

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Wilton Community Centre, West St, Wilton SP2 0BG  
**Date:** 29 July 2015  
**Start Time:** 6.30 pm  
**Finish Time:** 8.55 pm

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Please direct any enquiries on these minutes to:

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## **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

### **Representatives from Town and Parish Councils**

### **Partners**

Wiltshire Police - Inspector David Minty  
Wiltshire Fire and Rescue Service – Mike Franklin

**Total in attendance: 46**

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<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 Peter Edge 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"> <li>• Sandra Harry – Tisbury and Donhead St Andrew PC's.</li> <li>• Mike Ash – Bishopstone PC</li> <li>• Robin Townsend – Associate Director WC</li> </ul>
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Minutes and Matters Arising</u></p> <p>The minutes of the previous meeting held on Wednesday 3 June 2015, were agreed as a correct record and signed by the Chairman.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Board received the following announcements from the Chairman:</p> <p><u>Street Lighting</u> The implementation date for the proposed Street Lighting switch off/dimming programme for Wilton had now been delayed to 5 August 2015 to allow for further discussion.</p> <p><u>Gypsy and Traveller Sites</u> Cllr Green had attended a meeting of the Gypsy and Traveller Reference Group on the 22nd June 2015. The Inspector had endorsed a figure of 90 pitches, which would be required across Wiltshire over the next 25years. The DPD would go to Cabinet in October 2015. A 10 year supply was required, which equated out as 55. Since June 2014, 5 new sites with 10 pitches on them had been approved; this number would be subtracted from the 55. Land had been identified as available on 8 sites.</p> <p>Two existing temporary pitches were likely to become permanent; two private/ individual sites had also been identified. There were two Council owned land sites which could accommodate further pitches.</p> <p>Locally, Lode Hill at Downton has had some enhancement work done and had</p>

	<p>created further pitches which were not yet occupied, as it has been held up due to the utilities waiting to be connected.</p> <p>Improvement works were to be carried out on the Odstock and Southampton sites. A 'call for sites' exercise would be carried out but sites within the AONB would have the same constraints as other planning applications, eg..impact on landscape, distance from utilities , listed buildings, and facilities such as access to a Doctor's surgery and schools.</p> <p>The Rights of Way listings needed updating. Nick Cowen has identified a project on Fovant 7 and Cllr Green had emailed the PC and felt that they were keen to proceed with the help of Nick/Alex and local volunteers.</p>
6	<p><u>Wessex Internet Presentation</u></p> <p>At a recent BT Internet meeting held by the Board, several people had mentioned Wessex Internet as an alternative to Broadband in the areas it was thought would not be reached by the current BT Internet rollout.</p> <p>James Gibson Fleming of Wessex Internet delivered a presentation to the Board.</p> <ul style="list-style-type: none"> <li>• Wessex Internet started in Shaftesbury five years ago.</li> <li>• Within a year a contract was secured with Claysmore School .</li> <li>• Dishes were installed on masts which achieved 30/50 megs a second.</li> <li>• Dorset had a City Connection Grant which offered grants of up to £3,000 to any business to pay a provider to connect them.</li> <li>• Wiltshire could be lobbied to get involved with the City Connection Grant before all of the funding available was allocated to BT.</li> <li>• Fast broadband was increasingly valuable to all users</li> <li>• Unless close to a FTTC Box it was unlikely to get to you, paid for by the taxpayer.</li> <li>• Fibre Fixed lines from BT were very expensive to install and rent.</li> <li>• Doing it yourself was complex and potentially expensive.</li> <li>• Form your own syndicate to fund a 'Wessex Internet' type solution. Failing that use the satellite or 4g alternative or wait for the next development.</li> </ul> <p>Comments and questions were then received, these included:</p> <ul style="list-style-type: none"> <li>• A client of Wessex Internet from Alvediston praised the service, which he felt was working really well. 4/5 other households in the village had also been able to do away with their satellite dishes as they had the Vonage phone package along side internet. He felt that the saving of not having a BT line could pay for the wireless connection to a property.</li> <li>• How does the signal get from one point in a village to another? <u>Answer:</u> Everyone is wirelessly connected, by using a disk antenna at your home.</li> </ul>

