

MINUTES

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: Wilton Community Centre, West Street, Wilton, Salisbury, SP2 0BG
Date: 5 December 2012
Start Time: 6.30 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) lisa.moore@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Councillor Toby Sturgis, Cabinet member for Waste, Property, Environment and Development Control.

Wiltshire Council Officers

Stephen Harris, Community Area Manager
Lisa Moore, Democratic Services Officer
Jaki Farrell, Locality E Team Leader (Youth)
David Bowater, Programme Lead (Communities)
Jenny Wilcockson, Digital Literacy Coordinator

Town and Parish Councillors

Burcombe without Parish Council – N Lefroy
Chilmark Parish Council – P Boyles
Dinton Parish Council – C Smith
Quidhampton Parish Council – C Churchill
Swallowcliffe Parish Council – G Ewer
Teffont Parish Council – Z Faulkner & R Long - Fox
Wilton Town Council – P Edge & P Matthews

Partners

Wiltshire Police - Inspector Andy Noble

Wiltshire Fire and Rescue Service – Mike Franklin

Digital Literacy – Mike Leonard

Tenants Panel – Colin Duller

Total in attendance: 78

<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 thanked all of the young people in attendance for coming to present their project bids.</p>
2	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
3	<p><u>Declarations of Interest</u></p> <p>Councillor George Jeans declared a non pecuniary interest relating to item 6 – Youth Project Grants, application by 1st Mere Brownies Group, as his wife was involved with the Group.</p>
4	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Wednesday 17 October 2012 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>Youth Project Grants</u></p> <p>The Chairman invited each applicant to present their youth project to the Board. Following discussion the Board members voted on each application in turn.</p> <p><u>Decision</u> The South West Wiltshire Area Board awarded Youth Initiative Funding for 2012/13 as detailed in the following table:</p>

Applicant	Project	Award
1st Mere Guides	Hooded jackets for all members	£500
Mere & Tisbury Girls Group	Materials and equipment to enable workshops to improve skills	£568
Locality E Autumn NCS Group	Festive fun day event	£400
Mere Community Area Young Peoples' Issues Group (CAYPIG)	Graffiti project, including workshops and repainting a 'kicking wall.' (It was hoped that Mere Parish Council would contribute £100 towards the project)	£750
Zeals Youth Club	Equipment and materials to fund the re-opening of the youth club	£700
Bishopstone Saturday Soccer Club	Soccer skills coaching	£970
Semley Piano Club	Piano lessons in return for volunteering in local community shop	Refused
Wilton and Barford Primary School	Street dance/zumba classes for after school	Refused
Barts Youth Group	Transport to a four day activity retreat	£1,000
Mere Town Youth Football Club	New outdoor lighting for evening training sessions	£1,000
Mere Development Centre for Young People	Setting up a refreshments car to be run during Mere Town FC home matches	£763
Nadder Hall Film Club	New camera and lighting equipment	£1,000
1 st Mere Brownie Unit	Circus skills workshops, leading to local performances	£307
Kilmington and Stourton Cricket Club	Coaching qualifications for young people, who will then coach local children and young people at the club	£760
Wilton Youthy	To build a skate board ramp	Deferred Pending further enquiries
	Total Awarded	£8,718

