

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Charlton New Remembrance Hall, The Remembrance Field,  
Charlton, Shaftesbury, SP7 0PL  
**Date:** 11 April 2012  
**Start Time:** 7.00 pm  
**Finish Time:** 9.10 pm

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## **In Attendance:**

### **Wiltshire Councillors**

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

Cllr John Brady, Cabinet member for Finance, Risk and Performance

### **Wiltshire Council Officers**

Stephen Harris, Community Area Manager  
Lisa Moore, Democratic Services Officer

### **Town and Parish Councillors**

Bishopstone Parish Council – M Ash  
Broad Chalke Parish Council – M Powis  
Chilmark Parish Council – P Boyles  
Dinton Parish Council – C Smith  
Donhead St. Mary Parish Council – J Barnes & J Pendrill  
East Knoyle Parish Council – D Booth  
Fovant Parish Council – T Phillips  
Netherhampton Parish Council – S Armitage & J Lawson  
Swallowcliffe Parish Council – G Ewer  
Teffont Parish Council – R Long-Fox

West Knoyle Parish Council – J Randall  
West Tisbury Parish Council – J Amos

**Partners**

Wiltshire Police – Inspector Lindsey Winters  
Wiltshire Police Authority – Angus MacPherson  
Wiltshire Fire and Rescue Service – Mike Franklin & Scott Taylor  
WILCAP – David Parker  
Tenants Panel – Suzanne George  
Integrated Youth Services – Mark Holden

**Total in attendance: 45**

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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 Bridget Wayman welcomed everyone to the meeting of the South West Wiltshire Area Board and introduced Councillor John Brady, Cabinet member for Finance, Risk and Performance to the meeting.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Councillor Richard Beattie – Board Member</li> <li>• Jaki Farrell – Youth Service Coordinator</li> </ul>
3.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4.	<p><u>Minutes</u></p> <p>The minutes of the previous two meetings, held on Wednesday 29 February and Thursday 22 March were agreed as a correct record and signed by the Chairman.</p>
5.	<p><u>Matters Arising</u></p> <p>There were none.</p>
6.	<p><u>Chairman's Announcements</u></p> <p><u>Queens Diamond Jubilee Event – 1<sup>st</sup> May</u>  The Board would be hosting a jousting style tent at the Jubilee event due to be held in Cathedral close, Salisbury on 1<sup>st</sup> May.</p> <p>Work was underway to coordinate the exhibits, demonstrations and displays which would take place in the tent. A trial run to establish set up and layout requirements would take place at Farmer Giles, all of those involved were asked to deliver their exhibits/goods to Farmer Giles by 18<sup>th</sup> April.</p> <p>The final deadline for delivery of exhibits/goods to Farmer Giles would be Wednesday 25<sup>th</sup> April, so that a bulk one off delivery could be made to Cathedral Close, using a trailer from the farm on 30<sup>th</sup> April. Separate deliveries to the jousting tent by individuals must be requested through Stephen Harris, Community Area Manager, to ensure security clearance is in place.</p>

	<p>For further details contact <a href="mailto:Stephen.harris@wiltshire.gov.uk">Stephen.harris@wiltshire.gov.uk</a> or 01722 434211.</p> <p><u>Confirmation of successful Community Area Grants (CAG) 2011/12</u> A report detailing all of the CAG's awarded during 2011/12, by community area, was circulated at the meeting.</p> <p><u>Feedback from the Community Planning Event, held on 5 March 2012</u> A report detailing information collated at the event was circulated at the meeting. Several key issues had been identified, these included improvements to rural broadband, youth transport and community safety. The Chairman proposed to have an item to discuss these findings at a future area board meeting, and asked Stephen Harris, Community Area Manager to produce a discussion paper.</p> <p><u>Fortnightly Household Waste Collection</u> A fortnightly household collection service had now been implemented across the south of Wiltshire. There were slight inaccuracies with the original information flyer distributed to households, this had since been replaced online with correct information.</p> <p><u>Election of a Chairman</u> At the next Area Board meeting on 13 June, the Board would be electing a Chairman for the forthcoming year. The Chairman, Councillor Wayman advised that she would be standing down as Chairman due to other commitments, and thanked everyone who had supported the South West Wiltshire Area Board.</p> <p><u>Nadder School Site</u> The Old Nadder School site in Tisbury had recently been purchase by Wiltshire Council, for use as the Tisbury Area Campus site, due to be developed in 2013.</p>
7.	<p><u>Tisbury Campus Update</u></p> <p>Councillor Tony Deane gave an update to the Board, he also asked for the Tisbury Campus to be called the Tisbury Community Campus, as it would cover the whole area not just central Tisbury.</p> <ul style="list-style-type: none"> <li>• Plans were underway to incorporate a youth training centre in the campus.</li> <li>• The old Nadder School site had been purchased by Wiltshire Council, the budget required to develop the site would go to Cabinet in September 2012, for approval.</li> <li>• Conversations with the Police had taken place to establish the specification of their requirements should they decide to move into the campus.</li> <li>• The opportunity for the Fire &amp; Rescue service to move to the campus site was available, should they wished to.</li> </ul> <p>Councillor Deane urged anyone interested in attending Shadow Community</p>

