

# MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Pitton Village Hall, Whitehill, Pitton SP5 1DJ  
**Date:** 6 October 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.05 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Richard Britton (Chairman), Cllr Leo Randall (Vice Chairman), Cllr Ian McLennan, Cllr Christopher Devine, Cllr Julian Johnson

Cllr Jane Scott OBE, Leader of the Council

### **Wiltshire Council Officers**

Tom Bray, Southern Wiltshire Community Area Manager

Lisa Moore, Democratic Services Officer

Tracy Carter, Service Director - Waste Management

Matthew Woolford, Media Relations Manager

Tony Nye, Youth Coordinator

Steve Wilson, Divisional Highways Manager

### **Town and Parish Councillors**

Alderbury Parish Council – C Churchill & A Newbery

Britford Parish Council – M Hitchings

Clarendon Park Parish Council – K Rodger

Downton Parish Council – S Barnhurst – Davis, J Brown, B Cornish & R Yeates

Firsdon Parish Council – B Edgely & P Horton

Landford Parish Council – J Martin & J Wright

Laverstock and Ford Parish Council – V McLennan

Pitton and Farley Parish Council – G Lowndes, C Purves & A Shaw

Redlynch Parish Council – W Dunn & D Trial  
West Dean Parish Council – H Urquhart  
Whiteparish Parish Council – Jones, T King & L Palmer  
Winterslow Parish Council – D James & D Newton

**Partners**

Wiltshire Police – Inspector A Noble and Sergeant D Garvin  
Wiltshire Fire and Rescue Service – M Franklin  
Extended School Services – Emma Procter

**Total in attendance: 56**

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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 Richard Britton welcomed everyone to the meeting of the Southern Wiltshire Area Board and introduced Councillor Jane Scott, Leader of the Council who was in attendance.</p>
2.	<p><u>Apologies</u></p> <p>There were none.</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Thursday 25 August 2011 were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5.	<p><u>Chairman's Announcements</u></p> <p><b>Proposals for Youth Engagement Project through Duke of Edinburgh (DoE) Award Scheme.</b></p> <p>The Board was working with schools to find suitable candidates to sponsor for the DoE Award Scheme in a bid to strengthen the Area Board's engagement with young people. Several young people had shown an interest but one, attending Trafalgar School and living in Landford, seemed an excellent candidate and was most interested in taking part in the scheme.</p> <p>The Board noted the following information papers attached to the agenda:</p> <ul style="list-style-type: none"> <li>• Free Home Insulation Scheme</li> <li>• Winter Highways Matters</li> <li>• Registration of Septic Tanks</li> </ul> <p>Parish Councils were urged to pass on the information within their communities to anyone they felt may be interested.</p>
6.	<p><u>Current Consultations</u></p> <p>The Board noted the details of the current consultations listed on the agenda, along with the link to the consultation portal web page online where more information could be found.</p>

7.

Leader of the Council - Councillor Jane Scott OBE

Councillor Jane Scott thanked the Area Board for the invitation to the meeting, and gave a brief outline of her role as Leader of the Council.

Councillor Scott had attended a Cabinet meeting earlier in the day where they had considered proposals for radical changes to the senior management structure of the Council.

The financial pressure on the Council was considerable; central government had taken 24.5% off the revenue grant. £20 million had been taken during the first year of cuts and a further £30 million would be taken this year.

220 manager posts had already been deleted and the Cabinet had also decided to remove the Chief Executive post and one Corporate Director post from the structure.

Further savings would be needed; the Council aimed not to cut or close any services in making these savings, but would try to manage services in a more efficient way.

Over £50 million would be invested into older people's services over the next four years, as well as investing in young people's services. There had been an increase of 40 young people during the last year who were being looked after by the Council.

The Council was keen to invest in the economy, as Wiltshire has high property values but comparatively low wages. It was hoped that people would be able to live and work in the county, instead of having to travel elsewhere for jobs.