7	<p><u>Chairman's Announcements</u></p> <p><u>Special Housing meeting – rescheduled</u> The Extraordinary Area Board meeting to focus on the Housing Allocations System, which had been planned to take place on 22 November had been cancelled due to adverse weather conditions around the county. This meeting would now take place on Wednesday 12 December, 6.00pm at Nadder Hall, Tisbury.</p> <p><u>Grant application deadline for 2012/13</u> The deadline for submitting Community Area Grant applications for</p>
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	<p>consideration at the last South West Wiltshire Area Board meeting in February, is the 9 January 2013.</p> <p><u>Our Community Matters Blog Site</u> Communities were urged to upload their festive events to the South West Wiltshire community blog site: http://southwestwilts.ourcommunitymatters.org.uk/</p>
8	<p><u>Current Consultations</u></p> <p>The Board noted the current consultations attached to the agenda.</p> <p>For further information on current consultations or to take part, click on the link to the consultation portal: http://consult.wiltshire.gov.uk/portal</p>
9	<p><u>Cabinet Representative - Councillor Toby Sturgis</u></p> <p>Councillor Toby Sturgis Cabinet member for Waste, Property, Environment and Development Control Services; gave an introduction into some of the areas of his responsibility:</p> <ul style="list-style-type: none"> • A waste collection service harmonisation had been completed across Wiltshire. Household recycling had increased to over 50%. • Council Tax money could no longer be used to subsidise the collection of waste from businesses and village halls which ran commercial operations. • The waste to energy plant in Westbury was taking 60,000 tonnes of waste per annum. • The target for 2020 would be to achieve less than 20% of household waste going to landfill sites. • Following a recent pilot in primary schools which focused on teaching the children 'energy saving practices' three schools had made phenomenal savings to the amounts of energy they used. The children were also encouraged to take the message home and to put the practices into place there. • Following the Council's Business Plan, the majority of staff were now working from three main hubs, as smaller offices around the county were sold. • The New Mech building at County Hall had been refurbished and huge savings had been made following the move to the new ways of working in a hot desk environment. • Development Control had seen the greatest changes since the 1947 Planning Act had been introduced, with the National Planning Policy Framework bringing about some challenges. • 40 gypsy and traveller pitches had recently been refurbished after the Council had secured a grant to carry the work out.

	<ul style="list-style-type: none"> • The local Nature Partnership was able to pull together partners from Natural England and the Environment Agency. It was felt that this would help to harmonise green infrastructure across Wiltshire. <p>Questions and Comments were then received, these included:</p> <ul style="list-style-type: none"> • We hear that the Council is downsizing the number of properties, so why has it recently purchased a resource centre on Castle Road? Answer: If a new property is required to enable a service to be carried out, the Council looks at all of the options available to find the best way of providing that service to the customers. • The Council recently withdrew the collection service of plastic and card for some parish council sites across the South of Wiltshire, was this connected to the levels of profits obtained by Hills for recycling? Answer: The withdrawal of this service was not done on a pick and chose basis, but was the result of a score card system carried out across the South of Wiltshire. The Quidhampton site scored one below the score required to keep the site open, however we have agreed to review this site. The Council now provides a free kerbside collection of plastic and cardboard to all households across the county, the majority of the withdrawn sites were used by businesses which is no longer permitted. • Quidhampton Parish Clerk, Claire Churchill thanked Cllr Sturgis for keeping their collection site under consideration and confirmed that the parish council would take the previously made offer to meet to discuss the matter in the new year.
10	<p><u>Partner and Community Area Updates</u></p> <p><u>Police</u></p> <p>Inspector Andy Noble gave some feedback following a question received at the last meeting in October relating to the differences in the Crime Detection Rate across the three community areas in the South West.</p> <p>Detection means when a crime is resolved. This can be by:</p> <ul style="list-style-type: none"> • Local Resolution • Charge • Summons • Caution • Final warning • Reprimand • Fixed penalty <p>It would be difficult to compare the crime detection rates (CDR) in the South West community area to those of the larger towns, as there are several different factors present which set them apart.</p> <p>The CDR in the larger towns is usually around 20 – 30%, but in rural areas it is</p>

