

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** South Newton & Great Wishford Village Hall, Warminster Road,  
South Newton, Salisbury, SP2 0PJ  
**Date:** 22 June 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.23 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Bridget Wayman (Chairman), Cllr Jose Green (Vice Chairman), Cllr Tony Deane and Cllr George Jeans

### **Wiltshire Council Officers**

Richard Munro, Community Area Manager

Lisa Moore, Democratic Services Officer

Damian Haasjes, Voluntary Sector Development Manager, Children and Education

### **Town and Parish Councillors**

Bishopstone Parish Council – M Ash & Major Thompson

Burcombe without Parish Council – C Churchill & N Lefroy

Dinton Parish Council - C Churchill & C Smith

Donhead St. Andrew Parish Council – S Harry

East Knoyle Parish Council - C Churchill

Fovant Parish Council – N Knowles

Hindon Parish Council – D Robertson

Mere Parish Council – R Porter, L Traves & T Traves

Quidhampton Parish Council – C Churchill & K Taylor

South Newton Parish Council – J Green & M Port

Swallowcliffe Parish Council – G Ewer

Tisbury Parish Council – S Harry  
Wilton Town Council – P Matthews & C Purves

**Partners**

Wiltshire Police - Inspector David McMullin and Chief Constable Mr Brian Moore  
Wiltshire Fire & Rescue – Martin Jones  
Wiltshire Police Authority – Joy Hillyer  
TAPCAP – Nigel Knowles

**Total in attendance: 47**

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<b><u>Agenda Item No.</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>
1.	<p><u>Welcome</u></p> <p>Councillor Bridget Wayman opened the meeting and welcomed Chief Constable Brian Moore of Wiltshire Police, to the meeting of the South West Wiltshire Area Board.</p> <p>As this was the first meeting of the year which followed Annual Council, election of a chairman was required, Councillor Wayman explained that Councillor Green would take the Chair for the next item.</p>
2.	<p><u>Election of a Chairman</u></p> <p>Councillor Jose Green sought nominations for Chairman of the Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>To elect Councillor Bridget Wayman as Chairman of the South West Wiltshire Area Board for the forthcoming year.</b></p>
3.	<p><u>Election of a Vice-Chairman</u></p> <p>(Cllr Wayman in the Chair)</p> <p>Councillor Bridget Wayman sought nominations for Vice-Chairman of the Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>To elect Councillor Jose Green as Vice-Chairman of the South West Wiltshire Area Board for the forthcoming year.</b></p>
4.	<p><u>Appointments to Outside Bodies</u></p> <p>The nominations to Outside Bodies would be carried over for 2011/12 as per the table attached to the agenda.</p>
5.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Cllr Keith Humphries – Cabinet Member</li> <li>• Cllr Richard Beattie – Board Member</li> <li>• Graham Hogg – Service Director</li> <li>• Richard Long-Fox – Teffont Parish Council</li> </ul>

	<ul style="list-style-type: none"> <li>• Insp Lindsey Winters – Wiltshire Police</li> <li>• Roger Weaver – Bowerchalke Parish Council</li> </ul>
6.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
7.	<p><u>Minutes</u></p> <p>The Chairman asked for an amendment to the minutes as follows:</p> <p>Item 08. Tisbury Community Campus Point 5. Of the Decision – should read:</p> <p>It is recommended that Tisbury Parishes and Community Area Partnership (TAPCAP) be asked to submit an expression of interest to be a member of the COB and that TAPCAP undertake the required consultation within the required timescales.</p> <p>With the above amendment, the minutes of the previous meeting were agreed a correct record and signed by the Chairman.</p>
8.	<p><u>Matters Arising</u></p> <p>Dinton Parish Councillor, Charles Smith had asked two questions under item 9 of the minutes (Police Update).</p> <ol style="list-style-type: none"> <li>1. Why were there signs on the speed cameral informing people that they were not in use. <i>Answer: Inspector McMullin informed the Board that the police had checked with the Council on the matter and that it had appeared that it was a Council decision.</i></li> <li>2. Why was the level of anti social behaviour higher in Wilton than in Mere. <i>Answer: Inspector McMullin explained that in regards to the level of anti social behaviour in different areas of Wiltshire, Wilton was ranked fairly low on the table compared to other community areas. The Police were working with Youth officers in Wilton to help to reduce the anti social behaviour issue.</i></li> </ol> <p>Councillor Tony Deane had spoken to Cabinet member Cllr Tonge; regarding the covered over speed cameras. He had been informed that it had been a unilateral decision made by the Police.</p> <p><b><u>Decision</u></b>  <b>Councillor Deane would ask Councillor Tonge if it were possible to have the covers removed, as it was felt pointless to have them in place.</b></p>