	<p>Operations Board (SCOB) meetings to do so, he explained that due to the information discussed by the group, a certain level of confidentiality was involved.</p>
8.	<p><u>Partner and Community Updates</u></p> <p><u>Wiltshire Fire and Rescue Service (WF&amp;RS).</u>  Scott Taylor, Station Manager presented the WF&amp;RS proposals for their Integrated Risk Management Plan for 2012-15. Consultation documents and a freepost survey had also been circulated around the room.</p> <p>The risks that Wiltshire Fire and Rescue Service face are changing, from a reduction in their budget, through the increased housing within Wiltshire to the type of incidents that they respond to on a daily basis.</p> <p>Their goal is to meet these challenges and provide an improved service to the public in the most effective and efficient way possible.</p> <p><b>Areas of Change</b>  To achieve this goal, WF&amp;RS have reviewed how they provide the service today and how they should be providing that service to the public in the future. They have come up with five proposals that will expand their ability to respond to incidents, enhance the knowledge and skills of staff and reduce the overall cost of the Service to the taxpayer.</p> <p>WF&amp;RS are proposing the following options:</p> <ol style="list-style-type: none"> <li>1. To alter the way they employ firefighters on the Retained Duty System (on-call staff) to guarantee availability and to provide a sustainable system.</li> <li>2. To alter the way they crew stations to relocate staff throughout the county to create communities of stations to manage increased risk presented by future developments.</li> <li>3. To alter the shift times of operational staff to occur outside of incident peak hours.</li> <li>4. To alter duty systems to provide enhanced cover.</li> <li>5. To relocate specialist vehicles to provide suitable and sustainable arrangements.</li> </ol> <p>WF&amp;RS welcomes public opinion on the proposed changes; this could be done in a number of ways. People could register as a stakeholder and receive a survey to complete, or view the consultation document circulated at the meeting and comment using the supplied e-mail address <a href="mailto:consultation@wiltsfire.gov.uk">consultation@wiltsfire.gov.uk</a>, or they could view the proposals in the packs and complete the freepost survey also provided. To view the consultation on line, follow the link: <a href="http://www.wiltsfire.gov.uk/irmp/index.html">http://www.wiltsfire.gov.uk/irmp/index.html</a></p>

Questions and comments were then taken from the room, these included:

- To what extent has the staff been consulted on the proposed 12hr shift change? Answer - Current shift patterns were 9hr day shifts and 15 hr night shifts. The proposal for a 12 hr shift for days as well as nights has been investigated for any health & Safety issues due to tiredness.
- Can you confirm that the 1<sup>st</sup> responder service for Mere would not be affected by any of the planned changes? Answer - Scott Taylor confirmed that the current level of service would be maintained.
- Has any consultation with local employers been undertaken to tackle the issues around employers not permitting staff to be released from duties to act as Retained Fire Fighters? Answer – WF&RS had consulted with current employers and also aimed to make the Retained Fire Fighter role more appealing to those who may not have considered it previously, such as mothers at home.
- Can you explain how one new unit will be better than the four it would replace? Answer – There would be a fleet reduction because one new unit would be capable of carrying all of the specialised kits previously carried on the four individual vehicles.

#### Wiltshire Police Authority (WPA)

Angus MacPherson, Independent member of the WPA gave an update to the Board including:

- The WPA recently held a Community Awards ceremony, where community officers were nominated by the public, where PC Peter Jung from Wilton received three nominations and PCSO Jake Noble from Mere received 2 nominations. The winner was a PCSO from Swindon.
- Tisbury Police were completely committed to becoming part of the Tisbury Community Campus project.
- The Police recently gave away £30,000 of proceeds from the sale of property through an awards system. A further £40,000 of funds would shortly be available for up to £3,000 awards, which groups could apply for towards youth deprivation projects.
- Elections for a Police and Crime Commissioner would be taking place in November 2012, this would replace the Police Authority. The final date for nominations for the post was 13<sup>th</sup> October 2012.

