on the online system, as detailed in the report attached to the agenda, and considered the recommendation to closed issues as marked.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to close issue numbers 2680, 3263 and 3568 as detailed in the report.</p>
15	<p><u>Close</u></p> <p>The next meeting of the South west Wiltshire Area Board will be held on Wednesday 4 February 2015, as East Knoyle Village Hall, 6.30pm start.</p>

Minutes of the Town Team meeting held on Thursday 20th November 2014 at 7.30pm in the Council Chamber

Present

David von Zeffman, Chairman (President of the Wilton & District Business Chamber), **David Parker** (Editor, Valley News), **Cllr Phil Mathews** (Mayor of Wilton), **Mark Pountain** (Chairman Wilton Community Land Trust), **Wilts Cllr Peter Edge**, **PC Ian Pendliham** (Wilton NPT), **Jon Moulard** (Wilton Rotary), **Johnathan Greening** (Minister, Wilton Baptist Church), **Catherine Purves** (Town Clerk), **Adrienne Westbrook & Emma Smith** (My Envolve), **Nicola Sage** (SWWAB Youth Co-Ordinator)

1. Chairman's welcome and apologies

DvZ warmly welcomed everyone to the meeting. Apologies were received and noted from: **Gary Nunn** (Wilton Carnival etc), **Stephanie Shearing** (Events Manager, Wilton Shopping Village), **Stephen Harris** (SWWAB Community Manager), **Chris Rolfe** (Resident Agent, Wilton Estate), **Rev'd Mark Wood** (Rector, St Mary & St Nicholas Church).

2. Approval of minutes, and any matters arising not covered in the agenda.

- a. *Minutes* – the minutes of the previous meeting held on 16th October 2014 were approved and signed as a correct record by DP without amendment.
- b. *Matters arising* – it was noted that the visit to the Pembroke Arms as suggested in the September 2014 had not yet taken place.

3. Town Team update and 2015 dates.

- a. *December 2014 meeting* – the next meeting was cancelled, as it was scheduled to be held a week before Christmas.
- b. *2015 dates* – a list of dates for the 2015 meetings was circulated. Meeting dates remain the third Thursday of the month. The AGM will be held in March 2015.

4. Presentation by Adrienne Westbrook & Emma Smith of My Envolve technology.

Please see the appendix to these minutes. DvZ thanked both ladies for their interesting and informative presentation regarding their software application for use as a consultation tool.

5. Presentation by Nicola Sage, South West Wilts Area Board Youth Co-Ordinator

- She has been in post since October 1st, with the responsibility of developing a local Youth Network, which will be the advisory body to the Area Board in the matter of allocating AB funding for youth activity in the SW area.
- The LYN will comprise a mix of adults and young people, representing all 3 Community Areas.
- With the Wilton Educational Trust being able to fund 2 youth workers provided by Seeds 4 Success for two nights per week for 3 years, she hopes to be able to start delivery youth activity from January 2015, initially from the Sports Pavilion, whilst the long term future of the present youth building up at The Hollows is resolved.
- It will also be possible to extend provision to the 11 – 13 year old age group.

- An initial exploratory meeting with young people is to be held on Wednesday 26th November at the Sports Pavilion, with a fish supper provided – a “chatLYN”.
- There is an online survey for young people to complete on the Wiltshire Council website.
- Transport is always a problem, and Nicola now has the responsibility to ensure the present minibuses used are submitted for the quarterly checks. Fortunately the buses have not been returned to the fleet.

DvZ thanked Nicola for her attendance, and it was noted that the Town Council would shortly be meeting Wiltshire Council officers with regard to the future ownership and use of the buildings at the former Middle School site.

6. Christmas In Wilton

- It was noted that preparations for the Christmas Tree Lighting Ceremony on December 2nd were all in hand, and a good mix of retail businesses and others were to take part in the annual Christmas Window Dressing activity.
- Unfortunately the Rotary is unable to organise its “Sponsor a Christmas Tree Light” funding raising activity this year.
- Unfortunately, due to a lack of height clearance, it is not possible for a motif to be displayed across South Street, but instead, two pole mounted motifs will be displayed on lights in the Market Square.
- The Chamber of Commerce is also promoting “Have a Living Christmas Tree, or Christmas lights, or both” to its members.

7. Parking Matters

- It was decided to defer discussion of this topic to the January meeting, but it was noted that an on-line petition had been started by a local resident to register support for the re-opening of Wilton Station. DvZ agreed to e-mail the link to all members of the Town Team and other Wilton organisations for them to complete if appropriate.
- A survey undertaken at the Wilton Carnival in 2013 had indicated a lot of local support for the re-opening of the station.

8. Brief Updates from member bodies

Area Board

- The next Area Board meeting will be on Wednesday 10th December at South Newton Village Hall. Together with the usual items, there will be presentations on the pilot Winter Weather scheme, an update on the fibre optic broadband roll out and on youth activity provision.
- Parish & Town Councils have been asked to comment on proposals to withdraw Wiltshire Council funding for Speed Indicator devices, and whether they would be prepared to fund instead.
- Business Chambers have been asked if they would like to be involved with an event organised by the British Forces Resettlement Service for employers and training providers to meet potential recruits from the returning army personnel, and/or to work with them.