There would also be a large investment in super fast broadband connections, to help maintain and increase businesses in the county. Part of this scheme would be aimed at getting all ages IT literate, connected up and able to use services available.

The Chairman added that the Area Board was already working strongly on local employment issues.

Questions and comments were then taken, these included:

- Could you provide an update on the decision taken by Cabinet today regarding the senior management structure? Answer: The decision was to delete the Chief Executive (C.E.) post and one Corporate Director post. Cabinet believes that the Council can be run with a political leadership and the support of very strong officers. The C.E. would be offered redundancy and the existing four Corporate Directors would be offered a period of time to apply for redundancy. After the redundancy notice period had closed, applications will be considered and one redundancy will be

offered. The Council would make savings of £200k this year and £400k in a full year.

- A Parish Councillor asked about the Localism Bill and the production of Parish Plans. Answer: In the South of the county, the Core Strategy went to the inspector; he has now finished his report which was due out any time now. It is important for the community, if they have the capacity, to produce a Neighbourhood Plan, this allows them to say what kind and how much development they might have in the future and possible locations for such development.

There have been mixed messages about localism, some people think it means that you are able to say no to anything you wish, this is not the case. We need a strong Core Strategy, which depicts where jobs and homes will be in order to prevent developers having a “free for all”. We need to be strong in saying what we want with regard to the number of new houses. The rest of the county are in a different position, the document for that part of the county will go to full council in February 2012. It is currently 18 months behind the South, so the rest of the county are more vulnerable. Once this has gone to the inspector, we will look at joining up the two strategies.

- Can you assure us that the Area Board budget will not be cut next year? Answer: When we heard that the council would get less money, the Cabinet had a discussion whether the Area Boards were the right way to continue, it was agreed that they were. The financial plan for the next four years shows that we will be investing more money into Area Boards, so they are safe along with the grant funding. This particular Area Board is successful, while others are taking longer to mature.
- Are there any plans for building a university in Wiltshire, as at present our young people are forced to go elsewhere for further education when they turn 18? Answer: It is a great sadness that we do not have a university in Wiltshire, especially in Salisbury. Unfortunately there is no money or appetite from central government to build new universities. In recent discussions with Wiltshire College we understand that we are attracting students from outside the county and from abroad.
- In situations where the Council has employed agency staff, could they consider taking on more apprenticeships instead? Answer: Last year the Council cut agency staff and consultants by 50%. Agency staff are needed from time to time when we are unable to fill posts such as refuse collectors, this task still needs to be carried out so we must use agency staff to get the work done. There have been approximately 16 new apprentice positions across all areas of the Council.
- Would Wiltshire Council consider providing funding to Parish Councils and could business rates be distributed to rural areas? Answer: Parish

Councils are in a wonderful position where they can talk to their communities about why they want to put the precept up and explain that a £5 raise would pay for a certain project or improvement. If the community know exactly what the increase is for, they are likely to agree. With regards to business rates, the money Wiltshire Council collects goes to central government; they then give us back a smaller amount. The Council did however decide that Parishes no longer had to fund their own elections.

- The recent decision on the development application at Hampton Park 2 made by Rt. Hon. Eric Pickles was inconsistent with the decision he made in Winchester. Answer: I can only assume that they did not have a strong enough core strategy that is why it is important for us to have a good strong core strategy which states how many houses we want to be built.
- It was reported in the Salisbury Journal that Wiltshire would not be returning to a weekly household waste collection service. Can we therefore put the funding which we may get from central government in to recycling services? Answer: The Council is trying to establish what money is available to us and what restrictions there may be on that money. Wiltshire aims to be able to achieve a level of at least 50% recycling; the only way that we feel this can be achieved is to go to a fortnightly household waste collection service alongside a good recycling service. A pilot scheme for nappy composting was being considered, to find out whether it was a service which could be provided in the future.
- Could the communication channels between the council and parishes be improved when dealing with delegation of services? Answer: There is a clear policy that services should be delegated down to the right level, in some cases there has been a blockage in the system. Now, with regards to Community Asset Transfers, when agreed by an Area Board the land can be transferred on a licence until the legal team have completed the paperwork. This allows the transfer to go ahead as soon as it is granted and prevents hold ups by other complications, as had been the case in the past.
- A Downton Parish Councillor asked for clarification on whether the grant awarded to the Downton Leisure Centre would be safe for the next 3 – 4 years or if the award was for one year only? Answer: Councillor Scott agreed to look into this and provide clarity on the situation at a later date.