9.

### Chairman's Announcements

The Chairman made the following announcements:

#### **Street Trading**

A paper inviting people to comment on the final draft of the new council-wide Street Trading Scheme, had been attached to the agenda.

Councillor Jose Green commended the officers involved with the consultation for listening to the concerns and view of the local members and in making the required amendments to the document.

Councillor George Jeans explained that he and Councillor Beattie had also both worked hard to get the original proposals overturned and had worked with the officers involved to get an acceptable result.

Councillor Wayman and a member of Wilton Town Council thanked the councillors for their work in ensuring that the concerns of the Area Board were heard and that the required changes were incorporated into the final version of the proposed scheme.

#### **Community Speed Watch**

The letter which was sent to motorists caught speeding was currently sent out by Elizabeth Ngero who had been employed to run the administration of the original Community Speed Watch Scheme. Originally there had been 18 schemes, which meant that letters were taking around one to two weeks to be sent out. Now that there were 44 schemes and still only one administrator, it was not possible for the administrator to send the letters so promptly, with some being sent up to one month after the offence had been committed.

The Chairman suggested that funding was required to enable the scheme to employ a second administrator to provide assistance to Elizabeth in getting the letters out more quickly.

#### **Feedback on Localism Seminar**

Councillor Wayman gave an update from the Localism Seminar which was held on 12 May:

- More decision making would be passed down to Area Boards
- The Core Strategy has plans for each Community Area

Wilton Town Councillor Phil Matthews informed the Board that at the localism meeting he had raised the issue of the Land Command site at Wilton. Since then, the Land Control had pulled the whole thing.

#### **Action**

**Councillor Richard Beattie would be asked to look into this matter.**

Fovant Parish Councillor Tony Phillips noted that the parishes of Fovant, Hindon

and Ludwell owed a debt of gratitude to the Board as if the Board had not made them aware that they had been marked down for 200 new homes, they would not have known about it.

Councillor Jose Green asked if anyone had experienced difficulty in accessing the web page to take part in the online consultation for the Core Strategy, as it had been reported to her that there were approximately 300 links to other documents from this site, which made the process of viewing the information laborious, with some people being put off or losing confidence in the consultation process.

Some other comments regarding this online consultation were:

- A suggestion that the consultation should list the changes to the document to save participants having to read the entire document over again to find any changes.
- It had been difficult to find a summary page.
- Concern was raised by some in attendance regarding the amount of money spent on online consultations such as this.

The Chairman noted that the Core Strategy which had started under the former SDC was now being fed into the overall Wiltshire Core Strategy, and could be seen as being a repetitive and confusing.

Alistair Cunningham had provided feedback to the Chairman, saying that the Neighbourhood Plans would need to conform with national policy and the Wiltshire Core Strategy, which would be consulting on housing boundaries and restraints.

The Chairman thought that these figures should be decided by the community themselves.

#### **Action**

**Councillor Bridgett Wayman agreed to contact the Leader of the Council to discuss the matter and feed back with an update at the next Area Board meeting.**

#### **Library Services**

There had been a good level of uptake from all three libraries (Mere, Tisbury and Wilton) from people interested in becoming volunteers. Around 100 people in total had come forward and the scheme would start in September 2011.