#### Community Area Police

Inspector Lindsey Winters ran through the Mere and Tisbury Community Area Updates which were attached to the agenda, the Wilton Update was circulated at the meeting and is attached to the end of these minutes.

Youth

Mark Holden (Project Co-ordinator - Leisure Credits Young Enterprise Initiative) ran through the youth services update on behalf of Jaki Farrell, who was away with a group of young people on a residential. The update was circulated at the meeting and is attached to the end of these minutes.

Comments and questions were then taken from the floor, they included:

- Councillor Deane praised Jaki Farrell for her work with the young people. He added that when he had met with young people from Tisbury in the past he had always been surprised by their lack of experience outside of Tisbury and Wiltshire, suggesting that in the future he would like to see Tisbury Twinned with somewhere in Europe.
- What is the future for the Leisure Credit Scheme financially? Answer – Mark explained that in his experience, Wiltshire had invested in its youth services, far more than he had seen in other counties. Mark was on a fixed term contract, funded by the Sewing Seeds charity until September 2013. He hoped that enough interest would be created by then to enable the scheme to continue beyond that date. He felt that Wiltshire could create a model which could then be used by other areas across the county.

9.

Community Area Transport Group Update

Councillor Tony Deane advised the Board that the small budget allocated to the Community Area Transport Group (CATG) had nearly all been allocated. He advised that funds were available centrally for improvements to council housing estates; he suggested that any bids for improvements such as drop kerbs could be made by local residents, directly to Councillor John Thomson.

Community Area Transport Group (CATG) Funding

The Board considered the recommendations of the CATG for allocation of funds to projects as detailed in the officer's report, circulated at the meeting.

Decision

**The South West Wiltshire Area Board ratified the recommendations of the Community Area Transport Group (CATG) to release funds from the CATG budget for 2011/12, to the following projects:**

- **£1500 towards dropped kerbs in Charlton**
- **£3500 towards Tollard Royal roadside kerbing**
- **£3500 towards Tisbury Row footbridge**

Speed Indicator Device (SID)

The Board considered the recommendation as set out in the officer's report relating to the centrally owned SID, and the Area Board purchased SID for the South West Wiltshire community area.

	<p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to delegate responsibility for future discussions and decisions on the allocation of the SIDs to the Community Area Manager in consultation with the Community Area Transport Group.</b></p> <p>Questions and comments were then taken from the room, these included:</p> <ul style="list-style-type: none"> <li>• There was a request for information on the ‘C’ road review. <u>Answer:</u> A map detailing all of the ‘C’ roads within the South West Wilts Community Areas was circulated to the CATG; from this, the C12 road matched most of the suggested criteria, so was chosen for use in a pilot scheme for further scrutiny. The usual process for submission of comments from parishes and the public would be available during the review.</li> </ul> <p>Cabinet member, Councillor John Brady explained that from April 2012, the system of local authority housing finance has been devolved to local authorities to manage themselves and the Council will now gain full control of its housing income and expenditure.</p> <p>Council house residents in the rural areas were urged to get involved in suggesting how the funds should be spent. Councillor Brady added that it was important to let the tenants decide which schemes for improvements should take place, rather than for the council making those choices for them.</p> <p>A representative from the Tenants Panel informed the Board that on one site in the South West, there was an issue with limited parking due to the road being too narrow, causing vehicles to be parked half on the pavements. This was causing problems for residents as they were then unable to walk on the pavement very easily, especially for those with pushchairs and wheel chairs. The residents had been trying for two years to get some improvements carried out, but had been told that no funds were available, and that improvements were not possible. On hearing the news from Councillor Brady, the lady agreed to bring the improvement project up again at the next Tenants Panel meeting, and would propose that the project be considered for funding from this newly available budget.</p>
10.	<p><b><u>Youth Project Funding</u></b></p> <p>The Board deferred the Youth Funding Bid from the Wilton Explores Scouts until the next meeting of the Board as there was no one in attendance to speak on behalf of the project.</p> <p><b>Action: The Community Area Manager would invite the applicant to attend the next meeting of the Board.</b></p>
11.	<p><b><u>Replacement Finger Post Funding</u></b></p> <p>The Board considered the report detailing a bid from Teffont Parish Council for</p>