**Action: Councillor Jane Scott**

- Councillor Devine asked for an overview on the situation of the Salisbury Vision. Answer: Salisbury District Council (SDC) had produced a vision for a high level strategic organisation to move forward three big issues for the city; these were Market Square, Central Car Park and Churchfields

	<p>Industrial Estate. The Vision Board is made up of public, private and community sector members, with an independent chairman, Sir Christopher Benson.</p> <p>At the moment the Salisbury Vision has been held up by the interest in the proposal to remove the large trees in Market Square, so it was decided that the Market Square aspect of the vision would go to the Area Board for consultation, to allow work to continue with other aspects such as the plans for Central Car Park, as this is at a critical stage with the developers submitting their plans.</p> <p>The Chairman thanked Councillor Scott for attending and answering questions.</p>
8.	<p><u>Community Asset Transfers in Redlynch</u></p> <p>The Board heard from Jane Wright of Landford Parish Council about their successful Community Asset Transfer (CAT).</p> <p>The Chairman thanked Jane for her presentation and congratulated Landford Parish Council in their perseverance with the CAT process.</p> <p>The Board Members then considered two CAT applications, by Redlynch Parish Council for the transfer of land at the Chalk Pit, Muddyford Road, Redlynch and Vale Allotments, Woodfalls, as detailed in the report attached to the agenda.</p> <p><b><u>Decision</u></b>  <b>The Southern Wiltshire Area Board approved the transfer of land at Vale Road Allotments, Woodfalls for allotments and the Chalk Pit, Muddyford Road, Redlynch for amenity and recreation purposes; to Redlynch Parish Council.</b></p>
9.	<p><u>New Police Satisfaction Survey</u></p> <p>The Chairman briefed the Board on the new Police Satisfaction Survey results for the area, which had been attached to the agenda.</p> <p>The statistics for the Southern Wiltshire area highlight a number of differences between this and other areas. The Chairman proposed that a Task and Finish group be formed to look at the areas highlighted by the statistics.</p> <p>The group would consist of:</p> <ul style="list-style-type: none"> <li>• Councillor Richard Britton</li> <li>• Tom Bray, Community Area Manager</li> <li>• Sergeant Dean Garvin</li> <li>• 2 – 3 Parish Councillors</li> </ul> <p>The Chairman then asked for volunteers to join the group, Amanda Newbery</p>