	<ul style="list-style-type: none"> <li>• On the original plan, Bowerchalke was due to receive a BT connection 14 months ago, however they were still waiting. Residents were keen to see Wessex Internet available in the village and asked for details on the finances involved to make that happen. <u>Answer:</u> There were construction charges for the network. It would be easier to come and discuss individual household charges once the community had got together to raise the money for the initial construction costs. That was why the City Deal for a community was a good idea.</li> <li>• Have you got poles in Fonthill, Stourhead and Sturton? <u>Answer:</u> Yes we have masts in place to cover there.</li> </ul> <p>Councillor Tony Deane explained that the second phase of the BT broadband work was expected to cost £3 million. It was his view that some areas within the South West Wiltshire community area would not ever be connected by BT. The Board wanted all local businesses to have the means to work efficiently from home.</p>
7	<p><u>Area Board Priorities and Projects for 2016/17</u></p> <p>Steve Harris, the Community Engagement Manager explained that every couple of years, the Area Board holds a Joint Strategic Assessment event. From that, data is collected which forms a base for setting local priorities and projects. The report attached to the agenda detailed the projects and priorities of the Board for 2015/16.</p> <p><u>Right of Way (RoW)</u></p> <p>The Board recently supported a public RoW improvement programme where over 20 parishes were involved. The Board had approved stage two funding for this project to continue last year.</p> <p>In Mere a project took place to create a 2 mile circular footpath for wheelchair and pushchair access. The work involved with that project include replacement/repaired styles, kissing gates and recovery of half a mile of footpath. The RoW team had delivered two parts of a bridge, which was now awaiting funding to cover the installation work.</p> <p>It was thought that funding could be found to see these works going forward shortly. Discussions would continue with the RoW team to arrange a date.</p> <p><u>Winter Weather Response Scheme</u></p> <p>The Board had supported a scheme to purchase spreaders for use within the community. Training was provided and plans were produced, with push along spreaders being placed in key locations.</p> <p><u>New Ideas</u></p> <p>Steve had emailed everyone on the Community Area Network to ask for new ideas for 2015/16. There had been 87 responses, a list of the most popular suggestions were shown on the screen. The Chairman made a recommendation</p>

	<p>that Community Litter Picking could be one of the projects of the Board for the coming year.</p> <p>Comments and Questions were then taken, these included:</p> <ul style="list-style-type: none"> <li>• Would the salt spreaders be issued to parishes or not, as Bishopstone had been waiting 18 months for one. <u>Answer:</u> All of the spreaders would be placed at locations recommended by Highways. We could check to see if there were any sitting in storage, due to a communication breakdown. <b>Action: CEM to check location off salt spreaders.</b></li> <li>• It was not easy to do a litter pick due to weather and even overgrown verges, as some roadsides had not been cut back at all. Communities and Parishes could be brought onboard to tackle issues like this.</li> <li>• There was a planned drive in autumn, which would be rolled out through the education system, educating young people not to drop litter. There was a good source of literature and advertising available on the Keep Britain Tidy campaign.</li> </ul> <p>The next step would be deciding how the board would deliver this priority. The CEM would work with the Board on progressing this, and report back to a future meeting.</p>
8	<p><u>Magna Carta Celebration Highlights</u></p> <p>The Community Engagement Manager read out a letter from the Leader of the Council, Cllr Jane Scott, thanking everyone who had been involved with the Magna Carta celebrations.</p> <p>The Board looked back at the highlights of the Magna Carta Celebrations and heard from Garry Nunn who was on the Legacy Steering Board and had coordinated the production of the Baron and Banner, working with volunteers from the community. Gary had brought the Barron and the banner to the meeting for all to see.</p> <p>The Board thanked everyone who participated in the event, including:</p> <ul style="list-style-type: none"> <li>- Gary (and Susan for support!) for co-ordinating.</li> <li>- Maureen von Zeffman for making the tabards and banner frame</li> <li>- Marion Powell for the painting and helping with the banner</li> <li>- Christine Matthews for painting the baron and banner</li> <li>- Pauline Church for the live floral crown</li> <li>- Richard for carrying the Baron.</li> <li>- Mike and Nora and Lee for collection and delivery</li> <li>- The banner holders</li> </ul>