There would also be a review of the mobile library service in Autumn 2011.

#### **Action**

**Richard Munro would include a complete update on the three libraries regarding the final decisions on opening hours, in a future Just a Minute (JaM).**

	<p><b>Tisbury Campus</b></p> <p>Councillor Tony Deane gave an update. The COB had held two meetings to date, the first on 2<sup>nd</sup> June, and the second on 16<sup>th</sup> June, where the members had produced a draft consultation questionnaire which would be distributed shortly to households.</p> <p>The COB consisted of the following members:</p> <ul style="list-style-type: none"> <li>• Felicity Core – Ex Librarian, involved with the church and driving for hospital patients.</li> <li>• Cllr Tony Deane – Wiltshire Council local member</li> <li>• Patrick Duffy – Chairman of Tisbury Parish Council</li> <li>• Alan Gibb – Hindon Parish Councillor</li> <li>• Sarah Willan – Teffont resident and on the Odstock Hospital Board</li> <li>• Isabelle Scott-Clark – Missionary in educating young people in life skills</li> </ul> <p>Wiltshire Council had purchased the Nadder School building, which may be incorporated into the campus project.</p> <p>The consultation would be administrated by TAPCAP and circulated to 8,000 houses within the Tisbury community area and some surrounding villages. It would also be available on the web as well as being circulated to parish councils.</p> <p>There would be a four week period of consultation which provide a chance for local people to comment on how they would like to shape the campus facility for their community area.</p>
10.	<p><u>Community Asset Transfer</u></p> <p>The Board members considered the application to transfer a piece of land in Tisbury, as an asset to the community, for use as allotments. A report detailing the proposed transfer was attached to the agenda.</p> <p>Following a discussion of the application, the Board members voted on the recommendation to approve the transfer of land to Tisbury Parish Council.</p> <p><b><u>Decision</u></b>  <b>The land located at Weaveland Road, Tisbury is transferred to Tisbury Parish Council as recommended in the officers report.</b></p> <p>Richard Munro, Community Area Manager informed those present that all Community Asset Transfer (CAT) applications come to the Board for decision, so if any other parishes had a piece of land in mind for an asset transfer, they could contact him for more information on the process.</p>

	<p><b><u>Action</u></b>  <b>Richard Munro would send information to all Parishes regarding the land currently owned by Wiltshire Council, along with information on the process for applying for a CAT.</b></p>
11.	<p><u>Older People's Accommodation Strategy</u></p> <p>Unfortunately an officer was not available to attend the meeting to give the presentation, however those present felt that they would like to see the presentation at the next meeting.</p> <p><b><u>Action</u></b>  <b>Richard Munro would liaise with the relevant officer to arrange attendance at the next Area Board meeting.</b></p>
12.	<p><u>Commissioning Strategy for Young People aged 13 - 19</u></p> <p>Damian Haasjes (Voluntary Sector Development Manager, Children and Education) gave a presentation outlining the plans for improving the services for the 13 – 19 age range.</p> <p>Wiltshire Children’s Trust draft commissioning strategy contained the following sections:</p> <ul style="list-style-type: none"> <li>• An introduction including the purpose and scope.</li> <li>• The national and local context for work with 13 to 19 year olds.</li> <li>• Local needs and services.</li> <li>• An analysis of the current position from the point of view of young people and the staff and managers who work with that age range.</li> <li>• The commissioning priorities including some suggestions for the future delivery of youth work services in Wiltshire. These suggestions were developed with a range of stakeholders and wider views were now being sought.</li> </ul> <p>The draft included a number of suggested commissioning priorities outlined below:</p> <ol style="list-style-type: none"> <li>1. Maximising the participation and involvement of young people</li> <li>2. Improving educational attainment</li> <li>3. Supporting young people to move into employment and training</li> <li>4. Improving access to information, advice and guidance</li> <li>5. Increasing the availability of affordable housing</li> <li>6. Reducing the number of young people who are unable to live with their families</li> <li>7. Improving services available for young people who are engaged in risky behaviour</li> <li>8. Improving services available for young people with disabilities</li> <li>9. Exploring options to improve transport for young people</li> <li>10. Encouraging and increasing volunteering opportunities for young</li> </ol>



