

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Nadder Hall, Weaveland Road, Tisbury, SP3 6HJ  
**Date:** 29 February 2012  
**Start Time:** 6.00pm  
**Finish Time:** 9.05pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jose Green (Vice Chairman), Cllr Richard Beattie, Cllr Tony Deane and Cllr George Jeans

### **Wiltshire Council Officers**

Stephen Harris, Community Area Manager  
Lisa Moore, Democratic Services Officer  
Jaki Farrell, Youth Services Coordinator

### **Town and Parish Councillors**

Ansty Parish Council – A Oldfield  
Barford St. Martin Parish Council – J Childs & F Coombes  
Bishopstone Parish Council – J Thompson & E Williams  
Chilmark Parish Council – P Boyles  
Dinton Parish Council – C Churchill  
Donhead St. Andrew Parish Council – S Harry (also for Tisbury PC)  
Donhead St. Mary Parish Council – J Barnes & J Pendrill  
East Knoyle Parish Council – D Booth  
Fovant Parish Council – N Knowles  
Hindon Parish Council – D Robertson & J Robinson  
Quidhampton Parish Council – K Taylor  
Sedgehill and Semley PC – C Lawton  
South Newton Parish Council – J Green

Sutton Mandeville Parish Council – W Brooks & J Childs  
Swallowcliffe Parish Council – G Ewer  
Teffont Parish Council – Z Faulkner & R Long-Fox  
Tisbury Parish Council – J Amos  
West Tisbury Parish Council – G Flower & I Lacy  
Wilton Town Council – P Matthews & I Seviour

**Partners**

Wiltshire Police Authority – Joy Hillyer

**Total in attendance: 87**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions to the Young People's Section of the Agenda</u></p> <p>Councillor Jose Green was in the Chair as Chairman for this meeting as Councillor Wayman was unwell and unable to attend.</p> <p>Councillor Green welcomed everyone to the youth section of the meeting.</p>
2.	<p><u>Youth Project Funding</u></p> <p>Steve Harris, Community Area Manager and Jaki Farrell, Youth Services Coordinator, explained the application process to the groups sitting around the workshop tables.</p> <ul style="list-style-type: none"> <li>• The deadline to submit an application is Friday 9 March.</li> <li>• Applications would then be presented to the Board on 22 March, at the special grants meeting, where the Board members would make a decision.</li> </ul> <p>The aim of this workshop was to discuss project ideas, see how to make an application and what should be included in a presentation.</p> <p>The Board members and others in attendance joined the workshop tables to work with the young people in their groups.</p>
3.	<p><u>Feedback from Young People</u></p> <p>It was decided that time would be better spent by continuing with the workshop sessions as the young people were in mid discussion at this point.</p> <p>The view of the young people on items and issues to be considered at a future Area Board would be collected at a later date.</p>
4.	<p><u>Youth Area Board Summary and Interlude</u></p> <p>The Chairman, Councillor Green thanked the young people for attending and hoped to see them again on 22 March 2012, at the special Grants meeting, where they could present their projects to the Board for consideration for funding.</p>
5.	<p><u>Welcome and Introductions to the South West Wiltshire Area Board</u></p> <p>The Chairman, Councillor Green welcomed everyone to the second section of the Area Board meeting.</p>

6.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Graham Hogg – Service Director</li> <li>• Charles Smith – Dinton Parish Council</li> <li>• Tony Phillips – Fovant Parish Council</li> </ul>
7.	<p><u>Declarations of Interest</u></p> <p>Councillor Tony Deane declared a personal and non prejudicial interest relating to item 17 – Grant application from Teffont Village Hall Committee, as his wife was a member of the committee. He remained in the room and voted on the application.</p>
8.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Wednesday 7 December were agreed as a correct record and signed by the Chairman.</p>
9.	<p><u>Matters Arising</u></p> <p>Wilton Town Councillor, Phil Matthews noted that the notes of the British Cycle Association meeting referred to in minute 5 on page 3 were now available.</p>
10.	<p><u>Chairman's Announcements</u></p> <p>The Chairman passed on the thanks of Fovant Parish Council to the young people who had recently worked on a project to build some steps in the village, through the leisure credits scheme.</p> <p>A Bishopstone Parish Councillor also praised the young people for their work in clearing footpaths and installing a new style in Bishopstone.</p> <p><u>Waste Services Display</u></p> <p>The waste and recycling collection service is changing from March all waste and recycling collections will be fortnightly. A display and a member of the waste services team was available in the foyer to answer any questions before the meeting.</p> <p><u>Community Planning Event</u></p> <p>Posters advertising the Community Planning event due to take place on 5<sup>th</sup> March 2012, had been circulated.</p> <p><u>Help to Live at Home – Update</u></p> <p>An update on this service had been attached to the agenda.</p> <p><u>The Localism Act 2011</u></p> <p>An update on this had been attached to the agenda.</p>