	<p>usually no higher than 10%, across Wiltshire. The most similar area to the South West is Pewsey and their CDR is similar, however there is some risk in comparing them directly because the South West Wiltshire Area is unique in having two areas which have very small areas of crime, Wilton and Mere & Tisbury. The issue is that in terms of crime volume the differences between the areas are simply not visible anywhere else, because nowhere else in Wiltshire has such low figures.</p> <p>Rural areas do not tend to have CCTV in operation and tend to be blighted more from travelling criminals, rather than local criminals in the more built up areas.</p> <p>When we talk about percentages, we should remember that the sample size is not really significant enough to give a real steer on the end percentage for the area, with resolved crimes only totalling 5 or 6.</p> <p>The CDR figures for rural areas have nearly always been in single figures, with 10% being a high figure.</p> <p>The Chairman thanked Andy for his update on crime detection rates and noted that the Pewsey figures could be viewed on the Pewsey Area Board webpage online, should anyone wish to view them.</p> <p>Phil Matthews, Wilton Town Councillor asked Inspector Noble if PC Rachel Jennings would be returning following the commencement of her maternity leave? <u>Answer:</u> Rachel was expected to return to the wider Salisbury Police team after July 2013. The aim would be to fill the vacancy in Wilton in the new year and the details of Rachel's placement would be considered once she had returned.</p> <p><u>Fire & Rescue Service</u> Mike Franklin noted that there had only been 3 accidental fires reported for the period.</p> <p>There had been a recent incident in the Salisbury Plain area where a family of 5 had been admitted to hospital for carbon monoxide poisoning, Mike advised anyone without a carbon monoxide detector in their home to get one fitted.</p>
11	<p><u>Update on Digital Champions - Wiltshire Online Programme</u></p> <p>Following her presentation in August, Jenny Wilcockson, Digital Literacy Coordinator; gave an update on how the Digital Champion initiative had progressed in the South West Wiltshire community area.</p> <p>Mike Leonard had volunteered to act as a Digital Coordinator for the area, he explained that free support was available to all adults in Wiltshire, although particular emphasis would be placed on reaching older people, people with disabilities and families on low income.</p>

	<p>Mike asked people to spread the word and for local existing groups such as knitting groups, luncheon clubs and coffee mornings, to contact him to arrange for a visit where he would be able to come and chat to people about what could be provided.</p> <p>There are many different levels of requirement when it comes to providing IT assistance. Digital Champions can provide very basic assistance in showing someone how to turn the computer on and to send an email and search the internet, or at the other end of the scale, assistance could also be provided to people who would like help in creating a C.V. or to apply for a job online.</p> <p>The Council would like to hear from anyone who is interested in volunteering to become a Digital Champion in their community area, to help people to use computers in a positive way which could improve their lives.</p> <p>For our full range of volunteering opportunities, visit www.wiltshireonline.org or contact us on: Tel: 01225 793349 Email: digitalinclusion@wiltshire.gov.uk</p>
12	<p><u>Wiltshire's Community Ownership of Assets Toolkit</u></p> <p>David Bowater, Programme Lead (Communities), delivered a presentation on the Wiltshire Community Asset Toolkit, which had been circulated at the meeting and could also be viewed by following the link on the agenda. http://www.wiltshire.gov.uk/wiltshire-community-ownership-of-assets-toolkit.pdf</p> <p>Many communities in Wiltshire are keen to secure the future of much loved local facilities such as pubs and village halls and would like to see the best possible use of other assets such as high street shops and derelict land.</p> <p>Community asset ownership can be one way of channelling the resourcefulness of local groups to take over and transform properties for the benefit of the whole community. If something comes up for sale which is on the list, the community are then given 6 months to raise the funds to purchase it first.</p> <p>Questions and Comments:</p> <ul style="list-style-type: none"> • Could the information provided on the screen during the presentation be circulated to parish councils? <u>Answer:</u> Yes, a copy of the slides will be attached to the minutes from this meeting, which are then emailed to all parish clerks. • Fovant PC had applied for a Community Asset Transfer in 2011 but had not yet received feedback on when it would be completed. <u>Answer:</u> David asked the parish council to forward the details to him in an email so that he could look in to the matter. <p>A copy of the slides from the presentation are attached to the end of these minutes.</p>

