

MINUTES

Meeting: SALISBURY AREA BOARD

Place: Salisbury Guildhall, The Market Place, Salisbury, SP1 1JH

Date: 17 November 2011

Start Time: 7.00 pm **Finish Time:** 10.07 pm

Please direct any enquiries on these minutes to:

James Hazlewood (Senior Democratic Services Officer), Tel: 01722 434250 or (e-mail) james.hazlewood@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Richard Clewer (Chairman), Cllr Bill Moss (Vice Chairman), Cllr John Brady, Cllr Christopher Cochrane, Cllr Brian Dalton, Cllr Mary Douglas and Cllr Paul Sample

Wiltshire Council Officers

Marianna Dodd, Salisbury Community Area Manager Stephanie Denovan, Service Director for Schools and Learning Tracy Carter, Service Director - Waste Management Laurie Bell, Service Director - Policy and Communications Alistair Cunningham, Service Director for Economy and Enterprise James Hazlewood, Senior Democratic Services Officer

Town and Parish Councils

Salisbury City Council – Cllr Su Thorpe, Cllr Cheryl Hill, Cllr Anne Chalke, Cllr Jeremy Nettle, Cllr Joe Rooney, Reg Williams, Annie Child Laverstock and Ford Parish Council – Cllr David Law

Partners

Wiltshire Police – Inspector Andy Noble, PCSO Gemma McIndoe, PCSO Olly Royston "Our Salisbury" – Salisbury City Community Area Partnership (SCCAP) – Debrah Biggs, John Potter

St Edmunds Community Association – Tony West Harnham Neighbourhood Association – John McGarry Age UK – Helen Rowe Salisbury Tenants Panel – Colin Duller Salisbury Pubwatch – Amanda Newbury South Wilts Agenda 21 – Pam Rouquette, Margaret Wilmot

Total in attendance: 76

Agenda Item No.	Summary of Issues Discussed and Decision			
1.	Welcome and Introductions The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.			
2.	Apologies for Absence Apologies for absence had been received from: Wiltshire Councillor Ricky Rogers; Mike Franklin - Wiltshire Fire and Rescue; and Susie Morgans – Salisbury Independent Self Advocacy Group.			
3.	Minutes Decision The minutes of the meeting held on 15 September 2011 and those of the Extraordinary meeting held on 10 October 2011 were agreed as a correct record and signed by the Chairman.			
4.	Declarations of Interest There were no declarations of interest.			
5.	 Chairman's Announcements a. Commissioning Strategy for Services to 11 to 19 year olds – feedback from consultation: More information on this was set out at page 31. b. Household Survey: More information on this was set out on page 33 and copies of the survey were available at the back of the room. c. Change of order: The Chairman announced that he had agreed to a change in the order of the agenda to allow one of the speakers to leave early. d. Recording the meeting: The Chairman reported that, following an enquiry, the Area Board was happy for parts of meetings to be recorded. 			
6.	Update from Area Board The Chairman referred to the written update on actions and outcomes from			

previous meetings, as set out on page 35 of the agenda.

Alistair Cunningham, Service Director for Economy and Enterprise, gave an update on the outstanding matters which had been raised at the meeting on 10 October.

- In terms of the contract with Letts Wheeler, it had been established that
 there had been no contractual failure on the part of the architects. It was
 also confirmed that Letts Wheeler would continue to work on the project,
 and would produce another design based on a revised design brief as
 agreed by the Area Board, following the public consultation.
- As regards the costs so far, this could be broken down into the costs of the design competition (£55,761.34) and the costs since then involving the design fees, and investigatory work on trees and drains (£189,100.25). This gave a total of £244,861.59. It was noted that, as Letts Wheeler would be producing the revised design, none of the costs so far would be wasted and all the information gained would inform the final design. The full breakdown of these costs is attached as an appendix to these minutes.

The Chairman also referred to page 37 in the agenda, which showed the advertisment for Salisbury and the Park and Ride scheme (aimed at people living outside the county), under the project agreed and funding by the Area Board at its meeting on 15 September 2011.