	<ul style="list-style-type: none"> <li>- Jaki and young people from Seeds4Success</li> <li>- The Mayor, Mayoress, Town Clerk and Councillors</li> <li>- Wiltshire Councillors</li> </ul>
9	<p><u>Partner and Community Updates</u></p> <p><u>Police – Inspector David Minty</u>  The figures detailed in the written report were fairly good on the whole, apart from recent domestic burglaries in Fovant and Wilton, where silver and other items had been targeted. The NPT were working on this, David urged people to keep properties locked and for people to inform their neighbours of these recent incidents.</p> <p>There had also been two reports of rogue trader incidents, where the elderly and vulnerable had been approached in a hard sell of tarmac driveways. Please call the Police if anyone is approached in this way.</p> <p>Forces from Wiltshire, Dorset and Hampshire were coming together to form a joined up approach in readiness for the upcoming Dorset Steam Fair. It was felt that many of the issues involved with the fair were not taking place inside the event, but instead when accessing or leaving it.</p> <p>The Police Dog team had recently visited the Wilton Race Course to do a sweep of the several thousand visitors there. Several hits had been made during this initiative.</p> <p>It was noted that there would be no reduction in PCSO's within the community.</p> <p><u>Fire – Mike Franklin</u>  Mike drew attention to the two written updates in the agenda pack. He announced that a decision had been made to have the new Service HQ in the Five Rivers Campus in Salisbury.</p> <p>There would be two events aimed at fire safety for older people, where electric blanket testing and a slipper exchange would be on offer:</p> <ul style="list-style-type: none"> <li>• 29 September, 10 – 2pm at the Guild Hall, Salisbury.</li> <li>• 6 October at Mere Lecture Hall.</li> </ul> <p>WFRS had five rural safety teams which liaised at a strategic level with the Police rural safety teams, ensuring they were aware of each other's work and priorities.</p> <p>Serve-on; a charity mainly staffed by former military personnel with experience of dealing with emergencies, were based at Salisbury fire station. As well as going out to trouble hot spots around the world to assist, they often work with</p>

WFRS to carry out a lot of logistical work. Recently they had helped with the placing and moving of the Barons around Salisbury.

#### Youth Update

As the Youth Officer was away, the report was read out by Steve Harris.

Wilton continued to provide an open youth club two evenings each week, delivered by Seeds4Success and funded by Wilton Educational Trust and Wilton Town Council.

Tisbury continued to provide three evenings of youth activities, funded by Tisbury Parish Council and the Youth Grant, and delivered by their youth worker and volunteers. There were now 29 young people engaging across the week. They were planning to provide three days of holiday activities 25-27 August and have a weekly drama session starting on Wednesdays from September. The Parish Council was also working with Cllr Deane to create a dedicated youth space, as this was identified as a high priority by the young people of Tisbury.

Mere Town Council had negotiated the hire of their youth club building to Seeds4Success and they had recently started opening on Friday evenings.

The Community Youth Officer was currently working with Barford, Fovant and the St Bartholomew's Benefice in the south west of the County to support them with development of local youth provision.

There have not been any new applications for Youth Grants.

Cllr Deane updated the Board on a project for the young people in the community area. It had been identified that the young people would like a dedicated space in or around the Nadder Community Campus. Several options had been considered; one in particular which was being developed was to purchase a second hand log cabin, move it to the campus site and make that the dedicated space for young people.

The project had been discussed by Tisbury parish council and had their support in principle. Cllr Deane proposed that the Board also give its support.

Cllr Wayman noted her reservations, as the campus would provide new facilities which could be used by the young people, and felt that they did not need a dedicated space.

Cllr Green noted that she understood that young people wanted their own space, as it gave a bit of street credit and was seen as 'cool'.

The Chairman asked for further details of the project before a decision could be made, as funding towards the project may be requested.