13	<p><u>Tisbury Community Campus Update</u></p> <p>Councillor Tony Deane gave an update on the progress of the Tisbury Community Campus.</p> <ul style="list-style-type: none"> • Cabinet had approved the proposed budget request. • Planning Permission would be applied for in May/June 2013. • The project hoped to be able to incorporate the needs of the stakeholders.
14	<p><u>Community Area Transport Group (CATG) Update</u></p> <p>The Board considered the recommendations for funding CATG projects for 2012/13, as detailed in the Officer's report attached to the agenda.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to fund the following projects from the CATG Budget for 2012/13:</p> <ul style="list-style-type: none"> • £4,000 towards the re-painting of white lines in areas across the South West Wiltshire community areas. • £1,500 towards the implementation of a new lay-by and bus stop in Broad Chalke. <p>The Community Area Manager will contact parish councils to make them aware of this scheme and request recommendations from each parish council for inclusion.</p> <p>Action: Stephen Harris, Community Area Manager</p>
15	<p><u>Community Area Grants</u></p> <p>The Board considered three applications for funding from the Community Area Grant Scheme for 2012/13.</p> <p>Applicants present were invited to speak in support of their project and to answer any questions, following discussion the Board members voted on each application in turn.</p> <p><u>Decision</u> Chilmark Cricket Club was awarded £2,500 towards their project to install an artificial cricket surface for cricket nets.</p> <p><u>Reason</u> <i>The application meets the Community Area Grants Criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026, as it will assist in fostering strong communities by drawing together members of the community through engaging in sport.</i></p>

	<p><u>Decision</u> Chilmark Playground Committee was awarded £346 towards their project to install bench seating in the playground.</p> <p><u>Reason</u> <i>The application met the Community Area ‘Small Grants’ Criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as the playground potentially helps to build a stronger and more resilient community, fit for the future.</i></p> <p><u>Decision</u> Bowerchalke Village Hall was awarded £1,214 towards their project to purchase and install a storage shed for the hall.</p> <p><u>Reason</u> <i>The application met the Community Area Grant Criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011 – 2026 as the work of the Village Hall potentially helps to build a stronger and more resilient community, fit for the future.</i></p> <p>To apply for a Community Area Grant or to find further information, click on the link: http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm</p> <p>The deadline for applications to be considered at the next meeting of the Area Board on 6 February 2013 is 9 January 2013.</p>
16	<p><u>Late Business and Close</u></p> <p>The Chairman agreed to hear an item put forward by Councillor Deane as ‘Late Business’.</p> <p><u>The Wessex Cross Border Working Party</u> Councillor Deane proposed that the South West Wiltshire Area Board agreed to join the Wessex Cross Border Working Party and nominates a Board member to attend future Party meetings and to feed back any information relevant to the Board under Partner Updates.</p> <p><u>Decision</u> South West Wiltshire Area Board agreed to join the Wessex Cross Border Working Group. Cllr Tony Dean will be the primary attendee assisted by the Community Area Manager, in the knowledge that any SWWAB Councillor can attend as they wish. There is no commitment of Wiltshire Council funding at this time. The group is not a decision making body, and any decisions will be referred back to the Board.</p> <p>The Chairman thanked everyone for coming and closed the meeting.</p>

	The next meeting of the South West Wiltshire Area Board will be held on Wednesday 6 February 2013 at The Grove Buildings, Mere.
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<u>Attachments</u>

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Community Ownership of Assets

David Bowater
Programme Lead (Communities)

- A brief introduction to community ownership
- The new Community Right to Bid for Assets of Community Value
- Using the right tool for the job
- Mapping assets valued by the community

Community ownership Wiltshire Council Where everybody matters

Community ownership isn't a new idea. It has a number of benefits:

- Control over space and facilities for ongoing community use
- Potential to generate income and create jobs through the letting of space and broader enterprise
- A recognised position in the neighbourhood
- Preserving iconic local buildings for community access and use
- Collateral for loan finance for development
- Tried and tested and has government support

Community Right to Bid Wiltshire Council Where everybody matters

- 'Stops the clock' on the sale of listed Assets of Community Value
- Eligible Nominators
 - Parish councils (or neighbouring Parish Councils)
 - Incorporated voluntary group with a local connection (Charity, CIC, non-profit IPS or Ltd co)
 - Unincorporated voluntary group with the names of 21 registered local electors (non-profit)

- Eligible Assets








Public or privately owned land/ buildings where:

- Its primary use furthers the social well-being or social interests (cultural, recreational, or sporting interests) of the local community AND
- It has this use presently AND it is realistic to think this could continue (whether or not in the same way as before) in the near future; OR
- It has this use in the recent past AND it is realistic to think it could again (whether or not in the same way as before) within the next 5 years

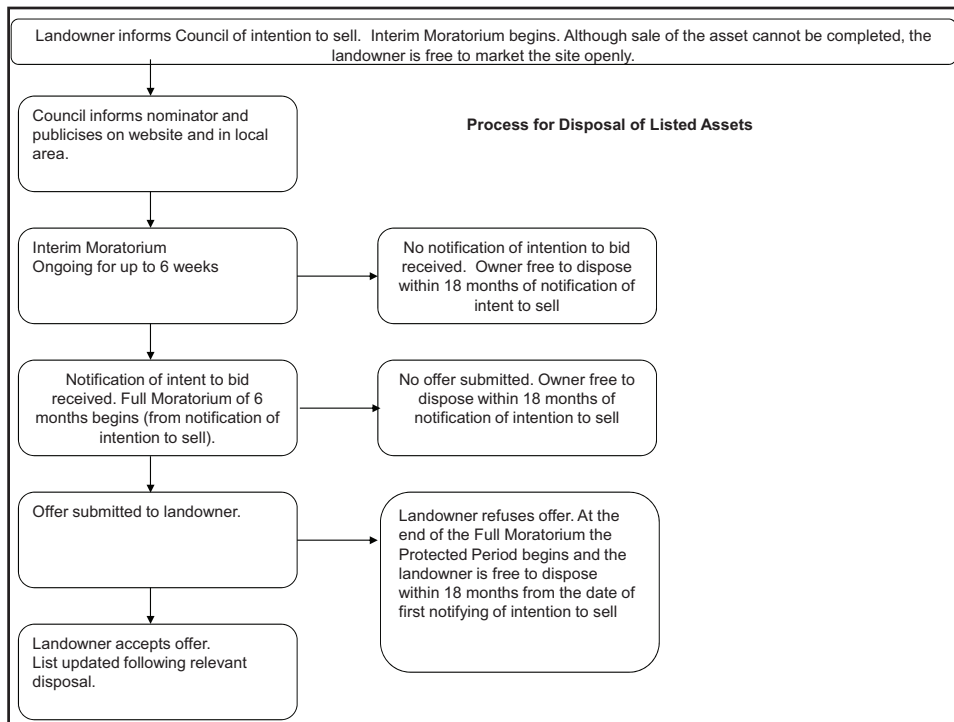
- Exemptions to listing an asset

- Residential property (if this is its primary use)
 - Caravan sites
 - Operational land used by statutory undertakers e.g. transport networks (road, rail, canal)
 - Owner successful after internal review or on appeal (can also claim compensation)
- Decision will be made within 8 weeks of nomination and listed on council website

So... Is this an Asset of Community Value?

- Hotel in Salisbury 
- The last shop in Dinton 
- Wetherspoons in Salisbury 
- Inn / Guest house in Tisbury 
- Pub including a residence in Mere 
- A derelict mill in Wilton 
- An unused ammunition range, previously used by dog walkers 

- When a listed asset comes up for sale / long term lease (25 years or more):
 - Parish councils or incorporated voluntary groups have 6 weeks to say if they would like to be treated as a potential bidder
 - If so, they have a total of 6 months to raise the funds to put in a bid
 - If no bid is accepted, the landowner is free to dispose of the asset with no further moratoria, within 18 months of notification of sale.