7. Access all areas - Focus on Disabled People

Angie Carmichael, Director of Sparring Partners Productions Limited (disability training, research and consultancy), gave a presentation about the Equality Act 2010, which sought to protect individuals from unfair treatment and to promote a more fair and more equal society.

The Act offered protection to people in nine key areas (including disability) and applies to anyone supplying a service to the public, either paid or free. This included public bodies, private organisations and voluntary sector groups.

The Act prohibited direct and indirect discrimination, harassment, or victimisation on grounds relating to the nine protected characteristics. In addition, a duty was placed on Public Sector bodies to have regard to:

- 1. Eliminating unlawful discrimination, harassment and victimisation
- 2.Advancement of equality of opportunity between people from different equality groups.
- 3. Foster good relationships between people from different equality groups.

Angie set out a number of practical implications for disabled people, including

employers and suppliers of goods/services having to make reasonable adjustments for disabled people, and public bodies being obliged to proactively encourage inclusion and participation.

The Chairman thanked Angie for the presentation and invited Helen Farmer, of Salisbury Wheelchair Users Group, to speak about the practicalities of access for disabled people in Salisbury.

Helen commented that there were 10.9 million disabled people in Great Britain, of which 6.2 million had a mobility disability. It was estimated that 14% of the population of the country had a mobility disability affecting day to day activities. Disability was also closely related to age, and this would see numbers of disabled people increase in line with anticipated rises in numbers of older people (50% rise in over-65s and 100% rise in over-85s by 2025).

Transport and travel was a major barrier preventing disabled people from accessing the city. It was estimated that only 16% of taxis were wheelchair accessible, and most buses could only carry one wheelchair user at a time. In addition, spaces on buses were on a "first come first served" basis, and were shared with pushchair users; as a result many wheelchair users had been refused entry onto buses, even during bad weather.

Around 4% of the UK population were entitled to a blue badge, which was designed for those with severe mobility difficulties. There were almost 25,000 in Wiltshire and over 6,300 in the SP post code area.

In terms of the provision of disabled car parking spaces, the Local Transport Plan set out a number of minimum standards in terms of how close parking spaces should be to services. Further standards were also set out in national parking guidelines. However, a number of concerns had been raised regarding disabled parking provision in Salisbury, including inadequate provision of spaces, lack of dropped kerbs, and adverse camber.

Shopmobility was considered to be a great service, offering hire of electric scooters, power chairs, manual wheelchairs and shopper walkers for only £2 a day hire, with a £5 joining fee. However, there were a number of limitations as the service was only available from 9.30 to 4.30, was closed on Sundays, and could only be used within the ring road.

Disabled toilets were also an issue in Salisbury, as the toilets in the Marketplace were not accessible. The nearest toilets with facilities for disabled people were in the Central Car Park, which was not always convenient.

The Chairman thanked Helen for her presentation and invited questions and comments:

 It was suggested that disabled and non-disabled toilets could be provided by the Council buying an empty shop. It was also noted that the possibility of a lift in the marketplace public toilets had been considered, but had not been feasible at the time.

- It was noted that a sign in the Marketplace had been changed to correctly direct disabled people to the nearest toilets at the Central Car park. This had been done by Wiltshire Council on request.
- Responding to a question, Helen reported that Salisbury currently provided around 50% of the minimum standards of blue badge parking. The Area Board considered that this should be addressed as a matter of urgency, at least being increased to meeting the minimum standards, and preferably to match the number blue badge holders as a percentage of the local population.
- Reference was made to wheelchair users having to use the road due to the lack of dropped kerbs, and due to pavements being too narrow and uneven.
- In relation to the alleged abuse of blue badges, it was noted that in many cases this may be due to a misunderstanding by third parties. Not all blue badge holders had a visually obvious disability, and the badges could be used by people who had a disabled person in the vehicle, provided it was for the benefit of the badge holder. It was also noted that Parking Attendants could demand to see blue badges and could report any abuse.