Wilton Parish Church

- *Wilton United Charities* – interim measures are now in place to ensure the residents of St Giles' Hospital (8 – 16 King street) are properly looked after, pending the appointment of a new Secretary. The accounts are administered jointly by the Rector and a co-trustee.
- *Tourism* – the visitor's book continues to show a greater range of visitors to the Parish Church, from Yorkshire to San Francisco.
- *Community Bank (South Wiltshire Credit Union)* – off to a solid start, all investors rather than borrowers so far. A couple of Wilton volunteers have been trained, but more are needed, so that the Salisbury volunteers can be deployed elsewhere, and a second time slot can be offered for those who can't attend on Thursdays.

Wilton Town Community website

- All the information has been collected, collated and written up ready for design, with every entry including a logo, photo or other visual. All 39 pages have been sent to the webmaster, and the first "live" version is expected in December.
- It was noted that the Town Council has agreed to pay the first year's running costs of £300.00, and £500.00 towards the set up costs. The Town Council has submitted an application for Area Board funding for the remaining £750 of the set up costs.

Wilton Rotary

- Wilton Rotary and the Business Chamber are now working together, with a more formal meeting scheduled to take place in February 2015.
- Unfortunately, the plan to have a pitch at the weekly market in November had not happened, as there was insufficient manpower available due to other events taking place at the same time. However, this will be reconsidered in the future.

Wilton Community Land Trust

- A board meeting had been held, and a forward plan has been developed to help guide future activities, now that the development of the UKLF site has progressed to the building stage.
- A visit to Hazel Hill in East Grimstead was planned as part of the Trusts environment activities.
- The Trust was also looking to help where it could to support the provision of youth activity in Wilton, the provision of a tourist centre.
- A business plan is being developed, to identify future sources of income.
- It was noted that its collaboration with Basepoint, the Community Interest Company that will be operating the Enterprise zone, will be providing an income stream that could be directed towards community initiatives via the WCLT, including the provision of youth activity.
- Redrow funding will remain available to the WCLT until the Basepoint funding comes on stream.

Wilton Baptist Church

- The work to the church building had finished, and it was hoped that the scaffolding would be removed as soon as possible.

Other Updates

- *Cycle Event* - Wiltshire Council and British Cycling are in discussion with sponsors regarding the Elite Cycle race, looking for a three year deal.
- The 2015 date has yet to be confirmed, but it is thought to be some time in May.
- *Wall of Remembrance touring exhibition* – Wiltshire Council is looking for a suitably large venue in Wilton for the exhibition to visit for some two/three weeks in 2015 or 2016. The Michael Herbert Hall was suggested.
- *Wilton Community Centre* – the transformation of the garden is progressing well, thanks to Rose Salmi and her youth team before the youth Service was disbanded. The ground has been cleared, pathways laid and big planting boxes set up. Gravel and topsoil for the boxes is still required, as are is a group of volunteers to finish the work. The garden is a beneficiary of teh Mayor's Appeal for 2014/15.
- *Free Wi-Fi* – it has been very difficult to install this in the Centre, but it is hoped that it will be available for users by the end of the year.

Next meeting: It was decided not to hold a meeting in December, and so the next meeting will be Thursday January 22nd 2015 at 7.30 pm in the Council Chamber.

The meeting finished at 9.40pm.

Appendix to the Minutes of the November 2014 Town Team meeting

Presentation by Adrienne Westbrook & Emma Smith of My Envolve

- My Envolve undertakes community engagement and consultation projects
- “No decision about me, without me”. “It’s my life, my home, my decision”
- Research showed that:
- The public felt that there were too many different organisations trying to engage with them, but they had no idea what these organisations did, what the organisations were trying to achieve, and whether these aims/goals were appropriate/relevant anyway to those consulted. Very confusing, and the public ended up not caring. The whole process needed to be made *simpler*.
- The public didn’t comprehend what the organisation wanted from them. The process needed to be made more *understandable*
- My Envolve makes engagement/consultation instant by using technology. Face to face canvassing is good, but media technology will reach those hard to reach sectors of eth community, as so many people have smart phones.
- My Envolve engages with people by telling them about what is going on in their backyard. Residents log in using their postcode, to see all the current consultations being carried out by different organisations in one place, and they can choose which ones to respond to according to their interests and concerns.
- The consulting organisations have a chance to upload their logo, provide a title and a brief description about the consultation and what it is hoped to achieve etc. The MoP just completes the boxes, the site does the work in providing the analysis, which can be according to post code, demographics etc. It gives the consulting organisation the information and evidence to help make decisions and to support/justify the decisions once made.
- It also provides for two way engagement – once the MoP has registered, e-mails can be sent to advise of the results and actions consequent upon their engagement and response.
- *This is a free model* – professional organisations eg Wilts Council pay for a professional licence of £399 pa. Parish and town Councils can consult on upto 100 projects per year, with upto 200 responses per project.

This page is intentionally left blank