**Action: Further details to come back to a future meeting of the Board for consideration.**

10	<p><u>Community Asset Transfer - Sheep Fair Field, Wilton</u></p> <p>The Board considered the Community asset Transfer proposal to transfer land adjacent to Fairview Road (Burdens Ball) known as ‘the Sheep Fair Field’ under the Council’s Community Asset Transfer Policy to the Wilton Town Council.</p> <p>The site was considered to be a Category 1 asset meaning that it was of strategic importance to the Council. In line with the Council’s policy on processing the transfer of assets designated as Category 1, the final decision of whether to transfer this asset lies with the Cabinet Capital Assets Committee. However, part of the process required that the views of the Area Board were sought on the application.</p> <p>The Area Board was invited to either reject the application at this stage and if so to provide the reasons for doing so or to refer it for further due diligence checking and processing. It would then be presented to the Cabinet Capital Assets Committee for a final decision once the outcome of the Strategic Housing Land Availability Assessment had completed its findings.</p> <p>Wilton Town Councillor Phil Matthews spoke in support of the transfer, explaining that the Town Council had tried for several years to have the land transferred back to Wilton as an asset.</p> <p>The Board noted the following points:</p> <ul style="list-style-type: none"> <li>• That other representation had been received; all had been circulated to the Board members for consideration.</li> <li>• The site would continue to be used for the Sheep Fair.</li> <li>• The site had been identified as a possible area for housing.</li> </ul> <p><b><u>Decision</u></b></p> <p><b>The South West Wiltshire Area Board supported the Community asset Transfer proposal to transfer land adjacent to Fairview Road (Burdens Ball) known as ‘the Sheep Fair Field’ under the Council’s Community Asset Transfer Policy to the Wilton Town Council.</b></p> <p><b>The transfer would now be presented to the Cabinet Capital Assets Committee for a final decision once the outcome of the Strategic Housing Land Availability Assessment had completed its findings.</b></p>
11	<p><u>Tisbury Community Campus Update</u></p> <p>Councillor Tony Deane explained that Steve Harris was now the Community Engagement Manager for South West Wiltshire, which had brought changes to his remit, some administrative functions have been removed in order to enable a greater percentage of Steve’s time to be spent engaging with local communities.</p>



There was also a specific remit to ensure the campus becomes a vibrant hub for local community activity.

- Rydon the contractors had now been on site for over 6 months and much of the steel framework had now started to go up.
- The access road would be closed during the holidays.
- The road leading to the sports centre would be made two way.
- Flyers would be distributed and people were asked to circulate these within the community of possible.
- The sports hall would have a new sprung floor.
- There would be a new cricket net provision.
- A facebook page had been set up, and a series of pictures detailing the build process was displayed for all to see:  
<https://www.facebook.com/naddercommunitycampus>
- Asbestos had delayed the process, setting the project slightly behind schedule.
- Services would be migrating into the new build as the building developed.
- It was hoped that the building would open in May 2016.

12

Community Area Transport Group (CATG) Update

The Board considered the CATG report and recommendations for funding as detailed in the report circulated at the meeting, and attached to these minutes.

Cllr Deane noted that roadwork's had not been going to schedule in the area recently, this was due to current negotiations with the contractor Balfour Beatty Living Partnerships. It was expected that the Council would look for an alternative contractor shortly.

If there were any concerns regarding safety issues, people were advised to contact David Button, as safety issues would be tackled first, with some highways maintenance schemes following later.

**Decision**

**The South West Wiltshire Area Board approved the CATG funding for three schemes as set out in the table below:**

Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required
Broad Chalke 20mph implementation works	£7,000	£6,300	Parish Council have made 10% contribution.
Waiting restrictions in Mere	£2,000	£500	Parish Council have made 75% contribution
White lining by bus stop in Chilmark	£100	£75	Parish Council have made 25% contribution
<b>Total</b>	<b>£9,100</b>	<b>£6,875</b>	

It was noted that in future Parishes wishing to bid for CATG projects would be required to contribute up to 25% of the cost.

13	<p><u>Area Board Funding</u></p> <p>The Board considered 3 applications for funding from the Community Area Grants Scheme, as detailed in the agenda.</p> <p>Applicants present were invited to speak in support of their projects. Following discussion the Board Members voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>Netherhampton Parish Council was awarded £880 towards a playground boundary hedge.</b></p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2015/16.</i></p> <p><b><u>Decision</u></b>  <b>Chilmark Playground Management Committee was awarded £532 towards new playground safety surface.</b></p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2015/16.</i></p> <p><b><u>Decision</u></b>  <b>Ebbesbourne Wake Village Hall Management Committee was awarded £4,440 towards a disabled access WC and refurbishment of existing toilets, with the condition:</b></p> <p>1. that the Parish Council be asked to contribute the remaining £500 towards the project.</p> <p><i>Note: If the PC did not contribute the whole amount, the Board would consider making up the difference and would then make the allocation under a delegated decision, to be reported back at the next Board meeting.</i></p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2015/16.</i></p>
14	<p><u>Issues System Update</u></p> <p>The Board noted the update attached to the agenda and considered the recommendations to close the issues marked in green.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to close issues 3422 and 4034.</b></p>
15	<p><u>Close</u></p> <p>The next scheduled meeting of the South west Wiltshire Area Board would be held on 7 October 2015, 6.30pm at Dinton Village Hall.</p> <p>Note: A special meeting of the Board was held on 2 September 2015.</p>