Decision

The Salisbury Area Board recommends as follows to the Cabinet Member for Highways and Transport:

- a) That the number of disabled parking spaces in Salisbury be increased to meet the minimum standards set out in national guidelines.
- b) That the number of disabled parking spaces be brought up to proportionate standards in terms of the numbers of blue badge holders in the SP postcode area.
- c) That the Cabinet Member and officers liaise with Salisbury Wheelchair Users Group to identify where dropped kerbs are required for on-street parking by wheelchair users.

ACTION: James Hazlewood

8. Salisbury Marketplace - update

The Chairman referred to the Working Group which had been set up by the Area Board following the 10 October meeting. The outcomes from discussions at the three meetings of the working group had been summarised in a document which was tabled. This also summarised the feedback from the Area Board's survey which had received 1545 responses, and the views expressed in the petitions

which related to the proposed refurbishment of the Marketplace.

The views expressed in the survey and through the working group meetings were broadly consistent in terms of supporting the majority views expressed at Area Board meetings and through the petitions. These supported retaining the healthy trees, maintaining the two distinct spaces of the Guildhall square and the Market square, leaving the war memorial in its current location, and removing all parking from the square, with replacement disabled spaces being provided nearby.

One issue where no consensus had been reached was on the four large London Plane Trees at the Western edge of the square. The Area Board was asked to decide on whether these should be retained and managed, or replaced.

Questions and comments were raised as follows:

- The view was expressed that the four large London Plane trees were too big and blocked out sunlight and the view of the old buildings, along with causing damage to gutters, drains and foundations. As such, some people considered that these trees should be removed and replaced with trees more appropriately sized to the location.
- However, the view was also put that these trees were extremely healthy
 and formed an essential part of the character of the marketplace. It was
 also considered that the size of the trees could be managed by pollarding
 rather than replacement.
- In response to questions the Chairman confirmed that advice from Salisbury City Council, and from Wiltshire Council's Tree Officer, would form part of the design brief.
- Concern was raised that a number of people were unable to view the Remembrance Day ceremony due to the current location of the War Memorial. However, it was noted that the survey and straw polls at previous Area Board meetings had shown a majority support for not moving the War Memorial. The Area Board supported the proposal to add the missing names to the memorial.
- It was noted that Wiltshire Council's Cabinet had agreed to fund the maintenance of the trees in February 2012, and annually thereafter.
- The Area Board welcomed the proposal to test the surfacing materials for suitability in terms of use by wheelchair users, and durability with traffic for the market and fair(s).
- It was noted that the Salisbury Vision continued to work on other projects such as the Maltings and the Central Car Park.

Decision

- 1. The Salisbury Area Board notes and endorses the views captured by the process of the working group, the survey and the petitions which have been submitted in relation to the Marketplace.
- 2. The Area Board supports the view that the four large London Plane trees should be retained as part of the refurbishment of the square, and that they should be pollarded, along with all other trees in the marketplace which are in need of pollarding.
- 3. The Area Board also supports the view that the missing names should be added to the war memorial.
- 4. The Area Board agrees that these views should now go forward to Wiltshire Council officers to develop a design brief for the architects, and that the design should come back to the Area Board for public debate and consideration.

ACTION: Brian Johnson

9. <u>Update from Representatives</u>

Su Thorpe, Leader of Salisbury City Council, updated the meeting on the work of the City Council:

- A number of events had been held recently, including the pleasure fair, the Carnival, and the Homecoming of 32 Regiment Royal Artillery, Remembrance Day and Remembrance Sunday.
- The Christmas lights switch on would be at 6pm on Thursday 24 November.
- Tenders were due in for the first stage of the crematorium redevelopment. It was anticipated that site work would start in 2012.
- Plans were underway for events to celebrate the Queen's Diamond Jubilee weekend.

David Law, of Laverstock and Ford Parish Council reported that he had no update, but commented that the War Memorial at the Laverstock Church had been updated with some missing names and had been rededicated at a ceremony in October.

Inspector Andy Noble was due to give a presentation on the new Operational Policing Model, but offered to defer this to the next meeting, due to the lateness of the hour. However, he did introduce Sheila and Eve, coordinators of the successful Streetwatch trial in Bemerton Heath.