	<p>people</p> <p>11. Making sure information is available on services and activities for 13 to 19 year olds</p> <p>During the consultation feedback is being sought on whether the above are the right priorities and which, if any, should have higher priority.</p> <p>The draft strategy is available to at: <a href="http://www.wiltshirepathways.org">www.wiltshirepathways.org</a> on the home page under 'Latest News'.</p> <p>Consultation was taking place for 12 weeks from 13<sup>th</sup> May 2011 to 5<sup>th</sup> August 2011. The final strategy would be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work.</p> <p>Written responses to the consultation could be sent to <a href="mailto:pathways@wiltshire.gov.uk">pathways@wiltshire.gov.uk</a></p> <p>Damian would be coordinating the youth version whilst Jane Shuttleworth (Head of Joint Commissioning, Department for Children and Education) would be coordinating the adult version. Results would be collated and brought together for a final result.</p> <p>The Chairman added that Jaki Farrell, the youth worker for Mere and Tisbury would be carrying out a local consultation on 3<sup>rd</sup> July 2011 in Mere. This would be an opportunity for adults and young people from all three of the community areas to have their say.</p> <p>The Area Board expressed an interest in exploring the possibility of providing a youth service from the Tisbury Campus site, but that it would first need to establish what needs the young people for that area had.</p> <p>Damian agreed to work with Jaki in establishing what young people wanted from a Campus.</p>
13.	<p><u>Queen Elizabeth II Playing Fields Challenge</u></p> <p>Richard Munro, Community Area manager explained that this was an initiative by Prince William, in time for the Queen's Diamond Jubilee.</p> <p>Wiltshire had been asked to look at 20 possible locations, which could be put forward locally, for protection from development and to ensure that they are brought up to the required standard and fit for use.</p> <p>Four sites within the three community areas had been proposed by the Leisure and Play Strategy Officer. These sites were:</p>

	<ul style="list-style-type: none"> <li>• Wilton - Sheep Fair Field</li> <li>• Sports Field - Netherhampton</li> <li>• Open Space – Mere</li> <li>• Open Space – Mere</li> </ul> <p>The feeling from the room was that in most cases, the proposed sites were not suitable for preservation as sports fields, as they were currently either being used for another purpose or the local parish had an interest in applying for a Community Asset Transfer. The parishes felt that there needed to be better communication between the officer leading this project regarding the suitability of the proposed sites, with the parishes concerned. It was agreed that the Community Area Manager would liaise with the officer to request a revised list of alternative sites and that parishes concerned were approached for comments and to ensure the option of CAT was not a consideration.</p> <p><b><u>Action</u></b>  <b>Richard Munro, Community Area Manager would liaise with the Leisure and Play Strategy Officer, to produce a revised list, for consideration at a future meeting.</b></p>
14.	<p><b><u>Community Area Grants</u></b></p> <p>The Board considered five applications for funding from the Community Area Grant Scheme. The Chairman invited applicants present to speak in support of their application and to answer any questions from the room. After discussion the Board members voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>Broad Chalke Show was awarded £900 towards their project to hold a new county show on 30<sup>th</sup> July 2011.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and would promote the skills and produce available in a typical South West Wiltshire locality.</i></b></p> <p><b><u>Decision</u></b>  <b>Hindon Parochial Church Council was awarded £170 towards their project to repair the village clock. The Board felt that the amount awarded would act as seed money with a recommendation that the applicant should develop community fundraising to make up the balance needed for the project.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and would help to maintain a community centre piece which was valued by many in the community.</i></b></p>