	<p>funding towards the replacement/refurbishment of a finger post within the parish during 2012/13. Councillor Deane proposed that the Board raised the amount of the award to cover the additional £200 cost incurred as a result of Highways having to be used to take down and then reinstate the finger posts.</p> <p>The Area Board considered the proposal and voted on increasing the available amount by £200 for all bids to be considered from here on.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed that parishes could apply for up to £350 towards a finger post repair/replacement and a further £200 towards the Highways element of the necessary works to take down and reinstate the posts.</b></p> <p>The Board then considered the bid from Teffont Parish Council.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board approved an award of £550 of funds to Teffont Parish Council towards the replacement/refurbishment of a finger post (£200 of this amount would be used to pay for the Highways element of the work), 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>
12.	<p><u>Jubilee and Olympic Community Events Funding</u></p> <p>The Board considered bids for funding for Jubilee and Olympic Community events, as detailed in the officer's report. Following discussion the Board members voted on each bid in turn.</p> <p><b><u>Decision</u></b></p>

The South West Wiltshire Area Board awarded a total of £9,750 of funding from the Jubilee and Olympic Community Event funding budget for 2011/12, as set out in the table below:

Parish Council	Brief description of Celebration	Amount Awarded
Compton Chamberlayne	Afternoon and evening events including live music, hog roast/BBQ, firework display, and village 'sports day'	£500
West Knoyle	Mini-Olympics and street party	£500
South Newton	Joint fete and BBQ being held with the local Church, including stalls, displays, hog roast and a dog show	£1,000
Broad Chalke	Two day event including street party meal, children's games and competition, film viewing and beacon	£1,000
Mere	Community picnic, street party, beacon and fireworks	£2,000
Chilmark	Two day main event including street party, hog roast and country dancing, beacon and firework display. Also two performances by Amateur Dramatic Society	£1,000
Fonthill Gifford	1950s themed tea party	£250
Zeals	Hog roast, with Maypole displays, entertainment and a bouncy castle.	£1,000
West Tisbury	Stone seat from local quarry, plus contribution towards Tisbury beacon/fireworks	£500
East Knoyle	Evening event including beacon, bar, BBQ, children's entertainment and a band	£1,000
Netherhampton	Hog roast / lunch with competitions and games	£1,000

The Community Area Manager confirmed that as this was the last opportunity for parishes to bid for funds from this budget, the total amount of funds awarded was £26,894, leaving a balance of £14,106 to be returned to the general South West Wiltshire Area Board funding pot for 2012/13.

13.

### Community Area Grants

The Board considered one new application for funding from the Community Area Grant Scheme for 2012/13 from Zeals Youth Trust, in addition to this the Board revisited an application submitted at the previous meeting in February 2012 from Broad Chalke Village Hall Management committee as further information had been requested regarding a three year warranty for £500 which had formed part of the initial grant bid.

The Board considered the applications, following discussion they voted on each in turn.

#### Decision

**Zeals Youth Trust was awarded £1,770 towards their project to purchase storage cabins for equipment.**

#### Reason

	<p><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><u>Decision</u></b>  <b>Broad Chalke Village Hall Management Committee was awarded a further £275 towards their project to purchase a sound system (This added to the previously awarded amount of £1,663 would total £1,938 which was half of the project cost if the warranty was deducted from the bid).</b></p> <p><b><u>Reason</u></b>  <b>The Board did not support the warranty aspect of the bid as they felt a warranty constituted ongoing costs and should therefore be paid for by the applicant.</b></p>
14.	<p><b><u>Update on Issues</u></b></p> <p>The Community Area Manager, Stephen Harris had circulated an updated table of current Issues.</p> <p>The Chairman announced that the issue number 2043, Planning matter in Bower Chalke would now be closed as the person who raised the issue had had the opportunity to present his case to the Inspector.</p> <p>The Chairman also proposed to close other issues on the system which were deemed by the Chairman to have been developed as far as was possible under the Area Boards remit.</p> <p>A Chilmark parish councillor asked for further consideration in relation to an issue of flooding at a particular part in Chilmark where no drainage was present. Around this area, landowners had been asked to cut hedges back, subsequently a build up of clippings and leaves had accumulated over several years on a verge, which had now become slippery.</p> <p>The Chairman suggested that the matter be passed to the CATG for discussion and asked for the parish councillor to produce a document with photos of the issue, to be passed to Stephen Harris, Community Area Manager.</p> <p><b>Action: Community Area Manager to include the item for discussion at a future CATG meeting.</b></p>
15.	<p><b><u>Close</u></b></p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>Thanks were given to Councillor Wayman for her work as Chairman of the South West Wiltshire Area Board over the past few years.</p> <p>The next meeting of the South West Wiltshire Area Board will be held on Wednesday 13 June 2012 at Bishopstone Village Hall.</p>

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