Both Sheila and Eve had been victims of criminal damage about six months ago, and had been asked to join the streetwatch initiative. This sought to promote

good citizenship and to encourage the community to talk to each other and build community spirit. The Bemerton group now consisted of 10-15 members and operated patrols at all times of the day and night.

The Chairman congratulated Sheila and Eve to a round of applause, and encouraged similar schemes to be set up elsewhere.

10. London Olympics 2012

Laurie Bell, Service Director for Communications, gave a brief presentation on the opportunties that 2012 would offer Wiltshire as a year of celebration, specifically the Queen's Diamond Jubilee and the Olympic Toch route coming through the county.

It was considered that these events would present a chance to reinvigorate the local economy, showcase what Wiltshire has to offer, and to promote the county's strong and vibrant community spirit.

The Olympic Torch route had recently been announced and would be coming through Wiltshire on two separate occasions, on 22-23 May in the North of the County, and then again in the South of the county as follows:

- Wednesday 11 July (afternoon and evening)
 - Ludgershall
 - Tidworth
 - Amesbury
 - The Winterbournes
 - Salisury including evening event at Hudson's Field
- Thursday 12 July (morning)
 - o Wilton
 - o Barford St Martin
 - Fovant
 - o Ludwell

Following a high-profile campaign for local people to be nominated as torch bearers, all the torch-bearers in Wiltshire would be local, and would be selected from the nominees by LOCOG (the London Organising Committee for the Olympic Games and Paralympic Games). The torch relay itself would consist of a convoy of buses, promotional vehicles, security, media, and celebrities, and it was anticipated that there would be a high level of media activity – local, national and international.

Local people were encouraged to get involved and to animate the torch route by showcasing the community, local talents, local history and diversity. This was particularly important in Salisbury where an evening event was planned for 11 July to celebrate the torch procession's arrival.

For those who wished to get involved with organising events, "toolkit" folders were available at the back of the room containing advice, guidance and contact details.

In response to questions Laurie confirmed that the torch would process through the city on the day after the evening event. The event was expected to attract 20,000-30,000 people and arrangments were in hand for a transport plan and to provide transport from other parts of the county.

The Area Board noted that it would welcome applications for funding to support projects to mark the Olympic torch route, and the Queen's Diamond Jubilee. Although there was no extra central funding available for this, the Area Board was anticipating to focus a significant proportion of its budget on projects for these two events.

Decision

- 1. The Salisbury Area Board actively encourages bids for funding to support local community projects in celebration of the Olympic torch relay through Salisbury, the evening event on 11 July, and the Queen's Diamond Jubilee.
- 2. Officers be requested to publicise the Area Board's invitation for funding bids through the local media.
- 3. A working group be established to oversee the arrangements for the Olympic Torch celebrations on 11-12 July, to include representatives from neighbouring Area Boards, Salisbury City Council and community representatives. Councillor Chris Cochrane was appointed as the Area Board's representative.

ACTION: Laurie Bell

11. Update from Salisbury City Community Area Partnership (SCCAP)

Owing to a technical issue with the presentation and the lateness of the hour, this presentation was deferred to the next meeting of the Area Board.

The Area Board reiterated its appreciation for the work of SCCAP and gave an assurance that this item would be near the start of the agenda for the next meeting.

12. Waste Collection - Terraced Housing

Tracey Carter, Service Director for Waste Management Services, gave a presentation on the future of waste and recycling collection in Wiltshire.

As previously reported to the Area Board, the service was being harmonised to provide the same level of service to all residents, to improve recycling services, and to minimise the waste sent to landfill. A public consultation over the

summer of 2010 had shown 72% of residents were in favour of the proposed new service.

The fortnightly collection of household waste (i.e. non-recyclable) would start in March 2012. Collection calendars and information leaflets would be sent to all residents in early March, and additional bin capacity was being made available to some residents with large families, or those with medical conditions which meant additional waste was produced.