	<p>(Alderbury) and Keith Rodger (Clarendon) came forward. Any further volunteers should contact Tom Bray, Community Area Manager on <a href="mailto:tom.bray@wiltshire.gov.uk">tom.bray@wiltshire.gov.uk</a></p>
10.	<p><u>Our Focus on Local Employment</u></p> <p>Tom Bray, Community Area Manager drew people's attention to the report attached to the agenda, as it sets out what the Board aimed to achieve and the status of the various workstreams. The Board members were asked to consider the recommendations for funding as detailed in the report.</p> <p><b><u>Decision:</u></b>  <b>The Southern Wiltshire Area Board agreed to:</b></p> <ol style="list-style-type: none"> <li><b>1. Fund the installation of 3 jobs boards at the 3 sites in the report up to a maximum of £3,500. The exact location, size of boards and process for displaying vacancies is to be determined locally and the Community Area Manager will work with all stakeholders to arrive at an agreed way forward. If a technological solution is preferred in a specific location then the Board will consider granting extra funds at the next meeting on 15 December 2011.</b></li> <li><b>2. Set aside up to £100 to hold a focus group which is to be held at an agreed location. The outcomes of the focus group are to be brought back to the next appropriate Area Board.</b></li> <li><b>3. Acknowledge the £125 spent by the Community Area Manager under delegated powers on 4 Job Club sessions at Old Sarum.</b></li> </ol> <p><b>Action: Tom Bray, Community Area Manager</b></p>
11.	<p><u>A Focus on Speeding</u></p> <p><b>Getting Speedwatch or Speed Indicator Devices (SIDs) in your village</b>  The Chairman informed the Board that from April 2012 the Southern Wiltshire Area Board would be in control of its own SID and the deployment of it around the community area.</p> <p>Parishes were reminded that a SID could only be deployed to approved sites following a metro count. If a Parish was interested in having the SID in their village next year then they should contact Tom Bray, Community Area Manager now to arrange for a metro count to be carried out.</p> <p><b>30MPH Wheeled Bin Stickers</b>  The Chairman noted that Council officers had not been supportive of the wheelie bin 30mph stickers as they felt that they could encourage people to leave their bins out for longer than was necessary and that the bins may cause an obstruction on the pathways. However, the Board supported the initiative to use the stickers as it seemed that the positive effect far outweighed the negative and</p>

	<p>they were, in any case, already in use in some villages.</p> <p>The Board members considered funding the project to purchase 900 stickers for £440 to be distributed to the parishes who had registered their interest in the scheme as detailed in the report attached to the agenda.</p> <p><i>NB: Since the meeting Redlynch PC had also registered to be included in the scheme and would receive an allocation of stickers.</i></p> <p><b><u>Decision</u></b>  <b>The Southern Wiltshire Area Board would award £440 towards the purchase of 900 30mph wheelie bin stickers to be distributed to parishes as detailed in the report.</b></p> <p><b>Action: Tom Bray, Community Area Manager</b></p>
12.	<p><u>Community Area Transport Group (CATG) Update and Councillor Proposal for additional funding</u></p> <p>The Chairman announced that the Board had failed to secure the balance of funds for the A338 Charlton All Saints project, from the CATG substantive project fund. The Chairman therefore proposed that the balance of £6,324 be funded as a Councillor Initiative project, from the Board's budget.</p> <p>Councillor McLennan urged the Chairman to take the matter to a higher level to request funding from Highways as opposed to using the Area Board Budget, as he felt that the Charlton All Saints scheme was high priority and met the criteria.</p> <p>The Chairman added that the scheme had only been refused on technical grounds. The site was used by many young children, elderly people and mothers with pushchairs when crossing the busy road to access the bus stop.</p> <p>Councillor Jane Scott agreed to take the matter back for discussion with the officers involved, to see if there was any other budget that could fund the scheme. She would discuss the outcome with Tracy Carter who would feed back to the Board with an update.</p> <p><b>Action: Councillor Scott and Tracy Carter, Service Director.</b></p> <p>The Chairman thanked Councillor Scott for her assistance. In the meantime the Board decided to allocate the funds from the Area Board project to allow the scheme to go ahead, as there were time restrictions involved. If the funds were later made available to the project following Councillor Scott's discussions with officers, the Board's funds would be returned to the Area Board budget.</p> <p><b><u>Decision:</u></b>  <b>The Southern Wiltshire Area Board agreed to allocate £6,324 as a Councillor Initiative towards the Charlton All Saints scheme, however if</b></p>