	<p><u>Water Abstraction Update</u> Following the last Area Board meeting in December, Councillor Deane had taken this item to Cabinet for consideration. The Leader of the Council, Councillor Jane Scott, wrote to the Environment Agency regarding the matter. Wessex Water and the Environment Agency would hold a meeting in March to discuss water abstraction issues for the county.</p> <p><u>Extraordinary meeting to consider Grants – 22 March 2012</u> An additional Board meeting had been scheduled for Thursday 22<sup>nd</sup> March, specifically to consider grants and funding. This would be held at Nadder Hall, Tisbury at 7.00pm. For further information contact the Community Area Manager, Stephen Harris on 01722 434211 or by email <a href="mailto:Stephen.harris@wiltshire.gov.uk">Stephen.harris@wiltshire.gov.uk</a></p> <p><u>Core Strategy</u> A Draft Wiltshire Core Strategy Pre-Submission document update had been circulated at the meeting.</p>
11.	<p><u>Councillor Initiative - Jubilee and Olympic Community Event Funding</u></p> <p><u>Community Event Funding</u> In June 2012 it will be the Queen’s Diamond Jubilee. In July 2012 the Olympic torch will be passing through the South West area of Wiltshire. The aim of this project is to provide a simple process for awarding grants to support celebrations within the South West Wiltshire Community Areas.</p> <p>The Board considered the recommendation to allocate £41,000 of funds to this project as detailed in the attached report.</p> <p><b><u>Decision:</u></b> <b>The South West Wiltshire Area Board agreed to set aside £41,000 of its 2011/12 budget for Jubilee and Olympic Community Event Funding, in line with the criteria as set out in the Officer’s report. Any funding unspent would revert back to the Area Board general funding pot.</b></p> <p>A report detailing five applications which had already been received for this funding had been attached to the agenda. The Board members considered each application in turn.</p> <p><b><u>Decision</u></b> <b>Donhead St Andrew Parish Council was awarded £904 from the Area Board Diamond Jubilee &amp; Olympic Torch Fund, towards a Jubilee event, which will include a barn dance, BBQ and the lighting of a beacon bonfire.</b></p> <p><b><u>Decision</u></b> <b>Tisbury Parish Council was awarded £1,990 from the Area Board Diamond Jubilee &amp; Olympic Torch Fund, towards a Jubilee event, which will include</b></p>

entertainment, an evening show, a hog roast and the lighting of a beacon bonfire.

**Decision**

**Berwick St John Parish Council was awarded £1,000 from the Area Board Diamond Jubilee & Olympic Torch Fund, towards a three day Jubilee event, which will include a community lunch, street party, BBQ and the lighting of a beacon bonfire.**

**Decision**

**Kilminster Parish Council was awarded £1,000 from the Area Board Diamond Jubilee & Olympic Torch Fund, towards a Jubilee event, which will include activities for children, a BBQ and a local band.**

*It was noted that the Kilminster PC event would be a joint celebration with neighbouring Stourton Parish Council, therefore Stourton would not be able to apply for a separate Jubilee Grant for the same event.*

**Decision**

**Wilton Town Council was awarded £2,000 from the Area Board Diamond Jubilee & Olympic Torch Fund, towards a four day Jubilee event which will include concerts and a street party and a carnival.**

**Medieval Tent Funding**

All Area Boards had been invited to organise and host a jousting tent in the Cathedral Close in which to 'showcase' their history and provide examples of community initiatives which makes their area unique. Wiltshire Council had submitted an application to the Community Covenant Grant Scheme to assist with the cost of staging this event, however if this application is unsuccessful the Area Board would be asked to contribute to the funding of the event by providing the cost to hire a Jousting tent of their choice.

The Board members voted on the recommendation to set aside £1,400 of the Area Board budget for 2011/12, to cover the hire cost of a specific jousting style tent.