In addition, it was recognised that some exceptions would be needed for some properties with insufficient storage space for bins, large bags or boxes. Officers were currently using local knowledge to identify such properties and Councillors were being consulted (the locations which had been identified so far are set out in Appendix B to these minutes). These locations would continue to receive weekly bin collections.

Anyone wishing to raise a comment or concern on this process was invited to call 0300 456 0102 or email wasteandrecycling@wiltshire.gov.uk.

13. Off-street Car Parking within Salisbury

The Chairman referred to the recent announcement that parking prices in the city would be reduced by 10p. This was in response to the review of parking charges across the county and following the reintroduction of the 1 hour parking charge as discussed at previous meetings of the Area Board.

14. Grit Bins

Marianna Dodd introduced the presentation, commenting that information on grit bins was available on the Council's website., and that any request for grit bins to be filled should be logged with the Highways CLARENCE service on 0800 232323 or Clarence@wiltshire.gov.uk.

It was noted that there were no more funds available for additional grit bins this year, but a map showing the location of current grit bins was available at the back of the meeting room.

The Area Board expressed disappointment that there had been no response to the report requested at the meeting on 30 November 2010 ("a comprehensive review of grit bins within the city, looking at how bins are installed, used, and maintained, and identifying the criteria used to install bins")

The Area Board requested that the Chairman and officers investigate this issue and that a report be presented to the next meeting of the Area Board. It was also requested that the map of the grit bins locations be circulated to Councillors.

ACTION: James Hazlewood

15. Community Area Grants

The Chairman invited a representative from each of the grant applicants to give a brief overview of their project to the Area Board. After each of the applicants had spoken the Chairman invited questions and discussion, then asked for a show of hands from those present to reflect public opinion. The Area Board members then voted on each application.

Decision

Salisbury Trust for the Homeless was awarded £5,000 towards the restoration of an important Grade II listed Victorian building in the centre of Salisbury and the refurbishment of its 12 single flats. This grant is subject to the confirmation of sufficient funds from other sources to enable to the project to proceed.

<u>Reason</u> – The application met the Community Area Grants Criteria 2011/12 and would allow this project to proceed, providing 12 flats for people who have been homeless and are ready to leave supported housing.

Decision

South Wiltshire Agenda 21 was awarded £1,500 towards updating the Salisbury and Wilton Walking Map, promoting local walking routes.

<u>Reason</u> – The application met the Community Area Grants Criteria 2011/12 and would support this project to promote healthy living and sustainable transport.

Decision

Sarum Counselling was awarded £1,000 towards providing a reduced fee and subsidised counselling for people on limited means.

<u>Reason</u> – The application met the Community Area Grants Criteria 2011/12 and would support this project to provide counselling for people on lower incomes.

ACTION: Marianna Dodd

16. <u>Area Board project - finger posting</u>

The Chairman introduced the project, which sought to replace or realign finger posts in the city centre, helping to improve the appearance of the streetscene and to make the city more inviting and easy to navigate for visitors and tourists.

In response to a suggestion that Visit Wiltshire should be paying for this type of work, it was noted that Visit Wiltshire was purely a marketing organisation and did not have the funding available for maintenance work of this type.

The Area Board supported the intention behind the proposal and it was

suggested that consideration be given to brown "tourist" signs for Salisbury on the A303 and other major routes.

It was noted that Salisbury Civic Society had produced a list of fingerposts which needed attention. If the project was approved, the Integrated Transport Team would use this information to undertake a prioritisation of which finger posts could be improved with the funding available.

Decision

The Salisbury Area Board agreed to support the project as set out in the report, and to allocate £10,000 towards the replacement and realignment and refurbishment of finger posts within the city centre.

<u>Reason</u> – To improve the appearance of the finger posts, contributing to the overall appearance of the street scene, and to make the city easier to navigate for visitors and tourists.

ACTION: Paul Shaddock

17. <u>Future Meeting Dates, Evaluation and Close</u>

A vote of thanks was offered to the Community Area Manager, Marianna Dodd, and the Chairman, Councillor Richard Clewer, for their work in undertaking the survey in relation to the Marketplace, and for setting up and running the related working group.