Attachment: CATG report

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## WILTSHIRE COUNCIL

### SOUTH WEST WILTSHIRE AREA BOARD (29 July 2015)

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#### Community Areas Transport Group allocated funding report

#### 1. Purpose of the Report

1.1. This report deals with the proposals from the South West Wiltshire Community Area Transport Group (CATG). The most recent meeting was held on 20 July 2015 at Dinton Village Hall.

#### 2. Background

2.1. The South West Wiltshire Area Board has received a new allocation of £17,079 available for CATG projects in 2015/16. At the time of writing this report there is a balance of £10,002 remaining.

2.2. The CATG is the mechanism whereby Councillors, Parish Councils and Highways officers can discuss and prioritise how the money is spent. This process requires all stakeholders to be proactive in assessing local needs.

#### 3. Main Considerations

<b>Scheme</b>	<b>Estimated Total Cost</b>	<b>Amount Allocated by CATG</b>	<b>Notes and Actions Required</b>
Broad Chalke 20mph implementation works	£7,000	£6,300	Parish Council have made 10% contribution.
Waiting restrictions in Mere	£2,000	£500	Parish Council have made 75% contribution
White lining by bus stop in Chilmark	£100	£75	Parish Council have made 25% contribution
<b>Total</b>	<b>£9,100</b>	<b>£6,875</b>	

#### 4. Implications

4.1. Financial Implications  
As per recommendation.

4.2. Legal Implications  
There are none.

#### 4.3. Equality and Diversity Implications

There are none.

#### 5. Recommendation

**It is recommended that the South West Wiltshire Area Board approves the allocation and corresponding action as set out in the table above.**

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#### **NB. Attendance list for 20 July 2015 – CATG:**

In attendance:

- Cllr Tony Deane (Chair) (AD)
- Cllr Jose Green (JG)
- Cllr Peter Edge (PE)
- Cllr George Jeans (GJ)
  
- Stephen Harris, Community Engagement Manager (SH)
- Julie Wharton, Senior Highways Engineer (JW)
- David Button, Local Highways Engineer (DB)
- Lee Haine, Community Co-ordinator (LH)
- Spencer Drinkwater, Principal Transport Planner (SD)
  
- Clare Churchill, Quidhampton/Fovant/Burcombe/Teffont/Berwick St John/Compton Chamberlayne Parish Clerk (CC)
- Michael Scott, Broad Chalke resident (MS)
- Caroline Plumtre, Ansty Coombe resident (CP)
- Juliette Foy, Ansty Parish Councillor (JF)
- Neil Southerden, East Knoyle Parish Councillors (NS)
- Brett Norris, Mere Town Councillor (BN)
- Michael Pont, South Newton & Stoford Parish Councillor (MP)
- James Green, South Newton & Stoford Parish Councillor (JGr)
- John Wigg, Zeals Parish Councillor (JW)
- Tom Hitchings, Broad Chalke Parish Councillor (TH)
- Archibald Barr, Broad Chalke resident (AB)
- Martin Holland, Broad Chalke resident (MH)
- Sandra Harry, Donhead St Andrew/Tisbury Parish Clerk (SHa)
- Richard Mitchell, Tollard Royal Parish Councillor (RM)
- Roger Little, West Tisbury Parish Councillor (RL)
- Phil Matthews, Mayor of Wilton Town Council (PM)
- David Robertson, Hindon Parish Councillor (DR)
- Frank Freeman, Hindon Parish Councillor (FF)
- Patrick Boyles, Chilmark Parish Councillor (PB)
- Clive Upton, Dinton resident (CU)

- Roy Sims, Mere Parish Councillor (RS)
  - PC Pete Jung, Wilton Community Beat Manager (PJ)
  - Robin Garran, Alvediston Parish Councillor (RG)
  - Mike Ash, Bishopstone Parish Clerk (MA)
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