**Decision**

**The South West Wiltshire Area Board agreed to allocate £1,400 from the 2011/12 Area Board budget, to fund the hire of an oblong medieval tent for the Event on 1<sup>st</sup> May 2012.**

**Working Group**

The Board aims to set up a Working Group to look at how the Area Board, the AONB and Parishes across the community areas could come together to present South West Wiltshire (SWW) at the event.

The Chairman added that the Board would be looking for some input from

	<p>Parish Council's as there is a wealth of historic, archaeological, topographical together with artistic talent reflected in literature and films within the AONB and SWW Area Board area.</p> <p>The Community Area Manager (CAM) would be emailing parishes with information, anyone interested in joining the working group could contact CAM, <a href="mailto:Stephen.harris@wiltshire.gov.uk">Stephen.harris@wiltshire.gov.uk</a></p>
12.	<p><u>Tisbury Campus Update</u></p> <p>Councillor Tony Deane gave an update on the Tisbury Campus project, this included:</p> <ul style="list-style-type: none"> <li>• The Shadow Community Operations Board (SCOB) had carried out consultations locally on two separate occasions.</li> <li>• There had been a delay in a decision by Cabinet on whether to purchase the old Nadder Hall site, for the campus development. This would now be considered in September 2012.</li> <li>• Plans for the Campus were currently being drawn up.</li> </ul> <p>Councillor Deane explained that due to other commitments, two members of the SCOB recently had to stand down and therefore the SCOB would like to hear from anyone interested in joining. Expression of Interest forms were circulated for people to complete. The SCOB were particularly interested in hearing from anyone with a business background and anyone who could offer a public health perspective to the group.</p>
13.	<p><u>Partner and Community Area Updates</u></p> <p>Written updates had been attached to the agenda, in addition the following verbal updates were received:</p> <p><u>Wilton Youth Centre Opening</u> Phil Matthews, Wilton Town Councillor thanked the Area Board and Councillor Beattie for the support given to the Wilton Youth Centre opening event recently. He also praised the work of Jenni Bertram, Youth Services Coordinator and the Wilton area team.</p> <p><u>Community Area Grant Successes</u> At the Board meeting on 11<sup>th</sup> April, there would be a review of all successful grants awarded during the 2011/12 financial year.</p> <p><u>Wiltshire Police Authority (WPA)</u> Joy Hillyer explained that the Chief Constable Brian Moore had been seconded to the Border Agency, the deputy Chief Constable had been appointed as temporary Chief Constable.</p> <p>The WPA were in the process of writing the Police Plan for the year. WPA was</p>

	<p>conducting a consultation to gather views and concerns relating to the transition in November from a Police Authority to an elected Police and Crime Commissioner.</p> <p>Councillor Green congratulated PCSO, Sam Spacey from the Wilton area, as he would be leaving to become a Police Constable for Wiltshire Constabulary.</p> <p>The Chairman Noted that due to the additional hour at the start of the agenda and the overall scope of the agenda, the Police and the Youth Services Coordinator had been stood down from attending the Area Board meeting on this occasion as they had provided written updates.</p>
14.	<p><u>Community Asset Transfer</u></p> <p>The Board considered the Community Asset Transfer application for the transfer of Hindon Allotments, Hindon to be transferred to Hindon Parish Council. The officers report and a copy of the application was attached to the agenda.</p> <p><b><u>Decision</u></b>  <b>South West Wiltshire Area Board agreed to the Community Asset Transfer of Wiltshire Council owned land at Hindon Allotments to Hindon Parish Council, in accordance with Wiltshire Council’s Community Asset Transfer Policy.</b></p>
15.	<p><u>Community Area Transport Group Update and Funding for Safety Improvement Project to the Crossing on the A30 near Ludwell</u></p> <p><u>Community Area Transport Group (CATG)</u>  The Board received an update from Councillor Tony Deane and noted the minutes attached to the agenda from the last CATG meeting held on 31 January 2012.</p> <p><u>Councillor Initiative – A30 Safety Improvement Project Funding</u>  The Board members considered the proposal to award £11,000 of funds from the 2011/12 budget to the safety improvement project on the A30 at Charlton, near Ludwell, as detailed on the attached report.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to award £11,000 from the 2011/12 Area Board Budget to the Safety Improvement project to the crossing on the A30 near Ludwell. As detailed in the Officer’s report; a payment of £1,000 from Donhead St Mary Parish Council would be paid back into the Area Board general funding pot over a two year period, this would be as 2 payments of £500, once their precept was available.</b></p>