	<p><b>the funds were later awarded to the scheme from another budget, then the Area Boards funds would be returned to their budget for 2011/12.</b></p> <p><b>Action: Tom Bray, Community Area Manager</b></p>
13.	<p><u>Partner Comments and Updates</u></p> <p>The Board noted the Partner updates attached to the agenda. In addition the following updates were received:</p> <p>The Chairman noted that on page 67 of the agenda, the police update listed Mr Angus Macpherson as the Police Authority representative for Southern Wiltshire, when it was actually Councillor Richard Britton.</p> <p><b>Police</b></p> <p>The new Police Inspector Andy Noble introduced himself to the Board. Andy had asked for a slot at the next Area Board meeting in December when he would outline some of the structural changes recently implemented by the police and what those changes mean for us locally.</p> <p>The Police were asked why the statistics showed there had been an increase in dwelling burglaries.</p> <p>Sergeant Dean Garvin explained that dwelling burglaries included sheds and garages attached to properties and that most listed were actually these types of burglaries of tools. Actual dwelling burglaries to houses were still really low.</p> <p>Forthcoming work would concentrate on targeting scrap dealers, as the people who carry out non dwelling burglaries to steal scrap metals use scrap dealers when disposing of the stolen metals and goods.</p> <p>The Chairman added that the Police are increasingly targeting their efforts where the statistics show a rise in criminal activity therefore it is very important that every incident is reported.</p> <p>Questions and comments:</p> <ul style="list-style-type: none"> <li>• The traffic lights on the A338 in Downton were out of action over the weekend, by Monday morning the children were having trouble crossing the road. A resident had called the police to ask if an officer could attend to assist with controlling the traffic to allow the children to cross safely. The operator explained that this was not something the police could assist with, so who should be contacted in an instance like this? <u>Answer:</u> It is correct that this type of incident is not a Police role, however the operator should have contacted the Wiltshire Council Highways Department which could deal with it.</li> <li>• Some HGVs speed on single track lanes, can the police do more to tackle</li> </ul>

	<p>this issue? <u>Answer:</u> One of the targets this quarter was to tackle speeding. Officers are out an about and will continue to tackle speeding of any vehicle, not just HGVs.</p> <ul style="list-style-type: none"> <li>• One person had tried to call the new 101 number on five occasions, and felt that on two of those occasions the assistance could not have been better, however on the other three times, it could not have been worse, as the operator did not know where Salisbury was. <u>Answer:</u> If this happens keep the details of the time and date of these incidents and report them to the Neighbourhood Police Team (NPT) or to Inspector Noble and the matter will be dealt with.</li> </ul> <p>The Chairman added that statistics showed that the call centre was handling 95% or more of the calls within the 30 seconds set. He urged people to report any issues relating to the new 101 phone number to the police.</p> <p><b>Young People’s Update</b>  Tony Nye; Youth Coordinator informed the board that Cabinet had approved the 11 to 19 Commissioning Strategy which had been presented to them. The Strategy would ensure the best use of overall resources available to support young people within Wiltshire, ensuring there were no gaps or overlaps in provision.</p> <p>The Strategy and the report presented outlined the strategic direction for reshaping youth services in Wiltshire and for making savings (£450k in 2012/13) from current expenditure on youth work provided by the Council’s Youth Development service.</p> <p>The Area Board will be updated on developments in this area.</p> <p><b>Laverstock and Ford Parish Council – Riverbourne Community Farm</b>  Virginia McLennan outlined the success and achievement of the Riverbourne Community Farm and thanked those who had been involved with the project for their support and funding. A copy of the statement is attached to the minutes.</p> <p>Councillor Devine congratulated West Dean on winning the Best Kept Village award.</p>
14.	<p><u>Your Local Issues</u></p> <p>Tom Bray, Community Area Manager had arranged to meet with Steve Wilson, Divisional Highways Manager; to work through the issues on the system to close those that have now been dealt with and to move the open issues on to the next stage.</p> <p>Tom would carry out an audit of the issues on the system and would include the date each issue was logged on the system in the table for future meetings.</p>