The Chairman thanked everyone for attending and noted that the next meeting of the Salisbury Area Board would be held on 12 January 2012, 7pm at Salisbury City Hall, Malthouse Lane, Salisbury SP2 7TU.

Appendix A - Breakdown of costs (item 6)

Appendix B - List of streets identified (item 12)



Salisbury Market Place Development Costs Breakdown

Consultation and Publicity Costs			Notes		
RIBA Managment Fee	£	9,000.00	140103		
RIBA Expenses	£	750.00			
RIBA Adviser Fee	£	4,000.00			
RIBA Honoraria		30,000.00	6 shortlisted bidders x £5,000		
	£	1.000.00	o shortiisted bidders x 25,000		
RIBA Contingency		,			
RIBA Design Competition Subtotal	z.	44,750.00			
Radio adverts		£550.00			
Journal and Avon advertiser ads		£637.84			
Design of consultation pack		£475.00			
Hire of banquetting suite		£1,348.00			
Exhibition stands		£1,849.00			
Advert design for Journal and Avon Adv		£95.00			
Print envelopes		£228.00			
Print leaflet		£933.00			
Print questionnaire		£1,089.00			
Print design concept leaflets		£2,394.00			
TV and DVD hire		£180.00			
SDC Public Consultation and Exhibition Subtotal	£	9,778.84			
Radio Adverts	£	968.00			
Poster printing	£	46.50			
Poster lamination	£	18.00			
Market Place Hoardings Display	£	200.00			
WC Public Consultation and Exhibition Subtotal	£	1,232.50	Excludes costs absorbed in design costs below		
			e.g. Creation of model and artwork for display		
Consultation and Publicity Subtotal	£	55,761.34			
Architectural, Lighting, Design and Engineering Costs					
			LW Detailed design fees 2010-2012 include payments		
Financial Year 2010-11			to their subcontractors:		
			Martin Stockley Associates - Engineering		
Letts Wheeler Architects - Detailed Design Fee	£	87.299.00	Sutton Vane Associates - Lighting		
Duramen Consulting - Tree Survey of Market Place	£		Focus - Surveying		
Adien - Utility Detection and Mapping Survey	£		Marston BDB - Cost Consultancy		
Financial Year 2010-11 Subtotal		,	Watermans Ltd - Environmenal Consultancy		
i mandar rear 2010 Tr Gastotar	~	30,007.70	And their subcontractors e.g. 365 cctv drain survey		
Financial Year 2011-12			This then subcontractors e.g. 500 coty train survey		
I manda rear zerr 12			LW team work: initial detailed design, design team		
Letts Wheeler Architects	c	85 702 50	meetings and project co-ordination, planning		
Rodney Melville & Co - War Memorial LBC Application Research	£		application premeetings, further detailed design		
Financial Year 2011-12 Subtotal					
Filianciai 18ai 2011-12 Sublolai	£	92,292.50			
Architectural Lighting Decign Engineering and Become Costs Cub	٠,	400 400 05	of planning application, preparation of detailed		
Architectural, Lighting, Design, Engineering and Research Costs Sub	ιŁ	189,100.25	tender documentation and specifications including		
			bill of quantities for procurement of contractor		

<u>£ 244,861.59</u>

This page is intentionally left blank

Locations Identified

Archers Court
Bemerton Heath (flats
in Gainsbourgh Close,
Glynbourne Close
and Hazel Close only)
Bishops Walk
Blue Boar Row
Board Walk
Bridge Street

Butcher Row
Castle Street
Catherine Street
Chatham Close
Chipper Lane
Choristers Square
Endless Street
The Friary (flats only)

Brown Street

Fish Row
Fisherton Street
Minster Street
New Canal
New Street
North Walk
Oatmeal Row
Old George Mall
Ox Row

Queen Street
Rosemary Lane
Silver Street
St Thomas Square
Victoria Road
Warwick Close
West Walk
Winchester Street

This page is intentionally left blank