	<p><b><u>Decision</u></b>  Friends of Mere School was awarded £1,000 towards their project to hold a fireworks festival in the village on 31<sup>st</sup> October 2011. The Board specified that the award could not be spent on the fireworks themselves, but should be put towards the other items of expenditure listed in the application.</p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2011/12 and would help to put on an event which would be enjoyed by members of the community of all ages.</i></p> <p><b><u>Decision</u></b>  Nadder Hall Committee was awarded £1,223 towards their project to Redecorate the hall's foyer.</p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2011/12 and would help to bring the foyer of the hall up to a good standard to allow continued use by many local groups.</i></p> <p><b><u>Decision</u></b>  Wiltshire Fire and Rescue Service was awarded £800 towards their Salamander project, with the provision that five young people from the South West Wiltshire community areas were included in the project.</p> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant Criteria for 2011/12 and would provide an opportunity for young people within the community areas of South West Wiltshire, to take part in this project.</i></p>
15.	<p><b><u>Partner Updates</u></b></p> <p><b>Wiltshire Police</b>  Inspector David McMullin gave an update on behalf on Inspector Lindsey Winters.</p> <p>In Mere, there had been a drop in the number of dwellings and motor vehicle theft, but an increase in the number of non-dwelling burglaries, over the past 12 months. People were urged to lock up their sheds and outbuildings to reduce the risk of theft.</p> <p>In Tisbury there had been a drop in the amount of violent crimes reported and a reduction in motor vehicle theft. With an increase again in non-dwelling burglaries.</p> <p>In Wilton there had been a reduction in violent crime and dwelling burglaries. A young persons disco had been planned, which would be held at the community centre in Wilton.</p>

	<p>Inspector McMullin informed the board that Police Officer Sam Spacey had invented a process where ordinary bicycles could be modified to include an electric motor. There had been an increase in the number of police officers out on bicycles , which was thought to improve the communication between people in the community with the police, as it appeared that people were more likely to stop and talk to a police officer on a bike than one in a car.</p> <p><b>Wiltshire Police Authority</b>  Joy Hillyer informed the Board that following the consultation earlier in the year, replies had been taken into consideration when setting the strategic restructuring of the police service for Wiltshire. The consultation had found that it was deemed important to people that the PCSO's and the Community Beat Officers were retained. Joy confirmed that policing for Wiltshire would remain efficient.</p>
16.	<p><u>Update from Community Area Partnership</u></p> <p>Nigel Knowles informed the Board that TAPCAP was liaising with the Community Operations Board (COB) on the Tisbury Campus consultation. They hoped to have a simple, good survey form out to every household in the district over the next week with the aim of collating the responses in time for the deadline on the 22nd July 2011.</p>
17.	<p><u>Update on Issues</u></p> <p>Richard Munro, Community Area Manager gave an update.</p> <p>There had been one speeding issue which would have been best resolved by the Community Area Transport Group (CATG), which met last in December 2010.</p> <p>More proposals were needed so that the group could meet again. New technical and Highways projects were sought.</p> <p>The Chairman informed the Board that a report produced by Cabinet member Councillor Dick Tonge had detailed that each Area Board would be allocated one of the 18 Speed Indicator Devices (SIDS) available. The Board would also be given a list of suitable sites where the SID could be placed. Boards could also purchase additional equipment If required.</p> <p>The Chairman proposed that the CATG looked at the proposed sites for SIDS to devise a scheme for the best possible use of the device.</p> <p>Dinton Parish Councillor, Charles Smith explained that there had been a relaxation of planning rules in regards to B1 and B2 sites, changing to C3's, for a change of use from business to residential. A national consultation was due to end on 30<sup>th</sup> June 2011, he urged the Board take a look.</p>

	<p><b><u>Decision</u></b> <b>The Community Area manager would discover details of the consultation and publicise it across the community areas.</b></p>
18.	<p><u>Future Meeting Dates, Evaluation and Close:</u></p> <p>The next meeting of the South West Wiltshire Area Board will be held on Wednesday 24<sup>th</sup> August 2011, 7.00pm at East Knoyle Village Hall.</p>

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