	<p>The Board was asked to look at issue number 584 and to take action as this issue was causing a problem for a resident who had foul water coming into his garden from a run off.</p> <p><b>Action: Tom Bray, Community Area Manager</b></p> <p>Tom would work with Firsdown Parish Council on their issue with the Byway Open to all Traffic and discuss the issues around the potential transfer of the asset from Wiltshire Council to the Parish Council.</p> <p><b>Action: Tom Bray, Community Area Manager</b></p>
15.	<p><u>Community Area Grants</u></p> <p>The Board considered one application for funding from the Community Area Grant Scheme, as detailed in the report attached to the agenda.</p> <p>The application was from Downton Parish Council to fund an Archaeological Watching Brief for preparation of new Skate Park in the Village.</p> <p>Tom Bray, Community Area Manager explained that although the applicant was a Parish Council, due to the project being a one off project and not maintenance of an existing facility the application met Community Area Grant Criteria for 2011/12.</p> <p>The Board invited the applicant to speak in support of the application.</p> <p><b><u>Decision</u></b>  <b>Downton Parish Council was awarded £1950 to fund the Archaeological Watching Brief for preparation of new Skate Park in the Village.</b></p> <p><b><u>Reason</u></b>  <b><i>The application would be of benefit to the community, particularly to young people.</i></b></p> <p><b>Action: Tom Bray, Community Area Manager</b></p>
16.	<p><u>Close</u></p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>The next meeting of the Southern Wiltshire Area Board will be held on Thursday 15 December 2011 at Trafalgar School, Downton from 7.00pm.</p>
<p><u>Attachment - Laverstock PC Statement</u></p>	

## **Laverstock & Ford Parish Council Partner Report**

I am proud to be able to report that our River Bourne Community Farm in Laverstock yesterday achieved recognition as the Best Social Enterprise in Wiltshire, at the 2011 Voluntary and Community Service awards. The awards are organised by Wiltshire Council and NHS Wiltshire to highlight outstanding achievements of those people and organisations in the community who volunteer themselves, or exist to encourage volunteers to get involved in their community.

I think it is worth saying just a little about the farm, as many people and organisations have contributed to this stage of its development.

The farm was an idea of local businessman Ben Parker, who had grown up on a 1950's farm and believed it help shape his character for the better. Ben contacted Ian McLennan, our then Salisbury District Councillor and asked about the land at Cow Lane, Laverstock. Ian suggested that Ben put his idea to the Parish Council and he would then pursue the transfer of ownership to L&F PC.

We all wanted the project to succeed and first SDC Cabinet agreed the land transfer and then the Interim Executive of Wiltshire Council. Local people joined the board of the new Community Interest Company and began to fundraise and change the landscape for the better. An additional 58 acres was also rented from the adjacent landowner and grazing of sheep and cows was underway.

Anyone who knew the site before will know how much has changed. Dilapidated buildings have been completely renovated or rebuilt and others added. Much money has been invested but above all the

funding has been translated into many times its value by the hundred's of volunteers from all over.

The Parish Council has leased the land for a peppercorn rent and supports with additional grants. Southern Area Board has also made grants totalling just under £5000 and this has been used to provide brand new and attractive wooden fencing and the parking area has been cleared and levelled so far, with a better surface envisaged soon.

The Area Board chose the venue for one of its activity days for young people this summer and has also held a Young People's Area Board at the farm.

Education has benefited greatly and every school for miles has attended the farm, held a lesson whilst sitting on hay bale seating and used the farm for their practical projects.

In the village, the Laverstock WI has provided cream teas for visitors during the summer and two farm open days have been hugely successful.

Every day people wander in and around the farm just to see the animals or walk through the country setting, on paths where access was previously not possible. Lots and lots of the local people lend a hand when needed and everyone thinks it is the best and most inclusive project we have had for years.

Chairman, this is one of those occasions when every single one of us here should give ourselves a pat on the back for backing this winner.

Thank you.