16.	<p><u>Replacement Finger Posts</u></p> <p>The Board considered the bid from Quidhampton Parish Council for £350 of funding for replacing or refurbishing a finger posts on the highway in their area.</p> <p><b><u>Decision</u></b>  <b>To award upto £350 of funding to Quidhampton Parish Council as set out in the Officer's Report with the condition that each Parish Council that receives funding to replace or refurbish a finger post must provide evidence of doing so within twelve months.</b></p> <p>Some of the Parishes that had already undertaken repair and replacement work on finger posts discussed the varied costs involved with the work, depending on who was hired to carry the work out.</p> <p>One Parish that had previously been awarded a £350 grant explained that they were unable to proceed with the work, due to unforeseen increase in costs involved.</p> <p>Teffont Parish Council added that using local resources had enabled them to get the work done for a better price. They had the contact details of a local craftsman who had carried out their fingerpost work for a reasonable price, anyone interested in using the same craftsman could obtain his details from the Teffont Parish Clerk or the Community Area Manager.</p> <p>Stephen Harris added that if parishes were experiencing difficulty in getting the works done at a reasonable price, they should contact him, so that a way forward could be found.</p>
17.	<p><u>Community Area Grants</u></p> <p>The Board considered eight applications detailed in the report, 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 Village Hall Management Committee was awarded £1,663 towards their project to purchase a sound system.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer's Report.</i></b></p> <p>Notes: The amount awarded was £550 less than the £2,213 applied for as no one was available to provide justification as to why a three year warranty was required.</p>

**Decision**

**Tollard Royal Village Committee was awarded £1,000 to purchase a Village Marquee.**

***Reason***

***The application met the Community Area Grant Criteria for 2011/12 and Area Board recognises the need to support and enhance local facilities for all the community.***

Notes: The Chairman advised the applicant that as the marquee would be used during the Jubilee celebrations in the parish, this would be taken into consideration when considering any forthcoming application for funding from the Jubilee fund.

**Decision**

**Chilmark Horticultural Society was awarded £959 towards purchasing exhibiting facilities for village shows.**

***Reason***

***The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer's Report.***

**Decision**

**Sedgehill Village Hall Committee was awarded £989.21 towards the re-decoration project of the Village Hall.**

***Reason***

***The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer's Report.***

**Decision**

**The Forum Stroke Club was awarded £501.90 towards their Archery project.**

***Reason***

***The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer's Report.***

**Decision**

**Teffont Village Hall Committee was awarded £7,508.46 towards their project to refurbish the village hall.**

***Reason***

***The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer's Report.***

**Decision**

**Semley Village Hall Committee was awarded £968 towards their project to refurbish the kitchen ceiling at the village hall.**

	<p><b>Reason</b>  <i>The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer’s Report.</i></p> <p><b>Decision</b>  <b>East Knoyle Village Hall Committee was awarded £5,000 towards the planned improvement project for the hall kitchen. This amount would be as a £4,000 grant and a £1,000 loan which the applicant must agree to repay within 24 months</b></p> <p><b>Reason</b>  <i>The application met the Community Area Grant Criteria for 2011/12 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as detailed in the Officer’s Report.</i></p> <p><b>The Area Board advised that applicants should always approach the Parish Council for a financial contribution towards projects which have a wider community benefit.</b></p>
18.	<p><u>Update on Issues</u></p> <p>Steve Harris, Community Area Manager advised that he would be providing an update at each Area Board meeting on live issues. There would also be a link on the Just a Minute which is sent out following each Area Board meeting.</p> <p>Steve asked for people to let him know about any Issues that were thought to have been incorrectly closed, so that he could establish whether anything further could have been done and whether they should be looked into further.</p> <p>It was suggested that Sutton Mandeville Parish Council should approach the CATG to discuss the possibility of providing some signage for the area, to get motorists to slow down towards Sutton Row.</p>
19.	<p><u>Future Meeting Dates and Close:</u></p> <p>The next meeting of the South West Wiltshire Area Board will be held on Thursday 22 March 2012, from 7.00pm at Nadder Hall, Tisbury. This meeting is solely to consider:</p> <ul style="list-style-type: none"> <li>• Youth Funding Bids</li> <li>• Jubilee/Olympic Community Event Bids</li> <li>• Community Area Grant Applications</li> </ul> <p>The Chairman, Councillor Green thanked everyone for coming and closed the meeting.</p>

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