Wiltshire Council
Where everybody matters

Community Right to Bid

Exemptions to sale moratoria being applied

- **Sale to a Community Interest Group**
- Gift
- **Family transfers:** Inheritance or Part of administering a will; sale to family member
- Part-listed disposal
- **Sold as a going concern**
- Under Trust
- Owner in new partnership / or leaves
- A court or tribunal order
- A separation agreement between spouses
- Incapacity
- **Under a s106 agreement**
- A pre-existing option to buy / nomination right / right of pre-emption, or right of first refusal;
- A situation covered by the "Crichel Down Rules" (i.e. it was originally bought under compulsion and if no longer needed for public use must be offered back to their original owner or their descendants)
- A power of sale held by a lender or **insolvency**
- Compulsory purchase
- Tenancy of the land under Part 4 of the Agricultural Holdings Act 1986
- Transfer between related companies
- A closed Church of England church
- Continuing Health Service provision or for Educational use (state school or 16-19 academy)



Tools for the job **Wiltshire Council** Where everybody matters

Wiltshire's Community Ownership of Assets Toolkit

- Community Right to Bid (for Assets of Community Value)
- Community Asset Transfer (council owned land)
- Service Delegation (of council services)
- Community Right to Challenge (triggering a procurement exercise for council services)
- Meanwhile Use and Pop-up Shops (temporary use of empty buildings)
- Community Right to Reclaim Land (council and other publicly owned land)
- Community Right to Build (Neighbourhood Planning & sites)
- Compulsory Purchase Order

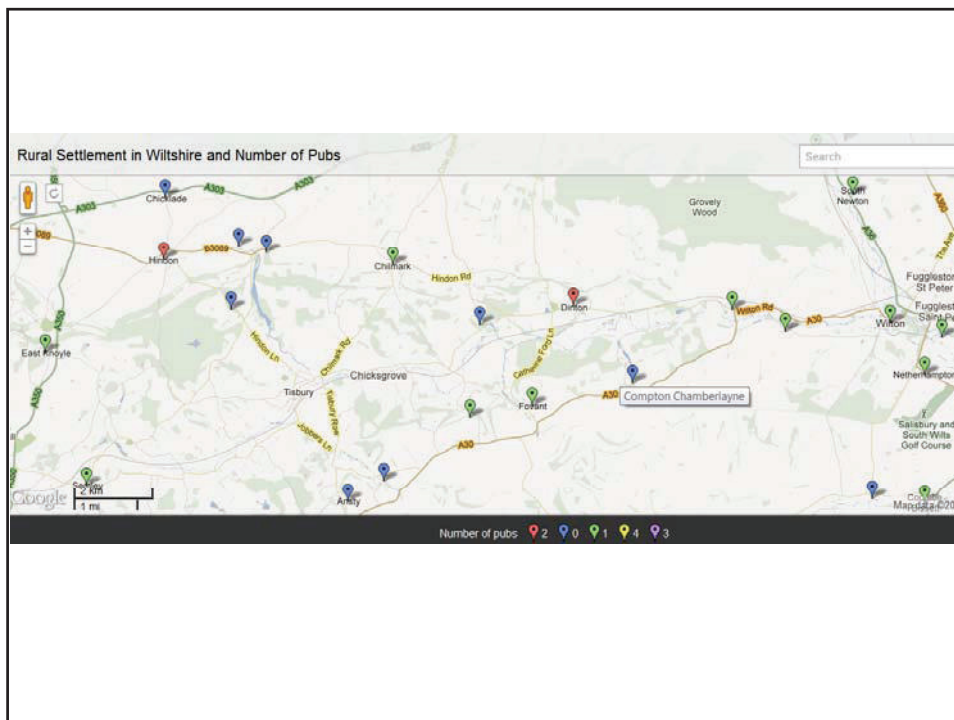
Key messages for communities **Wiltshire Council** Where everybody matters

- Agree together on the community assets that are important to your community (whoever owns them)
- If an asset is not in community ownership, consider the potential for and implications of taking it on
- If community ownership is the right goal, consider what tool or tools are most appropriate to achieve it

Mapping valued assets

Sources of information:

- Parish plan
- Community plan
- Neighbourhood plan
- The Rural Facilities Survey, including numbers of [pubs](#) and [shops](#). (Information from parishes)
- Wiltshire Council's Asset Management Strategy (and if you have one, your COB)
- The DCLG website map showing a snapshot of [publicly owned assets](#).



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